



# 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 21, 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.*

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<b>A. OPENING PROCEDURES – 7:00 p.m.</b>	<b>6</b>
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
<b>B. REPORTS AND PRESENTATIONS</b>	<b>7</b>
1. Superintendent's Report	
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4. Spotlight: Transportation Update	15
<b>C. PUBLIC COMMUNICATION</b>	<b>16</b>
<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>	
<b>D. PUBLIC HEARING</b>	<b>17</b>
1. Use of Education Protection Account Funds for 2016-17	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](http://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 Expenditure Warrants**

32

It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of May 2016.

**2.3. Approval/Ratification of Purchase Orders**

34

It is recommended that the Board of Education approve and ratify purchase orders for the month of May 2016 as presented in the item.

**2.4. Approval/Ratification of Revolving Cash Report**

45

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

**2.5. Acceptance of Donations**

47

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

**2.6. Approval of Consultants and General Service Providers**

48

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

**2.7. Approval/Ratification of Annual Agreements for 2016-17**

50

It is recommended that the Board of Education provide approval/ratification of the attached listed annual agreements for 2016-17.

**2.8. Approval of 2016-17 Student Accident Insurance**

57

It is recommended that the Board of Education approve student accident insurance for the 2016-17 school year available from Guarantee Trust Life Insurance Company through Pacific Educators, Inc. Insurance Services.

**2.9. Approval of Long-Term Use of Facilities Agreement with Christ the King Lutheran Church for Use of Cajon Park Annex for the 2016-17 Fiscal Year**

58

It is recommended that the Board of Education approve the Long-Term Use of Facilities Agreement with Christ the King Lutheran Church for use of Cajon Park Annex for the 2016-17 Fiscal Year.

**2.10. Adoption of Resolution No. 1516-37 Designating Use of Education Protection Account Funds for 2016-17**

63

It is recommended that the Board of Education Adopt Resolution No. 1516-37 Designating Use of Education Protection Account funds for 2016-17.

**Educational Services**

- 3.1. **Approval of Outdoor Education Program Agreements with the San Diego County Office of Education** 68  
It is recommended that the Board of Education approve the Outdoor Education Program Agreements with the San Diego County Office of Education for the 2016-17 school year.
- 3.2. **Approval of the 2016-17 Consolidated Application and Reporting System (CARS) Application for Funding** 78  
It is recommended that the Board of Education approve the 2016-17 Consolidated Application and Reporting System (CARS) Application.
- 3.3. **Adoption of Resolution #1617-01 Designating Personnel and Approval of 2016-17 Child Development Services Contract** 79  
It is recommended that the Board of Education approve the 2016-17 contract for child development services to operate the State Preschool with the California Department of Education and adopt Resolution #1617-01 designating personnel to sign contract documents for fiscal year 2016-17.
- 3.4. **Approval of Nonpublic Agency Contract with Maxim Healthcare for Nursing Services** 82  
It is recommended that the Board of Education approve the Nonpublic Agency Contract with Maxim Healthcare for nursing services.
- 3.5. **Ratification of Amended Nonpublic Agency Master Contract with Kaliko Yandall Therapy for Occupational Therapy** 83  
It is recommended that the Board of Education ratify the amended Nonpublic Agency Master Contract with Kaliko Yandall Therapy for occupational therapy.
- 3.6. **Approval of Increase for Nonpublic Agency Master Contract Expenses with ABA Education Foundation for Behavioral Support** 84  
It is recommended that the Board of Education approve the increase of \$7000 for Nonpublic Agency Master Contract expenses with ABA Education Foundation for behavior support services.

**Human Resources/Pupil Services**

- 4.1. **Personnel, Regular** 85  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. **Approval of Agreement with Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2016-17 School Year** 87  
It is recommended that the Board of Education approve the agreement to continue using K.I.D.S. for canine drug detection services for the 2016-17 school year.
- 4.3. **Approval of Short Term Positions** 90  
It is recommended that the Board of Education approve short term positions.
- 4.4. **Approval of Memorandum of Understanding between Santee Public Schools and Home Base Ranch, Inc.** 91  
It is recommended that the Board of Education approve the Memorandum of Understanding between Santee Public Schools and Home Base Ranch, Inc.
- 4.5. **Approval to Create Van Driver Job Description** 94  
It is recommended that the Board of Education approve the creation of a Van Driver position.

<b>F.</b>	<b>DISCUSSION AND/OR ACTION ITEMS</b>	97
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	<b>Educational Services</b>	
1.1.	<b><u>Adoption of the Local Control Accountability Plan Annual Update for 2016-17</u></b> It is recommended that the Board of Education adopt the Local Control Accountability Plan Annual Update 2016-17.	98
	<b>Human Resources/Pupil Services</b>	
2.1.	<b><u>Ratification of Employer-Employee Collective Bargaining Tentative Agreements between Santee School District and California School Employees Association and its Chapter #557 (CSEA)</u></b> It is recommended that the Board of Education ratify the tentative agreements between the California School Employees Association and its Chapter #557 and the Santee School District.	100
	<b>Business Services</b>	
3.1.	<b><u>Adoption of 2016-17 Santee School District Budget</u></b> It is recommended that the Board of Education adopt the budget for the 2016-17 fiscal year as presented. Revisions to the budget will be brought back to the Board for approval following adoption of the State budget.	106
<b>G.</b>	<b>BOARD POLICIES AND BYLAWS</b>	108
1.1.	<b><u>Second Reading: Revised Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention</u></b> Board Policy and Administrative Regulations 6142.1, Sexual Health and HIV/AIDS Instruction, is presented for a second reading. It is recommended that the Board of Education approve revised Board Policy and Administrative Regulation 6142.1.	109
1.2.	<b><u>First Reading: Revised Board Policy 1220 – Citizen Advisory Committees</u></b> This is a First Reading. It is recommended the Board of Education review BP 1220 – Citizen Advisory Committees. Action is at the discretion of the Board.	120
1.3.	<b><u>First Reading: Board Policy Annual Review</u></b> <ul style="list-style-type: none"><li>• BP 1312.1 Complaints Concerning District Employees</li><li>• BP 4116 Probationary/Permanent Status</li><li>• BP 4315.1 Competence in Evaluation and Instructional Methodologies</li><li>• BP 5116.1 Intradistrict Open Enrollment</li><li>• BP 6145 Extracurricular and Cocurricular Activities</li></ul> Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies are submitted for a first reading. No action is requested.	123
1.4.	<b><u>First Reading: BB 9270 – Conflict of Interest – Biannual Review</u></b> Board Bylaw 9270, Conflict of Interest is presented to the Board of Education in a first reading as per Government Code Section 87306.5 requirement to review biennially. No action is requested.	134

1.5.	<b><u>First Reading: Revised Board Policy and Administrative Regulation 5141.31, Immunizations</u></b>	141
	This is a First Reading. It is recommended the Board of Education review the revised BP 5141.31 and AR 5141.31, Immunizations. Action is at the discretion of the Board.	
1.6.	<b><u>First Reading: Revised Administrative Regulation 5112.2, Exclusions from Attendance</u></b>	150
	This is a First Reading. It is recommended the Board of Education review the revised AR 5112.2, Exclusions from Attendance. Action is at the discretion of the Board.	
H.	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	155
I.	<b>CLOSED SESSION</b>	155
1.	<b><u>Public Employee Discipline/Dismissal/Release</u></b> (Gov. Code § 54957)	
2.	<b><u>Conference with Legal Counsel – Anticipated Litigation</u></b> (Gov. Code § 54956.9) - One case	
3.	<b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
4.	<b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	
5.	<b><u>Conference with Real Property Negotiators</u></b> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none"><li>• <i>Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)</i></li><li>• <i>10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)</i></li><li>• <i>Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)</i></li></ul> <i>Agency Negotiator: Cathy A. Pierce, Superintendent</i>	
6.	<b><u>Public Employee Performance Evaluation</u></b> (Govt. Code § 54957) <i>Superintendent</i>	
J.	<b>RECONVENE TO PUBLIC SESSION</b>	155
K.	<b>ADJOURNMENT</b>	155

**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 July 5, 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 21, 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. Enrollment Report
  - 1.4. Schedule of Upcoming Events
2. Spotlight: PTA Presidents
3. Spotlight: Junior Olympics – Appreciation to Kiwanis and Santee Teachers
4. Spotlight: Transportation Update

Agenda Item B.

**DEVELOPER FEES COLLECTION REPORT**

2015-16

CUMULATIVE THROUGH JUNE 9, 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
<b>TOTAL PAGE 1</b>					<b>\$143,643.31</b>	

\*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 JUNE 9, 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
	X	Bushy Hills Dr.	06/06/16	11,863	\$24,675.04	CFH
	X	Bushy Hills Dr.	06/06/16	10,169	\$21,151.52	CFH
	X	Bushy Hills Dr.	06/06/16	10,147	\$21,105.76	CFH
	X	Bushy Hills Dr.	06/06/16	8,407	\$17,486.56	CFH
	X	Bushy Hills Dr.	06/06/16	10,147	\$21,105.76	CFH
	X	Bushy Hills Dr.	06/06/16	10,147	\$21,105.76	CFH
<b>TOTAL</b>					<b>\$306,890.03</b>	

- \*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 21, 2016						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<b>Carlton Hills</b>						
CA District 41 Little League (Rules Clinic)	Multi-Purpose	6/1/16	Wednesday	6:00 pm - 8:00 pm	100-150	
<b>Carlton Oaks</b>						
PTA (Father/Daughter Dance)	Media Center	6/3/16 - 6/4/16	Friday & Sat.	3:00 pm - 10:00 pm	50-100	\$263.00
<b>Hill Creek</b>						
PTSA (Family Movie Night)	Front Lawn	6/10/16	Friday	7:00 pm - 10:00 pm	200	
<b>Rio Seco</b>						
Magnolia Trails - Girl Scouts	Multi-Purpose	6/9/16	Thursday	6:00 pm - 8:15 pm	75	
CA District 41 Little League (Rules Clinic)	Multi-Purpose	6/13/16	Monday	6:00 pm - 8:00 pm	100-150	
Girl Scouts - Magnolia Trails (Recruitment Meeting)	Multi-Purpose	6/15/16	Wednesday	6:15 pm - 7:30 pm	20	
YMCA (Family CPR Training)	Multi-Purpose	6/16/16	Thursday	4:00 pm - 8:00 pm	25-30	
Child Nutrition Services (Staff Training)	Multi-Purpose	8/19/16	Friday	7:00 am - 2:00 pm	40-50	
<b>Sycamore Canyon</b>						
PTA (Family Movie Night)	Front Lawn	6/10/16	Friday	7:00 pm - 9:00 pm	40-60	

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

Santee School District  
 ENROLLMENT REPORT  
 6/10/2016  
 Month 11 Week 4  
 School Week 41

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	06/10/16	06/05/15	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	06/10/16	06/05/15	# Diff	% Diff	06/10/16	06/03/16	# Diff		
Cajon Park			97	92	102	112	110	104	110	100	112	939	974	-35	-3.6%	2	3	5	5	8	15	8	8	5	89	88	4	7.3%	998	998	0		
Carlton Hills	25	24	79	75	57	48	46	44	46	53	68	565	557	8	1.4%	2	3	3	5	4	5	1	4	6	33	34	-1	-2.9%	598	598	0		
Carlton Oaks			78	77	88	86	80	95	81	113	105	783	758	25	3.3%	5	3	4	6	10	8	5	6	5	52	52	0	0.0%	835	835	0		
Chet F. Harritt	25	23	94	86	71	56	55	73	59	63	41	646	584	62	10.6%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-2
Hill Creek	24	25	77	76	78	72	79	85	69	95	89	769	764	5	0.7%	0	1	6	3	1	2	4	0	0	17	15	2	13.3%	786	787	-1		
Pepper Drive		15	102	82	138	113	97	107	99	66	83	902	813	89	10.9%	0	0	0	0	0	0	1	1	3	5	4	1	25.0%	907	908	-1		
Prospect Ave	22	28	63	58	59	80	55	49	61	49	50	574	578	-4	-0.7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-2	
Rio Seco			101	105	117	114	118	85	100	105	88	933	935	-2	-0.2%	1	1	4	9	11	7	11	9	7	60	59	1	1.7%	993	994	-1		
Sycamore Canyon	23		49	53	49	42	48	53	32	0	0	349	358	-9	-2.5%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>SUBTOTAL</b>	<b>119</b>	<b>115</b>	<b>740</b>	<b>704</b>	<b>739</b>	<b>723</b>	<b>688</b>	<b>695</b>	<b>657</b>	<b>644</b>	<b>636</b>	<b>6460</b>	<b>6321</b>	<b>139</b>	<b>2.2%</b>	<b>10</b>	<b>11</b>	<b>22</b>	<b>28</b>	<b>34</b>	<b>37</b>	<b>30</b>	<b>28</b>	<b>28</b>	<b>226</b>	<b>219</b>	<b>7</b>	<b>3.2%</b>	<b>6686</b>	<b>6693</b>	<b>-7</b>		
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	0.0%	10	10	0		
NPS																		1				2		1	4	6	-2	-33.3%	4	4	0		
<b>SUBTOTAL</b>			<b>3</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>5</b>	<b>4</b>	<b>10</b>	<b>5</b>	<b>10</b>	<b>43</b>	<b>45</b>	<b>-2</b>	<b>-4.4%</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>6</b>	<b>-2</b>	<b>-33.3%</b>	<b>47</b>	<b>47</b>	<b>0</b>		
<b>TOTAL</b>	<b>119</b>	<b>115</b>	<b>743</b>	<b>706</b>	<b>740</b>	<b>726</b>	<b>693</b>	<b>699</b>	<b>667</b>	<b>649</b>	<b>646</b>	<b>6503</b>	<b>6366</b>	<b>137</b>	<b>2.2%</b>	<b>10</b>	<b>11</b>	<b>23</b>	<b>28</b>	<b>34</b>	<b>37</b>	<b>32</b>	<b>28</b>	<b>27</b>	<b>230</b>	<b>225</b>	<b>5</b>	<b>2.2%</b>	<b>6733</b>	<b>6740</b>	<b>-7</b>		

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

	PK	EAK 4yo	Total All
Cajon Park	0	0	998
Carlton Hills	0	0	598
Chet F. Harritt	0	0	646
Hill Creek	0	0	786
Prospect Ave	0	0	574
Sycamore Canyon	53	0	412
<b>Total PK/EAK</b>	<b>53</b>	<b>0</b>	

<b>Total Enrollment including PK</b>
<b>6796</b>

## Schedule of Upcoming Events

Date	Event
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.
August 2	Board Meeting; 7:00 p.m.
August 16	Board Meeting; 7:00 p.m.
August 22	First Day of School for Students
September 6	Board Meeting; 7:00 p.m.
September 20	Labor Day Holiday – No School/District Offices Closed

**BACKGROUND:**

The Parent Teacher Association (PTA), comprised of a group of dedicated volunteers, is an integral part of our school community. Each school's PTA works hard to provide interesting and valuable programs at their schools, but also advocates for all children with their one voice. PTA's focus is always on the education, health, safety, and well-being of children.

The PTA presidents at each school work diligently encouraging parent participation in their children's education and school activities and building effective family-school partnerships.

Tonight, the Board would like to recognize and thank the PTA presidents of Santee School District who are a part of the "heart" of each school.

Cajon Park  
**Kim Stacks**

Pepper Drive  
**Jessa Smith**

Carlton Hills  
**Cindy Walker**

PRIDE Academy  
**Robyn Sarvis**

Carlton Oaks  
**Shelly Kowalsky**

Rio Seco  
**April Stuart**

Chet F. Harritt  
**Chris Ebert**

Sycamore Canyon  
**Trish Malone**

Hill Creek  
**Cara Cadwell**

Tierra del Sol Council President  
**Meressa Kauffman**

**BACKGROUND:**

The Santee Kiwanis Club has provided the Junior Olympics event for our students for over 30 years. Each year, on a Saturday in June, one of the local high schools is inundated with students from Santee School District who have worked diligently with their classroom teachers to compete in a variety of track and field events. The Junior Olympics is open for all students in grades 4 through 8 and the Kiwanians make sure that each and every participant receives a participation ribbon.

Kiwanis members always report that the Junior Olympics would not be the successful event that it is without the support of the District's classroom teachers who use P.E. time and recess for the trials and attend the Saturday event to support their students.

Tonight, the Board would like to recognize and thank the Santee Kiwanis for their outstanding contribution to the students of Santee School District in sponsoring and orchestrating the annual Junior Olympics event.

The Board would also like to recognize the contributions of teachers who support the Junior Olympics event. The following teachers represent all of their schools' teachers who actively participate in the preparation and some who lead the charge at their site to organize their schools' participation and their students' involvement:

**Cajon Park**

Cathy Tolnay  
Bruce Jennings

**Pepper Drive**

Barb Knoll  
Sarah Mowrey  
Krista Rosen  
Michelle McNearney  
Mary Hayward  
Mia Morales

**Carlton Hills**

Katie Fossing  
Kim Ropple  
Chris Stanley

Kathryn Ducharme  
Tristin Tade

**PRIDE Academy**

Cindi Schultze  
Lea Halinan  
Joe Kemery  
Tina Schipke

**Carlton Oaks**

Tracy Fox  
Luke Towne  
Lindsay Benedetto  
Lyn McGrael  
Lori Meaux

Jennifer Johnson  
Marc Gross  
Michele Ross  
Kim Olsen

**Rio Seco**

Kevin McPhillips  
Marc Robbins  
June Richards  
Kelly Oliver  
Merry Board  
Kay O'Hanlon  
Heather Glanz  
Jennifer Meier

**Chet F. Harritt STEAM**

Ramona Lampe  
Lilah Onners  
Helen Rosati

Jeff Lamb  
Monica Roque  
Larry Barbary

**Sycamore Canyon**

Kelly Eveland

**Hill Creek**

Jane Montler  
Molly Maloy  
Joan Van Horn

The Board and the Kiwanis Club know this is not an inclusive list of the teachers that support the Junior Olympics every year and wish to acknowledge and thank all teachers who support this annual inter-mural opportunity for students.

Reports and Presentations Item B.4. Spotlight: Transportation Update  
Prepared by Dr. Cathy Pierce  
June 21, 2016

**BACKGROUND:**

The Transportation Department consists of 14 employees providing transportation to approximately 400 students in both General and Special Education with buses traveling over 308,455 miles per year. In addition to home to school transportation, the Department also provides buses for field trips, the Boys and Girls Club, and the City of Santee Teen Center throughout the year. The annual operating budget for the transportation program is \$1,021,211 (not including the Bus Replacement Reserve).

Charles Myers, Director of Transportation, will provide the Board of Education a brief report on the accomplishments, challenges, and future plans of the department.

Agenda Item B.4.

**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. Use of Education Protection Account Funds for 2016-17

Agenda Item D.

**BACKGROUND:**

Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increases the state’s sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. The revenues generated by Proposition 30 were instrumental in avoiding further cuts to State Aid for K-14 public education but did not provide additional revenue for school districts.

The revenues generated from Proposition 30 are deposited into a state account called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEAs) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount, which includes charter school general purpose funding. A corresponding reduction is made to an LEA’s revenue limit or charter school general purpose state aid equal to the amount of their EPA entitlement. Proposition 30 specifies that EPA funds may not be used for salaries and benefits of administrators or any other administrative costs.

In accordance with the provisions of Proposition 30, each LEA must hold a public hearing signifying the use of EPA funds.

The Santee School District estimates that it will receive \$8,150,851 in EPA funds for the 2016-17 fiscal year. All of these funds will be used to pay a portion of unrestricted certificated teacher salaries as more fully described below:

Description	Fiscal Year:	2016-17	
	Estimate as of:	Adopted Budget	
		Sources	Uses
Estimated Total LCFF Funding		50,964,705	
Less: Estimated Property Tax Funded Portion of LCFF Funding		12,997,327	
Estimated Total State Aid Portion of LCFF Funding		37,967,378	
Less: Estimated Amount to be Received from Education Protection Account		8,150,851	
<b>Difference</b>		<b>29,816,527</b>	
Total Unrestricted Certificated Teacher Salaries (Object 1100-000, Function 1000)		19,689,154	
Less: Amount to be paid from Education Protection Account Proceeds		8,150,851	
<b>Amount to be paid from other Unrestricted General Fund Sources</b>		<b>11,538,303</b>	

The public hearing should convene and permit any interested citizens to raise questions or to provide input on the use of Education Protection Account Funds in 2016-17.

## **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 21, 2016

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- June 7, 2016, regular meeting minutes
- June 7, 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  
REGULAR MEETING  
OF THE BOARD OF EDUCATION**

June 07, 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  
    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 Jenner Mucher, Cajon Park student, 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>	<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>	

**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 on Education: Eighth Grade Student Academic Achievement Awards**  
Dr. Stephanie Pierce introduced students from each school who achieved academic excellence during the current school year and were chosen to participate in this competition by their 8<sup>th</sup> grade teachers in collaboration with the school principal. The Academic 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. The participating students were:

Cajon Park	Chet F. Harritt	PRIDE Academy
Hunter Cole	Devin Seyfarth	Lania Hassan
Jacob Mucher	Hunter Worthen	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

Each student received a scholar ribbon. Following the introductions, the top scholar in each academic area was announced. Winners were as follows:

Speech – Chris Mello  
Writing – Lakaila Aquiningoc  
Mathematics – Christopher Gomes

John Olsen, Santee School District Foundation President, presented Christopher Gomes with a \$100 Barbara Ramsey Scholarship check.

The overall winner of the competition was Jacob Mucher. President Ryan read and presented Jacob with a proclamation naming him the 2015-16 Eighth Grade Academic Student of the Year. Sandy Schmitt, representing the Chamber of Commerce, presented Jacob with a \$100 scholarship check on behalf of the Santee Chamber of Commerce. Marlene Best, City Manager, read a proclamation from the City of Santee proclaiming June 8, 2016 as Jacob Mucher Day in the City of Santee.

Following the Academic Achievement Awards, the Board took a short break for a reception honoring all of the participating students.

**C. PUBLIC COMMUNICATION**

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

Chris Stanley, Carlton Hills teachers, shared his history of being a Santee School District employee and the respect and great collaboration amongst staff. Mr. Stanley expressed his concern on communication within the District and referenced the March 15 meeting where the Board of Education took action to provide an increase in salary/benefits for employees. He inquired on a .46% increase that was approved for the Superintendent's contract that was inconsistent with other employee groups. Mr. Stanley alluded to a possible misunderstanding but asked for clarification as to where the .46% was obtained.

**D. PUBLIC HEARINGS**

**1. 2016-17 Local Control Accountability Plan (LCAP) Annual Update**

President Ryan opened the public hearing on the Local Control Accountability Plan. She mentioned the LCAP was available for public review on the District's website. There were no comments. The public hearing was closed. The Board of Education will consider the approval of the LCAP at their regular meeting on June 21.

**2. 2016-17 Adopted Budget**

President Ryan opened the public hearing on the 2016-17 Santee School District Budget. She explained the proposed budget had been available for public inspection, beginning on May 27, on the District's website and Charles E. Skidmore Administration Center. President Ryan explained in accordance with new regulations imposed by Senate Bill 858, the District must also report on certain elements pertaining to its projected reserves as follows:

- The District calculated minimum required reserve for 2016-17 is \$1,871,295
- The amount of the assigned and unassigned fund balances that exceed the minimum required reserve amount is \$9,855,660
- The reasons for the District maintaining an assigned and unassigned fund balance in excess of the minimum required reserve amount are:
  - To provide an economic uncertainty reserve of at least 10% to ensure adequate cash flow and cushion against revenue declines
  - To provide a reserve for projected and potential cost increases

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

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  - To provide an economic uncertainty reserve of at least 10% to ensure adequate cash flow and cushion against revenue declines
  - To provide a reserve for projected and potential cost increases

- o To set-aside funds for technology replenishment and replacement; funds for future instructional materials adoptions and purchases; and for replacement of aging busses.

There were no comments. The public hearing was closed. The Board of Education will consider the approval of the adopted budget at their regular meeting on June 21.

**E. 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 Revolving Cash Report
- 2.3. Acceptance of Donations
- 2.4. Approval of Consultants and General Service Providers
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.6. Adoption of Resolution No. 1516-34, to Establish Temporary Interfund Transfers
- 2.7. Approval of Agreement with Grossmont Union High School District for Transportation Services
- 2.8. Approval of Agreement for Student Transportation Services between San Diego County School Districts
- 2.9. Approval of Agreement with City of Santee for Transportation Services
- 2.10. Approval of 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
- 2.12. Approval of Interdistrict Attendance Agreement
- 3.1. Approval of Nonpublic Agency Master Contract with ABA Education Foundation for Behavioral Support
- 3.2. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy
- 3.3. Approval of Nonpublic Agency Master Contract with Kaliko Yandall Therapy for Occupational Therapy
- 3.4. Approval of Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for Educationally Related Mental Health Services (ERMHS)
- 3.5. Approval of Annual Evaluation of the Alternative Education School
- 3.6. Approval of Clinical Affiliation Agreement with Simmons College for Placement of School Social Worker Interns
- 4.1. Personnel, Regular
- 4.2. Adoption of 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
- 4.4. Approval of Agreement for Mandated Student Health Screenings (Vision, Hearing, and Scoliosis) with Rady Children’s Hospital, San Diego – pulled for separate consideration
- 4.5. California Healthy Kids Survey Evaluation for Department of Defense Educational Activities Grant at Chet F. Harritt and PRIDE Academy

It was moved and seconded to approve Consent Items with the exception of item E.4.4. Approval of Agreement for Mandated Student Health Screenings (Vision, Hearing, and Scoliosis) with Rady Children’s Hospital, San Diego, which was pulled by President Ryan for separate consideration.

