



# 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  
Success Program

**BOARD OF EDUCATION  
REGULAR MEETING  
AGENDA  
July 7, 2020**

**District Mission**

*Providing an extraordinary education in an inspiring environment with caring people*

In response to the Governor’s Order regarding COVID-19, written notice is hereby given in accordance with Government Code Section 54956 that the following special meeting of the Board of Education of the Santee School District will be conducted virtually.

**TO JOIN THE MEETING**

*Click this link to join from a PC, Mac, iPad, iPhone, or Android device or by phone: (669) 900-6833, Webinar ID: 834 6967 2445 (Please note: The link will be posted prior to the meeting on the District website, under School Board Meetings)*

**FOR PUBLIC COMMENTS**

[Click here to submit a public comment.](#) All comments will be posted on the District website, under School Board Meetings, by 6:15 p.m., and acknowledged by the Board President. Copies of the comments will be provided to all Board Members, and Superintendent, prior to the meeting. The Board has a policy limiting any speaker to five minutes.

**PUBLIC COMMENTS MUST BE RECEIVED BY TUESDAY, JULY 7, AT 6:00 PM**

Page #:  
5

**A. OPENING PROCEDURES – 7:00 p.m.**

1. Call to Order and Welcome
2. District Mission
3. Pledge of Allegiance
4. Approval of Agenda

**B. REPORTS AND PRESENTATIONS**

1. Superintendent’s Report
  - 1.1. Developer Fees and Collection Report
  - 1.2. Use of Facilities Report

**C. PUBLIC COMMUNICATION**

*During this time, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak were requested 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.*

**D. 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 discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Requests-to-speak were requested in advance.*

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

**Superintendent**

- 1.1. **Approval of Minutes** 11  
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

**Business Services**

- 2.1. **Approval/Ratification of Revolving Cash Report** 30  
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.2. **Acceptance of Donations, Grants, and Bequests** 32  
It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.3. **Approval/Ratification of General Services Agreements** 33  
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.
- 2.4. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 34  
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of May 2019.
- 2.5. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement** 37  
It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending June 30, 2019.
- 2.6. **Adoption of Resolution No. 2021-01 of the Board of Education of Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to the Padre Dam Municipal Water District for Installation and Maintenance of a Sewer Line Located on the Chet F. Harritt School Site Property** 38  
It is recommended that the Board of Education adopt Resolution No. 2021-01 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to the Padre Dam Municipal Water District for Installation and Maintenance of a Sewer Line Located on the Chet F Harritt School Site Property.

**Educational Services**

- 3.1. **Approval of 2020-2024 Memorandum of Understanding with Humboldt State University for Student Teaching** 50  
It is recommended that the Board of Education approve the proposed Memorandum of Understanding with Humboldt State University for Student Teaching for the term July 1, 2020 through June 30, 2024.
- 3.2. **Approval of Nonpublic Agency Master Contract with ABA Education Foundation for Behavioral Support** 53  
Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with ABA Education Foundation for behavioral support for the term of July 1, 2020 through June 30, 2021.
- 3.3. **Approval of Nonpublic Agency Master Contract with New Haven Youth Services for Therapeutic Behavioral Services** 54  
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with New Haven Youth Services for the term of July 1, 2020 through June 30, 2021.

- 3.4. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Therapy, Occupational Therapy, Psycho-Educational Assessments** 55  
It is recommended that the Board of Education approve the Nonpublic School Master Contract with SPOT Kids Therapy for Speech Language Pathologists, Occupational Therapists and Pycho-Educational Assessments for the term July 1, 2020 through June 30, 2021.

**Human Resource/Pupil Services**

- 4.1. Personnel, Regular** 56  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. Adoption of Resolution No. 2021-03 Reduce and/or Eliminate a Classified Non-Management Position** 58  
It is recommended that the Board of Education adopt resolution no. 2021-03 to reduce and/or eliminate a classified non-management position.
- 4.3. Approval of Memorandum of Understanding with Rady Children's Hospital and Health Center (RCHHC) for the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) Program** 60  
It is recommended that the Board of Education approve the MOU with Rady Children's Hospital and RCHHC for the early, periodic screening, diagnosis and treatment of EPSDT program.
- 4.4. Approval of Short-Term Services Agreements** 63  
It is recommended that the Board of Education approve the short-term services agreements.
- 4.5. Approval of Information Technology System Technician Job Description** 64  
It is recommended that the Board of Education approve the new Information Technology System Technician job description.

- E. DISCUSSION AND/OR ACTION ITEMS** 67  
*Members of the audience wishing to address the Board about any of the following items were asked to submit their comment online prior to the deadline.*

**Superintendent**

- 1.1. Educational Priorities for 2020-21 School Year** 68  
It is recommended that the Board of Education discuss parent, community, and staff input that was collected. Action, if any, is at the discretion of the Board of Education.

**Business Services**

- 2.1. Approval of Monthly Financial Report** 70  
It is recommended that the Board of Education approve the Monthly Financial Report for May 2020.
- 2.2. Bond Follow Up Survey Results** 73  
This is an information item. Action, if any, is at the discretion of the Board of Education.

<b>F.</b>	<b>BOARD POLICIES AND BYLAWS</b>	74
1.1.	<b><u>Second Reading: New Board Policy 3530, Risk Management/Insurance</u></b> It is recommended that the Board of Education adopt new Board Policy 3530, Risk Management/Insurance, in a Second Reading, as presented.	75
1.2.	<b><u>Second Reading: New Board Policy 3540, Transportation</u></b> It is recommended that the Board of Education adopt new Board Policy 3540, Transportation, in a Second Reading, as presented.	77
1.3.	<b><u>First Reading: First Reading: Revised Board Policy 6020, Parent Involvement</u></b> Revised Board Policy 6020, Parent Involvement, is presented as a First Reading. Action, if any, is at the discretion of the Board of Education.	80
1.4.	<b><u>First Reading: First Reading: New Board Policy 6157, Distance Learning</u></b> New Board Policy 6157 Distance Learning, is presented as a First Reading. Action, if any, is at the discretion of the Board of Education.	85
1.5.	<b><u>First Reading: Revised Board Policy 4030 Nondiscrimination of Employment</u></b> Revised Board Policy 4030, Nondiscrimination in Employment, is presented for a first reading. Action, if any, is at the discretion of the Board of Education.	88
<b>G.</b>	<b>EMPLOYEE ASSOCIATION COMMUNICATION</b>	94
<b>H.</b>	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	94
<b>I.</b>	<b>ADJOURNMENT</b>	94

**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. As of this posting, the next regular meeting of the Board of Education is scheduled for July 21, 2020, at 7:00 p.m., via virtual format. 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:

\_\_\_ Burns  
\_\_\_ Ryan  
\_\_\_ Levens-Craig  
\_\_\_ El-Hajj  
\_\_\_ Fox

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

1. Call to Order and Welcome
2. District Mission  
*Providing an extraordinary education in an inspiring environment with caring people*
3. Pledge of Allegiance
4. Approval of Agenda for the July 7, 2020, regular meeting

Agenda Item A.

## **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

**DEVELOPER FEES COLLECTION REPORT**

**2019-20**

**CUMULATIVE THROUGH JUNE 30, 2020**

Residential Rate: \$2.35 per square foot - effective 6/20/18; \$3.38 per square foot - effective 3/18/2020

Commercial Rate: \$0.38 per square foot - effective 6/20/18; \$0.41 per square foot - effective 5/17/2020

Self Storage Rate: \$0.07 per square foot - effective 6/20/18; \$0.03 per square foot - effective 5/17/2020