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



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

President Ryan mentioned she is employed by the Rady Children’s Hospital, San Diego and would abstain on this item. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>	<i>Ryan</i>	<u>Abstained</u>	<i>Fox</i>	<u>Aye</u>
<i>Second</i>	<u>Levens-Craig</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-1</u>	<i>El-Hajj</i>	<u>Aye</u>		

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

**Business Services**

**1.1. Discussion of Potential Bond Reauthorization and Next Steps**

Superintendent Pierce mentioned that at the May 3 meeting, the Board heard a presentation from Dale Scott, the District’s financial advisor, on options to restructure long-term debt and the possibility of pursuing a bond reauthorization ballot initiative in November. She referenced a 10-year enrollment trend for all schools; a list of remaining Capitol Improvement Projects and estimated costs (if construction were to begin today); and a draft of polling questions. Superintendent Pierce mentioned the decision for tonight was whether or not to move forward with the first step in the Bond Reauthorization process. She explained this item was being presented for discussion and action was at the discretion of the Board. Dale Scott was present to answer questions. Superintendent Pierce shared that if the Board decided to move forward with polling potential voters to ascertain community sentiment about the reauthorization the Board would need to take action for this step; and approve a contract with Dale Scott & Company (subsequent item). Superintendent Pierce noted that Dale Scott & Company would not receive any compensation unless the Board decided to place the measure on the ballot and the voters approved it.

Member Burns shared his uncertainty about moving forward with the reauthorization. He mentioned the sale of Santee School site was still pending; he was unsure if the proposed Chet F. Harritt project was still needed; and the possible development of Fanita Ranch. However, he wasn’t opposed to Mr. Scott polling potential voters.

Member Levens-Craig expressed an interest in seeing a comparison of what is necessary now and what was previously proposed; and how much that would impact construction costs, before moving forward.

President Ryan mentioned the District had made a commitment to the voters; and shared wanting to discuss the proposed projects and the current needs; how much funds were needed to complete the projects; and other potential income sources (Santee School site, Renzulli, etc.).

Member Fox inquired if the Board needed to decide on projects before polling potential voters. Mr. Scott explained the questions did not discuss specific projects.

Member El-Hajj inquired on the cost of the survey and who would incur the expense. Mr. Scott explained the cost was approximately \$15,000 and would be incurred by Dale Scott & Company. Member El-Hajj mentioned she was not ready to vote to place the reauthorization on the ballot and mentioned she concurred with other Board members on still having other potential funds available (Renzulli, Santee School site, etc.).

Upon discussion, the majority of the Board agreed to have Mr. Scott move forward with polling potential voters. Member El-Hajj did not support moving forward with polling potential voters.

**1.2. Approval of Agreement with DS&C for Advisory Services Related to Pre-Election Survey Research**

Following discussion from the previous item, 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>Levens-Craig</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-1</u>	<i>El-Hajj</i>	<u>No</u>		

**1.3. Approval of Monthly Financial Report**

Superintendent Pierce provided the financial report for cash and budget transactions through April 30, 2016. She shared the beginning cash balance was \$10,992,940; cash receipts were \$6,606,714; disbursements were \$5,272,140; and the District's ending cash balance was \$12,327,515. Member Levens-Craig moved approval.

<i>Motion:</i>	<u>Levens-Craig</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second</i>	<u>Burns</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>		

**1.4. Bus Replacement Plan**

Superintendent Pierce shared Environmental Protection Act (EPA) regulations now required installation of particulate matter filters on certain diesel engines; and required busses to have newer engines by specific dates; necessitating the District's purchase of buses. She mentioned that at the September 29, 2015 Board Budget Workshop, the Board authorized an annual deposit of \$175,000 to a Capital Outlay Fund for bus replacement. Superintendent Pierce shared the item being presented contained the bus replacement plan along with information on lease payments. She shared the plan spans from 2015-16 until 2029-30 (or 15 years). Superintendent Pierce explained the plan met the EPA requirements and uses the \$175,000 annual deposits to pay the leases. She noted the replacement costs and annual lease payments were based on current pricing and may vary in the future; the plan did not incorporate any additional buses for enrollment growth; and based on those assumptions, financial impact is estimated at \$1,998,814 over the course of 15 years. Member El-Hajj moved approval.

<i>Motion:</i>	<u>El-Hajj</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second</i>	<u>Burns</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>		

**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**

Superintendent Pierce presented 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 for adoption. Member Burns move 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>		

**1.6. Authorization to Sell/Dispose of Surplus Items**

Superintendent Pierce presented Authorization to Sell/Dispose of Surplus Items for approval. 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>Levens-Craig</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>		

**1.7. Adoption of Resolution No. 1516-36 to Increase the District's Revolving Cash Fund**

Superintendent Pierce presented Resolution No. 1516-36 to Increase the District's Revolving Cash Fund for adoption. Member El-Hajj moved approval.

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

## Superintendent

### 2.1. Santee School District Website Upgrade

Superintendent Pierce shared Bernard Yeo, Director of Technology; Dan Prouty, Coordinator of Instructional Technology; and Lisa Arreola, Executive Assistant, were looking into enhancing the District's website.

Mr. Yeo explained the current District website is nine year old, has a dated design, is not intuitive, and is difficult to manage and update. The new design would include a fresh contemporary look, intuitive navigation, and scalable viewing on smart phones and devices. Mr. Prouty shared meeting with SchoolWire to discuss the District's current needs. Upon reviewing the options, templates were presented to Cabinet, the Technology Leadership, and Instructional Leaders for comment and feedback. The final template selected was "canopy." Staff shared an implementation timeline. 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>Fox</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>		

## G. BOARD POLICIES AND BYLAWS

### 1.1. First Reading: Revised Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention

Revised Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention was presented for a first reading. Board Policy 6142.1 will return to the Board for a second reading and request for approval. Member Burns asked that prior to purchasing curriculum, Administration provide parents, teachers, and Board members the option to review. Superintendent Pierce mentioned Administration would continue with the current process.

## H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared the revised Declaration of Promotion and promotion schedule.

The Board discussed their attendance to the California School Boards Annual Education Conference and Trade Show in December and decided to wait on registration but moving forward with reserving their accommodations.

Member Burns mentioned he was looking forward to promotion.

Member Levens-Craig mentioned enjoying the Salute to Excellence and how she was impressed with the cumulative number of retiree years; and expressed gratitude towards PTA for the Reflections Art show at Carlton Oaks.

President Ryan mentioned meeting with Member Fox on Board Advisory Committees and shared the revised policy would be brought forth to an upcoming meeting. She mentioned attending a SDCCSBA workshop and shared Civic Learning through Common Core material with Administration. President Ryan discussed receiving an email regarding the District's CABs and mentioned she would reply to the inquiry. She shared she would be using the talking points used in communicating with the press. Upon discussion, the Board suggested revising the talking points to include the savings incurred with the recent reauthorization.

## I. 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 9:15 p.m.

**I. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:47 p.m.

**J. ADJOURNMENT**

With no further business, the regular meeting of June 7, 2016 adjourned at 10:47 p.m.

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Dianne El-Hajj, Clerk

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Cathy A. Pierce, Ed.D., Secretary

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

June 7, 2016  
**MINUTES**

District Office Conference Room  
9625 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, Clerk  
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  
Lisa Arreola, Executive Assistant and Recording Secretary

**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. SANTEE SUCCESS PROGRAM**

The Board of Education met with Santee Success Program staff to discuss the Santee Success Program and ways to enhance the effectiveness of the program.

**D. ADJOURNMENT**

The June 7, 2016 special meeting was adjourned.

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Dianne El-Hajj, Clerk

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Cathy A. Pierce, Ed.D., Secretary

Consent Item E.2.1. Approval/Ratification of Travel Requests  
Prepared by Dr. Cathy Pierce  
June 21, 2016

**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 \$3,184, 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 21, 2016**

Travel Dates		Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Friday,	06/17/16	Beth Treglio	Chet F. Harritt	EA/ELD Framework	SDCOE	\$0	\$91	CFH STEAM	The purpose of this workshop is to learn methods to give students tools they need to become independent learners, readers, and writers.
Tuesday,	06/28/16	Beth Treglio	Chet F. Harritt	TK-2 Literacy Institute	TBD	\$0	\$342	CFH STEAM	The purpose of this workshop is to learn methods to give students tools they need to become independent learners, readers, and writers.
Friday,	12/02/16	Stacie Bartfeld Andrea Larkin	Chet F. Harritt Cariton Oaks	Children Who Struggle to Speak: Evidence Based Treatment Techniques	San Diego	\$0 \$0	\$197 \$197	LEA Medi-Cal LEA Medi-Cal	The focus of this workshop will be speech and language.
<b>Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California</b>									
Monday,	07/25/16 - 07/29/16	Larry Barbary	Chet F. Harritt	Project Lead the Way Design & Modeling	Las Vegas, NV	\$0	\$2,357	CFH STEAM	This multi-day conference will focus on STEAM curriculum.

Consent Item E.2.2.  
 Prepared by Dr. Cathy Pierce  
 June 21, 2016

Approval/Ratification of Expenditure Warrants

**BACKGROUND:**

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

Commercial Warrants issued for the period of May 2016:

<b><u>Fund #/Name</u></b>	<b><u>Warrant #'s</u></b>	<b><u>Amount</u></b>
03/06 General	14-111798 TO 14-123186	\$648,859.19
12 06	14-111805 TO 14-122139	\$9,744.36
13 00	14-111799 TO 14-122149	\$149,022.32
14 00	14-111820 TO 14-123181	\$16,840.73
25 18	14-111806 TO 14-123183	\$1,796.41
40-00	14-117539	\$1,114.87
<b>63 00</b>	14-111815 TO 14-122667	\$7,627.34
		<b>\$835,005.22</b>

Student Body Warrants issued for the period of May 2016:

<b>\$6,287.09</b>
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Payroll Warrant #'s beginning 10-532632 through 10-532714 and 10-125578 through 10-126422:

<b><u>Fund #/Name</u></b>	<b><u>Amount</u></b>
03 00	\$3,716,167.54
06 00	\$996,815.70
12 06	\$22,012.30
13 00	\$133,188.68
14 00	\$20.83
25-18	\$23.38
63 00	\$241,966.51
<b>\$5,110,194.94</b>	

**RECOMMENDATION:**

It is recommended that the Board of Education approve the expenditure warrants for the month of May as presented.



This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$5,951,487.25 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.

**BACKGROUND:**

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of May 2016:

AMOUNT	LOCATION
\$ 19,509.56	PEPPER DRIVE SCHOOL
\$ 19,919.14	CARLTON HILLS SCHOOL
\$ 1,363.22	SYCAMORE CANYON SCH
\$ 19,485.62	PROSPECT AVENUE SCH
\$ 15,183.94	CAJON PARK SCHOOL
\$ 9,167.52	CHET F HARRITT SCH
\$ 2,301.93	CARLTON OAKS SCHOOL
\$ 11,972.69	RIO SECO SCHOOL
\$ 14,769.57	HILL CREEK SCHOOL
\$ 2,263.47	STATE PRE-SCHOOL
\$ 761.21	SUPERINTENDENT DEPT
\$ 4,832.09	BUSINESS SERVICES
\$ 316,993.32	HUMAN RESOURCES
\$ 3,272.23	EDUCATIONAL SERVICES
\$ 139,145.05	SPECIAL EDUCATION
\$ 642.00	PUPIL SERVICES
\$ 14,978.01	PROJECT SAFE
\$ 24,051.03	TECHNOLOGY SERVICES
\$ 121,454.04	MAINTENANCE
\$ 57,619.57	TRANSPORTATION
\$2,122,803.98	FACILITIES MODERNIZATION
\$ 15,082.13	WAREHOUSE
\$ 367.20	PUBLICATIONS
<b>\$2,937,938.52</b>	<b>Total Purchase Orders – May 2016</b>

**RECOMMENDATION:**

Administration recommends approval of purchase orders #0000000280 through #0000000515 issued May 1, 2016 through May 31, 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:**

The fiscal impact of \$2,937,938.52 is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.3.

**LOCATION LIST 2015-16**

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

M = Monthly Blanket  
 A = Annual Blanket  
 L = Lottery

76 Transportation  
 78 Warehouse  
 90 Central Kitchen  
 92 Publications  
 97 District Wide  
 100 Summer School  
 108 Carlton Oaks Summer School  
 110 Hill Creek Summer School

Fund Numbers

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

**PURCHASE ORDER EXCEEDED BY 10%  
FOR THE MONTH OF MAY 2016**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000000064	4/6/2016	0100	DS SERVICES (SPARKLETTS)	005	DRINKING WATER AT PRIDE	\$81.68
					INCREASE ANNUAL AMOUNT	\$45.00
					<b>NEW TOTAL</b>	<b>\$126.68</b>
000000065	4/6/2016	0100	DS SERVICES (SPARKLETTS)	075	DRINKING WATER FOR M&O	\$69.52
					INCREASE ANNUAL AMOUNT	\$50.00
					<b>NEW TOTAL</b>	<b>\$119.52</b>
000000107	4/13/2016	0100	G&K SERVICES	075	UNIFORM SERVICES (M&O)	\$2,655.00
					INCREASE ANNUAL AMOUNT	\$300.00
				076	UNIFORM SERVICES (TRANSPORTATION)	\$1,100.00
					INCREASE ANNUAL AMOUNT	\$100.00
<b>NEW TOTAL</b>	<b>\$4,155.00</b>					
000000122	4/14/2016	0100	5 STAR TUTORS LLC	068	TUTORING SERVICES	\$2,586.40
					INCREASE ANNUAL AMOUNT	\$646.60
					<b>NEW TOTAL</b>	<b>\$3,233.00</b>

**PURCHASE ORDER LISTING - MAY 2016  
BY SITE**

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
0000000322	5/4/2016	0100	LEGO EDUCATION	CLASSROOM MATERIALS	\$ 4,566.50	002	PEPPER DRIVE SCHOOL
0000000331	5/5/2016	0100	AMAZON.COM	OUTDOOR POP-UP SHADE	\$ 863.73	002	PEPPER DRIVE SCHOOL
0000000333	5/5/2016	0100	HORNBLOWER CRUISES & EVENTS	ADMISSIONS	\$ 7,047.06	002	PEPPER DRIVE SCHOOL
0000000334	5/5/2016	0100	HERTZ FURNITURE SYSTEMS	FOLDING CHAIRS - PD	\$ 3,364.20	002	PEPPER DRIVE SCHOOL
0000000339	5/5/2016	0100	BRADFORD SIGNS	SIGN - PD	\$ 181.00	002	PEPPER DRIVE SCHOOL
0000000342	5/5/2016	0100	BEARCOM WIRELESS	HAND HELD RADIOS - PD	\$ 376.07	002	PEPPER DRIVE SCHOOL
0000000386	5/10/2016	0100	LOWE'S STORE #1661	SUPPLIES FOR PEPPER DRIVE	\$ 20.42	002	PEPPER DRIVE SCHOOL
0000000396	5/11/2016	0100	OFFICEMAX CONTRACT INC	SUPPLIES FOR ALL SITES	\$ 56.04	002	PEPPER DRIVE SCHOOL
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$ 1,117.49	002	PEPPER DRIVE SCHOOL
0000000408	5/12/2016	0100	JOSTENS KINDERKRAFT	GRADUATION SUPPLIES	\$ 409.05	002	PEPPER DRIVE SCHOOL
0000000415	5/12/2016	0100	SELF AND MATCH	CLASSROOM MATERIALS	\$ 40.00	002	PEPPER DRIVE SCHOOL
0000000448	5/18/2016	0100	ART FLORES	DJ SERVICES - PD	\$ 200.00	002	PEPPER DRIVE SCHOOL
0000000501	5/26/2016	0100	YMCA - SANTEE	ADMISSIONS	\$ 768.00	002	PEPPER DRIVE SCHOOL
0000000515	5/31/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 500.00	002	PEPPER DRIVE SCHOOL
				<b>TOTAL</b>	<b>\$ 19,509.56</b>		<b>PEPPER DRIVE SCHOOL</b>
0000000286	5/2/2016	0100	HAWTHORNE MACHINERY CO	EQUIPMENT RENTAL - CH	\$ 502.33	003	CARLTON HILLS SCHOOL
0000000294	5/2/2016	0100	LOWE'S STORE #1661	SHADE STRUCTURE - CH BLDG A	\$ 91.80	003	CARLTON HILLS SCHOOL
0000000300	5/2/2016	0100	SEHI COMPUTER PRODUCTS INC	PROJECTOR	\$ 616.68	003	CARLTON HILLS SCHOOL
0000000307	5/3/2016	0100	BLICK ART MATERIALS	ARTS ATTACK SUPPLIES	\$ 146.16	003	CARLTON HILLS SCHOOL
0000000308	5/3/2016	0100	CHICO BAG	FUNDRAISER - CH	\$ 1,410.70	003	CARLTON HILLS SCHOOL
0000000319	5/3/2016	0100	LAKESIDE EQUIPMENT SALES AND	EQUIPMENT RENTAL	\$ 40.80	003	CARLTON HILLS SCHOOL
0000000335	5/5/2016	0100	SCHOLASTIC INC	CLASSROOM MATERIALS	\$ 36.72	003	CARLTON HILLS SCHOOL
0000000336	5/5/2016	0100	GOPHER SPORT	PE SUPPLIES	\$ 276.61	003	CARLTON HILLS SCHOOL
0000000337	5/5/2016	0100	AMAZON.COM	COMPUTER SUPPLIES	\$ 60.37	003	CARLTON HILLS SCHOOL
0000000338	5/5/2016	0100	AMAZON.COM	INSTRUCTIONAL SUPPLIES	\$ 1,131.80	003	CARLTON HILLS SCHOOL
0000000343	5/5/2016	0100	DENNY'S CONCRETE PUMPING	CONCRETE PUMPING - CH SHADE	\$ 280.00	003	CARLTON HILLS SCHOOL
0000000344	5/5/2016	0100	WHITE CAP/HD SUPPLY	SUPPLIES FOR CH SHADE STRUCTUR	\$ 419.97	003	CARLTON HILLS SCHOOL
0000000345	5/5/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR CH SHADE STRUCTUR	\$ 321.80	003	CARLTON HILLS SCHOOL
0000000348	5/5/2016	0100	SUPERIOR READY MIX CONCRETE	CONCRETE CH SHADE STRUCTURE	\$ 715.66	003	CARLTON HILLS SCHOOL
0000000385	5/10/2016	0100	COMPETITIVE METALS INC	CH SHADE STRUCTURE, SUPPLIES	\$ 177.07	003	CARLTON HILLS SCHOOL
0000000390	5/11/2016	0100	GOBULK.COM	CLASSROOM SUPPLIES	\$ 834.48	003	CARLTON HILLS SCHOOL
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$ 429.60	003	CARLTON HILLS SCHOOL
0000000412	5/12/2016	0100	SEHI COMPUTER PRODUCTS INC	COMPUTER	\$ 7,400.16	003	CARLTON HILLS SCHOOL
0000000420	5/13/2016	0100	DELL MARKETING L.P.	PRINTER	\$ 2,695.57	003	CARLTON HILLS SCHOOL
0000000426	5/16/2016	0100	VAN OMMERING DAIRY	ADMISSIONS	\$ 630.00	003	CARLTON HILLS SCHOOL
0000000427	5/16/2016	0100	LEARNING A-Z	SOFTWARE LICENSES	\$ 1,139.40	003	CARLTON HILLS SCHOOL
0000000450	5/18/2016	0100	AMAZON.COM	SUPPLIES	\$ 41.96	003	CARLTON HILLS SCHOOL
0000000452	5/18/2016	0100	AMAZON.COM	PE SUPPLIES	\$ 26.21	003	CARLTON HILLS SCHOOL
0000000483	5/24/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$ 493.29	003	CARLTON HILLS SCHOOL
				<b>TOTAL</b>	<b>\$ 19,919.14</b>		<b>CARLTON HILLS SCHOOL</b>

0000000309	5/3/2016	0100	FUNBELIEVABLE PLAY LLC	ADMISSIONS	\$	250.00	004	SYCAMORE CANYON SCH
0000000359	5/9/2016	0100	REUBEN H FLEET SCIENCE CENTER	ADMISSIONS	\$	364.00	004	SYCAMORE CANYON SCH
0000000364	5/9/2016	0100	BIRCH AQUARIUM AT SCRIPPS	ASSEMBLY FEES	\$	450.00	004	SYCAMORE CANYON SCH
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	110.65	004	SYCAMORE CANYON SCH
0000000406	5/12/2016	0100	IMAGESTUFF.COM	STUDENT INCENTIVES	\$	188.57	004	SYCAMORE CANYON SCH
				<b>TOTAL</b>	<b>\$</b>	<b>1,363.22</b>		<b>SYCAMORE CANYON SCH</b>
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	184.86	005	PROSPECT AVENUE SCH
0000000403	5/11/2016	0100	TECH4LEARNING	SUBSCRIPTION	\$	1,000.00	005	PROSPECT AVENUE SCH
0000000410	5/12/2016	0100	ESTRADA'S MEXICAN FOOD	CATERING FOR STAFF LUNCHEON	\$	350.00	005	PROSPECT AVENUE SCH
0000000417	5/13/2016	0100	ZOOLOGICAL SOCIETY OF	ADMISSIONS	\$	150.00	005	PROSPECT AVENUE SCH
0000000419	5/13/2016	0100	FINELINE GRAFIX	DECALS - PA	\$	64.80	005	PROSPECT AVENUE SCH
0000000453	5/18/2016	0100	SCHOLASTIC CLASSRM MAGAZINES	NEWS SUBSCRIPTIONS 16-17 FY	\$	123.75	005	PROSPECT AVENUE SCH
0000000469	5/23/2016	0100	CROWN AWARDS	STUDENT ACHIEVEMENT AWARDS	\$	54.90	005	PROSPECT AVENUE SCH
0000000470	5/23/2016	0100	GENERAL BINDING CORPORATION	NEW LAMINATOR	\$	3,037.43	005	PROSPECT AVENUE SCH
0000000473	5/23/2016	0100	MANSION SCHOOLS	COMPLETE FITNESS COURSE	\$	12,208.27	005	PROSPECT AVENUE SCH
0000000495	5/25/2016	0100	MYSTERY SCIENCE, INC.	SOFTWARE LICENSES	\$	449.00	005	PROSPECT AVENUE SCH
0000000496	5/25/2016	0100	DECKER EQUIPMENT	SUPPLIES	\$	20.79	005	PROSPECT AVENUE SCH
0000000499	5/26/2016	0100	AQUATICA SAN DIEGO GRP PROG.	ADMISSIONS	\$	1,354.00	005	PROSPECT AVENUE SCH
0000000513	5/31/2016	0100	BILLYBOARDS	SUPPLIES	\$	487.82	005	PROSPECT AVENUE SCH
				<b>TOTAL</b>	<b>\$</b>	<b>19,485.62</b>		<b>PROSPECT AVENUE SCH</b>
0000000311	5/3/2016	0100	HANGSAFE HOOKS	BACKPACK HOOKS	\$	3,072.04	006	CAJON PARK SCHOOL
0000000368	5/9/2016	0100	USS MIDWAY MUSEUM	ADMISSIONS	\$	624.00	006	CAJON PARK SCHOOL
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	2,813.10	006	CAJON PARK SCHOOL
0000000414	5/12/2016	0100	APPLE INC	COMPUTER ACCESSORIES	\$	31.32	006	CAJON PARK SCHOOL
0000000425	5/16/2016	0100	SCHOLASTIC BOOK FAIRS S.D.	FUNRAISER	\$	4,819.23	006	CAJON PARK SCHOOL
0000000440	5/18/2016	0100	THE BREAKTHROUGH COACH	REGISTRATION FEES	\$	675.00	006	CAJON PARK SCHOOL
0000000503	5/26/2016	0100	SKEDADDLE FUNDRAISERS	FUNRAISER	\$	3,149.25	006	CAJON PARK SCHOOL
				<b>TOTAL</b>	<b>\$</b>	<b>15,183.94</b>		<b>CAJON PARK SCHOOL</b>
0000000321	5/3/2016	0100	CAVENDISH SQUARE	LIBRARY BOOKS	\$	822.94	007	CHET F HARRITT SCH
0000000360	5/9/2016	0100	SEA WORLD OF CALIFORNIA	ADMISSIONS	\$	900.00	007	CHET F HARRITT SCH
0000000361	5/9/2016	0100	LEGOLAND CALIFORNIA	ADMISSIONS	\$	2,296.00	007	CHET F HARRITT SCH
0000000362	5/9/2016	0100	HERITAGE TOURS OF SAN DIEGO	ADMISSIONS	\$	794.00	007	CHET F HARRITT SCH
0000000363	5/9/2016	0100	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	\$	655.55	007	CHET F HARRITT SCH
0000000411	5/12/2016	0100	SEHI COMPUTER PRODUCTS INC	ELECTRONIC EQUIP. PARTS	\$	483.84	007	CHET F HARRITT SCH
0000000418	5/13/2016	0100	SKEDADDLE FUNDRAISERS	FUNRAISER - CFH	\$	575.25	007	CHET F HARRITT SCH
0000000428	5/16/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$	853.09	007	CHET F HARRITT SCH
0000000447	5/18/2016	0100	BAKER & TAYLOR	LIBRARY BOOKS	\$	1,287.85	007	CHET F HARRITT SCH
0000000484	5/24/2016	0100	MYSTERY SCIENCE, INC.	SOFTWARE LICENSES	\$	499.00	007	CHET F HARRITT SCH
				<b>TOTAL</b>	<b>\$</b>	<b>9,167.52</b>		<b>CHET F HARRITT SCH</b>
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	164.65	008	CARLTON OAKS SCHOOL
0000000402	5/11/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$	373.25	008	CARLTON OAKS SCHOOL
0000000423	5/16/2016	0100	WITT COMPANY	ANNUAL COPIER MAINT. AGREEMENT	\$	1,451.11	008	CARLTON OAKS SCHOOL
0000000462	5/19/2016	0100	SCHOOL NURSE SUPPLY INC	HEALTH OFFICE SUPPLIES	\$	288.87	008	CARLTON OAKS SCHOOL
0000000463	5/19/2016	0100	MENTORING MINDS	CLASSROOM MATERIALS	\$	24.05	008	CARLTON OAKS SCHOOL