COM	RES	SS	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X		8343 O'Connell Rd	07/02/19	2,678	\$6,293.30	PD
	X		8504 & 8506 Goldfield St	09/05/19	3,938	\$9,254.30	CO
	X		8735 & 8737 Scrub Oak St	09/05/19	4,162	\$9,780.70	OO
	X		8509, 8507, 8505, 8508, 8510 Goldfield St	09/05/19	9,889	\$23,239.15	CO
	X		8739 & 8741 Scrub Oak St	09/05/19	3,936	\$9,249.60	CO
	X		10226 Settle Rd	09/05/19	595	\$1,398.25	SC
	X		11459 Woodside Ave	09/06/18	4,839	\$1,838.82	PD
	X		9650 Derald Rd	09/13/19	495	\$0.00	SC
	X		10735 Prospect Ave	09/13/19	4,173	\$1,585.74	PD
	X		9710 Halberns Blvd	09/13/19	1,148	\$2,697.80	SC
	X		9125 Carlton Hills Blvd (Mast Park)	09/17/19	647	\$0.00	CH
	X		9125 Carlton Hills Blvd (Mast Park)	09/17/19	200	\$0.00	CH
	X		9050 Trailmark Way	09/17/19	612	\$0.00	CO
	X		172 SF (Leasing Office) 2401 SF (Clubhouse, Fitness, Re 7847,7851,7859,7861,7869,7865,7895,7891,7871,7875,7	10/07/19	2,573	\$977.74	CFH
	X		879,7889 Mission Gorge Rd	10/07/19	101,411	\$238,315.85	CFH
	X		9051, 9055, 9059, 9063, 9067, 9071, 9075, 9079, 9083, 9087, 9091, 9095, 9096, 9092, 9088, 9084, 9080 Trailmark Wy.	10/14/19	55,845	\$131,235.75	CO
	X		9100, 9108, 9097 West Bluff Pl	10/14/19	672	\$1,579.20	CO
	X		9060, 9064 Trailridge Ave.	10/14/19	(1,988)	(\$4,294.08)	CO
	X		9758 Settle Rd	10/18/19	585	\$1,374.75	SC
	X		9334 Van Andel Way	11/07/19	869	\$2,042.15	CO
	X		9316 Pebble Beach Dr	11/08/19	1,148	\$2,697.80	CO
	X		10111 Prospect Ave	12/03/19	1,440	\$100.80	PA
	X		8614 Rumson Dr	12/18/19	553	\$1,299.55	CO
	X		8695 Toyopa Ct, 9099, 9103, 9107, 9111, 9115, 9119, 9123, 9129, 9132, 9128, 9124, 9120, 9116, 9112, 9108, 9104, 9100 Trailmark Wy.	01/08/20	56,867	\$133,637.45	CO
	X		8232 Poinciana Dr ADU	01/31/20	1,199	\$2,817.65	PD
	X		9914, 9918, 9922, 9926, 9930, 9938, 9942, 9946 & 9950 Buena Vista Ave	04/06/20	51,840	\$175,219.20	PA
	X		9513 E Hartland Circle	04/22/20	687	\$2,322.06	RS
	X		9055, 9063, 9075, 9083, 9087 & 9084 Trailmark Wy	04/22/20	1,174	\$3,968.12	CO
	X		8688, 8686, 8684, 8682, 8680, 8689, 8687, 8685, 8683, 8681 Tobago Lane	05/13/20	16,978	\$57,385.64	CFH
	X		8710, 8708, 8706, 8704, 8702 Barbados Ln/8714, 8712, 8716, 8718, 8711, 8713, 8717, 8715 Aruba Ln	06/17/20	22,161	\$74,904.18	CFH
<b>TOTAL PAGE 1</b>						<b>\$890,921.47</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

**Requests For Use Of Facilities - July 7, 2020**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attend</b>	<b>Fees</b>
<b>Chet F. Harritt</b>						
Santee Pioneer National Little League (Little League Baseball)	Fields 1, 2, & 3	6/12/20 - 8/01/20	Mon - Fri	4:00 pm - 8:00 pm	60	
Santee Pioneer National Little League (Little League Baseball)	Fields 1, 2, & 3	6/12/20 - 8/01/20	Saturday	8:00 am - 2:00 pm	60	
<b>Rio Seco</b>						
Santana National Little League (Baseball Practice)	Baseball Fields	6/23/20 - 7/31/20	Mon - Fri	4:00 pm - 8:00 pm	30 - 40	

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



## **Item C. PUBLIC COMMUNICATION**

*During Public Communication, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak were requested 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.*

## **Item D. 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 discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Requests-to-speak were requested in advance.*

Agenda Item D.

Consent Item D.1.1.  
Prepared by Dr. Kristin Baranski  
July 7, 2020

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- July 2, 2020, special meeting minutes
- June 23, 2020, special meeting minutes
- June 16, 2020, regular meeting minutes
- June 16, 2020, special meeting minutes

**RECOMMENDATION:**

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

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Item D.1.1.

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

July 2, 2020  
**MINUTES**

Hill Creek School

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

President Burns called the meeting to order at 9:00 a.m.

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board

**B. PUBLIC COMMUNICATION**

President Burns invited members of the audience to address the Board about any item not on the agenda. He explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were no public comments.

**C. CLOSED SESSION**

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

**1. California State of Emergency and Impact of COVID-19 Virus (Gov't. Code § 54957)**

The Board entered closed session at 9:05 a.m.

**D. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 11:00 a.m., and reported no action was taken.

**E. ADJOURNMENT**

With no further business, the special meeting of July 2, 2020 was adjourned at 11:00 a.m.

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Elana Levens-Craig, Clerk

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Dr. Kristin Baranski, Secretary

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

June 23, 2020  
**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

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

Members present:

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

Administration present:

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

President Burns acknowledged those in attendance and shared meeting protocols due to current COVID-19 measures.

**B. PUBLIC COMMUNICATION**

President Burns invited members of the audience to address the Board about any item not on the agenda. He explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were no public comments.

**C. DISCUSSION AND/OR ACTION ITEM**

**1. Educational Priorities for the 2020-21 School Year**

Member Burns explained that during a recent survey of current Santee School District families, 98% of responding families (73% total response rate) stated their children would return to a school campus in the fall and 2% requested additional information for an alternative school option (e.g. homeschool). Based on this data, the Board of Education would discuss the educational priorities associated with the 2020-21 school year.

Superintendent Baranski shared since the closure on March 16, the District has been planning for the return of the students and staff. While receiving guidance from many organizations on how to safely reopen schools this fall, the District is expected to create a District re-opening plan specific to Santee School District.

She explained that during a recent call with the San Diego County Superintendents, Districts received updated public health orders, and asked if a school district re-opening plan could be created in lieu of the business re-opening plan provided by County health officials across the State. Superintendent Baranski noted that in a briefing today with the County Public Health Department, the Districts learned that this template is almost ready.

She noted the Board and Executive Council have all been consumers of local and State guidance, through webinars and dialoguing with local officials and educators across the County on plans for re-opening.

Superintendent Baranski shared the District formed a Logistics Committee. She explained the committee consists of 16 staff members (certificated, classified, and management) who will work on the supports necessary for students to return to campus on August 19. Information was gathered on the parents intentions to return to a school campus in the fall or their interest in a home school program; and staff has been asked to identify their ability to return to work. Superintendent Baranski shared it was her intent to discuss the District's local priorities given our commitment to student learning and well-being.

President Burns shared the parents and community's interest in knowing plans for the 2020-21 school year. He mentioned the Board and Administration have been doing their due diligence in listening to State and local guidelines and protocols for the most up-to-date information to make the best decision for the Santee students and community. President Burns shared tonight would be the first step in discussing the Board's priorities. He explained that the Board would not be approving a specific plan, but would like the Board to discuss and take action on their priorities for the 2020-21 school year.

Upon discussion, it was consensus that the Board's priority is to bring all students back to campus for daily, full time instruction beginning August 19, 2020, the first day of school; in addition to supporting families who want their children to remain at home in the fall with enrollment in the homeschool program. Member E-Hajj moved approval.

President Burns asked that their action and priority be communicated to staff and parents. He suggested that with the constant changes in health orders, the District gather input from parents and staff, in case students are unable to return to campus. The Board asked that a message be sent to all parents and staff to solicit input that the Board can use in case the students are not able to return to campus.

President Burns suggested the Board visit classrooms to see furniture layouts meeting social distancing guidelines, if needed. He emphasized the importance of hearing from all stakeholders to help the Board with making the final decision. Members El-Hajj, Levens-Craig, and Ryan agreed to work with the Superintendent to on gathering staff and parent input.

Superintendent Baranski shared communication can be sent to parents notifying them of the Board's priority; and solicit their input on their priorities (i.e., hybrid, distance learning, etc.) in case the situation changes and students are not able to return to campus; and send an email to staff soliciting their input as well.

<b>Motion:</b>	<u>El-Hajj</u>	<b>Burns</b>	<u>Aye</u>	<b>El-Hajj</b>	<u>Aye</u>
<b>Second:</b>	<u>Levens-Craig</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>		

President Burns noted that Santee Teachers Association President, Melanie Hirahara was in attendance and offered her the opportunity to speak; he noted the Board was unable to respond.

Mrs. Hirahara expressed her gratitude for soliciting input from all stakeholders and noted the importance of establishing a timeline. She shared being part of the Logistics Reopening Committee and the work it entails. Mrs. Hirahara shared once the input is heard, and a plan is implemented, the Associations will want to negotiate the change in working conditions, if any. On behalf of the Board, President Burns expressed his appreciation to Administration and staff for all of their hard work during this difficult time.

#### D. ADJOURNMENT

With no further business, the special meeting of June 23, 2020 was adjourned at 8:05 p.m.

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

June 23, 2020  
**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

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

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services  
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services

**B. PUBLIC COMMUNICATION**

President Burns invited members of the audience to address the Board about any item not on the agenda. He explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were no public comments.

**C. CLOSED SESSION**

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

**1. California State of Emergency and Impact of COVID-19 Virus (Gov't. Code § 54957)**

The Board entered closed session at 6:05 p.m.

**D. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 8:10 p.m., and reported no action was taken.

**E. ADJOURNMENT**

With no further business, the special meeting of June 23, 2020 was adjourned at 8:10 p.m.

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Elana Levens-Craig, Clerk

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Dr. Kristin Baranski, Secretary

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

June 16, 2020  
**MINUTES**

Via Video Conferencing

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

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

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services  
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services

**B. PUBLIC COMMUNICATION**

President Burns invited members of the audience to address the Board about any item not on the agenda. He explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were no public comments.

**C. CLOSED SESSION**

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

- 1. California State of Emergency and Impact of COVID-19 Virus** (Gov't. Code § 54957)
- 2. Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association (STA); and Classified School Employees Association (CSEA)*
- 3. Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

The Board entered closed session at 6:05 p.m.

**D. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 6:55 p.m., and reported the meeting adjourned and would reconvene after the end of the regular meeting of June 26, 2020. No action was taken.

**E. ADJOURNMENT**

With no further business, the special meeting of June 16, 2020 was adjourned at 9:00 p.m.

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Elana Levens-Craig, Clerk

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Dr. Kristin Baranski, Secretary



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

June 16, 2020  
**MINUTES**

Via Video Conferencing

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

President Burns called the meeting to order at 7:05 p.m.

Members present:

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

Administration present:

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

**2. District Mission**

President Burns welcomed those in attendance. He recited the District Mission.

**3. Approval of Agenda**

President Burns noted all five Board members were in attendance, and presented the agenda for approval. Member Fox moved approval.

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

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

1.1. Developer Fees and Collection Report

1.2. Enrollment Report

**C. PUBLIC COMMUNICATION**

President Burns invited members of the audience to address the Board about any item not on the agenda. He explained that given the current circumstances with COVID-19, the public was given the opportunity to submit comments online or by phone prior to the meeting. There was one public comment. President Burns read the following comment for the record:

*Liz Ingle wrote:*

*I'm speaking on behalf of over 3,000 concerned parents and educators who have signed a petition lobbying for a full-time return to schools in San Diego County.*

*Closures to our schools were originally made based on the short-term need to flatten the curve. We've done that. The local, national, and global data shows that kids are not being impacted in the same manner as those over the age of 65.*

*Given this data and the fact that the state is going through its recovery phases, we need our schools to support our communities and open. In a study by the San Diego Workforce partnership and the San Diego Foundation earlier this year, it*

*found that 70% of households in the county with kids under 12 are dual working households.*

*These, households, single-parent households, and homes with kids who didn't do well with distance learning will be highly impacted by hybrid models. Combine this with the complicated issues of hybrid learning and the misaligned guidelines between the state, CA Board of Ed, and local county guidelines and this is a recipe for disaster.*

President Burns expressed his gratitude towards for Ms. Ingle for her comments.

#### **D. PUBLIC HEARING**

##### **1. Use of Education Protection Account Funds for 2020-21**

President Burns opened the public hearing on the Use of Education Protection Account Funds for 2020-21. He explained the District estimates it will receive \$7,918,199 in Education Protection Account (EPA) funds for the 2020-21 fiscal year; and that these funds will be used for certificated non-management salaries. There were no comments. The public hearing was closed.

#### **E. CONSENT ITEMS**

President Burns invited comments from the public on any item listed under Consent. There were no public comments.

##### **Superintendent**

- 1.1. **Approval of Minutes**
- 1.2. **Approval of 2020 East County Special Education Region Local Plan**
- 2.1. **Approval/Ratification of Expenditure Warrants**
- 2.2. **Approval/Ratification of Purchase Orders**
- 2.3. **Approval/Ratification of Revolving Cash Report**
- 2.4. **Acceptance of Donations, Grants, and Bequests**
- 2.5. **Approval/Ratification of General Services Agreements**
- 2.6. **Adoption of Resolution No. 1920-38 Designating Use of Education Protection Account Funds for 2020-21**
- 2.7. **Adoption of Resolution No. 1920-39 of the Santee School District Board of Education Authorizing the Transfer of Budgetary Funds Between Expenditure Classifications After June 30, 2020 for the 2019-20 Fiscal Year**
- 2.8. **Appointment of a Member to the Independent Citizen's Oversight Committee**
- 3.1. **Adoption of the Local Control Accountability Plan (LCAP) COVID-19 Operations Written Report for 2019-20**
- 3.2. **Approval of 2020-2025 Affiliation Agreement with University of San Diego**
- 3.3. **Approval of Clinical Affiliation Agreement with Emerson College**
- 3.4. **Adoption of Resolution #1920-37 Designating Personnel and Approval of 2020-2021 Child Development Services Contract**
- 4.1. **Personnel, Regular**
- 4.2. **Adoption of Resolution No. 1920-41 to Reduce and/or Eliminate Classified Non-Management Positions**
- 4.3. **Approval of Medi-Cal Administrative Activities (SMAA) Agreement with Orange County Department of Education**
- 4.4. **Approval of Short-Term Services Agreements**
- 4.5. **Approval of Agreement for Mandated Student Health Screenings (Vision, Hearing, and Scoliosis) with Rady Children's Hospital, San Diego – pulled for separate consideration**

Member Ryan shared being employed by Rady Children's Hospital, San Diego and the need to abstain to Item 4.5. Member El-Hajj moved approval with the exception of Item 4.5. Approval of Agreement for Mandated Student Health Screenings (Vision, Hearing, and Scoliosis) with Rady Children's Hospital, San Diego that was pulled for separate consideration.

<b>Motion:</b>	<u>El-Hajj</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>		

- 4.5. **Approval of Agreement for Mandated Student Health Screenings (Vision, Hearing, and Scoliosis) with Rady Children’s Hospital, San Diego** – pulled for separate consideration  
 Member El-Hajj moved approval.

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

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

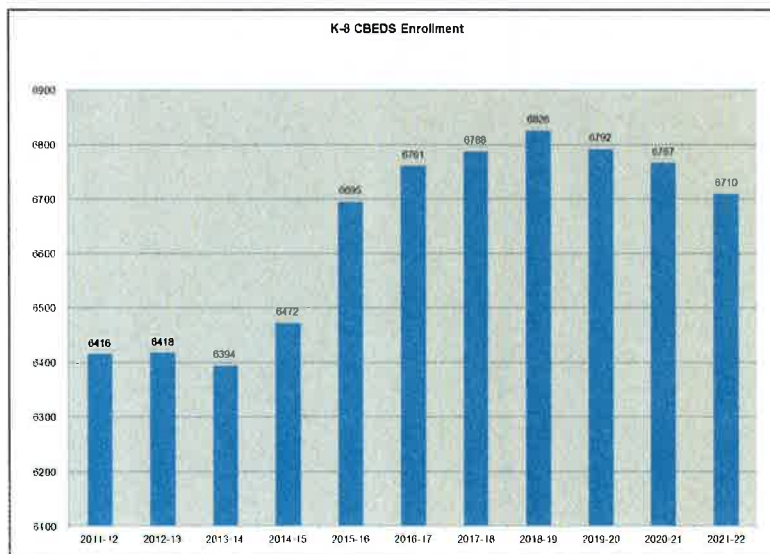
Superintendent Baranski shared Karl Christensen, Assistant Superintendent of Business Services, would be presenting a series of budget items for approval. She explained hoping to see a finalized budget from the State within the next few weeks and noted the information being presented tonight was developed using the May Revise information and changes were expected.

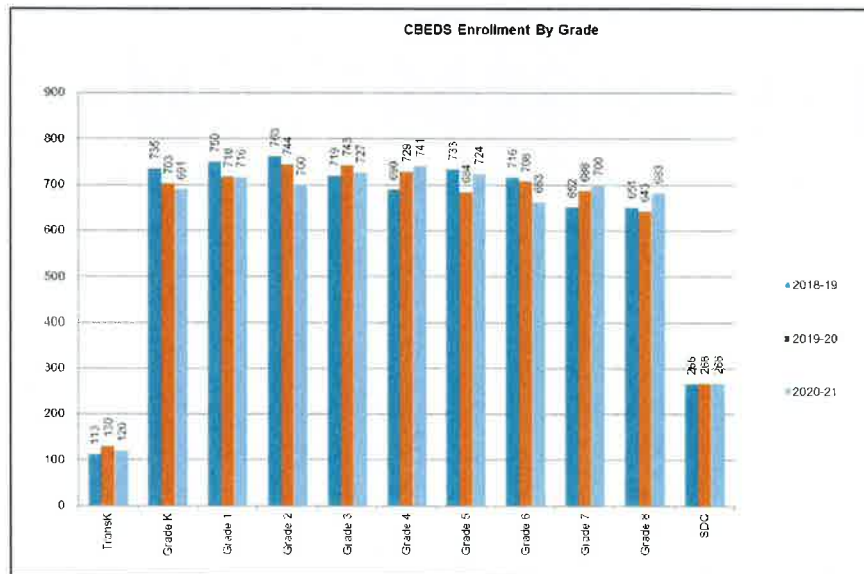
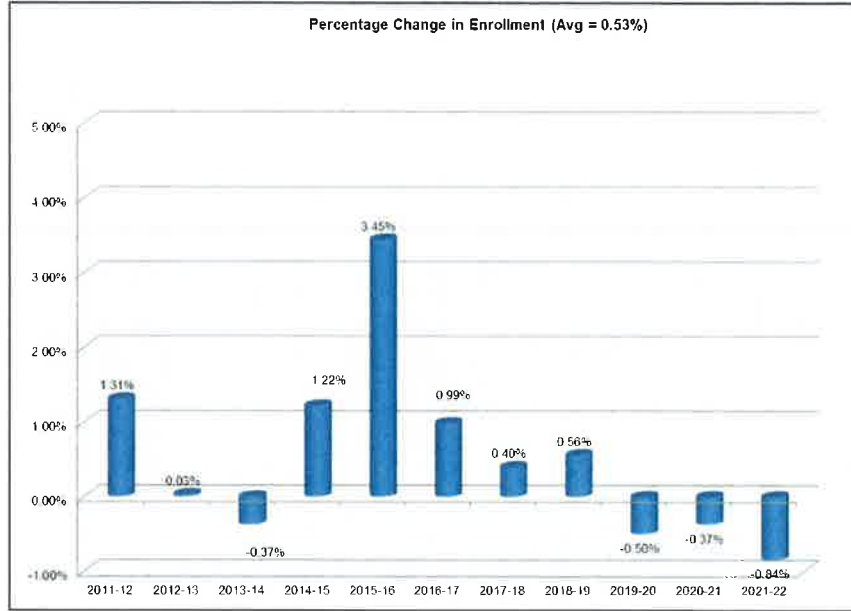
**Business Services**