000000299	5/2/2016	0100	SEHI COMPUTER PRODUCTS INC	PROJECTOR	TOTAL \$	2,301.93	CARLTON OAKS SCHOOL
000000378	5/10/2016	0100	STAFF DEVELOPMENT FOR EDUCATORS	REGISTRATION FEES	\$	4,933.44 009	RIO SECO SCHOOL
000000388	5/10/2016	0100	NASCO MODESTO	CLASSROOM SUPPLIES	\$	897.00 009	RIO SECO SCHOOL
000000396	5/11/2016	0100	OFFICEMAX CONTRACT INC	SUPPLIES FOR ALL SITES	\$	842.40 009	RIO SECO SCHOOL
000000400	5/11/2016	0100	HIGH INTEREST PUBLISHING	CLASSROOM MATERIALS	\$	572.21 009	RIO SECO SCHOOL
000000401	5/11/2016	0100	CURRICULUM ASSOCIATES INC	CLASSROOM MATERIALS	\$	190.96 009	RIO SECO SCHOOL
000000404	5/11/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$	1,717.20 009	RIO SECO SCHOOL
000000451	5/18/2016	0100	DELL MARKETING L.P.	TONER FOR PRINTER	\$	38.62 009	RIO SECO SCHOOL
000000464	5/19/2016	0100	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA	\$	186.82 009	RIO SECO SCHOOL
000000465	5/19/2016	0100	MYSTERY SCIENCE, INC.	SOFTWARE LICENSES	\$	1,377.00 009	RIO SECO SCHOOL
000000472	5/23/2016	0100	DIXIELINE LUMBER COMPANY	BENCHES	\$	499.00 009	RIO SECO SCHOOL
000000502	5/26/2016	0100	ZOOLOGICAL SOCIETY OF	ADMISSIONS	\$	386.26 009	RIO SECO SCHOOL
000000512	5/31/2016	0100	SAY IT RIGHT LLC	CLASSROOM SUPPLIES	\$	240.00 009	RIO SECO SCHOOL
					TOTAL \$	91.78 009	RIO SECO SCHOOL
					TOTAL \$	11,972.69	RIO SECO SCHOOL
000000284	5/2/2016	0100	RCP BLOCK & BRICK INC	BLOCK SUPPLIES - HC	\$	42.51 010	HILL CREEK SCHOOL
000000305	5/3/2016	0100	DELL MARKETING L.P.	PRINTER	\$	269.56 010	HILL CREEK SCHOOL
000000314	5/3/2016	0100	DISCOUNT OWL PELLETS	SCIENCE SUPPLIES	\$	80.47 010	HILL CREEK SCHOOL
000000315	5/3/2016	0100	SUNDANCE STAGE LINES	DISNEYLAND BUS TRANSPORTATION	\$	2,418.00 010	HILL CREEK SCHOOL
000000323	5/4/2016	0100	PARKWAY BOWL	ADMISSIONS	\$	570.00 010	HILL CREEK SCHOOL
000000332	5/5/2016	0100	OMA'S PUMPKIN PATCH	ADMISSIONS	\$	441.00 010	HILL CREEK SCHOOL
000000367	5/9/2016	0100	LEE & LOW BOOKS	LIBRARY BOOKS	\$	2,500.00 010	HILL CREEK SCHOOL
000000395	5/11/2016	0100	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$	6,500.00 010	HILL CREEK SCHOOL
000000396	5/11/2016	0100	OFFICEMAX CONTRACT INC	SUPPLIES FOR ALL SITES	\$	600.81 010	HILL CREEK SCHOOL
000000475	5/24/2016	4000	BAKER ELECTRIC, INC	SOLAR REPAIRS - HC	\$	1,347.22 010	HILL CREEK SCHOOL
					TOTAL \$	14,769.57	HILL CREEK SCHOOL
000000302	5/2/2016	1200	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS	\$	1,000.00 012	STATE PRE-SCHOOL
000000304	5/3/2016	1200	LAKESHORE	STATE PRE-SCHOOL SUPPLIES	\$	1,000.00 012	STATE PRE-SCHOOL
000000476	5/24/2016	1200	SCHOLASTIC CLASSRM MAGAZINES	CLASSROOM MATERIALS	\$	263.47 012	STATE PRE-SCHOOL
					TOTAL \$	2,263.47	STATE PRE-SCHOOL
000000301	5/2/2016	0100	SANTEE HISTORICAL SOCIETY	MEMBERSHIP	\$	150.00 062	SUPERINTENDENT DEPT
000000324	5/4/2016	0100	AT&T TELECONFERENCE SERVICES	TELECONFERENCE CALLS	\$	9.76 062	SUPERINTENDENT DEPT
000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	373.24 062	SUPERINTENDENT DEPT
000000506	5/27/2016	0100	REGIONAL COMMUNICATIONS	COMMUNICATION RADIOS	\$	228.21 062	SUPERINTENDENT DEPT
					TOTAL \$	761.21	SUPERINTENDENT DEPT
000000327	5/5/2016	0100	SOUTH COAST COPY SYSTEMS	COPIER MAINT. SVCS	\$	1,820.14 064	BUSINESS SERVICES
000000347	5/5/2016	0100	VAVRINEK, TRINE, DAY & CO LLP	AUDIT SERVICES	\$	2,500.00 064	BUSINESS SERVICES
000000396	5/11/2016	0100	OFFICEMAX CONTRACT INC	SUPPLIES FOR ALL SITES	\$	21.02 064	BUSINESS SERVICES
000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	55.02 064	BUSINESS SERVICES
000000442	5/18/2016	0100	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERIES	\$	19.88 064	BUSINESS SERVICES
000000506	5/27/2016	0100	REGIONAL COMMUNICATIONS	COMMUNICATION RADIOS	\$	228.21 064	BUSINESS SERVICES
000000514	5/31/2016	0100	DELL MARKETING L.P.	LAPTOP	\$	187.82 064	BUSINESS SERVICES
					TOTAL \$	4,832.09	BUSINESS SERVICES
000000391	5/11/2016	0100	STATE OF CALIFORNIA	FINGERPRINTING SERVICES	\$	505.00 065	HUMAN RESOURCES



0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	54.76	065	HUMAN RESOURCES
0000000421	5/13/2016	0100	CSEBA	BENEFITS PAYMENTS	\$	222,972.37	065	HUMAN RESOURCES
0000000422	5/13/2016	0100	CSEBA	ANTHEM BLUE CROSS BENEFITS	\$	89,300.79	065	HUMAN RESOURCES
0000000442	5/18/2016	0100	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERIES	\$	50.02	065	HUMAN RESOURCES
0000000455	5/18/2016	0100	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	\$	3,130.99	065	HUMAN RESOURCES
0000000506	5/27/2016	0100	REGIONAL COMMUNICATIONS	COMMUNICATION RADIOS	\$	228.21	065	HUMAN RESOURCES
0000000514	5/31/2016	0100	DELL MARKETING L.P.	LAPTOP	\$	751.18	065	HUMAN RESOURCES
				<b>TOTAL \$</b>		<b>316,993.32</b>		<b>HUMAN RESOURCES</b>
0000000376	5/10/2016	0100	GSDRA	REGISTRATION FEES	\$	90.00	066	EDUCATIONAL SERVICES
0000000377	5/10/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	400.00	066	EDUCATIONAL SERVICES
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	1,076.27	066	EDUCATIONAL SERVICES
0000000424	5/16/2016	0100	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	16.97	066	EDUCATIONAL SERVICES
0000000482	5/24/2016	0100	ALLIANCE FOR AFRICAN	CONSULTANT SERVICES	\$	283.99	066	EDUCATIONAL SERVICES
0000000497	5/25/2016	0100	VOC SNYDER	CONSULTANT SERVICES	\$	1,360.00	066	EDUCATIONAL SERVICES
0000000511	5/31/2016	0100	EDUCATIONAL DATA SYSTEMS INC	TESTING MATERIALS	\$	45.00	066	EDUCATIONAL SERVICES
				<b>TOTAL \$</b>		<b>3,272.23</b>		<b>EDUCATIONAL SERVICES</b>
0000000306	5/3/2016	0100	DELL MARKETING L.P.	PRINTER	\$	181.43	067	SPECIAL EDUCATION
0000000340	5/5/2016	0100	JEFFREY S. OWEN, PH.D., NCSP	ASSESSMENT SERVICES	\$	187.50	067	SPECIAL EDUCATION
0000000341	5/5/2016	0100	SELF AND MATCH	TRAINING SERVICES	\$	2,147.00	067	SPECIAL EDUCATION
0000000352	5/9/2016	0100	ASELTINE SCHOOL	NPS SERVICES	\$	35,591.78	067	SPECIAL EDUCATION
0000000353	5/9/2016	0100	SPOT KIDS THERAPY, INC.	OT SERVICES	\$	64,960.00	067	SPECIAL EDUCATION
0000000354	5/9/2016	0100	KALIKO YANDALL THERAPY	OT SERVICES	\$	32,308.00	067	SPECIAL EDUCATION
0000000389	5/10/2016	0100	OFFICIA IMAGING	COPIER MAINTENANCE	\$	528.56	067	SPECIAL EDUCATION
0000000392	5/11/2016	0100	RADY CHILDREN'S HOSPITAL - SD	HEALTH SCREENINGS	\$	2,153.58	067	SPECIAL EDUCATION
0000000394	5/11/2016	0100	SAN DIEGO CENTER FOR VISION CARE	VISION SCREENING	\$	587.00	067	SPECIAL EDUCATION
0000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	500.20	067	SPECIAL EDUCATION
				<b>TOTAL \$</b>		<b>139,145.05</b>		<b>SPECIAL EDUCATION</b>
0000000351	5/5/2016	0100	ORANGE COUNTY DEPARTMENT OF	MEDICAL ADMINISTRATION SVCS	\$	342.00	070	PUPIL SERVICES
0000000375	5/10/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	300.00	070	PUPIL SERVICES
				<b>TOTAL \$</b>		<b>642.00</b>		<b>PUPIL SERVICES</b>
0000000290	5/2/2016	6300	SAFE-T-LITE	SIGNS - PROJ. SAFE	\$	48.83	072	PROJECT SAFE
0000000292	5/2/2016	0100	PROTECH ROOFING SERVICE	METAL ROOF REPAIRS	\$	4,675.00	072	PROJECT SAFE
0000000298	5/2/2016	6300	PORTABLE STORAGE CORP	CARGO CONTAINER FOR PROJ. SAFE	\$	2,597.40	072	PROJECT SAFE
0000000310	5/3/2016	6300	SANTEE LAKES RECREATION	ADMISSIONS	\$	345.00	072	PROJECT SAFE
0000000325	5/4/2016	6300	DEPARTMENT OF SOCIAL SERVICES	LICENSING FEES/YALE PRE-SCHOOL	\$	484.00	072	PROJECT SAFE
0000000330	5/5/2016	6300	S&S WORLDWIDE	MEMBERSHIP	\$	85.32	072	PROJECT SAFE
0000000397	5/11/2016	6300	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	835.32	072	PROJECT SAFE
0000000405	5/12/2016	6300	SYSCO FOOD SERVICES OF	FOOD FOR PROJECT SAFE	\$	948.41	072	PROJECT SAFE
0000000409	5/12/2016	6300	YMCA - SANTEE	ADMISSIONS	\$	1,000.00	072	PROJECT SAFE
0000000449	5/18/2016	6300	S&S WORLDWIDE	SUPPLIES FOR PROJ. SAFE	\$	271.33	072	PROJECT SAFE
0000000485	5/24/2016	6300	HOME DEPOT COMMERCIAL ACCOUNT	RACKS FOR PROJ. SAFE	\$	583.01	072	PROJECT SAFE
0000000498	5/26/2016	6300	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR PROJECT SAFE	\$	351.23	072	PROJECT SAFE
0000000500	5/26/2016	6300	YMCA - SANTEE	ADMISSIONS	\$	1,185.00	072	PROJECT SAFE
0000000505	5/26/2016	6300	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	\$	50.00	072	PROJECT SAFE

000000509	5/27/2016	6300	AMERICAN EXPRESS	SUPPLIES FOR PROJ. SAFE	\$	1,518.16	072	PROJECT SAFE
				<b>TOTAL</b>	<b>\$</b>	<b>14,978.01</b>		<b>PROJECT SAFE</b>
000000313	5/3/2016	0100	TECH ARMOR	KEYBOARDS	\$	5,940.00	073	TECHNOLOGY SERVICES
000000320	5/3/2016	0100	DATEL SYSTEMS	CABLING/WIRING CPJH	\$	7,246.08	073	TECHNOLOGY SERVICES
000000326	5/5/2016	0100	SPRINT	CELL PHONE CHARGES - APRIL	\$	4,864.38	073	TECHNOLOGY SERVICES
000000328	5/5/2016	0100	UNITED PARCEL SERVICE	RETURNS SHIPPING CHARGES	\$	24.39	073	TECHNOLOGY SERVICES
000000397	5/11/2016	0100	OFFICE DEPOT INC	SUPPLIES - ALL SITES	\$	59.88	073	TECHNOLOGY SERVICES
000000407	5/12/2016	0100	ISQUAD REPAIR	iPAD REPAIR SERVICES	\$	313.16	073	TECHNOLOGY SERVICES
000000424	5/16/2016	0100	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	27.62	073	TECHNOLOGY SERVICES
000000466	5/19/2016	0100	QUILL CORPORATION	TECHNOLOGY IPAD STORAGE	\$	733.48	073	TECHNOLOGY SERVICES
000000467	5/19/2016	0100	UNITED HEALTH SUPPLIES	TECHNOLOGY IPAD STORAGE	\$	1,043.77	073	TECHNOLOGY SERVICES
000000471	5/23/2016	0100	ISQUAD REPAIR	iPAD REPAIR SERVICES	\$	1,598.27	073	TECHNOLOGY SERVICES
000000507	5/27/2016	0100	POWERSCHOOL GROUP, LLC	REGISTRATION FEES	\$	2,200.00	073	TECHNOLOGY SERVICES
				<b>TOTAL</b>	<b>\$</b>	<b>24,051.03</b>		<b>TECHNOLOGY SERVICES</b>
000000280	5/2/2016	0100	BRADY SO CAL INC	BUILDING REPAIRS - SC	\$	940.00	075	MAINTENANCE
000000281	5/2/2016	0100	ALLSTATE SIGN & PLAQUE CORP	SIGNS FOR BUS PARKING	\$	89.79	075	MAINTENANCE
000000285	5/2/2016	0100	MEACOR SIGNS	SIGNS/MATERIALS FOR SIGNS	\$	2,118.96	075	MAINTENANCE
000000289	5/2/2016	0100	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT SAMPLING - SC	\$	1,840.00	075	MAINTENANCE
000000291	5/2/2016	0100	AARDVARK PEST CONTROL	PEST CONTROL SERVICES	\$	368.00	075	MAINTENANCE
000000292	5/2/2016	0100	PROTECH ROOFING SERVICE	METAL ROOF REPAIRS	\$	9,350.00	075	MAINTENANCE
000000295	5/2/2016	0100	J P WITHEROW ROOFING COMPANY	ROOFING SERVICES / REPAIRS	\$	525.00	075	MAINTENANCE
000000296	5/2/2016	0100	DFS FLOORING	FLOOD REPAIRS - SC MEDIA CTR	\$	15,613.00	075	MAINTENANCE
000000297	5/2/2016	0100	CALIFORNIA ELECTRIC SUPPLY	LED BULBS	\$	869.40	075	MAINTENANCE
000000312	5/3/2016	0100	SOUTH BAY FENCE INC.	FLOOD REPL. SHADE STRUCTURE-CH	\$	7,988.00	075	MAINTENANCE
000000317	5/3/2016	0100	DUNN EDWARDS CORPORATION	PAINT SUPPLIES	\$	245.42	075	MAINTENANCE
000000355	5/9/2016	0100	ONESOURCE DISTRIBUTORS	ELECTRICAL SUPPLIES	\$	8,784.87	075	MAINTENANCE
000000356	5/9/2016	0100	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	\$	654.59	075	MAINTENANCE
000000434	5/16/2016	0100	COUNTY OF SAN DIEGO	PERMIT FEES	\$	290.97	075	MAINTENANCE
000000441	5/18/2016	0100	AMAZON.COM	OFFICE SUPPLIES	\$	84.24	075	MAINTENANCE
000000443	5/18/2016	0100	CALIFORNIA ELECTRIC SUPPLY	DISTRICT ELECTRICAL SUPPLIES	\$	1,606.56	075	MAINTENANCE
000000456	5/18/2016	0100	FERGUSON ENTERPRISES INC	DISTRICT PLUMBING SUPPLIES	\$	132.36	075	MAINTENANCE
000000457	5/18/2016	0100	PRAXAIR DISTRIBUTION INC	WELDING SUPPLIES	\$	330.63	075	MAINTENANCE
000000458	5/18/2016	0100	24-HOUR ELEVATOR, INC.	ELEVATOR REPAIRS - HC	\$	80.00	075	MAINTENANCE
000000460	5/18/2016	1400	COMMERCIAL & INDUSTRIAL	RE-ROOF MULTI-PURPOSE RM - SC	\$	39,914.00	075	MAINTENANCE
000000468	5/19/2016	0100	BRADY SO CAL INC	CARLTON HILL BUILDING REPAIRS	\$	14,842.00	075	MAINTENANCE
000000474	5/24/2016	4000	ADVANCE PLUMBING CO	SP. ED RR CONVERSION - CH	\$	14,000.00	075	MAINTENANCE
000000478	5/24/2016	0100	A-DISCOUNT VACUUM	VACUUM REPAIR SERVICES	\$	89.25	075	MAINTENANCE
000000479	5/24/2016	0100	24-HOUR ELEVATOR, INC.	ELEVATOR REPAIRS - PD	\$	250.00	075	MAINTENANCE
000000480	5/24/2016	0100	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFF SERVICE - CP JH/ANNEX	\$	447.00	075	MAINTENANCE
				<b>TOTAL</b>	<b>\$</b>	<b>121,454.04</b>		<b>MAINTENANCE</b>
000000282	5/2/2016	0100	AUTO ZONE	PARTS FOR SP. ED BUS	\$	10.78	076	TRANSPORTATION
000000283	5/2/2016	0100	TIRE CENTERS, LLC	TIRES FOR BUSES	\$	1,854.39	076	TRANSPORTATION
000000293	5/2/2016	0100	ARI ALLIED REFRIGERATION INC	HVAC SUPPLIES - TRANSPORTATION	\$	94.18	076	TRANSPORTATION
000000318	5/3/2016	0100	ARI ALLIED REFRIGERATION INC	HVAC PARTS - TRANS. DEPT.	\$	101.43	076	TRANSPORTATION

0000000328	5/5/2016	0100	UNITED PARCEL SERVICE	RETURNS SHIPPING CHARGES	\$	16.22	076	TRANSPORTATION
0000000346	5/5/2016	0100	JOHNSTONE SUPPLY	HVAC SUPPLIES - TRANSPORTATION	\$	164.80	076	TRANSPORTATION
0000000383	5/10/2016	0100	CALIFORNIA ELECTRIC SUPPLY	HVAC SUPPLIES - TRANS. OFFICE	\$	61.20	076	TRANSPORTATION
0000000384	5/10/2016	0100	JOHNSTONE SUPPLY	HVAC SUPPLIES - TRANS. OFFICE	\$	306.86	076	TRANSPORTATION
0000000387	5/10/2016	0100	LOWE'S STORE #1661	HVAC SUPPLIES - TRANS. OFFICE	\$	72.13	076	TRANSPORTATION
0000000416	5/13/2016	0100	US AIR CONDITIONING	HVAC SUPPLIES - TRANS. OFFICE	\$	49.36	076	TRANSPORTATION
0000000429	5/16/2016	0100	O'REILLY AUTO PARTS	PARTS/SUPPLIES FOR BUS REPAIRS	\$	38.57	076	TRANSPORTATION
0000000430	5/16/2016	0100	SAN DIEGO FRICTION PRODUCTS	PARTS/SUPPLIES FOR BUS REPAIRS	\$	269.95	076	TRANSPORTATION
0000000431	5/16/2016	0100	AUTO ZONE	PARTS/SUPPLIES FOR BUS REPAIRS	\$	61.53	076	TRANSPORTATION
0000000432	5/16/2016	0100	AUTO ZONE	PARTS/SUPPLIES FOR BUS REPAIRS	\$	73.42	076	TRANSPORTATION
0000000433	5/16/2016	0100	CREATIVE BUS SALES INC	OUTSOURCED BUS REPAIRS	\$	1,524.65	076	TRANSPORTATION
0000000434	5/16/2016	0100	COUNTY OF SAN DIEGO	PERMIT FEES	\$	663.03	076	TRANSPORTATION
0000000435	5/16/2016	0100	UNITY SCHOOL BUS PARTS	SIGNS FOR BUSES	\$	489.79	076	TRANSPORTATION
0000000436	5/16/2016	0100	JACOBSEN	PARTS FOR EQUIPMENT REPAIRS	\$	21.08	076	TRANSPORTATION
0000000437	5/16/2016	0100	DIESEL POLLUTION SOLUTIONS INC	PARTS FOR BUS REPAIRS	\$	76.74	076	TRANSPORTATION
0000000438	5/16/2016	0100	PECK'S HEAVY FRICTION INC	PARTS FOR BUS REPAIRS	\$	32.79	076	TRANSPORTATION
0000000439	5/16/2016	0100	ASBURY ENVIRONMENTAL SVCS	WASTE REMOVAL	\$	55.00	076	TRANSPORTATION
0000000445	5/18/2016	0100	KIMBALL MIDWEST	SUPPLIES/PARTS FOR BUS REPAIRS	\$	96.65	076	TRANSPORTATION
0000000446	5/18/2016	0100	WAYNE MILLER'S MOBILE TIRE INC	PARTS FOR VEHICLE REPAIRS	\$	328.18	076	TRANSPORTATION
0000000454	5/18/2016	4000	ENCINITAS FORD	VANS FOR TRANSPORTATION	\$	50,754.60	076	TRANSPORTATION
0000000459	5/18/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES	\$	24.41	076	TRANSPORTATION
0000000506	5/27/2016	0100	REGIONAL COMMUNICATIONS	COMMUNICATION RADIOS	\$	228.21	076	TRANSPORTATION
0000000508	5/27/2016	0100	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE	\$	82.82	076	TRANSPORTATION
0000000510	5/27/2016	0100	UNITED PARCEL SERVICE	SHIPPING FOR RETURNED ITEMS	\$	66.80	076	TRANSPORTATION
					<b>TOTAL</b>	<b>\$</b>	<b>57,619.57</b>	<b>TRANSPORTATION</b>
0000000461	5/19/2016	1400	O.A.P. PACKAGING, INC	MOVING BOXES	\$	671.98	077	FACILITIES MODERNIZATION
0000000477	5/24/2016	2518	GB'S FENCE COMPANY	HYDROLIC CLOSER ON 4 GATES-PD	\$	1,729.00	077	FACILITIES MODERNIZATION
0000000393	5/11/2016	1400	HENDRIX CALIFORNIA SCHOOL	INSPECTION SERVICES - PD HVAC	\$	46,050.00	077	FACILITIES MODERNIZATION
0000000358	5/9/2016	1400	HANOVER INSURANCE GROUP	BUILDERS' RISK INSURANCE - PD	\$	4,225.00	077	FACILITIES MODERNIZATION
0000000381	5/10/2016	1400	BALFOUR BEATTY CONSTRUCTION.	MAIN CONTRACTOR - PD HVAC PROJ	\$	2,061,380.00	077	FACILITIES MODERNIZATION
0000000357	5/9/2016	1400	INFORMATION & ENERGY SERVICES, INC	ENERGY CONSULTANT	\$	1,000.00	077	FACILITIES MODERNIZATION
0000000481	5/24/2016	4000	GB'S FENCE COMPANY	RELOCATE/EXPAND GATE-CH	\$	7,748.00	077	FACILITIES MODERNIZATION
					<b>TOTAL</b>	<b>\$</b>	<b>2,122,803.98</b>	<b>FACILITIES MODERNIZATION</b>
0000000287	5/2/2016	0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$	216.43	078	WAREHOUSE
0000000288	5/2/2016	0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$	73.55	078	WAREHOUSE
0000000316	5/3/2016	0100	PITNEY BOWES-RESERVE ACCT	POSTAGE REPLENISHMENT	\$	5,000.00	078	WAREHOUSE
0000000369	5/10/2016	0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$	104.59	078	WAREHOUSE
0000000370	5/10/2016	0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$	2.74	078	WAREHOUSE
0000000371	5/10/2016	0100	QUILL CORPORATION	INVENTORY REPLENISHMENT	\$	69.12	078	WAREHOUSE
0000000372	5/10/2016	0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$	615.76	078	WAREHOUSE
0000000373	5/10/2016	0100	US GAMES	INVENTORY REPLENISHMENT	\$	325.56	078	WAREHOUSE
0000000374	5/10/2016	0100	UNITED HEALTH SUPPLIES	INVENTORY REPLENISHMENT	\$	66.96	078	WAREHOUSE
0000000379	5/10/2016	0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$	122.86	078	WAREHOUSE
0000000380	5/10/2016	0100	RASIX COMPUTER CENTER INC	INVENTORY REPLENISHMENT	\$	311.16	078	WAREHOUSE

0000000382	5/10/2016	0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$	174.42	078	WAREHOUSE
0000000398	5/11/2016	0100	AMAZON.COM	INVENTORY REPLENISHMENT	\$	155.39	078	WAREHOUSE
0000000486	5/25/2016	0100	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	\$	3,573.72	078	WAREHOUSE
0000000487	5/25/2016	0100	A-DISCOUNT VACUUM	INVENTORY REPLENISHMENT	\$	1,035.50	078	WAREHOUSE
0000000488	5/25/2016	0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$	745.06	078	WAREHOUSE
0000000489	5/25/2016	0100	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	\$	432.35	078	WAREHOUSE
0000000490	5/25/2016	0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$	648.61	078	WAREHOUSE
0000000491	5/25/2016	0100	CM SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$	64.80	078	WAREHOUSE
0000000492	5/25/2016	0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$	147.53	078	WAREHOUSE
0000000493	5/25/2016	0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$	1,133.81	078	WAREHOUSE
0000000494	5/25/2016	0100	US GAMES	INVENTORY REPLENISHMENT	\$	62.21	078	WAREHOUSE
				<b>TOTAL</b>	<b>\$</b>	<b>15,082.13</b>		<b>WAREHOUSE</b>
0000000504	5/26/2016	0100	SUPERINTENDENT OF SCHOOLS	BUSINESS CARDS FOR DISTRICT	\$	367.20	092	PUBLICATIONS
				<b>TOTAL</b>	<b>\$</b>	<b>367.20</b>		<b>PUBLICATIONS</b>
0000000303	5/2/2016		SMART & FINAL	CANCELED				
0000000329	5/5/2016		SEHI COMPUTER PRODUCTS INC	CANCELED				
0000000349	5/5/2016		QUILL CORPORATION	CANCELED				
0000000350	5/5/2016		SCHOOL SPECIALTY, INC	CANCELED				
0000000365	5/9/2016		SOUTHWEST SCHOOL SUPPLY	CANCELED				
0000000366	5/9/2016		UNITED HEALTH SUPPLIES	CANCELED				
0000000399	5/11/2016		QUILL CORPORATION	CANCELED				
0000000413	5/12/2016		APPLE INC	CANCELED				
0000000444	5/18/2016		REGIONAL COMMUNICATIONS	CANCELED				
						<b>\$ 2,937,938.52</b>		

Consent Item E.2.4. Approval/Ratification of Revolving Cash Report  
Prepared by Dr. Cathy Pierce  
June 21, 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 #22418 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 \$543.79 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.2.4.