**1.1. Adoption of 2020-21 Budget**

Karl Christensen, Assistant Superintendent of Business Services, provided an overview of the 2020-21 Santee School District budget using a user-friendly budget report as review. Mr. Christensen shared that due to COVID-19 uncertainties, the Legislature and Governor have proposed to handle things differently and the information being presented was based on the May Revise. He explained that during the Multi-year projections he would be discussing the Legislature’s version and District impact.

Mr. Christensen explained the importance of monitoring Enrollment and ADA Trends (page 9) and provided an overview of the K-8 CBEDS Enrollment (page 10). He noted that during the 2011-12/2012-13 school years, student enrollment was at approximately 6,400; a slight drop in 2013-14; and substantial increase in 2015-16 and continued increases until 2019-20, where there was a drop in enrollment. Mr. Christensen explained the District is now projecting declining enrollment and provided an overview of the Percentage Change in Enrollment (page 11). He noted the projection for 2020-21 was derived in October prior to COVID-19 uncertainties. Mr. Christensen shared the CBEDS Enrollment by Grade (page 12) showed a trend of a larger number of 8<sup>th</sup> grade students leaving the District, compared to incoming Kindergarten students in 2019-20; and a consistent decline in Kindergarten enrollment.





Mr. Christensen provided an overview of the Projected Revenue, Expenditures, and Change to Fund Balance for all District Funds (page 16). He noted the Change in Fund Balance, in the Unrestricted General Fund, is a -\$6.5 million largely due to the ten percent (10%) projected decrease in LCFF funding based on the May Revise. The District is projecting to end the 2019-20 year with approximately \$15.5 million Fund Balance. He noted that if this change in Fund Balance occurs in this manner, the District would go below \$10 million and almost \$9 million. Mr. Christensen shared this is one of the reasons the Legislature has proposed a budget that does not have a significant cut. He explained that with such a large cut and change in Fund Balance in a year with little time to respond, Santee School District is in a lot better position because of the Reserves. Mr. Christensen shared there are approximately 10 districts in San Diego County that will have a negative fund balance in 2020-21, if this cut goes through in this manner. He explained Legislature has proposed to fund the COLA for LCFF, but due more cash deferrals, if Federal monies are not secured. Mr. Christensen explained the Legislature and Governor both agree there is a crisis and the projected \$46 billion dollar loss in revenue and deficit at the State level. However, the difference is how the Legislature has proposed to address the issue versus the Governor. The Governor is proposing some more deferrals of cash, the cut to LCFF. But not invoke them, if the Federal government

provides assistance into the State of \$14 billion. The Legislature is taking the opposite approach wanting to fund the COLA, not do the cut, and only impose it if Federal monies are not received. If Federal monies are not received, they are proposing more cash deferrals to the following year, versus a significant cut to revenue. Mr. Christensen noted that all though these May Revise numbers, may not be invoked in this manner, the crisis still exists, is significant, and the District needs to be mindful of that. He noted he would explain how cash flow would be different with the Legislature's proposed budget.

Mr. Christensen noted a surplus in Fund 12 (Child Dev); he noted the projected beginning fund balance of \$33,000 on the Fund 13 (Cafeteria) is also the ending fund balance for 2019-20. For 2019-20, the District was assuming an approximate ending fund balance of \$300,000 at Second Interim. Mr. Christensen noted some adjustments were made in the fund in order to create a small surplus so it does not end with a negative fund balance that would have to be absorbed by the General Fund. Fund 14 (Deferred Maintenance) shows a \$400,000 fund balance. He reminded the Board that the transfer amount was reduced from \$535,000 to \$370,000. Funds 17 and 40 (Special Reserve Funds) showed balances of \$182,666 for Solar; \$4,016,234 for Technology; \$775,727 for Bus Replacement; and \$1,030,976 for Facility Needs. Fund 21 (Building) and Fund 25 (Facilities) are being used for capital improvement program projects.

Mr. Christensen noted the projected beginning fund balance for Enterprise Fund 63 (Yale and Project SAFE) is what is projected to end in 2019-20. For YALE, approximately \$410,280, projected fund balance is expected for 2019-20; less than what was projected at Second Interim. He explained plans for staffing reductions for YALE to address a structural deficit; knowing they would experience a reduction in participation next year. The revenue numbers are projecting a thirty-percent (30%) reduction in revenue for 2020-21; and incorporated staffing reductions to try to address the issue. Mr. Christensen shared that because of all of the uncertainties for next year, the District is not going to invoke the reductions in staffing right away. Currently there is a Change in Fund Balance deficit of \$22,617, but possibly not invoking approximately \$180,000 in staffing reductions that are currently in the adopted budget, right away. If the revenue picture does not change, and keep all the staffing, there will be an approximate \$200,000 deficit. The situation with Project SAFE is similar but slightly different, as they included a twenty-percent (20%) reduction in revenue; and staffing reductions were implemented to address the issue. Similar to Yale, these staffing reductions will not be invoked due to the uncertainties of the summer and fall enrollments.

Description	General Fund			Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40
	Unrest	Rest	Ttl					
<b>INCOME:</b>								
LCFF Sources	54,351,116	369,700	54,720,816	0	0	0		
Federal Revenue	50,000	2,417,817	2,467,817	0	1,499,836	0		26,765
Other State Revenue	1,266,450	3,924,390	5,190,840	280,933	106,353	0		
Other Local Revenue	235,990	4,518,159	4,754,149	900	789,528	4,871	30,958	58,741
Interfund Transfers In	0	0	0	0	5,000	373,000		592,235
Other Sources	0	0	0	0	0			
<b>Total Income</b>	<b>55,903,556</b>	<b>11,230,066</b>	<b>67,133,622</b>	<b>281,833</b>	<b>2,400,717</b>	<b>377,871</b>	<b>30,958</b>	<b>677,741</b>
<b>OUTGO:</b>								
Certificated Salaries	26,844,902	6,758,457	33,603,359	93,959				
Classified Salaries	6,745,806	4,375,729	11,121,535	100,491	859,970	0		0
Employee Benefits	10,453,394	6,932,448	17,385,842	64,809	275,936	0		0
Books and Supplies	2,343,589	1,155,646	3,499,235	11,814	1,058,893	0		26,700
Services, Other Operating Expenses	3,240,235	2,850,200	6,090,435	9,860	96,182	347,818		47,234
Capital Outlay	47,627	0	47,627	0	27,000	0		50,000
Other Outgo	898,632	0	898,632	0		0		349,574
Transfers of Indirect/Direct Costs	-1,021,384	953,612	-67,772	0	67,772			
Interfund Transfers Out	597,235	373,000	970,235					
Other Uses	0	0	0					
Contributions to Restricted Programs	12,309,267	-12,309,267	0	0	0			
<b>Total Outgo</b>	<b>62,459,302</b>	<b>11,089,825</b>	<b>73,549,128</b>	<b>280,933</b>	<b>2,385,753</b>	<b>347,818</b>	<b>0</b>	<b>473,508</b>

<b>Change in Fund Balance</b>	<b>-6,555,747</b>	<b>140,241</b>	<b>-6,415,506</b>	<b>900</b>	<b>14,964</b>	<b>30,053</b>	<b>30,958</b>	<b>204,233</b>
Projected Beginning Fund Balance	15,566,524	498,407	16,064,931	28,255	33,057	397,323	3,095,813	5,801,371
<b>Projected Ending Fund Balance</b>	<b>9,010,777</b>	<b>638,648</b>	<b>9,649,425</b>	<b>29,155</b>	<b>48,021</b>	<b>427,376</b>	<b>3,126,771</b>	<b>6,005,604</b>
Committed Fund Balance	0	0	0			427,376		
Non-Spendable Fund Balance	515,452		515,452		43,994			
Restricted Fund Balance	0	638,648	638,648	29,155	4,027			6,005,604
Assigned Fund Balance	332,772		332,772					
Unassigned - Economic Uncertainty	2,206,474	0	2,206,474					
<b>Remaining Unassigned</b>	<b>5,956,079</b>	<b>0</b>	<b>5,956,079</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,126,771</b>	<b>0</b>

<b>Solar:</b>	182,666
<b>Tech:</b>	4,016,234
<b>Bus:</b>	775,727
<b>Fac Need:</b>	1,030,976

Mr. Christensen noted the Local Control Funding Formula (page 25) funding difference at the bottom of the page. It showed a comparison of District funding in 2019-20 to the estimated funding in 2020-21. Mr. Christensen explained the Base Grant in all grade level spans showed a -7.92000% COLA and shared that in addition to not expecting the 2.31% COLA this year, both equate to an approximate 10% reduction in LCFF funding. Resulting in \$5.2 million cut for Santee School District; of which \$300,000 is associated with declining enrollment and the other \$4.9 million is the actual reduction based on the Governor's proposal. Mr. Christensen noted this was the reason the General Fund showed a \$6.5 million deficit in the Unrestricted General Fund Balance.

2020-21		Grade Spans			Total
Factor	Component	K-3	4-6	7-8	
<b>Base Grant</b>	Prior Year Base Grant	\$7,702.00	\$7,818.00	\$8,050.00	
	COLA	-7.92000%	-7.92000%	-7.92000%	
	Adjusted	\$7,092.00	\$7,189.00	\$7,412.00	
<b>Augmentations</b>	K-3 CSR	\$737.57			10.40%
<b>Supplemental</b>	EL Student Counts CBEDs				592
	F/R Student Counts CBEDs				2,546
	EL not F/R Counts CBEDs				93
	Total Estimated Unduplicated Count for Supplemental				2,639
	Current Year CBEDs Enrollment				6,767
	Estimated % of Population for Supplemental				40.77%
	Supplement to Base Amount per Student	\$1,565.91	\$1,439.80	\$1,482.40	20.00%
	Supplement to Base Weighted for District	\$638.42	\$587.00	\$604.37	
<b>Concentration</b>	Per Student Increase for Concentration Factor	\$3,915.00	\$3,900.00	\$3,708.00	50.00%
	Estimated Supplemental student count over 55% of population				0
<b>Total</b>	Per Student Grant	\$8,467.99	\$7,788.00	\$8,016.37	
<b>ADA</b>	Total	3,052.81	2,145.18	1,367.81	6,565.80
<b>Entitlement Funding</b>	Base Grant	21,650,529	15,443,151	10,138,208	47,231,887
	Supplemental	1,948,980	1,259,219	828,659	4,034,838
	Concentration	0	0	0	0
	K-3 CSR (2020-21 Target = 24:1)	2,251,661			2,251,661
	Sub-Total	25,851,150	16,702,370	10,964,867	53,518,386
<b>Add-Ons</b>	Home to School Transportation				322,295
	TIIG				518,892
	Adjustment				(8,467)
<b>Total</b>	<b>Total Estimated 2020-21 Target</b>		<b>Per ADA:</b>	<b>\$8,277.91</b>	<b>54,351,116</b>
<b>Current Funding</b>	Prior Year LCFF Funding (Adjusted for ADA changes)				50,538,705
	Difference				(5,187,589)
	Adjustment				
100.00%	Estimated 2020-21 LCFF Funding Increase			-8.71%	(5,187,589)
	Estimated 2020-21 Total LCFF Funding				54,351,116

Mr. Christensen noted the red numbers in the Certificated Staffing (page 28) chart indicated the difference between general education teachers in 2019-20 and 2020-21. He noted there are 244 general education teachers at the nine (9) schools in 2019-20; but current staffing shows a need for 239 general education teachers for 2020-21. Mr. Christensen explained having three additional teachers as "buffers" for uncertainties and projecting 242 teachers for 2020-21, a drop of two (2) teachers from the budget; and noted the reduction of Administrative Interns were also included.

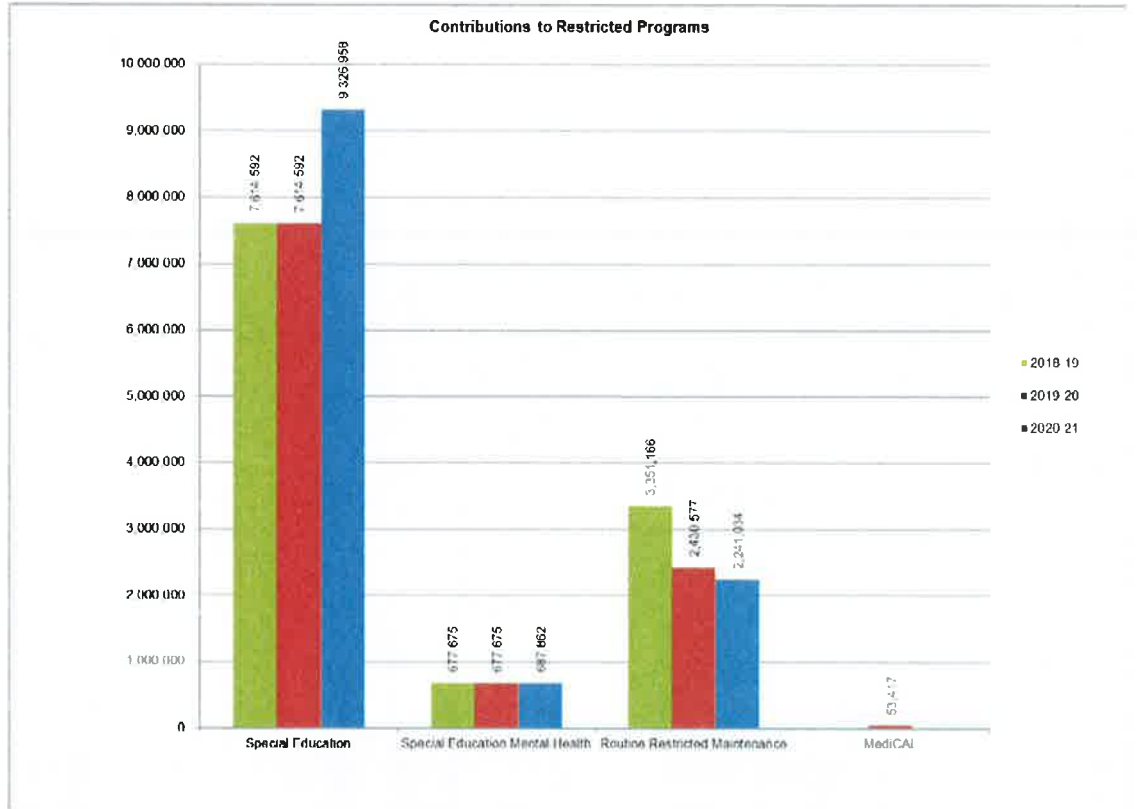
School	General Education								2019-20 Special Education				2020-21 Special Education				Principals		Vice Principals		Other <sup>3</sup>		
	2019-20		2020-21		2020-21 Budget				2019-20				2020-21				2019-20	2020-21	2019-20	2020-21	2019-20	2020-21	
	TK-4 Class Ed.	TK-4 Spec Ed.	Buffer	TK-4 Class Ed.	DEF	ELC	LA Spec Eds	Other <sup>1</sup>	EDC	ESP	SCP	Other <sup>2</sup>	EDC	ESP	SLP	Other <sup>2</sup>							
Calton Park	33.00	34.00	1.00	33.00	0.00		1.00		5.00	2.50	2.00	0.00	5.00	2.50	2.00	0.00	1.00	1.00	1.00	1.00			
Carlton Hills	24.00	24.00		24.00	0.00	1.00	1.00		4.00	1.00	3.00	0.00	4.00	2.00	3.00	0.00	1.00	1.00	1.00	1.00			
Carlton Oaks	28.00	28.00		28.00	0.00	1.00	1.00		5.00	4.00	1.00	2.00	5.00	3.00	1.00	2.00	1.00	1.00	1.00	1.00			
Chad P Harris	24.00	24.00		24.00	0.00		1.00		1.00	1.00	1.00	0.00	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00			
HE Creek	28.00	27.00	1.00	28.00	0.00	1.00	1.00	1.00	2.00	2.00	1.00	0.00	2.00	2.00	1.00	0.00	1.00	1.00	1.00	1.00			
Pappas Drive	33.00	32.00	1.00	33.00	0.00	1.00	1.00	2.00	1.00	2.50	1.00	0.00	1.00	2.50	1.00	0.00	1.00	1.00	1.00	1.00			
PHREE Academy	22.00	21.00		21.00	(1.00)	1.00	1.00		0.00	1.50	1.00	0.00	0.00	1.50	1.00	0.00	1.00	1.00	1.00	1.00			
Rio Bon	33.00	34.00		34.00	(1.00)		1.00		5.00	3.00	1.00	0.00	5.00	3.00	1.00	0.00	1.00	1.00	1.00	1.00			
Sedmore Canyon	15.00	15.00		15.00	0.00	1.00	1.00		7.00	1.00	4.00	0.00	7.00	1.50	4.00	0.00	1.00	1.00	0.00	0.00			
<b>Sub-Total</b>	<b>244.00</b>	<b>239.00</b>	<b>3.00</b>	<b>242.00</b>	<b>(2.00)</b>	<b>8.00</b>	<b>8.00</b>	<b>1.00</b>	<b>35.00</b>	<b>18.50</b>	<b>15.00</b>	<b>2.00</b>	<b>30.00</b>	<b>19.50</b>	<b>15.00</b>	<b>2.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Supervisorial</b>					<b>0.00</b>																<b>1.00</b>	<b>1.00</b>	
Service Success Programs	1.00	1.00		1.00	<b>0.00</b>																		
Alternative Education	1.00	1.00		1.00	<b>0.00</b>																		
Special Education Contracted					<b>0.00</b>					<b>1.00</b>	<b>1.00</b>	<b>10.50</b>		<b>2.00</b>	<b>1.00</b>	<b>10.50</b>					<b>1.00</b>	<b>2.00</b>	
Human Resources/ Payroll Services					<b>0.00</b>																	<b>2.00</b>	<b>2.00</b>
Education Services					<b>0.00</b>							<b>10.00</b>										<b>4.00</b>	<b>4.00</b>
<b>Grand Total</b>	<b>246.00</b>	<b>241.00</b>	<b>3.00</b>	<b>244.00</b>	<b>(2.00)</b>	<b>8.00</b>	<b>8.00</b>	<b>11.00</b>	<b>35.00</b>	<b>20.50</b>	<b>16.50</b>	<b>12.00</b>	<b>30.00</b>	<b>21.50</b>	<b>16.00</b>	<b>12.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>District Total Non-Management Certificated FTE:</b>																<b>200.00</b>		<b>District Total Certificated Management FTE:</b>		<b>30.00</b>			