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

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
05/23/16	22418	Catherine Hicks, The Training Source	CPR/First Aid Training for St. Preschool/Project Safe	540.00
		<b>Total Checks Written</b>		<b>\$540.00</b>
04/30/16		Bank Fee - April, 2016		2.00
05/31/16		Bank Fee - May, 2016		1.79
		<b>Total to be Reimbursed</b>		<b>\$543.79</b>

Consent Item E.2.5.  
 Prepared by Dr. Cathy Pierce  
 June 21, 2016

Acceptance of Donations

**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>
Donations for Out of School Time Staff Appreciation Dinner	\$50.00 \$60.00 \$100.00 \$50.00 \$50.00 \$75.00 \$100.00 \$75.00 \$50.00 \$100.00	Tracie Spletstoesser Daniela Tigau Ed Wisz Pamela Swan Jennifer Nicola Ashley Osterhues April Torbett Erin Smolinski Shannon Miller Rita Martin	Out-of-School Time Staff Appreciation Event
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$75.00 \$374.88	Gretchen Geary May Target – Take Charge of Education	Carlton Oaks School
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$1,159.88</b>		

**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 \$1,159.88.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.5.

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.6.



**Consultant / General Service Provider Report  
June 21, 2016**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Karla Majewski	General Service Provider	Pacific Animal Productions Assembly	07/01/16 - 08/19/16	Not to Exceed \$700	Out-of-School Time Program	Independent Contractor
Kamran Azimzadeh	Consultant	Financial and Business Oversight	06/15/16 - 08/01/16	Not to Exceed \$12,500	Business Services	Employee

Consent Item E.2.7.  
Prepared by Dr. Cathy Pierce  
June 21, 2016

Approval/Ratification of Annual Agreements for 2016-17

**BACKGROUND:**

Attached is a list of annual agreements presented for the Board's information and approval. These agreements are put into place and purchase orders are issued to make ongoing payments to vendors as expenses are incurred throughout the fiscal year. Administration has reviewed each annual agreement and solicited quotes where applicable. Additional quotes were not solicited for those items that are on a continuing lease or lease/purchase because those items were received on a multi-year agreement.

**RECOMMENDATION:**

It is recommended that the Board of Education provide approval/ratification of the attached listed annual agreements for 2016-17.

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 estimated annual cost of each annual agreement is attached and the total of all annual agreements listed is \$3,110,209.07.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.7.

## Annual and/or Continuous Agreements for 2016/2017

The following list consists of annual and/or continuous agreements for the 2016/2017 school year.

Updated 6/14/16

Vendor	Description	Department	Approximate Cost
California School Boards Association	CSBA Membership Dues and Education Legal Alliance Membership Dues	Board	\$ 11,688.00
San Diego County School Boards Association	Membership Dues	Board	\$ 175.76
ACSA	Membership Dues	Business	\$ 1,308.30
Bowie, Arneson, Wiles	Santee School Site Legal Services	Business	\$ 20,000.00
CASBO Professional Developmt	Membership Dues	Business	\$ 475.00
CASH - Coalition for Adequate School Housing	CASH Membership Dues (Due April 2016)	Business	\$ 484.00
City of Santee	Crossing Guards	Business	\$ 18,500.00
Decision Insite	Enrollment Project Services	Business	\$ 8,033.52
DS Services of America, Inc. (DBA: Sparkletts)	Drinking Water for Project Safe	Business	\$ 146.00
DS Services of America, Inc. (DBA: Sparkletts)	Drinking Water for Departments located in District Office and ERC	Business	\$ 1,854.00
Helix Water District	Water Service-PD	Business	\$ 24,000.00
Padre Dam MWD	Water Service (For Entire District Except Pepper Drive	Business	\$ 392,114.00
Pitney Bowes Reserve Acct	Annual Postage for District	Business	\$ 20,000.00
San Diego Gas & Electric	District-wide Gas and Electric Services - except HC	Business	\$ 1,297,785.00
San Diego Gas & Electric	Gas & Electric Services - HC	Business	\$ 26,330.00
School Innovations & Advocacy	Mandate Claim Preparation	Business	\$ 9,900.00
School Services of California, Inc.	Fiscal and Mandated Cost Claim	Business	\$ 2,670.00
School Services of California, Inc.	Services	Business	\$ 1,000.00
Schwartz, Hyde, Sullivan	Legal Services	Business	\$ 6,000.00
South Coast Copy Systems	Maintenance Agreements - All Sites	Business	\$ 16,000.00
South Coast Copy Systems	Maint. Agreement-State Pre-Sch. @ Pride Academy	Business	\$ 350.00
Vavrinek, Trine, Day & Co LLP	Audit Services	Business	\$ 21,500.00
Waste Management	District-wide Refuse Removal	Business	\$ 40,000.00
Witt Company	Estimate for Annual Maint. Agmt/Supplies	Carlton Hills	\$ 800.00

Vendor	Description	Department	Approximate Cost
Witt Company	Estimate for Annual Maint. Agmt	Carlton Oaks	\$ 3,000.00
Padre Dam MWD	Water Service for CNS	CNS	\$ 5,458.00
San Diego Gas & Electric	Gas & Electric Services - CNS	CNS	\$ 65,627.00
Waste Management	Refuse Removal Services - CNS	CNS	\$ 1,488.00
Achieve3000, Inc.	Software Licenses	Ed Services	\$ 165,542.35
Companion Corporation	On-Line Subscription Services for all nine site libraries	Ed Services	\$ 11,479.00
ESGI	Licenses	Ed Services	\$ 4,000.00
Harland (Scantron) Due 2-1	Scanner Maintenance Agreement - Read-Head	Ed Services	\$ 1,500.00
Renaissance Learning Software	On-Line Subscription Services	Ed Services	\$ 2,074.00
Safari Montage	Software Licenses	Ed Services	\$ 25,500.00
Superintendent of Schools	Membership Dues for NCPDF	Ed Services	\$ 5,650.20
DS Services of America, Inc. (DBA: Sparkletts)	Drinking Water for Hill Creek	Hill Creek	\$ 230.00
Atkinson, Andelson, AAL	Legal Services	Human Resources	\$ 10,000.00
City Treasurer	Defibrillator Maintenance	Human Resources	\$ 425.00
County Schools Svc Fund	Ed-Join	Human Resources	\$ 950.00
Frontline Placement (Aesop)	Aesop Substitute/Absence Svcs	Human Resources	\$ 8,524.10
Kontraband Interdiction	Inspection Services	Human Resources	\$ 7,300.00
San Diego City Schools	Fingerprinting Services	Human Resources	\$ 3,000.00
State of California DOJ	Fingerprinting Services	Human Resources	\$ 4,000.00
24-Hour Elevator	Elevator Maintenance Agreements for CP, CH, CO, HC & RS 2-Story; PD 3-Story Bldgs, Incl. inspections	M&O	\$ 8,640.00
24-Hour Elevator	Bi-Annual Inspection of Wheelchair Lifts at CP, SC, CH, and PA	M&O	\$ 400.00
Aardvark Pest Control	Pest Control Services	M&O	\$ 3,000.00
Advance Plumbing	Emergency Plumbing Services	M&O	\$ 14,000.00
Aire Filter Products	Air Filters - HVAC Supplies	M&O	\$ 4,000.00
All City Pest Control	Pest Control Services	M&O	\$ 2,000.00
American Messaging	Main Duty Pager	M&O	\$ 141.00
American Time & Signal	Supplies - Clock / Bells	M&O	\$ 4,000.00
Asbury Environmental	Hazmat Waste Removal Services	M&O	\$ 2,000.00

Vendor	Description	Department	Approximate Cost
Backflow Services	Annual Testing (Backflow Svcs)	M&O	\$ 6,000.00
Cable, Pipe & Leak	Leak Detection Services	M&O	\$ 3,000.00
California Electric Supply (CES)	Electrical Supplies/Maint. Repairs/Pts	M&O	\$ 4,000.00
Clark Security	Hardware for Locks & Doors	M&O	\$ 20,000.00
Competitive Metals	Maintenance Supplies	M&O	\$ 500.00
Critter Gitters	Pest Control Services	M&O	\$ 3,000.00
Dave Bang Associates	Playground Safety Supplies	M&O	\$ 50,000.00
Drain Pros/USA Jetting	Drain Clearing Services	M&O	\$ 8,000.00
DS Services of America, Inc. (DBA: Sparkletts)	Drinking Water for M&O	M&O	\$ 200.00
Dunn Edwards	Paint Supplies	M&O	\$ 2,000.00
Ewing	Irrigation Supplies	M&O	\$ 35,000.00
Ferguson	Plumbing Supplies	M&O	\$ 5,000.00
Fire Etc.	Fire Extinguisher Services	M&O	\$ 8,000.00
G & K Services	Uniform Services for M&O	M&O	\$ 2,655.00
G & K Services	Uniform Services for Transportation	M&O	\$ 550.00
G & K Services	Uniform Services for Transportation	M&O	\$ 550.00
Grainger	Maintenance Supplies	M&O	\$ 1,000.00
Greenbrier Lawn & Tree	Tree Trimming & Removal Svcs	M&O	\$ 10,000.00
Home Depot Comm Acct	Maintenance Supplies	M&O	\$ 50,000.00
Johnstone Supply	HVAC Supplies	M&O	\$ 6,000.00
Lakeside Equipment Sales	Equipment Rental	M&O	\$ 6,000.00
Lowes	Maintenance Supplies	M&O	\$ 20,000.00
Mercury Disposal Systems, Inc	Disposal Services - Hazmat Waste	M&O	\$ 2,000.00
One Source Distributors	Electrical Supplies	M&O	\$ 20,000.00
Pacifica Glass	Vandalism Repairs - Window Glass	M&O	\$ 7,500.00
Pacwest Air Filter, LLC	Filters for HVAC Units	M&O	\$ 5,000.00
Safe-T-Lite	Signs & Sign Materials	M&O	\$ 4,000.00
SchoolDude.com	Work Order Software License	M&O	\$ 4,075.95
Standard Electronics	Fire Alarm Service Calls	M&O	\$ 12,000.00
State of California Dept. of Industrial Relations	Passenger Elevator Permit Costs - CP, CH, CO, HC, RS, & PD	M&O	\$ 1,650.00
State of California Dept. of Industrial Relations	Wheelchair Lift Permit Costs - SC, CP, CH, PA	M&O	\$ 900.00
Trane US Inc.	HVAC Supplies	M&O	\$ 4,000.00

Vendor	Description	Department	Approximate Cost
United Parcel Service	Shipping Charges for Returned Merchandise	M&O	\$ 500.00
Valley Industrial Specialties	Plumbing Supplies	M&O	\$ 2,000.00
DS Services of America, Inc. (DBA: Sparkletts)	Drinking Water for Pepper Drive	Pepper Drive	\$ 430.00
DS Services of America, Inc. (DBA: Sparkletts)	Drinking Water for Pride Academy	Pride Academy	\$ 250.00
Amazon.com	Misc. Purchases for ASES	Proj Safe	\$ 3,000.00
Amazon.com	Misc. Purchases for Project Safe	Proj Safe	\$ 3,000.00
GTSOft	EZ Child Tracking Software	Proj Safe	\$ 13,880.00
Smart & Final	Food & Misc Purchases for Proj Safe	Proj Safe	\$ 6,000.00
Softerware	Support Program for Yale	Proj Safe	\$ 206.00
Economy Crafted Printing	Outsourced Printing Services	Publications	\$ 300.00
El Cajon Print & Copy	Special Printing Needs	Publications	\$ 600.00
Konica Minolta Business	Maint. Agreemt for Copiers Bizhub Pro1050	Publications	\$ 10,000.00
Konica Minolta Business	Maint. Agreemt for Copiers Bizhub Press 1250P	Publications	\$ 10,000.00
Konica Minolta Business	Maint. Agreemt for Copiers Bizhub Pro 1200	Publications	\$ 10,000.00
Konica Minolta Business	Maint. Agreemt for Copiers Bizhub C550 - Color Copier	Publications	\$ 5,000.00
Litho Equipment Services	Equipment Repairs	Publications	\$500
Paper Plus	Publication Supplies	Publications	\$ 500.00
Perry Letterpress	Bindery Svcs for Publications	Publications	\$ 300.00
Reynolds Graphics	Printing Supplies	Publications	\$ 500.00
Southland Envelope	Envelope Printing	Publications	\$ 2,000.00
Spiral Binding Co. Inc.	Coil Binding Supplies	Publications	\$ 500.00
Superintendent of Schools	Business Cards	Publications	\$ 600.00
Veritiv	Paper Supplies	Publications	\$ 10,000.00
North County Educational Purchasing Consortium (NCEPC)	Annual Dues	Purchasing	\$ 200.00
Officia Imaging	Maintenance Agreement for VI Prog.	Special Ed	\$ 1,000.00
Pro-Ed Inc.	Protocols	Special Ed	\$ 2,500.00
California School Boards Association	GAMUT Subscription	Superintendent	\$ 2,705.00
Communication Resources	Professional Svcs - Training	Superintendent	\$ 5,000.00
Globalstar USA	Satellite Svcs for Board Member	Superintendent	\$ 480.00

Vendor	Description	Department	Approximate Cost
DS Services of America, Inc. (DBA: Sparkletts)	Drinking Water for Sycamore Canyon	Sycamore Cyn	\$ 120.00
AT&T / Calnet 2 – Access Line	Phone Service - Access Lines	Technology	\$ 22,224.00
AT&T / Calnet 2 – C60 Acct.	Phone Service - C60	Technology	\$ 25,776.00
Blackboard Inc. (Formerly Schoolwires) Begins 12/1/15	Power Pack - District-wide Software Licenses	Technology	\$ 15,000.00
Computer Protection Tech.	Equipment Maint. Agreement	Technology	\$ 2,600.00
Core Technology	CTC Bridge Software & Support	Technology	\$ 594.00
Cox Communications	Cox Data Network	Technology	\$ 35,000.00
Datel Systems - Due July 2015 (3-yr agreement)	Off Site Server 690 backup	Technology	\$ 8,894.00
Datel Systems - Due July 2015 (3-yr agreement)	3-Yr Energizer Updates (Load Balancer)	Technology	\$ 1,735.00
Edu Business Solutions	Print Shop Pro Softward Support	Technology	\$ 3,147.30
GTC Systems, Inc.	VMWare Academic Basic Support	Technology	\$ 3,025.08
Pearson - Due on June 27	Power School	Technology	\$ 30,737.25
San Diego County Office of Education	VPN Billing – Maintenance	Technology	\$ 570.00
School Messenger / Reliance Communications	Parent Link Information 1-1-16 thru 12-31-16	Technology	\$ 17,500.00
Software House Int'l (SHI)	Educational Software for District	Technology	\$ 36,906.90
Sprint	Cell Phone Service for District	Technology	\$ 24,640.00
GTC Systems, Inc.	Professional Svcs – Citrex	Technology	\$ 7,000.00
Konica Minolta Business	Maintenance Agreement for Copier located in the Transportation Dept.	Transportation	\$ 100.00
Mason's Saw & Lawnmower	Small Equipment Repairs Split 4300 - 75%; 5600 - 25%	Transportation	\$ 5,000.00
Regional Communications	Radio Service Agreement (4 radios @ \$76.07 ea for 12 mo.)	Transportation	\$ 3,651.36
SoCo Group	Diesel Fuel	Transportation	\$ 50,000.00
SoCo Group	Unleaded Fuel	Transportation	\$ 60,000.00
SoCo Group	Fuel for M & O	Transportation	\$ 35,000.00
SoCo Group	Fuel for Technology	Transportation	\$ 2,200.00
Teamtalk Network	Radio Service Agreement (43 radios x \$18.50 per radio x 12 mo.)	Transportation	\$ 9,800.00
Thomas Industrial Water	Water Conditioning Services	Transportation	\$ 420.00

Vendor	Description	Department	Approximate Cost
Pitney Bowes	Mailing Machine Rental	Warehouse	\$ 3,500.00
Amazon.com	Misc. Purchases for Yale	Yale	\$ 3,000.00
GTSOft	EZ Child Tracking Software	Yale	\$ 3,470.00
Smart & Final	Food & Misc. Purchases for Yale	Yale	\$ 5,000.00
Datel Systems (3-yr agreement) Due July 1, 2016	Baracuda Systems Back-Up	Technology	\$ 10,124.00
SEHI (3-yr agreement) Due June 4, 2016	Veeam Back-up and Replacement for VMWare	Technology	\$ 3,900.00

\$ 3,110,209.07



**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve the offering of student accident insurance for the 2016-17 school year, available from Guarantee Trust Life Insurance Company through Pacific Educators, Inc. Insurance Services. The premiums are listed below:

RATE SCHEDULE

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

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

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.8.

Consent Item E.2.9.  
Prepared by Dr. Cathy Pierce  
June 21, 2016

Approval of Long-Term Use of Facilities Agreement  
with Christ the King Lutheran Church for Use of  
Cajon Park Annex for the 2016-17 Fiscal Year

**BACKGROUND:**

Christ the King Lutheran Church has been using Carlton Hills School to conduct services on Sunday mornings under a Use of Facilities Agreement. Christ the King Lutheran Church would like to continue use of District facilities under a Long-Term Use Agreement for another year. Administration has identified Cajon Park Annex as an available site for the use by Christ the King Lutheran Church for the 2016-17 school year.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Long-Term Use of Facilities Agreement with Christ the King Lutheran Church for use of Cajon Park Annex for the 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:**

The fiscal impact is approximately \$4,862 in revenue for the Unrestricted General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.9.

## AGREEMENT FOR EXTENDED USE OF FACILITIES

This AGREEMENT is executed and entered into this 21st day of June, 2016, by and between the Santee School District (“DISTRICT”) and Christ the King Lutheran Church (“TENANT”), collectively referred to as the “PARTIES.”

### RECITALS

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

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

**WHEREAS**, TENANT has expressed need for two (2) classrooms; and,

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

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

**WHEREAS**, DISTRICT can make one (1) multipurpose classroom (equivalent in size to two (2) classrooms), and sufficient bathrooms (“District Facilities”) at the Site available for TENANT’s use on Sundays; and,

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

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

The PARTIES hereby agree as follows:

### TERMS

1. DISTRICT shall make District Facilities available for TENANT to use each Sunday beginning July 1, 2016 and ending June 30, 2017, unless the PARTIES agree in writing to extend this AGREEMENT.

TENANT shall have use of District Facilities from 7:30 a.m. to 11:00 a.m. on Sundays. Any use beyond this time shall require prior written notice to, and approval of, DISTRICT.

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

- ii. Classrooms at **\$5.00** per hour per classroom
    - iii. Custodial Service Costs at **\$35.50** per hour
  - b. Applied to expected usage by TENANT of District Facilities as follows (“TENANT Usage”):
    - i. One Multipurpose Classroom (equivalent to the size and rate of Two (2) Classrooms): From 7:30am to 11:00am = 4.5 hours
    - ii. Custodial Service Costs: Minimum hours for opening, setup, and closing between 7:30am and 12:00pm = 2.0 hours (minimum)
  - c. Use of Facilities Rates multiplied by TENANT Usage is estimated to be **\$116.00 per week**.
  - d. DISTRICT shall invoice TENANT at least ten (10) calendar days prior to the end of each calendar month for TENANT Usage expected for the following calendar month. In the event that actual usage on particular Sundays exceeds that billed, DISTRICT may bill for actual usage for those weeks as an adjustment to the following month’s invoice.
  - e. TENANT may alter TENANT Usage, either temporarily or permanently, by notifying DISTRICT, in writing, at least 72 hours in advance of the change. Any requested increase to TENANT Usage shall require written approval of DISTRICT.
  - f. TENANT shall pay invoice within 10 calendar days of receipt.
    - i. In the event that TENANT is late with a payment, DISTRICT may change payment arrangements to require TENANT to pay past due amounts in full and for each upcoming week of facility use in advance before allowing use for the upcoming week (“Weekly Pay in Advance”).
    - ii. In the event that amounts due by TENANT remain outstanding after the DISTRICT changes to the Weekly Pay in Advance system, DISTRICT may terminate this AGREEMENT and TENANT’s use of District Facilities with no further advance notice.
3. TENANT understands that Use of Facilities Rates are subject to change. DISTRICT shall notify TENANT, in writing, of changes to Use of Facilities Rates at least thirty (30) calendar days before application to TENANT’s use of District Facilities.
  4. TENANT shall provide DISTRICT with at least 72 hours advance notice if District Facilities will not be used on an upcoming Sunday to allow time for cancellation of the assigned custodian. In the event that TENANT fails to provide 72 hours advance notice, TENANT shall pay Custodial Service Costs for the expected usage for that week.
  5. TENANT shall provide DISTRICT with a copy of a valid liability insurance policy naming DISTRICT as additional insured with minimum coverage of \$1,000,000 per incident and \$2,000,000 in the aggregate prior to first use.
  6. TENANT shall not borrow, consume, or use any DISTRICT materials, furniture, equipment, or supplies except for chairs in the multi-purpose room; and tables, desks, or chairs within classrooms. All chair setups in multipurpose room shall be done by TENANT and returned to chair storage in multipurpose room. All desks and chairs must be kept in place in classrooms.

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

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

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

Signatures of the PARTIES:

**DISTRICT:**

\_\_\_\_\_  
 Dr. Cathy Pierce  
 Superintendent

\_\_\_\_\_  
 Date

**TENANT:**

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

*6/16/16*  
 \_\_\_\_\_  
 Date

*8558 Placid View Dr.  
 Santee, CA. 92071*

Consent Item E.2.10.  
 Prepared by Dr. Cathy Pierce  
 June 21, 2016

Adoption of Resolution No. 1516-37 Designating Use  
 of Education Protection Account Funds for 2016-17

**BACKGROUND:**

Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increases the state’s sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. The revenues generated by Proposition 30 were instrumental in avoiding further cuts to State Aid for K-14 public education but did not provide additional revenue for school districts.

The revenues generated from Proposition 30 are deposited into a state account called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEAs) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount, which includes charter school general purpose funding. A corresponding reduction is made to an LEA’s revenue limit or charter school general purpose state aid equal to the amount of their EPA entitlement. Proposition 30 specifies that EPA funds may not be used for salaries and benefits of administrators or any other administrative costs.

In accordance with the provisions of Proposition 30, each LEA must hold a public hearing signifying the use of EPA funds.

The District estimates that it will receive \$8,150,851 in EPA funds for the 2016-17 fiscal year. All of these funds will be used to pay a portion of unrestricted certificated teacher salaries.

Description	Fiscal Year:	2016-17	
	Estimate as of:	Adopted Budget	
		Sources	Uses
Estimated Total LCFF Funding		50,964,705	
Less: Estimated Property Tax Funded Portion of LCFF Funding		12,997,327	
Estimated Total State Aid Portion of LCFF Funding		37,967,378	
Less: Estimated Amount to be Received from Education Protection Account		8,150,851	
<b>Difference</b>		<b>29,816,527</b>	
Total Unrestricted Certificated Teacher Salaries (Object 1100-000, Function 1000)		19,689,154	
Less: Amount to be paid from Education Protection Account Proceeds		8,150,851	
<b>Amount to be paid from other Unrestricted General Fund Sources</b>		<b>11,538,303</b>	

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No. 1516-37 Designating Use of Education Protection Account funds for 2016-17 to pay a portion of unrestricted certificated teacher salaries.

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 \$8,150,851 in EPA funds offset by a commensurate reduction in LCFF State Aid.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.10.



**RESOLUTION NO. 1516-37 REGARDING USE OF THE EDUCATION  
PROTECTION ACCOUNT**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30<sup>th</sup> of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of the Santee School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Santee School District has determined to spend the monies received from the Education Protection Act for a portion of unrestricted certificated teacher salaries in Function Code 1100.

DATED: June 21, 2016

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

Consent Item E.3.1.

Approval of Outdoor Education Program Agreements  
with the San Diego County Office of Education

Prepared by Dr. Stephanie Pierce  
June 21, 2016

**BACKGROUND:**

The San Diego County Office of Education has submitted agreements for its Outdoor Education Program to the District for approval. Fees for the Outdoor School Program are \$320 for the 5-day program (or \$270 for 4 days when scheduled during a week including a holiday) for each child in full attendance, which is the same as the 2015-16 fees.

Program charges during the 2015-16 school year for the 5-day program per student was \$345 which included \$320 paid to the San Diego County Office of Education and \$25 for transportation costs and student insurance. The tentative schedule and fees for the Outdoor Education Program are below.

In addition, fees for the Marine Science Program half-day Floating Lab are \$697.04 per trip, which is an increase of \$7.04 from the 2015-16 fee per trip.