<sup>1</sup>Admin Interns, Generalist Teachers, Counselors/Social Workers, School Funding RTs, Contracted Resource Teachers  
<sup>2</sup>Mobility, SE, APE, Nurse, Psychologists, Program Specialist, Behavioral Specialist  
<sup>3</sup>Superintendent, Assistant Superintendents, Directors, Coordinators

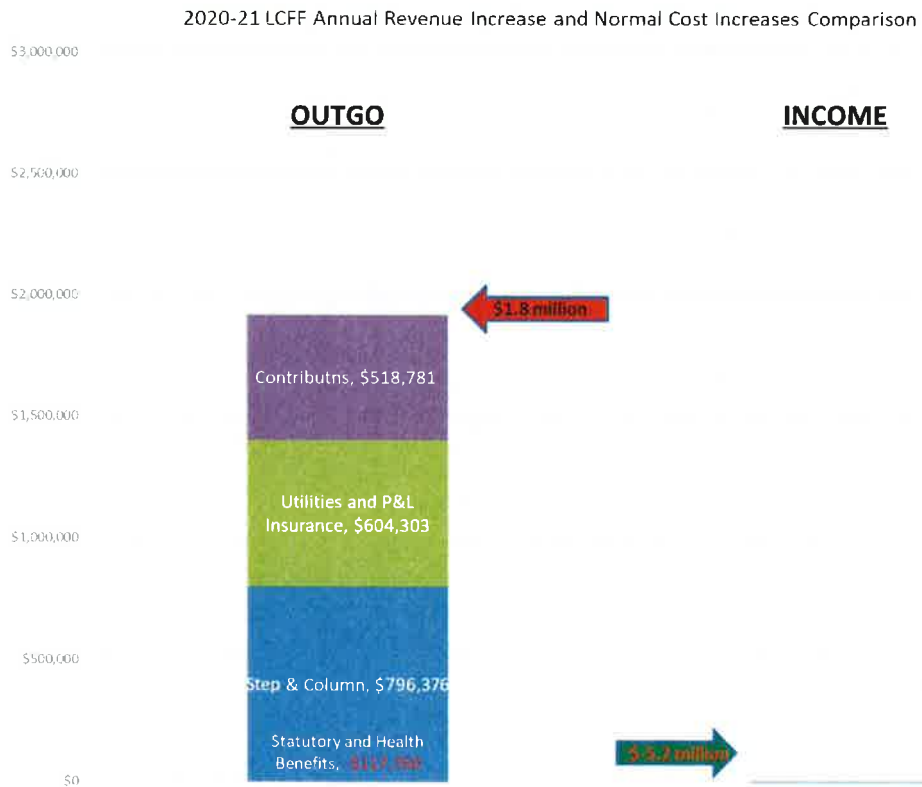
Mr. Christensen shared the Statutory Benefit Rates (page 29) were for 2019-20 versus the next three year; and noted the decline in STRS percentages in the next few years. He explained the Governor has proposed repurposing some monies that were already put towards STRS to buy down the STRS rates further; and shared this will somewhat subsidize the LCFF cut. He shared the rate increase to 18.10000% in 2022-23; and noted PERS rates were structured in a similar manner.

Statutory Benefit	2019-20	2020-21	2021-22	2022-23
STRS (State Teachers Retirement System)	17.10000%	16.15000%	16.02000%	18.10000%
PERS (Public Employees Retirement System)	19.72100%	20.70000%	22.84000%	25.50000%
FICA (Social Security)	6.20000%	6.20000%	6.20000%	6.20000%
ARS (Alternative Retirement System to Social Security)	1.30000%	1.30000%	1.30000%	1.30000%
MEDI (Medicare)	1.45000%	1.45000%	1.45000%	1.45000%
SUI (State Unemployment Insurance)	0.05000%	0.05000%	0.06500%	0.08450%
W/Comp (Workers Compensation Insurance)	2.02000%	2.09000%	2.20000%	2.31000%

Mr. Christensen noted the Contributions to Restricted Programs by the Unrestricted General Fund (page 30) the showed a significant increase in special education contributions. He explained that in 1920, the State budget had given some additional monies for special education preschool; of which approximately \$1,000,000 of this is associated with the increase. He noted the decrease in Routine Restricted Maintenance were due to invoked budget reductions 2020-21; and noted the small contribution to the Medical was due to the audit appeal.



Mr. Christensen explained that the 2020-21 LCFF Annual Revenue Increase and Normal Cost Increases Comparison (page 33) showed the \$5.2 million dollar deficit and loss of revenue.





Mr. Christensen provided an overview of the Multi-Year Projects (page 25) with May Revise numbers. He noted the District's reserves would be 15.35%, with a structural deficit of \$4.9 million in 2020-21; and with assumptions of no COLA in 2021-22 and 2022-23 to LCFF, the reserve percentage drops to 4.98% in 2021-22; and to a -9.57% in 2022-23. Mr. Christensen also noted the ending fund balance in 2022-23 goes negative by almost \$10 million. He explained the need of adopting a resolution notifying the County that the District recognizes it will not meet the three-percent (3%) reserve in the third year of the multi-year projection and would need to enact \$3 million in cuts in 2021-22 in order for that situation not to occur in 2022-23. This would be over and above what is already enacted.

Mr. Christensen explained how these numbers would change with the proposed Legislators budget. He noted Legislators do not want to invoke all these cuts at once and invoke them as needed with time. Mr. Christensen explained that if the State does not receive \$14 billion in Federal funds, instead of a cut in LCFF, which would show up as a reduction to the reserve percentage and a negative number on the estimated structural deficit, we would enact more deferrals. This means the District can count the revenue in 2020-21, but cash would not be received until 2021-22; inflating the reserve percentage.

### General Fund Multi-Year Projection

Item	2019-20		2020-21		2021-22		2022-23	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	16,171,701	532,238	\$15,568,524	\$488,407	\$9,010,777	\$638,848	\$1,447,332	\$100,000
Fund Balance Adjustments	0		0					
Total Income	\$82,852,200	\$12,058,573	\$55,903,556	\$11,230,088	\$55,434,838	\$11,230,088	\$54,921,372	\$11,228,585
Total Outgo	\$83,457,388	\$12,080,402	\$82,459,302	\$11,089,825	\$82,998,383	\$11,768,714	\$86,047,020	\$11,228,585
Change in Fund Balance	(\$605,177)	(\$33,829)	(\$8,555,747)	\$140,241	(\$7,563,446)	(\$538,648)	(\$11,125,648)	\$0
Ending Fund Balance	\$15,568,524	\$488,407	\$9,010,777	\$638,848	\$1,447,332	\$100,000	(\$9,878,316)	\$100,000
Total Reserves	\$17,814,113		\$11,289,324		\$3,724,783		(\$7,398,220)	
Reserve as % of Expenditures	23.58%		15.35%		4.98%		-9.57%	
			Amount	Value	Amount	Value	Amount	Value
COLA:			-7.92%		0.00%		0.00%	
Assumed LCFF Rev Increase (w/ ADA changes):			-8.71%	(\$5,187,589)	-0.85%	(\$484,416)	-0.95%	(\$511,795)
Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			-8.02%	(\$4,631,740)	-0.56%	(\$302,089)	-0.82%	(\$441,136)
*Included Annual Operating Cost Increase Impact to Unr GF:			0.00%	\$1,795,872	0.00%	\$2,177,437	0.00%	\$3,203,923
Estimated Structural Surplus/(Deficit)			(\$4,925,868)		(\$7,558,548)		(\$11,130,548)	
GAP Funding:			100.00%	A-DOF	100.00%		100.00%	
1% Reserve Equivalent:			735,481		747,948		772,855	
1% LCFF Increase:			595,387		543,511		538,867	
1% Salary Increase Equivalent:			529,115		529,093		529,071	
* Step & column, health benefits, statutory benefits, and inflation for utilities, insurance, and Restricted programs subject to contribution from Unrestricted General Fund								
BUDGET CONDITION: <b>Red</b> <b>Red</b>								

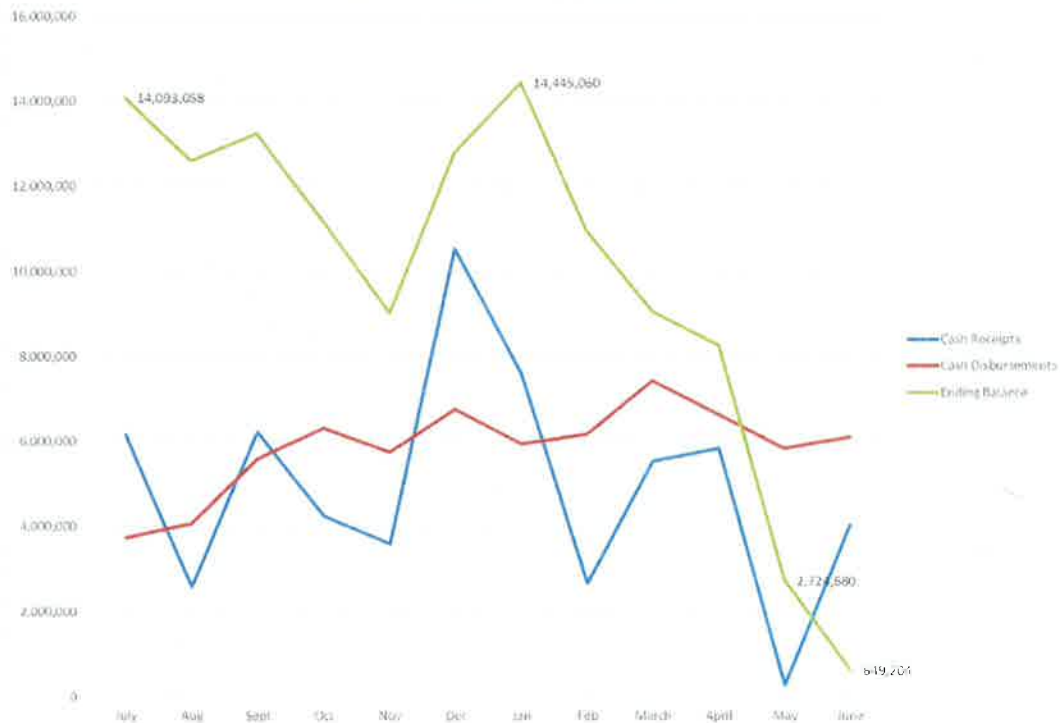
Mr. Christensen explained the Budget Conditions (page 36) and noted how the following three factors interplay to determine a Current State described by one of four colors; each with a set of possible, escalating remedial actions. He noted the District was currently in "red" state - significant fiscal distress.

- Reserve Percentage:** The amount of remaining Unassigned fund balance divided by Total Outgo (17% = 2 months of expenditures [Optimal]; 10% = about 1 month of expenditures [Tolerable]; 3% [Insufficient] (State Required Minimum) = less than 2 weeks of expenditures)
- On-Going Income Minus On-Going Outgo:** Positive Result [Structural Surplus]; Negative Result [Structural Deficit]
- Cash Flow:** All obligations met with General Fund cash [Optimal]; Internal borrowing needed [Tolerable]; External borrowing needed [Insufficient]

Current Status	Condition	Messure	Operator	Budget Year	Budget Yr-1	Budget Yr-2	Possible Remedial Actions
	GREEN = Healthy fiscal condition	Reserve %	At least 4 of 5 conditions met	>= 17%	>= 10%	>= 10%	Manage budgets with normal/routine methods
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT <= \$500k	STRUCTURAL DEFICIT <= \$1m		
		Cash Flow	AND	Obligations met w/ General Fund cash	Obligations met w/ General Fund cash		
	YELLOW = Some signs of pending fiscal disturbance	Reserve %	AND/OR	< 17%			Contain costs, minimize/eliminate discretionary expenditures, where possible; enact MINIMAL impact budget reductions
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT > \$0k; <= \$1m	GROWING STRUCTURAL DEFICIT		
		Cash Flow	OR	Interfund borrowing needed	Interfund borrowing needed		
	ORANGE = Prominent signs of pending fiscal distress	Reserve %	AND/OR	< 14%	< 12%		Enact MINIMAL to MODERATE impact budget reductions
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT > \$1m	STRUCTURAL DEFICIT > \$1m		
		Cash Flow	OR	External borrowing needed	External borrowing needed		
x	RED = Significant fiscal distress	Reserve %	OR	< 10%		< 3%	Enact SUBSTANTIAL impact budget reductions
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT > \$0			
		Cash Flow					

Mr. Christensen provided an overview of the 2020-21 Estimated General Fund Cash Flow (page 39) and explained the District looks at cash receipts per month and cash disbursements, versus the ending cash balance. He noted the cash receipts fluctuate and noted they were substantially lower in May and June. Mr. Christensen explained there is a deferral on the June apportionment and pay in July. He noted there was enough "cash" to cover 2020-21 based on these assumptions. However, it may be difficult in 2021-22 when the District may have to borrow external cash.

2020-21 Estimated General Fund Cash Flow



Member El-Hajj noted that bottom line is if the Federal Government bails out California, the District will have structural deficits (some due to the loss of enrollment, rising costs, etc.) If the Federal government fails to bail out California, the District is looking at some serious cuts in 2021-22.

President Burns expressed his gratitude towards Mr. Christensen for his thorough explanation; and mentioned these current circumstances are why he always stood for a ten-percent (10%) reserve since he has been on the Board. Member Fox moved approval.

Superintendent Baranski expressed his gratitude towards Mr. Christensen and Tory Long, Business Director, for their hard work in putting the information together knowing there will be changes.

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

**1.2. Approval of Monthly Financial Report**

Karl Christensen, Assistant Superintendent of Business Services, reported the monthly financial report was for cash and budget revision transactions posted through April 30, 2020; and shared the District ended the month with a cash balance in the General Fund of approximately \$15.3 million sufficient to pay all of the District's financial obligations for the fiscal year.

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

**1.3. Approval of Budget Reductions**

Karl Christensen, Assistant Superintendent of Business Services, shared that on May 14, Governor Newsom released his May Revised budget proposal for the 2020-21 State budget. He explained that projections indicate the State is, and will be, experiencing substantial declines in revenue thereby reducing the Prop 98 minimum guarantee for K-14 public education for both 2019-20 and 2020-21. The Governor proposes a 10% reduction to the Local Control Funding Formula (LCFF) base grant thereby zeroing out the statutory Cost of Living Adjustment (COLA) of 2.31% and implementing a deficit (proration) factor of -7.92%. Mr. Christensen noted this would mean a reduction of over \$5 million in LCFF funds for 2020-21 as compared to 2019-20. He explained the following budget reductions were presented as an information item at the June 2 meeting; and were now being presented for approval. Member Levens-Craig moved approval.

Action	Category	Amount		Year Invoiced	LCFF
		One-Time	On-Going		
Suspend/Reduce Technology Reserve Transfer	Protection	410,000	0	2020-21	Supplemental
Transfer Facilities Needs Set Aside Back to General Fund	Places	1,020,868	0	2020-21	Base
Use Remaining Land Sale Proceeds to Pay Portion of COPs Payment	Places	500,000	0	2021-22	Base
Use SB117 State Funds to offset costs of PPE, masks, disinfectants, Hotspots, Security Patrol, and other COVID-19 related costs	Programs	114,602	0	2020-21	Base
Use CARES Act Federal Funds to offset costs of PPE, IPADs, Child Nutrition lost revenue, and other COVID-19 related costs	Programs	221,632	0	2020-21	Base
Suspend Science Textbook Adoption for K-5 to 2023-24. Adopt OER for GR 6-8 = \$400k	Programs	800,000	0	2020-21	Base
Eliminate Allocation for CSEA Professional Development	Programs	0	10,000	2020-21	Supplemental
Eliminate Organizational Dues Payments for Administrators	Programs	0	16,944	2020-21	Supplemental
Eliminate Professional Learning Plan (PLP) stipends; shift other LCFF Professional Development expenses to Title I and Title II	Programs	0	116,494	2020-21	Supplemental
Eliminate Craftworker I/Warehouse Delivery Driver Position with Retirement	People	0	73,235	2020-21	Base
<b>Total All:</b>		<b>3,067,102</b>	<b>216,673</b>		

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

**1.4. Adoption of Resolution No. 1920-40 to Identify the Amount of Budget Reductions Needed for 2021-22 and 2022-23 and to Require that a List of Budget Reductions for 2021-22 be Included with the 2020-21 First Interim Report**

Karl Christensen, Assistant Superintendent of Business Services, explained that after the adoption of the District's budget for 2020-21, the District's multi-year projection (MYP) now indicates that if the assumptions built into the MYP materialize, the District would have a negative fund balance in 2022-23 and would therefore not meet the required three percent (3%) minimum reserve.