School Site	Departure Date	# of School Days	Cost - Camp, Transportation, Insurance
Cajon Park	12/12/16	5 days	\$345
Pepper Drive Rio Seco	01/17/17	4 days	\$295
Hill Creek	02/06/17	5 days	\$345
Carlton Hills Chet F. Harritt Sycamore Canyon	02/21/17	4 days	\$295
Carlton Oaks PRIDE Academy Sycamore Canyon	05/30/17	4 days	\$295

**RECOMMENDATION:**

It is recommended that the Board of Education approve the 2016-17 Outdoor Education Agreements with the San Diego County Office of Education.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide social, emotional and health service programs, integrated with community resources, to foster student character and personal well-being.

**FISCAL IMPACT:**

The cost per student for the Outdoor School Program is \$345 (5-day program) or \$295 (4-day program), which includes camp fees paid to the San Diego County Office of Education and transportation fees. Student contributions, scholarships, and fundraisers all contribute to funding needed for students to attend camp.

The cost of the Marine Science Floating Lab is \$697.04 per trip paid through student contributions, site categorical funding, and PTA donations. Students needing financial assistance are assured participation through PTA donations and scholarships.

**STUDENT ACHIEVEMENT IMPACT:**

The Outdoor Education Program provides students with an enriched, alternative learning experience. The Program mission is to provide students with experiential learning programs that enhance awareness and scientific understanding of the natural world and their connection to it while building self-reliance, teamwork, and a sense of social responsibility.

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

Agenda Item E.3.1.

**AGREEMENT FOR PARTICIPATION AND SERVICES 2016-2017  
OUTDOOR EDUCATION PROGRAM**

THIS AGREEMENT is entered into this 1st day of July, 2016, by and between the Superintendent of Schools, Office of Education, San Diego County, hereinafter called the OFFICE and Santee hereinafter called the SCHOOL/DISTRICT.

WHEREAS, the OFFICE operates for the schools of San Diego County an outdoor education program at designated sites and authorized by the Education Code Section 35335 and following and 8760 and following; and

WHEREAS, the SCHOOL/DISTRICT desires to participate in said program; NOW, THEREFORE, the parties agree as follows:

**I Use and Occupancy of Outdoor Education Premises and Facilities**

**A. The OFFICE agrees to provide:**

- (1) Administration and operation of the outdoor education program.
- (2) Outdoor science education and conservation instructional and supervision services for an educational program.
- (3) Sites, buildings, utilities, and maintenance.
- (4) Food and its preparation.
- (5) All staff other than school district employees accompanying students.
- (6) Preparation and distribution of outdoor school schedules designating the site to be attended and the specific dates of attendance.
- (7) Promotion of the outdoor school program.
- (8) Transportation for students while in camp.
- (9) Availability of health and accident insurance of pupils and to notify the SCHOOL/DISTRICT of the pertinent information.

**B. The SCHOOL/DISTRICT agrees to:**

- (1) Pay to the OFFICE a "district estimated fee" based on the number of SCHOOL/DISTRICT student's actual attendance at any time during each encampment.
- (2) In the event that the actual total number of SCHOOL/DISTRICT students attending during the agreement period is less than the minimum guaranteed number of students noted in section III.B., then the SCHOOL/DISTRICT shall pay OFFICE a "district estimated fee" to cover the difference between the guaranteed number and the number in actual attendance. Payments shall be made as noted in section B.(5).
- (3) Pay to the OFFICE, a "pupil fee" for each student in actual attendance at the encampment based on a daily rate calculated by dividing the total scheduled program "pupil fee" by the number of days in the scheduled program.
- (4) For purposes of this agreement:
  - (a) "Pupil fee" means that per pupil amount established by the OFFICE for a school year as the cost of a pupil's food, lodging, and support services, also referred to as "Operational Fee".
  - (b) "District estimated fee" means the minimum fee estimated by the OFFICE for each school year as the cost of the instructional program, also referred to as "Instructional Fee", and is subject to final adjustment at the close of the school year as provided in section I.B.(6) of this agreement.
  - (c) Attendance for any portion of a day shall be counted a full day in camp.
  - (d) No refund of fees shall be made for students sent home for disciplinary reasons.**
- (5) Payments to OFFICE for all fees under this agreement shall be made as follows:

- (a) For San Diego County School Districts and Schools, payment shall be made by way of an auditor's cash transfer initiated by the OFFICE after each student encampment and at year-end if section B.(2) is applicable. OFFICE will provide DISTRICT/SCHOOL appropriate detailed backup for all charges.
  - (b) For private schools and out-of-county schools/districts, or others not subject to an auditor's transfer, OFFICE will invoice the participating schools or districts and payment shall be made to OFFICE within 30 days of invoice. Invoices that are not paid in full within 30 days after invoice will be considered past due and will be subject to a 1.5% per month late fee on any outstanding balance which will compound until paid in full. If collections are necessary, debtor agrees to pay all costs of collection, including but not limited to reasonable attorney's fees, court costs, and third party collection agencies.
- (6) If the cost of the instructional program for the school year exceeds payments made by the participating SCHOOL/DISTRICTs as called for under Section I.B.(1) hereof, the excess cost shall be apportioned among the participating districts based on the actual per pupil attendance from each such district.
  - (7) Provide transportation for pupils to and from outdoor school.
  - (8) Secure necessary funding so no child will be denied the outdoor school experience because of inability to pay.
  - (9) Provide approximately one classroom teacher for every 30 pupils to actively participate in the 24-hour per day program under the direction of the site administrator.
  - (10) Comply with the outdoor school schedule.
  - (11) Require each pupil attending an encampment to have the health and accident insurance referred to in I.A.(9) hereof.
  - (12) SCHOOL/DISTRICT agrees, except in a case of active negligence of OFFICE, to indemnify, defend and hold OFFICE and State of California, its officers, agents and employees, harmless from any liability or claim of whatsoever nature, arising out of, or resulting from, SCHOOL/DISTRICT's use and occupancy of the premises and facilities and participation in the activities of the Outdoor Education Program under this agreement. The SCHOOL/DISTRICT at its own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings, that may be brought or instituted against the San Diego County Superintendent of Schools, its officers, agents, or employees, on any such claim or demand, and pay or satisfy the judgment that may be rendered against the San Diego County Superintendent of Schools, its officers, agents, or employees, in any such action, suit, legal proceedings, or result thereof. Additionally, SCHOOL/DISTRICT shall maintain general liability and property damage insurance in at least the minimum amount of \$2,000,000 to cover all activities under this agreement and provide OFFICE a certificate of insurance naming the OFFICE and State of California as additionally insured under the policy. Coverage under said policies shall not be reduced or canceled without thirty (30) days prior written notice to OFFICE and all required coverage shall be reinstated or replaced prior to expiration/cancellation date and new certificates naming the OFFICE and State of California as additionally insured under the policy shall be issued to OFFICE for the replacement policy or policies.
  - (13) Provide all required information on the Application to Participate form for each school which will participate in the OFFICE Outdoor School program. Form shall be completed and submitted OFFICE by the deadline noted on the application form.
  - (14) Provide to OFFICE, on timelines indicated, complete and accurate information for each student, teacher and school on all Outdoor School registration and health forms provided by the OFFICE. Forms are available via SDCOE website. Such information includes, but is not limited to; a complete and accurate list of the students and teachers from each school who will attend the Outdoor School Program. The required student information includes, but is not limited to; the student name, gender, ethnicity code, Child Nutrition program eligibility status (free, reduced, or paid), complete and accurate student health forms, information on requirements for special meals, authorizations for medications and prescriptions. Parental and physician signatures are required as noted on the forms. The OFFICE is authorized by the State of California Department of Education to obtain from the SCHOOL/DISTRICT all student information required to participate in the State and Federal child nutrition programs, including, but not limited to; each student's child nutrition eligibility status (Free, Reduced, Paid), ethnicity code, and other appropriate demographic or identifying information. **If you choose to not provide this information prior to the encampment the cost per student will increase by \$25.00.**

(15) Provide services and/or accommodations as specified in the student's IEP or Section 504 plan for all students with special needs participating in Outdoor School programs.

II. Agreement Period and Termination

- A. The term of this agreement shall commence on **July 1, 2016** and will continue through **June 30, 2017**.
- B. This agreement may be terminated at any time upon mutual agreement of the parties involved.

III. Fees and Minimum Guaranteed Participation

- A. The fee schedule is established each year and is adopted by the Board of Education. The applicable adopted fee schedule for fiscal year **2016-2017** is attached and is hereby made a part of this agreement.
- B. The SCHOOL/DISTRICT guarantees payment of the "district estimated fee" to the Office for not less than 85% of the total projected participation from all schools from the district as noted below during the school year. Minimum number of students per school as follows:

School	Scheduled	Guaranteed	Days	Week of
Cajon Park	95	81	5	12/12/2016
Carlton Hills	47	40	4	2/21/2017
Carlton Oaks	100	85	4	5/30/2017
Chet Harritt	64	54	4	2/21/2017
Hill Creek	75	64	5	2/6/2017
Pepper Dr.	100	85	4	1/17/2017
Pride Academy at Prospect Ave	38	32	4	5/30/2017
Rio Seco	90	77	4	1/17/2017
Sycamore Canyon	50	43	4	2/21/2017

Executed by the parties on the dates shown below their respective signatures.

Santee  
School/District

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

County Superintendent of Schools  
San Diego County Office of Education



Authorized Signature

Senior Director, Outdoor Education

Title

May 23, 2016

Date

Authorized or ratified by the Board of Education on:

\_\_\_\_\_

Authorized by the San Diego County Board of Education on:

March 9, 2016

Rules for acceptance and participation in the outdoor school program are the same for everyone without regard to race, color or national origin, sex, gender or handicap



**San Diego County Office of Education**

**SCIENCE OUTREACH PROGRAM  
FIELD TRIP AGREEMENT – 2016-2017**

THIS AGREEMENT, made this July 1, 2016 and which will terminate on June 30, 2017, by and between San Diego County Superintendent of Schools, hereinafter called the "County", and Santee School District hereinafter called the "District/School/Organization", mutually agree as follows:

**1. Basis of Agreement**

The County, as coordinator of the education outreach programs, has determined that it is desirable to conduct science outreach programs for schools and districts within the County of San Diego. For each science outreach program scheduled to serve the District/School/Organization, District/School/Organization agrees to adhere to the terms and conditions of this agreement.

It is understood that third parties (such as the Port of San Diego, County of San Diego, City of San Diego, San Diego County Water Authority and various other municipalities and water districts) sometimes agree to pay for a science outreach program to be delivered to a District/School/Organization. In these circumstances, County may invoice the third parties for the designated events (if the third party agrees) or will invoice the District/School/Organization (if the third party provides the funds directly to the District/School/Organization). The fees charged to third parties may be different than those stated below, based on the services requested by them.

Regardless of whether a third party funding source is involved, the District/School/Organization must still execute this agreement and be responsible for payment for any event which is not paid for by a third party.

**2. Scope of Agreement**

**A. General**

The County will make available and provide by this contractual agreement the following programs with pricing for school year 2016-2017:

- 1) Green Machine  
\$455.00 per trip, serving up to four 1-hour classes of up to 30 students each  
The Green Machine curriculum aligns with the California Science Content Standards for grades K-4. The presentation describes the journey from seed to dinner table through hands-on learning stations that enable students to learn where their food comes from. A musical and dramatic wrap-up reinforces the learning.
- 2) Splash Science Mobile Lab  
\$677.00 per trip, serving up to four 1-hour classes of up to 36 students each  
The Splash Science Mobile Lab curriculum aligns with the California Science Content Standards for grades 4-6. The presentation offers hands on learning opportunities for students at multiple learning stations; watershed/storm drain, GIS examination of local watersheds, water conservation, San Diego estuary, and microscope.
- 3) Marine Science Floating Lab  
\$697.00 per trip, serving up to 40 people on one of two boats. This program consists of Half-day field trip on San Diego Bay with hands-on science instruction and materials.

**B. County agrees to provide:**

- 1) Instructional materials and equipment.
- 2) Boat transportation with qualified crew (Floating Lab only).
- 3) Curriculum and instruction.
- 4) Invoicing of the District/School/Organization for the field trip.

- C. District/School/Organization agrees to:
- 1) Schedule their participation in the program of choice with the County by phone or email.
  - 2) Provide a written request/authorization for the delivery of the program(s) in the form accepted by District (either a district PO, check or, for Private Schools only, a Personal Letter of Guaranty signed by the site administrator).
  - 3) Send no more than the maximum number of allowed per Marine Science Floating Lab field trip (40, including chaperones/teachers). If the school arrives for the field trip with a group size of more than 40, the ship captain may, at his/her sole option; refuse to take more than the maximum of 40 on board or agree to accept additional passengers up to a maximum of 45 with the understanding that the District/School/Organization agrees to pay an additional fee of \$50 for each person in excess of 40. Group sizes in excess of 45 will not be accepted under any circumstances. If the group arrives with more than 40, and the ship captain refuses to take more than 40 on board, the group may elect to leave some behind or cancel the trip. If the trip is canceled by the group in this circumstance, there will be no refund or compensation to the District/School/Organization.
  - 4) Provide a minimum of number of adult participants authorized by the District/School/Organization to supervise the students and participate in the delivery of each presentation during the day. The Green Machine requires a minimum of one participating adult, the Splash Science Mobile Lab requires two participating adults and the Marine Science Floating Lab requires a minimum of one participating adult.
    - a. Splash Lab and Green Machine only - If the school cannot provide the required participating adults, they must inform County a minimum of five days in advance of the scheduled field trip event. County will endeavor to locate suitable adults to participate in the presentation of the program in lieu of the school's participant(s) subject to a minimum charge of \$150 per participant provided by County.
  - 5) Provide written notification to County of field trip cancellation a minimum of twenty (20) working days in advance of the scheduled trip. Cancellation with less than twenty working days notification will result in a cancellation fee equal to fifty percent (50%) of the normal fee for the field trip event. Cancellation with less than five (5) days notice will result in a cancellation fee equal to one hundred percent (100%) of the normal fee for the field trip event.
  - 6) Pay the agreed upon fees upon receipt of invoice. District/School/Organization will be invoiced 30 days prior to the trip when possible and refunds will be processed based on the above guidelines if the field trip is canceled.
  - 7) County may terminate individual scheduled presentations at any time due to mechanical breakdown or other reason outside of their control (sick staff, etc.). If County cancels a program, they will endeavor to reschedule with the District/School/Organization at the District/School/Organization's earliest convenience. If County cannot reschedule the canceled event at a mutually agreeable time, they will refund all fees paid for the undelivered event.

3. **Authorization to Copy Materials**

The County hereby authorizes the District/School/Organization to make copies of individual pages of the worksheets and teacher's guide as necessary and appropriate to enhance their participation in the County program. Copying materials for any other purpose is prohibited without the express permission of the County.

4. **Confidentiality of Service or Work**

All curriculum and participant information are considered proprietary and confidential. All requests for information relating to the County's program should be directed to the County Office.

5. **Independent Contractor**

It is expressly understood that at all times while rendering the services described herein and in complying with any terms and conditions of this Agreement, the County is acting as an independent contractor and is not an officer, agent, or employee of the District/School/Organization.

6. **Hold Harmless**

The District/School/Organization agrees to hold harmless, defend, and to indemnify the San Diego County Superintendent of Schools, its officers, agents, and employees from every claim, demand, or liability which may be made by reason of:

- A. Any injury to person, including death therefrom, or damage to property sustained by the District/School/Organization or any person, firm, student, teacher, volunteer, or corporation, employed directly or indirectly associated with or employed by it, however caused; and
- B. Any injury to person, including death therefrom, or damage to property sustained by any person, firm, student, teacher, volunteer, or corporation, caused by any act, neglect, default, or omission of the District/School/Organization, or of any person, firm, student, teacher, or corporation directly, or indirectly associated with or employed by it upon, or in connection with the services rendered pursuant to this agreement. The District/School/Organization at its own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings, that may be brought or instituted against the San Diego County Superintendent of Schools, its officers, agents, or employees, on any such claim or demand, and pay or satisfy the judgment that may be rendered against the San Diego County Superintendent of Schools, its officers, agents, or employees, in any such action, suit, legal proceedings, or result thereof.

7. **Insurance Requirements**

Both County and District/School/Organization shall maintain programs of general liability, property damage, worker's compensation, and auto insurance as required to protect the County and District/School/Organization as their interests may appear. Participants who are not covered by the Joint Powers Authority (JPA) program must provide a certificate of insurance for Comprehensive General Liability or Commercial Liability insurance in a minimum amount of \$2,000,000 per occurrence naming the San Diego County Superintendent of Schools as additionally insured and certificate holder under their policy.

8. **Compliance With Laws**

The District/School/Organization shall be subject to and shall comply with all Federal, State, and local laws, policies and regulations with respect to its performance under this agreement including but not limited to, licensing, employment and purchasing practices, and wages, hours and conditions of employment, including nondiscrimination.

9. **Compensation/Costs and Payment Schedule**

The contract price is a fixed fee per field trip based on the program and price indicated in Section 2 above. County will prepare and submit an invoice for each field trip. The District/School/Organization agrees to pay County's invoice on a Net 30 day basis from date of receipt of invoice.

10. **Termination**

It is mutually agreed that either party may terminate this agreement by giving a minimum of twenty (20) working days written notice.

11. **Audit**

The District/School/Organization agrees to maintain and preserve any pertinent books, documents, papers, and records related to this agreement until three years after termination of this agreement, and to provide access to said documents to the County or any of its duly authorized representatives for examination or audit.

- 12. **Safety**  
District/School/Organization will take all necessary precautions to ensure the safety of the students, staff, and visitors from any hazards inherent in execution of the field trips under this agreement.
  
- 13. **Governing Law/Venue San Diego**  
In the event of litigation, the agreement and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate State or Federal court located in San Diego County.
  
- 14. **Final Approval**  
This agreement is of no force and effect until approved by signature by the San Diego County Superintendent of Schools or his designee, the Senior Director of Outdoor Education.
  
- 15. **Contract Participants**  
If signed by a District, this contract will apply to all schools in the District, otherwise, it will apply only to the individual school or organization which signs the contract.
  
- 16. **County Contact Person**  
San Diego County Office of Education  
Tina Chin, Senior Director Outdoor Education  
6401 Linda Vista Road, Room 410, San Diego, California 92111-7399  
(858) 292-3695 Fax (858) 571-7206
  
- 17. **Entire Agreement**  
This agreement represents the entire agreement and understandings of the parties hereto and no prior writings, conversations or representations of any nature shall be deemed to vary from the provisions hereof. This agreement may not be amended in any way except by a writing duly executed by both parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused the Contract to be duly executed, such parties acting by their representatives being duly authorized.

**Santee School District**

By \_\_\_\_\_


Title \_\_\_\_\_

Date \_\_\_\_\_

Authorized or ratified by the

Board of Education

on \_\_\_\_\_

County Superintendent of Schools San Diego County Office of Education

_____ Authorized Signature
_____ Senior Director of Outdoor Education Title
_____ May 23, 2016 Date

Authorized by the San Diego County Board

Education on March 9, 2016

**Please return only one copy of this page**

Rules for acceptance and participation in these outreach programs are the same for everyone without regard to race, color or national origin, sex, age or disability.

**SAN DIEGO COUNTY OFFICE OF EDUCATION  
OUTDOOR EDUCATION PROGRAM  
FEES & CHARGES 2016-2017**

Program Name	Unit Base for Charge	Notes	Adopted 2016-2017	
<b>Outdoor School Program</b>				
5 - Day Program	Per Student	(8)	\$320.00	
4 - Day Program	Per Student	(3) (8)	\$270.00	
5 - Day Program - Orange County	Per Student		\$380.00	
4 - Day Program - Orange County	Per Student	(3)	\$320.00	
Classroom Teachers - Food Svc Ops	Per Teacher/Per Day		\$11.00	
Insurance	Per Student/Per Day	(1)	\$0.25	
				Contract Rates
<b>Outreach Programs</b>				
Marine Science Floating Lab	Per Trip		\$697.04	16-17
Splash Science Mobile Lab	Per Day	(9)	\$676.83	733.00
Green Machine Mobile Classroom	Per Day	(9)	\$454.59	526.00
<b>All Programs</b>				
Visitor Meal - Food Service Operations	Per Meal - Minimum 3 meals		\$8.18	
<b>Site Rental Program</b>				
One Overnight with 3 meals	Per Guest	(4), (5)	\$74.00	
Two Overnights with 4 meals	Per Guest		\$118.00	
Three Overnights with 10 meals	Per Guest		\$197.00	
Four Overnights with 13 meals	Per Guest		\$232.00	
Overnights without meals	Per Guest/Per Night	(10)	\$52.00	
Kitchen access for self-prep meals	Per Scheduled Meal	(10)	\$182.00	
Plus State Park Fee (Cuyamaca and Palomar only)	Per Guest/Per Night	(2)	\$2.00	
<b>Additional Services/Facilities</b>				
Overnights (after 4 nights)	Per Guest/Per Night	(4)	\$35.36	
Camper Insurance	Per Guest/Per Day	(1)	\$0.23	
Day Use Fee - Outside Only	Per 4 hours or part thereof during regular work day		\$414.18	
Facilities:				
Individual Bedroom	Per Night or part thereof	(4)	\$26.27	
Assembly Hall	Per Day or part thereof		\$36.37	
Craft Shop, Infirmary, Lodge, or Staff Lounge	Per Day or part thereof		\$46.47	
Dining Room or Meeting Room	Per Day or part thereof (for day use group)		\$333.37	
Auxiliary SDCOE Staff:				
Instructional Staff or Summer Program Staff	Per 8-hour Day/Per Staff Member or part thereof	(4) (6)	\$368.72	
Lifeguard	Per 8-hour Day/Per Staff Member or part thereof	(4) (6)	\$368.72	
Nurse	Per 8-hour Day/Per Staff Member or part thereof	(4) (6)	\$409.13	

**Notes:**

1. Insurance rates are set by an insurance company and are subject to change.
2. State Park Fees are set by State Parks & Recreation and are subject to change.
3. 4-Day programs are available on designated SDCOE holiday weeks only. Refer to your Outdoor School Schedule.
4. All accommodations and staffing are subject to availability and must be arranged in advance.
5. Minimum group sizes for 1-2 nights: 50; for more than 2 nights: 100, smaller groups may call director for consideration.
6. This rate charged for up to a maximum 8 hours per day or 40 hours per week. OT will be charged if hours exceeded.  
The availability of auxiliary staff is not guaranteed, it is highly recommended that groups bring their own staff (lifeguard must be certified).
7. Director reserves right to alter above fee schedule to accommodate special staffing, groups sizes, or unusual program needs.
9. Schools may request an additional TA to accompany the Splash Lab or Green Machine in lieu of the school providing a volunteer.  
Additional TA's are subject to availability and additional fee of \$152.82 per day/per TA. Please request at least two weeks in advance of trip.  
Fee is for direct booking by schools only, additional charges will apply for reporting and if SDCOE is requested to assist in booking.  
Fees with OE booking assistance or targeted schools: Green Machine \$526, Splash Lab \$733
10. Site rental without meals by special arrangement. If access to kitchen for self-prep meals is needed, additional charges will apply for supervision.

Consent Item E.3.2. Approval of the 2016-17 Consolidated Application and Reporting System (CARS) Application for Funding  
Prepared by Dr. Stephanie Pierce  
June 21, 2016

**BACKGROUND:**

The District is required to annually submit various forms and information through the Consolidated Application process. In the spring, we submit an Application for Funding to the State for Title I, Title II- Teacher Quality, and Title III- Limited English Proficient (LEP) through the Consolidated Application Reporting System (CARS).

In 2012-13 the State introduced another structure for submitting the consolidated application through an online system known as CARS to streamline the process. There are two data collection periods; spring and winter. Each data collection period contains numerous reports that have to be completed in order to remain compliant with the program requirements. The CARS spring 2015 Data Collection period contains the Application for Funding which requires Board approval. A copy of the 2016-17 Consolidated Application will be available at the meeting for review.

**RECOMMENDATION:**

Administration recommends approval of the Consolidated Application and Reporting System (CARS) Application for Funding for the 2016-17 school year.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The exact amount of funding for the programs related to the 2016-17 school year consolidated application is not yet available. For 2015-16, the District was awarded approximately \$697,088 for categorical programs contained in the consolidated application.

**STUDENT ACHIEVEMENT:**

The programs funded through the Consolidated Application address specific student and/or staff needs and are directly tied to student achievement and program improvement.

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

Agenda Item E.3.2.

Consent Item E.3.3.

Adoption of Resolution #1617-01 Designating Personnel and Approval of 2016-17 Child Development Services Contract

Prepared by Dr. Stephanie Pierce  
June 21, 2016

**BACKGROUND:**

Presented for Board approval is the 2016-17 contract for child development services to operate the State Preschool Program with the California Department of Education and an attached resolution designating personnel to sign contract documents for fiscal year 2016-17. The maximum rate per child per day of enrollment payable pursuant to the provisions of the agreement will be \$38.53. The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of the agreement will be \$250,093.

**RECOMMENDATION:**

Administration recommends approval of the 2016-17 contract for child development services to operate the State Preschool Program with the California Department of Education and adoption of Resolution #1617-01 designating personnel to sign contract documents for fiscal year 2016-17 as presented.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- 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 Maximum Rate per child per day of enrollment payable pursuant to the provisions of the agreement will be \$38.53. The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of the agreement will be \$250,093.

**STUDENT ACHIEVEMENT IMPACT:**

Children who participate in the State Preschool program increase their opportunity to enter kindergarten ready to learn.

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

Agenda Item E.3.3.



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 16 - 17

DATE: July 01, 2016

CONTRACT NUMBER: CSPP-6446

PROGRAM TYPE: CALIFORNIA STATE PRESCHOOL PROGRAM

PROJECT NUMBER: 37-6836-00-6

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: SANTEE SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC-610)\*; the STATE PRESCHOOL PROGRAM REQUIREMENTS\*; the FUNDING TERMS AND CONDITIONS (FT&C)\* and any subsequent changes to the FT&C\*, which are by this reference made a part of this Agreement. Where the GTC-610 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2016 through June 30, 2017. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$38.53 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$250,093.00.

SERVICE REQUIREMENTS

Table with 2 columns: Requirement Name, Value. Rows: Minimum Child Days of Enrollment (CDE) Requirement (6,491.0), Minimum Days of Operation (MDO) Requirement (180)

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (\*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at http://www.cde.ca.gov/fg/aa/cd/ftc2016.asp.

Form with sections for STATE OF CALIFORNIA and CONTRACTOR, including signature lines, titles, and financial details like amount encumbered and program category.



**RESOLUTION**

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction and subsequent amendments with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2016–17.

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RESOLUTION

BE IT RESOLVED that the Governing Board of Santee School District

authorizes entering into local agreement number CSPP-6446 37-6836-00-6 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Kristin Baranski</u>	<u>Director, Curriculum &amp; Assessments</u>	_____
<u>Dr. Stephanie Pierce</u>	<u>Assistant Superintendent, Educational Services</u>	_____
_____	_____	_____

PASSED AND ADOPTED THIS 21st day of June 2016, by the  
Governing Board of Santee School District  
of San Diego County, in the State of California.

I, Dianne El-Hajj, Clerk of the Governing Board of  
Santee School District, of San Diego County, in the  
State of California, certify that the foregoing is a full, true and correct copy of a resolution  
adopted by the said Board at a School Board meeting thereof held at a  
regular public place of meeting and the resolution is on file in the office of said Board.

\_\_\_\_\_  
(Clerk's signature)

\_\_\_\_\_  
(Date)

Consent Item E.3.4.

Approval of Nonpublic Agency Contract with Maxim Healthcare for Nursing Services

Prepared by Dr. Stephanie Pierce  
June 21, 2016

**BACKGROUND:**

School districts are required to have nurses to promote and maintain optimal student health. School nurses participate in the following activities: promote and assist in the control of communicable diseases; develop Care Plans/Orders with student’s physician and parents; educate and train school staff regarding student health matters and procedures; serve as a health professional liaison between home, school and community; and conduct vision and hearing screenings for special education evaluations. Additionally, when district-employed nurses are absent, we must have appropriately-trained nurse substitutes. We contracted with Maxim Healthcare for nursing services in the 2015-2016 school year.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Agency Contract with Maxim Healthcare for nursing services. The Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

Type of Nurse	Hourly Rate	Hours Per Day	Days Per Year	Total
RN	\$50	7.0	36	\$12,600
LVN	\$37	7.0	199	\$51,541
<b>GRAND TOTAL</b>				<b>\$64,141</b>

**STUDENT ACHIEVEMENT:**

Nursing services are necessary for students in order to promote and maintain optimal student health. Healthy students are better able to engage in the learning process and demonstrate educational growth.

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

Agenda Item E.3.4.

Consent Item E.3.5.

Ratification of Amended Nonpublic Agency Master Contract with Kaliko Yandall Therapy for Occupational Therapy

Prepared by Dr. Stephanie Pierce  
June 21, 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 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	\$68.50	8	\$100,832
			<b>Grand Total</b>	\$100,832

**STUDENT ACHIEVEMENT:**

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

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

Agenda Item E.3.5.

Consent Item E.3.6.

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

Prepared by Dr. Stephanie Pierce  
June 21, 2017

**BACKGROUND:**

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).

Due to various teacher openings during the 2015-2016 school year, ABA Education Foundation has provided more than anticipated support in our classrooms as we filled the teaching vacancies. Additionally, ABA Education foundation has provided intensive support on a daily basis for a student with severe behavior needs while the District seeks an appropriate non-Public School placement.

**RECOMMENDATION:**

Administration recommends the Board of Education approve an increase of \$7,000 for behavioral support for the remainder of the fiscal year. 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 2015-16 school year should not exceed \$52,000. 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.3.6.

**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

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
1. Frongello, Karen	Hill Creek	VI-30	Retirement	06-23-16
2. Schour, Lauren	Sycamore Canyon	IV-01	Personal	06-23-16
3. Steel, Renee	Special Education	VI-09	Professional Growth	06-23-16
4. Valine Kristen	Alternative Home School	VI-07	Personal	06-23-16

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. Pungi, Josephine (replacing Maria Philpot)	Hill Creek	Project SAFE Assistant 17 A / 3.92 hrs	\$0.00	\$1,049.09	05-20-16

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. Kleinhenz, Alina	Rio Seco to <i>Carlton Oaks</i>	Instructional Assistant, Special Ed I 20 A / 3.0 hrs to <i>20 A / 5.0 hrs</i>	\$930.16	<i>\$1,550.00</i>	06-14-16
2. Finley-Moore, Erica (replaces Shelby O'Neal)	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.0 hrs to <i>Instructional Assistant, Special Ed I 20 A / 3.0 hrs</i>	\$976.16	<i>\$930.00</i>	06-14-16

## Classified Staff – Continued

**J. Change of Status/Location: Continued**

3. Pratt, Cindy	Carlton Hills	Campus Aide CA A / 2.0 hrs to Project SAFE Assistant 17 A / 3.5 hrs	\$433.33	\$936.68	06-09-16
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**K. Unpaid Leave Requests:**

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

**L. Resignations:**

Employee	Location	Position	Reason	Effective Date
1. Bailey, Ken	Cajon Park	Campus Aide	Personal	05-30-16
2. Gonzalez-Vido, Chante	Pepper Drive	Out-of-School Time Site Lead	Personal	06-24-16

**M. 39-63 Month Reemployment:**

Employee	Location	Position/Class/Hours	Reason	Effective Date
1. McClure, Kimberly	Human Resources	Benefits and Risk Management Specialist Confidential MGT 5 8.0 hrs		06-23-16

**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.

Approval of Agreement with Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2016-17 School Year

Prepared by Tim Larson  
June 21, 2016

**BACKGROUND**

On August 7, 2012, the Board of Education approved to use Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2012-13 school year to address the increasing number of student incidents involving illegal drugs, alcohol, and tobacco and drug paraphernalia. The primary purpose of this program is to provide another tool to monitor 6<sup>th</sup> – 8<sup>th</sup> grade students and minimize the potential of contraband being brought onto school sites.

K.I.D.S. has worked with administrators during random visits since 2012 providing 3-4 visits per site each year. A team typically visits 2-3 schools in one day. Inspections are performed on an unannounced basis to protect the integrity of the program. K.I.D.S. excludes the use of their canines to "sniff" individuals under any circumstance(s). Consultants working for K.I.D.S. have extensive backgrounds enabling them to provide education on topics such as drug awareness, substance abuse, gangs and prevention. This complements the overall objective of assuring a safe and healthy learning environment both on and off school grounds.

**RECOMMENDATION**

It is recommended that the Board of Education approve the agreement to continue using K.I.D.S. for canine drug detection services for the 2016-17 school year.

**FISCAL IMPACT**

The agreement with Kontraband Interdiction and Detection Services, Inc. is for (14) full-day visits at \$530 each visit for a total of \$7,420 and will be paid from the General Fund. A 2% discount will apply if payment is prepaid by July 15, 2016.

**STUDENT ACHIEVEMENT**

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

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

Agenda Item E.4.2.



**KONTRABAND INTERDICTION & DETECTION SERVICES™, INC.**

**California Corporate Headquarters:**

1550 Mchenry Avenue ~ Modesto, California 95350

™

**Kontraband Interdiction & Detection Services, Inc.**

(CONTRACTOR)

&

**SANTEE SCHOOL DISTRICT**

(DISTRICT)

**2%EARLY PAYMENT AGREEMENT- PAID IN FULL BY JULY 15, 2016/ 5:00 PM-PST**

*This shall serve as an agreement by and between the (CONTRACTOR) and the (DISTRICT) for substance awareness, consulting and detection services for the period of 08/01/2015 thru 06/30/2016. It is understood that the (DISTRICT) has established a written and communicated policy clearly defining all weapons and drugs of abuse, (in the broadest terms), i.e.; illicit drugs, alcoholic beverages, firearms, pyrotechnics, weapons and tobacco as prohibited contraband. This policy has been dispersed throughout the (DISTRICT)'s locations where (CONTRACTOR)'s service will be utilized. Violations are considered detrimental to the welfare of all students, employees, visitors and contrary to the (DISTRICT)'s desire to maintain a safe and healthy learning environment.*

*(CONTRACTOR) will provide contraband detection canines, inspections and consulting services using non-aggressive detection canines certified as a reliable team to detect (Illicit drugs – Alcoholic beverages – Pyrotechnics) and qualified professionally trained personnel. Such services may be conducted on an unannounced basis under the auspices and direction of the (DISTRICT) administration with (CONTRACTOR) acting on behalf of the (DISTRICT) while conducting such services. Common areas, lockers, automobiles, vacant classrooms and grounds shall be subject to inspections at the (DISTRICT)'s sole discretion. Contraband seized on the (DISTRICT)'s property is the responsibility of the (DISTRICT). Suspected illicit drugs of abuse may be field tested to provide the (DISTRICT) with a preliminary or presumptive identification of the suspected drug. (DISTRICT) and their personnel understand such test are not conclusive and should be further tested by a qualified agency in the event the (DISTRICT) decides to declare and/or act on such suspected evidence. (CONTRACTOR)'s policy and procedures prohibits the use of detection canines to "sniff" individuals under any and all circumstances. (DISTRICT) agrees only the certified handler can determine an alert/indication by the canine and (DISTRICT) agrees item(s) the canine alerted on will be inspected by the certified handler with the owner's permission. Any item inspected by the (DISTRICT) may not and in some instances cannot validate the canine alert/indication and could affect the canine/handler's stats and therefore could jeopardize the (DISTRICT)'s required 'reasonable suspicion' standards in concert with past case law to legally 'search' the item(s) under the 4<sup>th</sup> Amendment and be in breach of this agreement. (CONTRACTOR)'s policy also precludes discriminating against a single item.*

*(CONTRACTOR) agrees to provide (14) FULL day visits during the term of the above referenced contract period. Additional visits may be scheduled upon mutual agreement between (CONTRACTOR) and the (DISTRICT). A FULL DAY visit shall be defined as the normal hours of operation of DISTRICT schools. The fee for a FULL day visit will be (\$530.00) per team. Multiple teams will be charged on a per team basis. (CONTRACTOR) will invoice for services on a monthly basis whereas the (DISTRICT) agrees to pay in full for services within (30) calendar days of receipt of such invoice. In the event an invoice remains unpaid for more than (30) calendar days, (DISTRICT) agrees to pay a late fee not to exceed (10%) of the amount due per month. The unpaid invoice(s) and late fees will accumulate per month until the balance and late fees are paid in full. (CONTRACTOR) will coordinate schedules with the designated (DISTRICT) administrator concerning inappropriate days. (DISTRICT) agrees to provide a calendar of inappropriate days not to visit the month prior to service. (DISTRICT) agrees that all other days on which students are in attendance are acceptable and visits "NOT" previously scheduled as inappropriate will be charged at the above rate unless (CONTRACTOR) visits a neighboring client on that day. CONTRACTOR and DISTRICT agree to make reasonable efforts to replace a declined visit at a DISTRICT school not previously scheduled as inappropriate with another DISTRICT school on that same day.*





**KONTRABAND INTERDICTION & DETECTION SERVICES™, INC.**

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

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

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

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

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

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

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

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

FOR THE DISTRICT: Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

X \_\_\_\_\_  
SIGNATURE TITLE  
\_\_\_\_\_  
PRINT NAME

**“Distinguished by Our Professional Standards, Nationwide!”**

**A PRODUCT OF K.I.D.S., INC. / ALL RIGHTS RESERVED**

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

**BACKGROUND:**

Each year during summer break, the Out-of-School Time (OST) and Yale Programs extend their hours of operation to accommodate the needs of our students and community. The program is at only some of the schools during the break. Therefore, it is necessary to have Movers and Movers/Delivery Drivers to accommodate the move of their equipment and supplies from all sites to the assigned schools for the summer programs.

**RECOMMENDATION:**

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

- Two (2) Mover/Delivery Drivers up to eight (8) hours per day as needed, per person; for two (2) days during the period of June 24 through August 19, 2016
- Two (2) Movers up to eight (8) hours per day as needed, per person; for two (2) days during the period of June 24 through August 19, 2016

**FISCAL IMPACT:**

The cost to employ a short term mover/driver position will be approximately \$149 per person, per day, and will be paid from the OST program.

**STUDENT ACHIEVEMENT IMPACT:**

The OST program is fee-based.

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

Agenda Item E.4.3.

Consent Item E.4.4. Approval of Memorandum of Understanding between Santee Public Schools and Home Base Ranch, Inc.

Prepared by Tim Larson  
June 21, 2016

**BACKGROUND:**

Home Base Ranch, Inc. (HBR) has agreed to establish a cooperative method of providing assisted mental health and mentoring services to students (ages 10-17) for Santee School District. Services will never be excluded based on a family's inability to pay and there will be no charge to the District or to parents. HBR will ask participants to contribute to the services to the best of their ability to pay.

This agreement will be in effect upon the date the agreement is signed and shall automatically renew on January 1, 2017. Termination of the agreement may be made by either party upon thirty (30) days written notice to the other party.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Memorandum of Understanding between Santee Public Schools and Home Base Ranch, Inc.

**FISCAL IMPACT:**

This item will not have an impact on the general fund.

**STUDENT ACHIEVEMENT IMPACT:**

Providing mental health and mentoring services to students may contribute to student achievement.

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

Agenda Item E.4.4.

## **MEMORANDUM OF UNDERSTANDING BETWEEN SANTEE PUBLIC SCHOOLS AND HOME BASE RANCH, INC.**

**Purpose:** This agreement is to establish a cooperative method of providing equine assisted mental health services and mentoring services to the students (ages 10-17) of the Santee School District. This agreement will formalize the procedures between the Santee School District and Home Base Ranch, Inc. (HBR) for services provided.

**Transportation:** HBR will provide transportation when possible.

**Payment:** Home Base Ranch, Inc. never excludes participation in the program due to a family's inability to pay. For the Student Success Program group, there will be no charge to the district or to parents. For general referrals, HBR will ask participants to contribute to the services to the best of their ability to pay.

**Term:** This MOU is effective upon the Santee School District and HBR when signed by both parties. The agreement shall automatically renew on 01/01/2017.

**Changes:** Either party may request changes to this agreement. The party wishing to change the agreement shall be responsible for notifying the other party in writing. The agreement shall terminate within 30 days of such notification unless both parties sign a modified agreement.

**Termination:** Either party may terminate this agreement upon thirty (30) days written notice to the other party.

### **Responsibilities:**

#### **Santee School District as a collaborative partner agrees to:**

- Use HBR referral and release of information forms to initiate referrals for Santee Public Schools students to HBR.
- Exchange information about mutual clients with a signed release form.
- Coordinate referrals, assists with contacts, and distribute any necessary paperwork that may further the therapeutic process.
- Provide a location where clinical assessments can be conducted between legal guardians, the student, and the mental health professional.

#### **Home Base Ranch Inc. as a collaborative partner agrees to:**

- Offer equine assisted mental health services and mentoring services to the Santee Public Schools by HBR; participation or engagement in services is voluntary.

- Provide a psychosocial assessment of referred children as to clinical eligibility and appropriateness for services. A clinical assessment will be provided (to the best of the agency’s capability) within 30 days of referral. Legal guardian participation is required for the assessment and the assessment can be completed at HBR or at the school.
- Provide an 8 week 90-minute equine assisted mental health group and mentoring services focusing on Life Skills that meet all professional and ethical standards within the scope of practice of the rendering provider. Mentoring services are provided by paraprofessionals. There will be a minimum of 3 students per group and a maximum of 6 students per group. The number of groups will be determined by the school and HBR.
- Ensure that staff have completed a Live-Scan and TB tests prior to providing services.
- Ensure that the Santee School District will be added to HBR’s insurance policy as an additionally insured.
- Provide consultation with Santee Public School staff as related to open cases, as authorized by legal consents.
- Provide referrals to other community resources to individuals not appropriate for HBR services.

**Indemnification:** Both parties agree to indemnify and hold harmless the other party from any and all loss, damage, liability, claims, suits, costs and expenses, including attorney fees and other expenses which may be sustained or incurred connected to the services or work conducted pursuant to this memorandum of understanding in respect to the equine therapy program.

-----  
 Tim Larson  
 Santee Public Schools

\_\_\_\_\_  
 Date

-----  
 Tufia Steidle, Psy.D.  
 Clinical Director  
 Home Base Ranch, Inc.

\_\_\_\_\_  
 Date

Prepared by Tim Larson  
June 21, 2016

**BACKGROUND:**

In order to better meet the needs of the Transportation Department it has been requested that a Van Driver position be created. This position will transport smaller groups of students or staff as part of a regular route or as the need arises. It is also expected that Van Drivers will undergo training to become certified bus drivers within the first 11 months of employment.

**RECOMMENDATION:**

Administration recommends the creation of a Van Driver position as reflected in the attached job description.

**FISCAL IMPACT:**

The Van Driver position will be placed on the non-management classified salary schedule on classification 22.

**STUDENT ACHIEVEMENT IMPACT:**

This is a personnel item.

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

Agenda Item E.4.5

6/13/16  
4/13/16  
6/13/16  
J. Edgeton  
M. [unclear]  
[unclear]

**Van Driver**

DEFINITION

Under the direction of the Transportation Director, the Van Driver position will transport students and/or staff to and from school, field trips, and other locations as directed; provide supervision and direction to passengers.

DISTINGUISHING CHARACTERISTICS

Incumbents in the Van Driver classification transport students and staff in a van to/from school and other related events.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Operate a district van over designated routes according to established time schedules. Transport students and staff on various field trips and other school or district related trips.
2. Pick up and drop off general education and special education students at designated stops; assure orderly and safe loading and unloading of passengers.
3. Inspect vehicle prior to operation for safety purposes and report defects and need for repairs; refuel; check oil level, hoses and belts; perform regular safety checks on vehicles as directed.
4. Maintain cleanliness of windows, mirrors and floors of assigned vehicle on a daily basis.
5. Maintain daily routine records and reports including vehicle condition reports & trip sheets.
6. Communicate with school staff and parents regarding passenger behavior as needed.
7. Transporting of passengers may require driving on county roads, freeways and city streets day and night and in different weather conditions.
8. May transport other materials in district vehicles such as luggage to 6th grade camp.
9. Maintain order and safety among students in the vehicle, following district policies regarding the discipline of children.
10. Provides assistance to students requiring booster or other seating apparatus. Provides seating assistance to students and others with strength and mobility needs.
11. Instruct students and others on proper vehicle behavior and emergency procedures.
12. During times when vehicles are not in use, perform generalized cleaning activities in the Transportation Department.
13. Ensure compliance with applicable provisions of California Motor Vehicle Code and Education Code as related to vehicle driving and transporting of students.

ESSENTIAL DUTIES AND RESPONSIBILITIES- continued

14. Serve as a substitute Bus Driver I once certification has been obtained.
15. Perform other related duties as assigned.

QUALIFICATIONS GUIDE

Knowledge of:

1. Safe driving practices and techniques.
2. Basic understanding of State laws, rules and regulations and Education Code sections pertaining pupil transportation.
3. Requires knowledge of and understanding how to apply first aid practices.
4. Requires effective communication skills.
5. Geography of the school district and other district's served.
6. School district map indicating all facilities and established routes between.
7. Proper handling of hazardous materials.

Ability to:

1. Perform all of the duties of the position with minimal supervision.
2. Drive a van safely and efficiently while keeping to well-established schedules.
3. Maintain order among students, both while driving and at bus stops.
4. Recognize malfunctions in equipment and take appropriate action.
5. Maintain the assigned vehicle in clean and safe operating condition.
6. Learn designated van route, including stops and traffic hazards.
7. Maintain required records.
8. Establish and maintain effective working relationships with students, public, and staff members.
9. **Successfully complete bus driver operator certification, including passenger endorsement, for all district busses within eleven (11) months of initial employment.**

Training and Experience:

Requires a High School diploma or equivalent; Successful and safe experience driving a large vehicle; Clean DMV driving record.

Required Certification:

Requires valid Class C Driver's License and clean DMV driving record. Must be able to qualify for district vehicle insurance. First Aid/CPR/AED certification.

Working Conditions:

Outdoor environment; subject to driving in various road, traffic and weather conditions, noise and exhaust fumes.

BOARD ADOPTED June 21, 2016



**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.

Prepared by Dr. Stephanie Pierce  
June 21, 2016

**BACKGROUND:**

Legislation enacting the Local Control Funding Formula requires school districts to develop and adopt a three-year Local Control Accountability Plan (LCAP) and to update the plan every year. The LCAP is a strategic planning instrument involving significant engagement of stakeholders to inform decision-making for the formation of Goals and Action Steps. These Goals and Action Steps are to increase or improve services for all students, including significant sub-groups, and for unduplicated count students in proportion to the increase in Supplemental and Concentration Grant funding. LCAP Action Steps are then to be linked to specific budgeted resources within the district's Adopted Budget.

The annual LCAP development process incorporates the following steps:

- Assembling of relevant data
- Analysis of data to identify needs
- Consultation with various stakeholder groups
- Drafting of Goals linked to the 8 State Priority Areas
- Drafting of Action Steps to achieve the Goals
- Presentation of draft LCAP to DAC and DELAC for comment
- Responding, in writing, to comments from DAC and DELAC
- Presentation of draft LCAP to the community for comment
- Conducting of Public Hearing to solicit additional public comment
- Adoption of 3 Year LCAP
- Continuing evaluation and assessment of LCAP Action Step effectiveness
- Annual revision of LCAP Goals and Action Steps, as needed

The District's final LCAP for 2016-17 contains 5 Goals and 25 Action Steps. Five of the Action Steps pertain specifically to unduplicated count students. The LCAP Action Steps represent the commitment of \$51.4 million in 2016-17 within a \$62.3 million General Fund budget. Over the 3 year LCAP period, the LCAP Action Steps represent an investment of \$156.9 million in financial resources within \$187.5 million of estimated General Fund budget.

**RECOMMENDATION:**

Administration recommends the Board of Education adopt the Local Control Accountability Plan Annual Update 2016-17.

This recommendation supports the following District goals:

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

\$51.4 million for 2016-17; \$156.9 million over the 3 year LCAP period

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.1.1.

Discussion and/or Action Item F.2.1. Ratification of Employer-Employee Collective Bargaining Tentative Agreements between Santee School District and California School Employees Association and its Chapter #557 (CSEA)

Prepared by Tim Larson  
June 21, 2016

**BACKGROUND:**

Santee School District and the California School Employees Association and its (CSEA) Chapter #557 have reached Tentative Agreements for the 2016-17 school year concerning the following Articles:

- Article 10, Hours
- Article 17, Compensation
- Article 18, Health and Welfare
- Article 22, Term

CSEA membership is scheduled to ratify the tentative agreements on June 21, 2016 and are being presented for Board ratification. The agreement includes a 4.46% total compensation package consistent with other bargaining/employee groups in the district. The total compensation includes 4% compensation and 0.46% increase to the benefits cap.

**RECOMMENDATION:**

It is recommended that the Board of Education ratify the tentative agreements between the California School Employees Association and its Chapter #557 and the Santee School District.

**FISCAL IMPACT:**

Classified non-management employees will receive a 4% salary increase effective July 1, 2016 and a 0.46% increase in the benefits cap effective January 1, 2017

**STUDENT ACHIEVEMENT IMPACT:**

This is a personnel item

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

Agenda Item F.2.1.

California School Employees Association  
and its  
Santee Chapter 557

Article 10  
HOURS

F. Work Year

Upon recommendation of the Superintendent, the Board shall designate the work year for each classified position.

G. Rest Periods

All bargaining unit members will be granted rest periods based on the following schedule:

1. If the employee works at least eight (8) hours, he/she shall receive two (2) fifteen (15) minute rest periods.
2. If the employee works at least six (6) hours but less than eight (8), he/she shall receive two (2) ten (10) minute rest periods.
3. If the employee works at least four (4) hours but less than six (6), he/she shall receive one (1) fifteen (15) minute rest period.
4. If the employee works at least three (3) hours but less than four (4), he/she shall receive one (1) ten (10) minute rest period.

Rest periods are a part of the regular workday and shall be compensated at the regular rate of pay for the employee. Rest periods shall not be considered as cumulative and may not be "saved" to shorten the workday. The employee's immediate supervisor will schedule rest periods. If the employee wishes to deviate from the scheduled rest period, he/she must request approval from his/her immediate supervisor. If the immediate supervisor wishes a deviation from the scheduled rest period, he/she shall notify the employee and schedule the rest period for some other time during that day's work shift.

**Upon mutual agreement between the supervisor and the unit member, the rest periods can be added to the thirty (30) minute lunch period, taking unit member preference and program/assignment into consideration. Also, upon mutual agreement, unit members shall be allowed to leave the work location during rest period(s).**

K. Reduction Adjustment in Assigned Time

Any reduction/adjustment in assigned time shall be accomplished in accordance with the applicable provisions of the Education Code, Article 11 of this Agreement.

L. Leaving Assigned Job Sites

1. ~~If a unit member who is normally assigned a District vehicle chooses to leave an assigned job site for lunch, the District vehicle may be used provided that the unit member is en route between scheduled District sites. All time starts and ends at the job site.~~

**Employees that are assigned district vehicles shall be allowed to use the district vehicle within district boundaries during lunch while out in the field only.**

N. Out-of-School Time Programs (Summer)

Additional hours may be offered to Out-of-School Time Programs employees in addition to their regular contract hours for the purpose of working extended school year programs only. The additional hours may not be used to qualify for additional benefits or permanent work hours as a CSEA unit member. ~~Each school site will use a site seniority list to determine the order in which hours are offered to employees.~~

California School Employees Association  
and its  
Santee Chapter 557

O. Transportation Department Procedures

1. Assignment of Bus Routes

- a. Twice annually, once before the beginning of each school year and once before the beginning of the summer session, drivers and attendants will bid for routes according to seniority. For purposes of bidding, Bus Driver seniority shall be on the basis of the original hire date as a regular employee into the Bus Driver I classification. For purposes of bidding, Bus Attendant seniority shall be on the basis of the original hire date as a regular employee into the Bus Attendant classification. Bus Attendants will be eligible to bid on routes determined by the District to require a Bus Attendant.
- b. Proposed routes will be posted in the Transportation Lounge and available for drivers to review 48 hours prior to the bidding process, unless an emergency situation precludes such posting. Drivers will be notified in advance regarding the place, date, and time the bid process will be conducted. It is the responsibility of each driver to attend the bid process at the scheduled time. If that is not possible, the driver should indicate route preferences in priority order to the Director authorizing him/her to bid by proxy. If a driver fails to attend the bid process at his/her appointed time and does not contact the Director with route preferences, the Director will assign the employee a route, based on seniority, to expedite the bidding process.

2. Modification of Routes after Initial Bidding

- a. After initial bidding and the start of the regular school year, route times may change before becoming stabilized. In the event a route increases fifteen (15) minutes or more, cumulatively, for more than 19 consecutive school attendance days, ~~the route~~ all routes will be re-bid consistent with Article 10, Section O, 1; except that, the adjusted route times shall be posted on the 16<sup>th</sup> and 17<sup>th</sup> consecutive days, and bidding shall take place on the 18<sup>th</sup> and 19<sup>th</sup> consecutive days.

Jerred Edgerton 6/13/16  
Brad 6/13/16

6/13/16

Opus Suber 6/13/16  
Sue Sarmiento 6/13/16  
Margie Su 6/13/16  
Mary Sodano 6/13/16

California School Employees Association  
and its  
Santee Chapter 557

Article 17  
COMPENSATION

- J. 2015-16 ~~2016~~-2017 Compensation Increase  
For 2015-16 ~~2016-2017~~, bargaining unit members shall receive an approximate ~~5.65~~ 4.46% total compensation increase applied in the following manner:
- a. ~~Except for Campus Aides, a~~ A 4.0% increase shall be applied to the ~~2014-15~~ 2016-2017 salary schedule effective July 1, ~~2015~~2016.
  - b. The increment between steps for Campus Aides shall be increased from 2.50% to 5.00% effective July 1, 2015..
  - cb. The full-time annual Health Benefit CAP shall be increased as specified in Article 18.

Jenara Edgerton CSEA 5/23/16  
Bruce [unclear] 5/23/16  
Margaret [unclear] 5/23/16  
Cheryl [unclear] 5.23.16  
Mary Sodano 5/23/16

District  
[Signature]

California School Employees Association  
and its  
Santee Chapter 557

Article 18  
HEALTH & WELFARE

A. General Provisions

The District will provide a health and welfare benefits program, through companies designated by the District, for unit members who have a regular assignment of twenty (20) or more hours per week. The plans and carriers shall be determined by the Board. The District shall pay the cost of benefits to the extent provided below:

1. Maximum District Contribution Toward Employee Health and Welfare Benefits.

The District contribution toward employee health and welfare benefits is prorated according to hours worked by the employee in his/her regular assignment during the workweek. The District contribution toward health and welfare benefits shall be applied toward the purchase of required and optional benefits.

a. Effective January 1, ~~2016~~**2017**, for employees who work forty (40) hours per week the contribution shall be increased from ~~\$6,291.84~~ to \$7,300 **to \$7,700** annually.

b. Effective January 1, ~~2016~~**2017** for employees who work at least thirty (30) hours per week the contribution shall be increased from ~~\$5,662.66~~ to \$6,570 **to \$6,930** annually.

c. Effective January 1, ~~2016~~**2017**, for employees who work at least (20) hours per week the contribution shall be increased from ~~\$4,089.70~~ to \$4,745 **to \$5,005** annually.

CSEA  
Jayna Edgerton 5/23/16  
[Signature] 5/23/16  
[Signature] 5/23/16  
[Signature] 5-23-16  
Mary Sodano 5-23-16

District  
[Signature]



California School Employees Association  
and its  
Santee Chapter 557

ARTICLE 22

TERM

1. This Agreement shall remain in full force and subject to change or amendment by the parties through implementing the following procedure:

- A. The term of this Agreement shall be for three (3) years, from July 1, ~~2013~~ 2016 through June 30, ~~2016~~ **2019**. The ~~2014-15 and 2015-16~~ **2017-18 and 2018-19** annual re-openers will be limited to four (4) articles for each party.
- B. The Association and the District agree that either party will notify the other in writing using the following timelines of its request to modify or amend the Agreement:
- ~~Negotiations shall be considered concluded through 2014-15 except for provisions of Article 17, Section B pertaining to Reclassification, if applicable.~~
  - Between February 15, 2017 and March 15, 2017 for 2017-18 reopeners.**
  - Between February 15, ~~2015~~ **2018** and March 15, ~~2015~~ **2018** for ~~2015-16~~ **2018-19** reopeners
  - Between February 15, ~~2016~~ **2019** and March 15, ~~2016~~ **2019** to open articles for the successor Agreement.
- C. ~~In the event that neither party gives appropriate written notice to the other of its desire to modify, amend, or terminate specific provisions within the specified time limitations, the Agreement shall remain in full force and effect year to year.~~
- D. After appropriate written notice pursuant to the above paragraph has been received and the public notice provisions of Chapter 10.7 of Government Code have been met, the parties agree to meet and negotiate in good faith on specific provisions to be modified, amended, or terminated.

2. Negotiations

A. Commencement of Negotiations

Negotiations shall commence within ten (10) working days of satisfaction of public notice requirements. The Initial meeting shall be used to calendar negotiation sessions and to establish round rules. Negotiations shall commence at a mutually acceptable time and place for considering changes in this Agreement.

*Jarosa Edgerton* CSEA 5/23/16  
*Mary Sodano* 5/23/16  
*Mary Sodano* 5/23/16  
*Mary Sodano* 5-23-16

District  
*[Signature]*

**BACKGROUND:**

Each year, school districts must adopt a budget by June 30<sup>th</sup> for the subsequent fiscal year. Since adoption of the State Budget rarely coincides with this timeline, the District's budget is adopted using a set of assumptions outlined in the Governor's May Revise proposal as well as actions taken or contemplated by other regulatory and governmental agencies.

As of the time of development of the District's Adopted Budget, the State Budget had not yet been adopted. Therefore, State revenue assumptions in the district budget include those contained in the Governor's May Revise proposal. Below is a listing of the key assumptions contained in the district's Adopted Budget:

- Total TK-8 CBEDs Enrollment: 6,777
- P-2 ADA: 6,455.34
- Funded ADA: 6,455.34
- Local Control Funding Formula (LCFF) Funding:
  - COLA = 0%
  - Funding GAP Percentage = 54.84%
  - Unduplicated Pupil Count Percentage = 41.98% (average of 2014-15 actual [40.99%] and 2015-16 actual [42.91%] and 2016-17 projected [41.99%])
  - Estimated increase in Total Funding Compared to Prior Year = 5.28%
  - Estimated increase in LCFF Base Grant Only Funding Compared to Prior Year = 4.19%
- Budget Year and Multi-Year Impact for all LCAP Action Steps

Revenues, expenditures, and ending funding balance for 2015-16 are estimates based on the latest analysis of activity and transactions posted through the end of May. These will be finalized upon closing of the books which is scheduled for August 15, 2016.

Administration will provide the Board and the community with a User Friendly version of the budget in addition to the required State SACS (Standardized Account Code Structure) document in order to promote more readability and understanding.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt the budget for the 2016-17 fiscal year as presented. Revisions to the budget will be brought back to the Board for approval following adoption of the State budget.

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:**

All anticipated revenues and expenditures are included in the budget document. The projected results for the General Fund are as follows:

Item	2015-16		2016-17		2017-18		2018-19	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	9,375,822	684,398	10,369,661	897,932	9,257,302	225,921	7,804,580	45,002
Audit Adjustments								
Total Income	48,237,650	13,185,683	46,770,336	13,821,784	45,849,530	14,398,675	45,397,476	15,129,405
Total Outgo	47,243,811	12,972,149	47,882,695	14,493,795	47,302,252	14,579,594	48,136,206	15,129,405
<b>Change in Fund Balance</b>	<b>993,839</b>	<b>213,534</b>	<b>(1,112,359)</b>	<b>(672,011)</b>	<b>(1,452,722)</b>	<b>(180,919)</b>	<b>(2,738,730)</b>	<b>-</b>
Ending Fund Balance	10,369,661	897,932	9,257,302	225,921	7,804,580	45,002	5,065,850	45,002
Undesignated/Unappropriated	7,876,379	-	6,699,204	-	5,257,638	-	2,471,562	-
Economic Uncertainty Reserve	1,806,479		1,871,295		1,856,455		1,897,968	
Fund 17 Reserve	2,895,789		2,907,372		2,919,002		2,930,678	
Total Reserves	12,578,647		11,477,871		10,033,095		7,300,208	
<b>Reserve as % of Expenditures</b>	<b>20.89%</b>		<b>18.40%</b>		<b>16.21%</b>		<b>11.54%</b>	

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.3.1.

**Item G. BOARD POLICIES AND BYLAWS**

Agenda Item G.

Board Policies and Bylaws Item G.1.1.      Second Reading: Revised Board Policy and Administrative Regulations 6142.1, Sexual Health and HIV/AIDS Prevention Instruction

Prepared by Dr. Stephanie Pierce  
June 21, 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 second reading. Administration recommends the Board of Education approve revised Board Policy and Administrative Regulation 6142.1.

**FISCAL IMPACT:**

There is no fiscal impact to the district by revising this policy and administrative regulation.

**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 A~~ Age 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 F~~ Factually 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 7-128, in addition to complying with the criteria listed above in the section "General Criterial 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

Board Policies and Bylaws Item G.1.2.  
Prepared by Dr. Cathy Pierce  
June 21, 2016

First Reading: Revised Board Policy 1220  
Citizen Advisory Committee

**BACKGROUND:**

A sub-committee of the Board met on May 10, 2016 to review Board Policy 1220 – Citizen Advisory Committee. Upon review, the committee suggested the following changes:

- Membership is limited to a one-year term;
- Applicants will not be allowed to serve on more than three committees, unless it is approved by the Board and/or Superintendent;
- The application timeline shall be established by the Board President and/or Superintendent.

The application will be modified to reflect these changes.

**RECOMMENDATION:**

Revised Board Policy 1220 is submitted for a review only. Action is at the discretion of the Board. If no action is taken, Board Policy 1220 will return for a second review and approval.

**FISCAL IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item G.1.4.



## CITIZEN ADVISORY COMMITTEES

The Governing Board endorses the concept that parents and community participation in the affairs of schools and the district is essential to maintain mutual confidence and respect while working together to improve the quality of education for all students.

The Board encourages the solicitation of parents/guardians and community input on matters affecting the schools and the district through the establishment of advisory committees and within the following principles:

1. That citizen groups be broadly represented.
2. That recommendations be based on research and facts.
3. That recommendations be submitted to the Board which alone has the authority and responsibility to act upon them.

The Board recognizes that advisory committees enable the Board to better understand the interest and concerns of the community.

The Board shall establish citizen advisory committees when required by law, to strengthen the effectiveness of district and school operations, or to enhance student learning. The purpose of any such committees shall be clearly defined and aligned to the district's vision, mission, and goals. The Board may dissolve an advisory committee not required by law when the committee has fulfilled its duties or at any time the Board deems it necessary. The Board shall approve the membership of citizen advisory committees.

Citizen advisory committees shall serve in an advisory capacity; they may make recommendations, but their actions shall not be binding on the Board or Superintendent.

Recommendations will be given careful consideration. In the evaluation of such contributions, the first concern will be for the educational program as it affects students. The final decision may depart from the recommendations when in the judgment of the staff and Board such advice is not consistent with goals adopted by the Board, current educational practice, or within the financial resources available.

The membership of citizen advisory committees should reflect the diversity of the community and represent a diversity of viewpoints.

**Citizen advisory committee membership is limited to a one-year term. Applicants will not be allowed to serve on more than three committees, unless it is approved by the Board and/or Superintendent. The Citizen Advisory Committee application timeline shall be established by the Board President and/or Superintendent.**

The Superintendent or designee shall provide training and information, as necessary, to enable committee members to understand the goals of the committee and to fulfill their role as committee members.

## CITIZEN ADVISORY COMMITTEES

Within budget allocations, the Superintendent or designee may approve requests for committee travel and may reimburse committee members for expenses at the same rates and under the same conditions as those provided for district employees.

### *Legal Reference:*

#### EDUCATION CODE

8070 Career technical education advisory committee 11503  
Parent involvement program  
15278-15282 Citizens' oversight committee  
15359.3 School facilities improvement districts  
17387-17391 Advisory committees for use of excess school facilities 35147  
School site councils and advisory committees  
41505-41508 Pupil Retention Block Grant  
41570-41573 School and Library Improvement Block Grant 44032  
Travel expense payment  
52176 Advisory committees, limited-English proficient students program  
52852 Site council, school-based program coordination  
54425 Advisory committees, compensatory education  
54444.1-54444.2 Parent advisory councils, services to migrant children  
56190-56194 Community advisory committee, special education  
62002.5 Continuing parent advisory committees

#### REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

52012 School site council

#### GOVERNMENT CODE

810.2 Tort claims act, definition employee  
810.4 Tort claims act, definition employment  
815.2 Injuries by employees within scope of employment  
820.9 Members of local public boards not vicariously liable  
6250-6270 California Public Records Act  
54950-54963 Brown Act

#### UNITED STATES CODE, TITLE 42

1751 Note Local wellness policy COURT

#### DECISIONS

Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781

Board Policies and Bylaws Item G.1.3. First Reading: Board Policies for Annual Review  
Prepared by Cathy A. Pierce, Ed.D.  
June 21, 2016

**BACKGROUND:**

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the Board Policies listed below. These Board Policies have been reviewed by Administration and are submitted to the Board for a first reading.

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

The listed Board Policies were last reviewed on July 7, 2015.

**RECOMMENDATION:**

It is recommended that the Board of Education review the listed Board Policies submitted for a first reading. These Board Policies will return for a second reading and request for approval.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVMENT IMPACT:**

Effective governance has a positive impact on student achievement.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Item G.1.3.

**COMPLAINTS CONCERNING DISTRICT EMPLOYEES**

The Governing Board accepts responsibility for providing a means by which the public can hold employees accountable for their actions. The Board desires that complaints be resolved expeditiously without disrupting the educational process.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

The Board places trust in its employees and desires to support their actions in such a manner that employees are free from unnecessary, spiteful or negative criticism and complaints. Constructive criticism is welcome when it is motivated by a sincere desire to improve the quality of the educational program.

Verbal complaints made to a Board member or at a Board meeting against an employee other than the Superintendent, will be referred to the Superintendent for appropriate consideration and action according to this policy. If a single Board member receives a complaint about the Superintendent, it will be referred to the entire Board. Because the Board sits as the appellate body in the complaint resolution process, any member of the Board who has become involved in a complaint resolution process prior to an appeal to the Board shall declare his/her involvement and not participate as a member of the Board during an appeal hearing.

When public complaints against employees involve accusations of child abuse, the provisions of Board policy and administrative regulation 5141.4 shall be implemented.

The Board shall not prohibit public criticism of the district and its employees.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

The Board prohibits retaliation against complainants. The Superintendent or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint. The district will not investigate anonymous complaints.

**This Board shall annually review this policy.**

*Legal Reference: (see next page)*

**COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)**

*Legal Reference:*

EDUCATION CODE

33308.1 *Guidelines on procedure for filing child abuse complaints*

35146 *Closed sessions*

44031 *Personnel file contents and inspection*

44811 *Disruption of public school activities*

44932-44949 *Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)*

48987 *Child abuse guidelines*

GOVERNMENT CODE

54957 *Closed session; complaints re employees*

54957.6 *Closed session; salaries or fringe benefits*

PENAL CODE

273 *Cruelty or unjustifiable punishment of child*

11164-11174.3 *Child Abuse and Neglect Reporting Act*

WELFARE AND INSTITUTIONS CODE

300 *Minors subject to jurisdiction of juvenile court*

Policy adopted: February 17, 2009  
Policy reviewed: December 15, 2009, May 3, 2011;  
June 15, 2012; June 4, 2013; January 20, 2015;  
July 7, 2015

**SANTEE SCHOOL DISTRICT**  
Santee, California

**PROBATIONARY/PERMANENT STATUS**

Probationary Status

Probationary employees shall receive training, assistance and evaluations consistent with their needs as new teachers. Such training and assistance may consist of inservice training and/or meetings with the employee's evaluator to discuss areas of strength and areas requiring improvement. Inservice training may be provided during school hours as part of a comprehensive staff development program.

The performance of each probationary employee shall be evaluated and assessed at least once every school year.

(cf. 4115 - Evaluation/Supervision)  
(cf. 4131 - Staff Development)

Permanent Status

Granting of permanent status shall be based on completion of the probationary period in accordance with applicable law. Employees granted permanent status acquire specific rights under the Education Code, including those relating to discipline and dismissal. (Education Code 44932-44988)

(cf. 4117.4 - Dismissal)  
(cf. 4117.6 - Decision Not to Rehire)

*Legal Reference:*

EDUCATION CODE

- 44466 *Status of university interns*
- 44850.1 *No tenure in administrative or supervisory position*
- 44885.5 *Status of district interns*
- 44908 *Complete year for probationary employees*
- 44911-44913 *Service not computed in eligibility for permanent status*
- 44915 *Classification of probationary employees*
- 44917-44921 *Status of substitute or temporary employees*
- 44929.20 *Continuing contracts (not to exceed four years - ADA under 250)*
- 44929.21 *Districts of 250 ADA or more*
- 44929.23 *Districts with less than 250 ADA*
- 44929.28 *Employment by another district*
- 44930-44988 *Resignations, dismissals and leaves of absence, especially:*
- 44948.2 *Election to use provisions of Section 44948.3*
- 44948.3 *Dismissal of probationary employees*

Policy adopted: February 18, 1986  
Policy revised: May 5, 2009, January 20, 2015  
Policy reviewed: December 15, 2009, May 3, 2011; June 15, 2012  
June 4, 2013; January 20, 2015; July 7, 2015

**SANTEE SCHOOL DISTRICT**  
Santee, California

**CERTIFICATION OF COMPETENCE IN EVALUATION  
AND INSTRUCTIONAL METHODOLOGIES**

The Superintendent shall annually submit to the Governing Board a list of district administrators whose duties include evaluation of certificated personnel. The administrators listed will be presented as competent by the Superintendent in instructional methodologies and in the evaluation of certificated personnel. The Board will certify the competence of personnel recommended by the Superintendent.

Criteria for certification may include but not be limited to the following:

**Academic Qualifications**

1. Earned Master's Degree or advanced degree of equivalent standard from an accredited college or university.
2. Evidence of university level course work in techniques of supervision, human relations and instructional methodologies.

**Experience**

1. Demonstration of competence in the evaluation process.
2. Demonstration of competence in instructional methodologies.
3. Completion of at least three (3) years of successful teaching.

**Credential**

1. Possession of valid California Administrative Credential

**Professional Knowledge and Skills**

1. Evidence of professional growth program participation.
2. Demonstration of understanding of district-adopted curriculum, policies and practices.
3. Demonstration of skill in instructional observation.
4. Demonstration of skill in techniques and procedures of evaluation of instruction.

This certification is intended to comply with requirements of the Education Code and is intended to be used for no other purpose. This policy shall be reviewed annually by the Board.

*Legal Reference: (see next page)*

**CERTIFICATION OF COMPETENCE IN EVALUATION  
AND INSTRUCTIONAL METHODOLOGIES (continued)**

*Legal Reference:*

EDUCATION CODE

33039 *Guidelines for teacher evaluation*

44660-44665 *Evaluation and assessment of performance of certificated employees*

44681-44689 *Administrator training and evaluation*

GOVERNMENT CODE

3543.2 *Scope of representation (re evaluation procedures)*

Policy adopted: June 19, 1984

Policy amended: December 4, 2007

Policy reviewed: May 5, 2009, December 15, 2009, May 3, 2011

June 15, 2012; June 4, 2013; January 20, 2015; July 7, 2015

**SANTEE SCHOOL DISTRICT**

Santee, California



**INTRADISTRICT OPEN ENROLLMENT**

The Governing Board desires to provide enrollment options that meet the diverse needs and interests of district students. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy, and administrative regulation.

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of residence within the district.

The Board shall annually review this policy.

**Enrollment Priorities**

Priority for attendance outside a student's attendance area shall be given as follows:

1. If a district school receiving Title I funds is identified for program improvement, corrective action, or restructuring, all students enrolled in that school shall be provided an option to transfer to another district school or charter school.
2. If while on school grounds a student becomes the victim of a violent criminal offense, he/she shall be provided an option to transfer to another district school or charter school.
3. If a student attends a school designated by the California Department of Education as "persistently dangerous," he/she shall be provided an option to transfer to another district school or charter school.
4. The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student.

To grant priority under these circumstances, the Superintendent or designee must have received either:

- a. A written statement from a representative of an appropriate state or local agency, such as a law enforcement official, social worker, or a properly licensed or registered professional, such as a psychiatrist, psychologist, or marriage and family therapist
  - b. A court order, including a temporary restraining order and injunction
5. Priority may be given to siblings of students already in attendance in that school.

**INTRADISTRICT OPEN ENROLLMENT** (continued)

6. Priority may be given to any student whose parent/guardian is assigned to that school as his/her primary place of employment.

For all other applications for enrollment from outside a school's attendance area, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests that are in excess of the school's capacity. A school's capacity shall be calculated in a nonarbitrary manner using student enrollment and available space.

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students.

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area.

**Transportation**

Except as required by 20 USC 6316 for transfers out of Title I program improvement schools, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

*Legal Reference: (see next page)*

**INTRADISTRICT OPEN ENROLLMENT (continued)**

*Legal Reference:*

EDUCATION CODE

35160.5 District policies; rules and regulations

35291 Rules

35351 Assignment of students to particular schools

48980 Notice at beginning of term

CODE OF REGULATIONS, TITLE 5

11992-11994 Definition of persistently dangerous schools

UNITED STATES CODE, TITLE 20

6316 Transfers from program improvement schools

7912 Transfers from persistently dangerous schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.36 Dissemination of information

200.37 Notice of program improvement status, option to transfer

200.39 Program improvement, transfer option

200.42 Corrective action, transfer option

200.43 Restructuring, transfer option

200.44 Public school choice, program improvement schools

200.48 Transportation funding for public school choice

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 95 (2002)

*Management Resources:*

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Unsafe School Choice Option, May 2004

Public School Choice, February 2004

WEB SITES

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

California Department of Education, Unsafe School Choice Option:

<http://www.cde.ca.gov/ls/ss/se/usco.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

Policy adopted: August 17, 2010  
Reviewed: May 3, 2011; June 15, 2012; June 4, 2013  
January 20, 2015; July 7, 2015

**SANTEE SCHOOL DISTRICT**  
Santee, California

**EXTRACURRICULAR AND COCURRICULAR ACTIVITIES**

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

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

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

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

**Eligibility Requirements**

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

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

**Student Conduct at Extracurricular/Cocurricular Events**

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

**Supervision**

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

## EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

The Superintendent or designee shall:

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

### Annual Policy Review

The Board shall annually review this policy and implementing regulations.

#### *Legal Reference:*

##### EDUCATION CODE

35145 *Public meetings*

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

35179 *Interscholastic athletics; associations or consortia*

35181 *Students' responsibilities*

48850 *Participation of foster youth in extracurricular activities and interscholastic sports*

48930-48938 *Student organizations*

49700-49704 *Education of children of military families*

##### CODE OF REGULATIONS, TITLE 5

350 *Fees not permitted*

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

5531 *Supervision of extracurricular activities of pupils*

##### UNITED STATES CODE, TITLE 42

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

##### COURT DECISIONS

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

#### *Management Resources:*

##### CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

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

##### WEB SITES:

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

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

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

Policy adopted: August 17, 2010  
reviewed: May 3, 2011; June 15, 2012;  
July 7, 2015  
revised: June 4, 2013; January 20, 2015

**SANTEE SCHOOL DISTRICT**  
Santee, California

Board Policies and Bylaws Item G.1.4.  
Prepared by Dr. Cathy Pierce  
June 21, 2016

First Reading: BB 9270 – Conflict of  
Interest – Biannual Review

**BACKGROUND:**

Government Code Section 87306.5 requires every local government agency to review its Conflict of Interest Code biennially to determine if it is accurate or if there is a need for it to be amended. BB 9270 was last reviewed and approved by the Board on August 5, 2014. To comply with the law and begin the biennial rotation once again, BB 9270 is being submitted for your review.

**RECOMMENDATION:**

Board Bylaw 9270 is submitted for a review only. Action is at the discretion of the Board. If no action is taken, BB 9270 will return for a second review and approval.

**FISCAL IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item G.1.4.

**CONFLICT OF INTEREST**

**Incompatible Activities**

Members of the Governing Board shall not engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the district.

**Conflict of Interest Code**

Board members and designated employees of the district shall adhere to the financial disclosure requirements of the district's conflict of interest code adopted pursuant to the provisions of Government Code 87300. The district's conflict of interest code shall comprise of the terms of California Code of Regulations, Title 2, Section 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with a district attachment specifying designated positions and the specific types of disclosure statements required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code in even-numbered years. If no change in the code is required, the district shall submit by October 1 a written statement to that effect to the code reviewing body. If a change in the code is necessitated by changed circumstances, the district shall submit an amended code to the code reviewing body.

When a change in the district's conflict of interest code is necessitated by changed circumstances such as the creation of new designated positions, amendments or revisions shall be submitted to the code reviewing body within 90 days.

When reviewing and preparing conflict of interest codes, the district shall provide officers, employees, consultants and members of the community adequate notice and a fair opportunity to present their views.

If a Board member or designated employee determines that he/she has a financial interest in a decision, as described in Government Code 87103, this determination shall be disclosed. The member shall be disqualified from voting unless his/her participation is legally required.

Statements of economic interests submitted to the district by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction.

**Financial Interest**

Board members and designated employees shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as Board members or designated employees

**CONFLICT OF INTEREST (continued)**

A Board member shall not be considered to be financially interested in a contract if his/her interest includes, but is not limited to, any of the following:

1. That of an officer who is being reimbursed for his/her actual and necessary expenses incurred in the performance of an official duty
2. That of a recipient of public services generally provided by the public body or board of which he/she is a member, on the same terms and conditions as if he or she were not a member of the board
3. That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or any public corporation or special, judicial or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee has such interest as landlord or tenant in which even his/her interest shall be deemed a remote interest within the meaning of, and subject to, the provisions of Government Code 1091
4. That of a spouse of an officer or employee of the district if his/her spouse's employment or office holding has existed for at least one year prior to his/her election or appointment
5. That of a nonsalaried member of a nonprofit corporation, provided that such interest is disclosed to the Board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records
6. That of a noncompensated officer of a nonprofit, tax-exempt corporation which, as one of its primary purposes, supports the functions of the nonprofit board or to which the school Board has legal obligation to give particular consideration, and provided further that such interest is noted in its official records
7. That of a person receiving salary, per diem, or reimbursement for expenses from a governmental entity, unless the contract directly involves the department of the government entity that employs the officer or employee, provided that such interest is disclosed to the Board at the time of consideration of the contract, and provided further that such interest is noted in its official records
8. That of an attorney of the contracting party or that of an owner, officer, employee or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker, if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm or real estate firm



**CONFLICT OF INTEREST (continued)**

In addition, a Board member or employee shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if his/her sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor or creditor.

A Board member shall not be deemed to be financially interested in a contract if he/she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. Remote interests are specified in Government Code 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his/her minor child.

A Board member may enter into a contract if the rule of necessity or legally required participation applies as defined in Government Code 87101.

Even if there is no prohibited or remote interest, a Board member shall abstain from voting on personnel matters that uniquely affect a relative of the Board member. A Board member may vote, however, on collective bargaining agreements and personnel matters that affect a class of employees to which the relative belongs. "Relative" means an adult who is related to the person by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree.

A relationship within the third degree includes the individual's parents, grandparents and great-grandparents, children, grandchildren and great-grandchildren, brothers, sisters, aunts and uncles, nieces and nephews, and the similar family of the individual's spouse unless the individual is widowed or divorced.

**Gifts/Honoraria**

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730. -This amount is adjusted on odd numbered years by the FPPC. The limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the prevailing gift limitation except as described in Government Code 89506. A gift of travel does not include travel provided by the district for Board members and designated employees.

## **CONFLICT OF INTEREST (continued)**

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law.

The term honorarium does not include:

1. Earned income for personal services customarily provided in connection with a bona fide business, trade or profession unless the sole or predominant activity of the business, trade or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

### **APPENDIX DESIGNATED POSITIONS/DISCLOSURE CATEGORIES**

1. Persons occupying the following positions are designated employees in Category 1:

Governing Board Members  
Superintendent of Schools  
Assistant/Associate Superintendents  
Director of Fiscal Services

Designated persons in this category must report:

- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- b. Investments or business positions in or income from sources which:
  - (1) Are engaged in the acquisition or disposal of real property within the district
  - (2) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district or
  - (3) Manufacture or sell supplies, books, machinery or equipment of the type used by the district

**CONFLICT OF INTEREST** (continued)

2. Persons occupying the following positions are designated employees in Category 2:

Director  
Principal

Designated persons in this category must report investments or business positions in or income from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or
  - b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.
3. Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)

- a. Approve a rate, rule or regulation
- b. Adopt or enforce a law
- c. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement
- d. Authorize the district to enter into, modify or renew a contract that requires district approval
- e. Grant district approval to a contract or contract specifications which require district approval and in which the district is a party
- f. Grant district approval to a plan, design, report, study or similar item
- g. Adopt or grant district approval of district policies, standards or guidelines

**CONFLICT OF INTEREST (continued)**

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's Conflict of Interest Code. (2 CCR 18701)

*Legal Reference:*

EDUCATION CODE

1006 *Qualifications for holding office*  
35107 *School district employees*  
35230-35240 *Corrupt practices*  
35233 *Prohibitions applicable to members of governing boards*  
35239 *Compensation for board members in districts under 70 ADA*

GOVERNMENT CODE

1090-1098 *Prohibitions applicable to specified officers*  
1125-1129 *Incompatible activities*  
81000-91015 *Political Reform Act of 1974, especially:*  
82011 *Code reviewing body*  
82019 *Definition of designated employee*  
82028 *Definition of gifts*  
82030 *Definition of income*  
87100-87103.6 *General prohibitions*  
87200-87210 *Disclosure*  
87300-87313 *Conflict of interest code*  
87500 *Statements of economic interests*  
89501-89503 *Honoraria and gifts*  
91000-91014 *Enforcement*

CODE OF REGULATIONS, TITLE 2

18110-18997 *Regulations of the Fair Political Practices Commission, especially:*  
18702.5 *Public identification of a conflict of interest for Section 87200 filers*

COURT DECISIONS

*Thorpe v. Long Beach Community College District*, (2000) 83 Cal.App.4th. 655  
*Kunec v. Brea Redevelopment Agency*, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

86 *Ops. Cal. Atty. Gen.* 138 (2003)  
85 *Ops. Cal. Atty. Gen.* 60 (2002)  
82 *Ops. Cal. Atty. Gen.* 83 (1999)  
81 *Ops. Cal. Atty. Gen.* 327 (1998)  
80 *Ops. Cal. Atty. Gen.* 320 (1997)  
69 *Ops. Cal. Atty. Gen.* 255 (1986)  
68 *Ops. Cal. Atty. Gen.* 171 (1985)  
65 *Ops. Cal. Atty. Gen.* 606 (1982)

*Management Resources:*

WEB SITES

*Fair Political Practices Commission:* <http://www.fppc.ca.gov>

Bylaw adopted: February 17, 2009  
Bylaw amended: August 7, 2012  
Bylaw reviewed: 12/5/09, 7/20/10, 8/5/14

**SANTEE SCHOOL DISTRICT**  
Santee, California

Board Policies and Bylaws Item G.1.5.

First Reading: Revised Board Policy and Administrative Regulation 5141.31, Immunizations

Prepared by Dr. Stephanie Pierce  
June 21, 2016

**BACKGROUND:**

Attached is revised BP 5141.31 and AR 5141.31, Immunizations, based upon California School Board Association’s (CSBA) sample Board Policies and Regulations.

New legislation SB277, effective July 1, 2016, no longer permits immunization exemption based on personal beliefs for children in child care and public and private schools. Personal belief exemptions submitted before January 1, 2016 remain valid until a student reaches kindergarten or seventh grade.

**RECOMMENDATIONS:**

This evening administration is presenting revised Board Policy and Administrative Regulations 5141.31, Immunizations, for a first reading. No action is requested at this time.

**FISCAL IMPACT:**

There is no fiscal impact to the district by revising this policy and administrative regulation.

**STUDENT ACHIEVEMENT IMPACT:**

All studies show an increase in student achievement when children attend school daily and are healthy and ready to learn.

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

Agenda Item G.1.5.

**IMMUNIZATIONS**

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board ~~desires to~~ shall cooperate with state and local health agencies to encourage and facilitate immunization of all district students against preventable diseases.

Each student ~~Students enrolling for the first time in a district elementary or secondary school, preschool, or child care and development program, or after July 1, 2016, enrolling in or advancing to grade 7 transferring between school campuses,~~ shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required ~~which shows at least the month and year of each~~ immunization in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

Each transfer student shall present his/her immunization record, if possible, upon registration at a ~~certifying that he/she has received all required immunizations currently due before he/she is admitted to~~ district school.

The Superintendent or designee may arrange for an authorized health care provider qualified medical personnel ~~to~~ administer immunizations at school to any student whose parent/guardian has consented in writing. At the beginning of the school year, parents/guardians shall be notified of their right to provide consent for the administration of an immunization to their child at school.

*Legal Reference: (see next page)*

**IMMUNIZATIONS**

*Legal Reference:*

EDUCATION CODE

*44871 Qualifications of supervisor of health*

*46010 Total days of attendance*

*48216 Immunization*

*48853.5 Immediate enrollment of foster youth*

*48980 Required notification of rights*

*49403 Cooperation in control of communicable disease and immunizations*

*49426 Duties of school nurses*

*49701 Flexibility in enrollment of children of military families*

*51745-51749.6 Independent study*

HEALTH AND SAFETY CODE

*120325-120380 Immunization against communicable disease especially:*

*120335 Immunization requirement for admission*

*120395 Information about meningococcal disease, including recommendation for vaccination*

*120440 Disclosure of immunization information*

CODE OF REGULATIONS, TITLE 5

*430 Student records*

CODE OF REGULATIONS, TITLE 17

*6000-6075 School attendance immunization requirements*

UNITED STATES CODE, TITLE 20

*1232g Family Educational Rights and Privacy Act*

UNITED STATES CODE, TITLE 42

*11432 Immediate enrollment of homeless children*

CODE OF FEDERAL REGULATIONS, TITLE 34

*99.1-99.67 Family Educational Rights and Privacy*

*Management Resources:*

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

*California Immunization Handbook for Child Care Programs and Schools, August 2015*

*Guide to Immunizations Required for Child Care*

*Guide to Immunizations Required for School Entry*

*Parents' Guide to Immunizations Required for Child Care*

*Parents' Guide to Immunizations Required for School Entry*

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

*Guide for Annual Audits of Local Education Agencies and State Compliance Reporting, July 2015*

U.S. DEPARTMENT OF EDUCATION GUIDANCE

*Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009*

WEB SITES

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

*California Department of Public Health, Immunization Branch:*

*<http://www.cdph.ca.gov/programs/immunize>*

*California Department of Public Health, Shots for Schools: <http://shotsforschools.org>*

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

*Education Audit Appeals Panel: <http://www.eaap.ca.gov>*

*U.S. Department of Education: <http://www.ed.gov>*

**IMMUNIZATIONS**

The Superintendent or designee shall provide parents/guardians, upon school registration, a written notice summarizing the state’s immunization requirements.

The Superintendent or designee shall not unconditionally admit any student to a district elementary or secondary school, preschool, or child care and development program for the first time not, after July 1, 2016, admit or advance any student to grade 7 unless that student has been fully immunized. The student shall presented present documentation of full immunization, in accordance with the age/grade and dose required by the California Department of Public Health (CDPH), against the following diseases:

~~At the beginning of the school year, the Superintendent or designee shall notify parents/guardians of the rights of students and parents/guardians relating to immunizations under Education Code 49403.~~

**Immunizations for Grades K-8**

~~Students entering the district in grades kindergarten through 8 shall have received the following immunizations:~~

1. ~~Measles, mumps and rubella (MMR) vaccine~~
  - a. ~~Students entering at the kindergarten level shall have received two doses on or after the first birthday, except one dose may be a measles-only vaccine.~~
  - b. ~~Mumps vaccine shall not be required for students age seven or older.~~
  - c. ~~Students entering or advancing to seventh grade shall be required to have a second dose of measles-containing vaccine if they have not previously obtained a second dose.~~
2. ~~Diphtheria, tetanus and pertussis (whooping cough) vaccine (DTP<sub>2</sub> or DTaP<sub>2</sub> or Tdap)~~
  - a. ~~Five doses shall be required for students ages four through six. However, four doses shall meet the requirement if at least one dose was given on or after the fourth birthday.~~
  - b. ~~Four doses shall be required for students age seven or older. However, three doses shall meet the requirement if at least one dose was given on or after the second birthday.~~
  - c. ~~Pertussis immunization shall not be required for students age seven or older.~~
  - d. ~~A tetanus and diphtheria (Td) shot is recommended but not required for seventh grade students who have not had a booster within the past five years.~~



**IMMUNIZATIONS** (continued)

## 3. Poliomyelitis (polio) vaccine

~~Four doses shall be required at any age. However, three doses shall meet the requirement for ages four through six if at least one dose was given on or after the fourth birthday, and three doses shall meet the requirement for ages seven to seventeen if at least one dose was given on or after the second birthday.~~

## 4. Hepatitis B-vaccine

a. ~~Three doses shall be required for entry into kindergarten.~~

~~Students admitted at the kindergarten level or below before August 1, 1997, shall be exempt from this requirement.~~

b. ~~Students shall not be unconditionally admitted or advanced to seventh grade unless they have been fully immunized against hepatitis B. A student who has previously had three doses of hepatitis B vaccine at any age before seventh grade shall not be required to receive any additional shots.~~

## 5. Varicella (chickenpox)-vaccine

~~Any student admitted at the kindergarten level or above before July 1, 2001, shall be exempt from this requirement for school entry.~~

6. Haemophilus influenza type b (Hib meningitis)7. Any other disease designated by the CDPH

However, full immunization against hepatitis B shall not be a condition by which the Superintendent or designee shall admit or advance any student to grade 7.

A student who qualifies for an individualized education program (IEP), unless otherwise exempt, shall be fully immunized in accordance with Health and Safety Code 120335 and this regulation. However, the district shall continue to implement the student's IEP and shall not prohibit the student from accessing any special education and related service required by his/her IEP regardless of whether the student is fully immunized.

The student's immunization record shall be provided by the student's health care provider or from the student's previous school immunization record. The record must show at least the month and year for each dose, except that the day, month, and year must be shown for the MMR doses given during the month of the first birthday and for the Tdap dose given during the month of the seventh birthday.

**IMMUNIZATIONS** (continued)

~~Students who skipped kindergarten shall meet immunization requirements for hepatitis B and a second measles dose prior to entering first grade.~~

~~Students transferring into the district at a grade other than kindergarten or seventh grade shall be exempt from the requirement for a second measles dose or hepatitis B immunization.~~

**~~Immunizations Below Kindergarten Level~~**

~~Children younger than age four years, six months shall have received haemophilus influenza type b (Hib meningitis) vaccine.~~

~~Other immunization requirements for children below kindergarten level depend on the child's age as specified in 17 CCR 6020.~~

**Exemptions**

~~Exemption from one or more immunization requirements ~~is allowed when~~ shall be granted under any of the following circumstances:~~

- ~~1. — The student's parent/guardian states in writing that immunization is contrary to his/her beliefs.~~
- ~~2.1. The student's parent/guardian files with the district ~~provides~~ a written statement by a licensed physician to the effect that the physical condition of the child is such, or medical circumstances relating to ~~of the student child~~ are such, that immunization is ~~unsafe or is permanently~~ not indicated considered safe. The statement shall indicate the specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician does not recommend immunization.~~
- ~~2. The student's parent/guardian files with the district, before January 1, 2016, a letter or written affidavit stating that an immunization is contrary to his/her personal beliefs, in which case the student shall be exempted from the immunization until he/she enrolls in the next applicable grade span requiring immunization (birth to preschool, grades K-6, grades 7-12).~~

When a student transfers to a different school within the district or transfers into the district from another school district in California, his/her personal beliefs exemption filed before January 1, 2016, shall remain in effect until the next applicable grade span. A student transferring from a school outside the district shall present a copy of the personal beliefs exemption upon enrollment. When a student transfers into the district from outside California and presents a personal beliefs exemption issued by another state or country prior to January 1, 2016, the Superintendent or designee may consult with legal counsel regarding the applicable immunization requirements.

**IMMUNIZATIONS** (continued)

3. The student is enrolled in an independent study program pursuant to Education Code 51745-51749.6 and does not receive classroom-based instruction.

~~However, if there is good cause to believe that the student has been exposed to one of the communicable diseases listed above, the student may be temporarily excluded from school until the local health officer is satisfied that the student is no longer at risk of developing the disease.~~

**Conditional Enrollment**

The Superintendent or designee may conditionally admit a student with documentation from an authorized health care provider that:

1. The student has not received all the immunizations required for his/her age group, but has commenced receiving doses of all required vaccines and is not due for any other doses at the time of admission.
2. The student has a temporary exemption from immunization for medical reasons pursuant to item #1 in the section "Exemptions" above.

In addition, a transfer student may be conditionally admitted for up to 30 school days while his/her immunization records are being transferred from the previous school. If such documentation is not presented within 30 days, the student shall be excluded from school until the required immunizations have been administered.

The Superintendent or designee shall review the immunization record of each student admitted conditionally every 30 days until that student has received all the required immunizations. If the student does not receive the required immunizations within the specified time limits, he/she shall be excluded from further attendance until the immunizations are received.

The Superintendent or designee shall immediately enroll homeless students, foster youth, and students of military families even if their immunization records are missing or unavailable at the time of enrollment. School or district staff shall work with the student's prior school to obtain the student's immunization records or shall ensure that he/she is properly immunized.

~~The Superintendent or designee shall notify the student's parents/guardians of the date by which the student must complete all the remaining doses as specified in 17 CCR 6035.~~

**Exclusions Due to Lack of Immunizations**

Any student without the required evidence of immunization may be excluded from school until the immunization is obtained or ~~until the student presents a letter or affidavit of an exemption is granted in accordance with the section "Exemptions" above from his/her parent/guardian or physician.~~

**IMMUNIZATIONS** (continued)

Before a an already admitted student is excluded from school attendance because of lack of immunization, the Superintendent or designee shall notify the parent/guardian that he/she has 10 school days in which to supply evidence of proper immunization or an appropriate letter of exemption. This notice shall refer the parent/guardian to the ~~child's~~ student's usual source of medical care, then to the county health department or school immunization program, if any.

~~If no usual source of medical care exists, the parent/guardian shall be referred to the county health department.~~

The Superintendent or designee shall exclude from further attendance any already admitted student who fails to obtain the required immunization within 10 school days following receipt of the parent/guardian's receipt of the notice specified above, ~~unless the student is exempt from immunization for medical reasons or personal beliefs.~~ The student shall remain excluded from school until he/she provides written evidence that he/she has received ~~another~~ a dose of each required vaccine due at that time. The student shall also be reported to the attendance supervisor or principal.

**Conditional Enrollment**

~~The Superintendent or designee may conditionally admit a student with documentation from a physician that:~~

- ~~1. — He/she has received some but not all required immunizations and is not due for any vaccine dose at the time of admission~~
- ~~2. — He/she has a temporary exemption from immunization for medical reasons~~

~~The Superintendent or designee shall notify the student's parents/guardians of the date by which the student must complete all the remaining doses when they become due as specified in 17-CCR-6035.~~

~~The Superintendent or designee shall review the immunization record of each student admitted conditionally every 30 days until that student has received all the required immunizations. If the student does not receive the required immunizations within the specified time limits, he/she shall be excluded from further attendance until the immunizations are received.~~

**Exclusion Due to Exposure to Disease**

If the district has good cause to believe that a student has been exposed to a disease listed in the section "Required Immunizations" above and his/her documentation of immunization does not show proof of immunization against that disease, that student may be temporarily excluded from the school until the local health officer informs the district in writing that he/she is satisfied that the student is no longer at risk of developing or transmitting the disease.

**IMMUNIZATIONS** (continued)

**Records**

The Superintendent or designee shall record each new entrant's immunizations in the California School Immunization Record and retain it as part of the student's mandatory permanent student record. District staff shall maintain the confidentiality of immunization records and may disclose such information to state and local health departments only in accordance with law.

The district shall also retain in the mandatory student record any physician or health officer statement, personal beliefs letter or affidavit, reason for conditional enrollment, or any other documentation related to the student's immunization record or exemptions.

**Audits**

If an audit reveals deficiencies in the district's reporting procedures, the Superintendent or designee shall present the Board with a plan to remedy such deficiencies.

Board Policies and Bylaws Item G.1.6.

First Reading: Revised Administrative Regulation 5112.2, Exclusions from Attendance

Prepared by Dr. Stephanie Pierce  
June 21, 2016

**BACKGROUND:**

Attached is revised AR 5122.2, Exclusions from Attendance, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

New legislation SB277, effective July 1, 2016, no longer permits immunization exemption based on personal beliefs for children in child care and public and private schools. Personal belief exemptions submitted before January 1, 2016 remain valid until a student reaches kindergarten or seventh grade.

**RECOMMENDATIONS:**

This evening administration is presenting revised Administrative Regulations 5112.2, Exemptions from Attendance, for a first reading. No action is requested at this time.

**FISCAL IMPACT:**

There is no fiscal impact to the district by revising this administrative regulation.

**STUDENT ACHIEVEMENT IMPACT:**

All studies show an increase in student achievement when children attend school daily and are healthy and ready to learn.

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

Agenda Item G.1.6.

**EXCLUSIONS FROM ATTENDANCE**

The Superintendent or designee shall ensure that each child entering a district school at any grade level adheres to district admission requirements and enrollment procedures.

**Mandatory Exclusions**

The Superintendent or designee shall not unconditionally admit any student to an elementary or secondary school, preschool, or child care and development program for the first time, nor, after July 1, 2016, admit or advance any student to grade 7 unless the student has been fully immunized in accordance with Health and Safety Code 120335 and BP/AR 5141.31 - Immunizations or is exempted by law.

If a conditionally admitted student has not received required immunizations within 10 days after his/her parent/guardian has been notified of the need to do so, the student shall be excluded until he/she provides written evidence that he/she has received the vaccines due at that time.

The Superintendent or designee shall not admit a student who is reasonably suspected of having active tuberculosis. He/she shall be denied admission until the local health officer or licensed medical practitioner informs the district, in writing, that the student is no longer at risk of developing or transmitting the disease.

The Superintendent or designee shall exclude a student who is infected with any contagious or infectious disease. The student shall be permitted to return to school when a medical provider informs the Superintendent or designee in writing that he/she is satisfied that the contagious or infectious disease no longer exists.

The Superintendent or designee shall exclude a student who resides where any contagious, infectious, or communicable disease subject to quarantine exists or has recently existed and who is subject to strict isolation or quarantine of contacts, unless written permission of the health officer is provided.

**Permissive Exclusions**

A student may be excluded from attendance at a district school under either of the following circumstances:

1. If there is good cause to believe that the student has been exposed to any disease stated in Health and Safety Code 120335 and his/her documentation of immunization does not show proof of immunization against that disease, the student may be temporarily excluded from the school until the local health officer is satisfied that the student is no longer at risk of developing or transmitting the disease.

**EXCLUSIONS FROM ATTENDANCE** (continued)

2. If the student has not had the health screening specified in Health and Safety Code 124040 before or within the first 90 days of attending first grade, he/she may be excluded for up to five days unless the parent/guardian has presented a waiver or the district has exempted the student from this requirement in accordance with law.

The Superintendent or designee may exclude a student without prior notice to the parent/guardian if the student is excluded for any of the following reasons:

1. He/she resides in an area subject to quarantine pursuant to Health and Safety Code 120230.
2. He/she is exempt from a medical examination but suffers from a contagious or infectious disease pursuant to Education Code 49451.
3. The Superintendent or designee determines that the presence of the student would constitute a clear and present danger to the safety or health of other students or school personnel.

However, in such cases, the Superintendent or designee shall send a notice as soon as reasonably possible after the exclusion.

In all other cases, the Superintendent or designee shall send a notice to the student's parent/guardian stating the facts leading to the exclusion, prior to excluding the student from attendance.

~~Students may be excluded from attendance at district schools if they:~~

- ~~1. — Are under the legal age of attendance, except as otherwise provided by law.~~
- ~~2. — Do not present evidence of immunization from certain infectious diseases as required by law. A student shall not be excluded, however, if the parent/guardian, in writing, requests exemption from the immunization requirement on the basis of the student's physical condition or a conflict with the parent/guardian's religious beliefs.~~
- ~~3. — Are reasonably suspected of having active tuberculosis.~~
- ~~4. — Are infected with any contagious or infectious disease.~~
- ~~5. — Reside where any contagious, infectious, or communicable disease subject to quarantine exists or has recently existed, unless written permission of the health officer is provided.~~



## **EXCLUSIONS FROM ATTENDANCE (continued)**

- ~~6. Have not had the health screening, specified in Health and Safety Code 124040, before or within the first 90 days of attending first grade. Such students may be excluded for up to five days unless the parent/guardian has presented a waiver or the district has exempted the student from this requirement in accordance with law.~~

### **Notifications to Parents/Guardians**

~~Prior to excluding a student from attendance, the Superintendent or designee shall send a notice to the student's parent/guardian stating the facts leading to the exclusion.~~

~~The Superintendent or designee may exclude a student without prior notice to the parent/guardian if the student is excluded because:~~

- ~~1. He/she resides in an area subject to quarantine pursuant to Health and Safety Code 120230~~
- ~~2. He/she is exempt from a medical examination but suffers from a contagious or infectious disease pursuant to Education Code 49451.~~
- ~~3. The Superintendent or designee determines that the presence of the student would constitute a clear and present danger to the safety or health of other students or school personnel.~~

~~However, in such cases, the Superintendent or designee shall send a notice as soon as reasonably possible after the exclusion.~~

### **Appeals from Exclusion**

Upon exclusion of his/her child, a parent/guardian may meet with the Superintendent or designee to discuss the exclusion. If the parent/guardian disagrees with the decision of the Superintendent or designee to exclude his/her child, he/she may appeal the decision to the Governing Board.

The parent/guardian shall have an opportunity to inspect all documents upon which the district is basing its decision, to challenge any evidence and question any witness presented by the district, to present oral and documentary evidence on the student's behalf, and to have one or more representatives present at the meeting.

*Legal Reference: (see next page)*

## EXCLUSIONS FROM ATTENDANCE (continued)

*Legal Reference:*

EDUCATION CODE

48210-48216 *Persons excluded*

49076 *Access to records by persons without written consent or under judicial order*

49408 *Information of use in emergencies*

49451 *Parent's refusal to consent*

HEALTH AND SAFETY CODE

120230 *Exclusion of persons from school*

120325-120380 *Educational and child care facility immunization requirements*

121475-121520 *Tuberculosis tests for students*

124025-124110 *Child Health and Disability Prevention Program*

CODE OF REGULATIONS, TITLE 5

202 *Exclusion of students with a contagious disease*

CODE OF REGULATIONS, TITLE 17

6055 *Exclusion for failure to obtain required immunization*

*Management Resources:*

CSBA PUBLICATIONS

*Recent Legislation on Vaccines: SB 277, Fact Sheet, August 2015*

WEB SITES

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

*California Department of Public Health Services, Immunization Branch:*

*<http://www.cdph.ca.gov/programs/immunize>*

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

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

**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*  
*Employee Organization: Santee Teachers Association (STA)*
4. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, 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: Cathy A. Pierce, 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.