He explained that the District's budget for 2020-21, incorporates the Governor's proposal for an approximate eight percent (8%) reduction to Local Control Funding Formula (LCFF) revenue compared with 2019-20. Mr. Christensen shared that in order for the County Office of Education to approve the District's 2020-21 budget, they require adoption of a resolution to identify the amount of reductions/solutions needed to meet the required three percent (3%) minimum reserve for all three years of the Multi-Year Projections.

Member Levens-Craig moved approval.

<b>Motion:</b>	<u>Levens-Craig</u>	<b>Burns</b>	<u>Aye</u>	<b>El-Hajj</b>	<u>Aye</u>
<b>Second:</b>	<u>El-Hajj</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>		

**G. BOARD POLICIES AND BYLAWS**

President Burns noted items F.1.1, and F.1.2., were second readings; and shared items F.1.3., F.1.4, and F.1.5., were first readings and asked Board members to contact Administration if there were any questions and/or concerns.

- 1.1. **Second Reading: New Board Policy 3515.5, Sex Offender Notification**
- 1.2. **Second Reading: Revised Board Policy 3515.7, Firearms on School Grounds**
- 1.3. **Second Reading: BB 9270 – Conflict of Interest – Biennial Review**
- 1.4. **First Reading: New Board Policy 3530, Risk Management/Insurance**
- 1.5. **First Reading: New Board Policy 3540, Transportation**

Member Ryan moved approval of items F.1.1, F.1.2., and F.1.3.

<b>Motion:</b>	<u>Ryan</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>		

**H. EMPLOYEE ASSOCIATION COMMUNICATION**

Melanie Hirahara, STA President, shared it was great being part of the District's Logistics Committee for reopening schools. She mentioned speaking with Executive Council and looking forward to continuing discussion on plans for next year.

President Burns expressed his gratitude towards Mrs. Hirahara, shared the importance of all stakeholder input, and noted teachers would be heard through the continued communication with the Association and Executive Council.

President Burns noted the Board's priority is to have students and staff back on campus on August 19. He shared the Board has been working with other constituents, the Public Health Director, etc. to establish the safest and best plan possible. President Burns mentioned Administration would be soliciting input from parents and staff as well. He noted that once the plan is established, stakeholders would assist on how it would be put into action. Mrs. Hirahara shared concerns about being part of the conversation after a plan is established.

**I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Baranski shared the 2019-20 had ended and being proud of everyone's hard work. She mentioned the Principals received many positive comments from parents on the promotion parades and videos; and expressed her gratitude for everyone's hard work.

Member Levens-Craig shared enjoying the promotion parades and noted it was great to see everyone's creativity. She mentioned staff was happy to be able to see their students one last time before promoting to high school. Member Levens-Craig shared participating on a CSBA webinars on school reopening guidance and budget. She noted it did not include any more information that had not already been discussed.

Member Fox shared attending various promotion parades; and noted all the parades were well organized. He shared it was great to see all the teacher-student interactions and complimented the families for their creativity.

Member Ryan shared participating in a budget webinar and noted that even though everyone is very positive, the Governor has the final say.

Member El-Hajj noted the work it entails to plan a regular promotion, and expressed her gratitude and commended staff for rising to the occasion and making this year's promotions memorable events. She shared it was great seeing all the yard signs all over town.

President Burns shared participating in the promotion parade with his niece at Cajon Park. He mentioned that prior to the parade, his niece and friends were talking about this unique school year but was proud on how they turned this year into a positive experience and how they were looking forward to starting high school. He complimented staff for the organization of the parade and making it a special event for students and parents.

President Burns shared that as the District looks at what next year will look like, he wanted to assure staff and community members that the Board and Executive Council have been very involved in trainings and webinars at a State, County, and local levels; and through the California School Boards Association. He mentioned being part of a Countywide committee looking at the various instructional models (i.e., hybrid, etc.). President Burns shared the Board and Executive Council have been looking at various options and models throughout the last few months to get a better perspective at a larger-level and help with putting the best plans for Santee in place. He noted being proud of the Board and Executive Council team for their work; and shared they are now ready to hear from the local stakeholders.

**J. ADJOURNMENT**

With no further business, the regular meeting of June 16, 2020 was adjourned at 8:32 p.m.

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Elana Levens-Craig, Clerk

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Dr. Kristin Baranski, Secretary

Consent Item D.2.1.  
Prepared by Karl Christensen  
July 7, 2020

Approval/Ratification of Revolving Cash Report

**BACKGROUND:**

The Revolving Cash Fund of \$20,000 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:**

It is recommended that the Board of Education approve check #22675 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	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 \$172.36 as disclosed on the following report.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.1.

**SANTEE SCHOOL DISTRICT  
REVOLVING CASH REPORT- \$20,000**

Date	Number	Name	Memo	Amount
08/22/20	22675	Mission Federal Credit Union	Bank Fees June 2020	172.36

**Total Checks Written** \$172.36

**Reimbursed by SDCOE**

**Total to be Reimbursed** \$172.36

**Total to Deduct from Future Reimbursement**

Consent Item D.2.2. Acceptance of Donations, Grants, and Bequests  
 Prepared by Karl Christensen  
 July 7, 2020

**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, grants, and/or bequests have been offered to the District:

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
<b>DONATIONS</b>			
Caps for 8 <sup>th</sup> Grade Promotion	\$53.79	Mackenzey Rhea	PRIDE Academy
Candy Leis for 8 <sup>th</sup> Grade Promotion	\$80.00	The Faiai 4	PRIDE Academy
Funds to Support the YALE Preschool Program	\$151.50 \$55.00 \$160.50 \$131.00	Jeffrey & Kelly Griffin Rudy & Sara Urzua David & Brianne McKelley Brandon & Rebecca Lascurain	YALE Preschool
<b>GRANTS</b>			
(None)			
<b>BEQUESTS</b>			
(None)			
<b>TOTAL RECEIVED</b>	\$631.79		

**RECOMMENDATION:**

Administration recommends acceptance of the donations, grants, and/or bequests 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 goal(s):

<b>SUPPORTED</b>	<b>STRATEGIC OBJECTIVE</b>	<b>DESCRIPTION</b>
✓	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, grants, and/or bequests listed above are valued at \$631.79.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.2.



**BACKGROUND:**

From time to time, the District contracts with individuals, companies, or organizations to provide various types of general services such as educational presentations/assemblies, or specialized student services. Some services are on an as-needed basis billed on an hourly or daily rate while other services are billed by the job. 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. Service providers that do not qualify as an independent contractor will be processed through Human Resources under a short-term employment services agreement.

Approval of the following General Services Agreements is requested:

Vendor Name	Description of Services	Date(s) of Service	Amount	Funding
Little Movers Physical Therapy	Physical Therapy Services	07/01/20 – 06/30/21	\$80.00/hour (not to exceed \$20,160.00)	Special Education

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	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 of the General Service Agreements is detailed in the table above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.3.

Consent Item D.2.4. Approval/Ratification of Expenditure Transactions  
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)  
 July 7, 2020

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period May 1, 2020 through May 31, 2020.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

**FISCAL IMPACT:**

There were 87 transactions totaling \$8,421.14 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.4.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20200507	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	33.11	Food pails
20200511	ABEL,CATHY	CHILD NUTRITION	RESTAURANT DEPOT	1,129.88	Paper bags , food pails
20200522	ABEL,CATHY	CHILD NUTRITION	TST* NOTHING BUNDT CAK	165.00	Department/Classified Appreciation
20200524	ABEL,CATHY	CHILD NUTRITION	TST* ANTONELLI S FAMIL	327.30	Department/Classified Appreciation
20200527	ABEL,CATHY	CHILD NUTRITION	DOMYOWN.COM	45.51	Glueboards, buglights
20200527	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	46.39	Food containers
				<u>1,747.19</u>	
20200501	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	WM SUPERCENTER #2479	10.75	Board meeting supplies
20200504	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS KIOSK 0570209550	2.60	Postage
20200504	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS KIOSK 0570209550	16.50	Postage
20200513	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON.COM*MC58T88EO A	223.56	Student award plaques
20200515	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD #204874 O	113.80	Board meeting supplies
20200522	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMZN MKTP US*M75EC2180	46.52	Student certificate holders
20200525	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMZN MKTP US*M728B4VK0	19.37	Salute to Excellence supplies
20200525	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	IN *THE MARIDEN CORPOR	655.12	Salute to Excellence expenses
20200526	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	JERSEY MIKES ONLINE OR	129.66	Board meeting supplies
20200529	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 931	24.20	Board meeting supplies
				<u>1,242.08</u>	
20200512	AVILA,EVONN	BUSINESS SERVICES	NNA SERVICES LLC	17.93	Single use thumbprint strips
				<u>17.93</u>	
20200522	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	14.66	Supplies for YALE Covid
				<u>14.66</u>	
20200520	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*M79ZS7T91	10.62	8th Graduation supplies
20200520	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*M786W73Q0	75.39	8th Graduation supplies
20200520	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*M758C6FZ2	34.47	Plastice bags for graduation
20200524	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*M74558TA2	14.00	Graduation supplies
20200524	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*M79PC2MH1	25.51	Graduation supplies
20200525	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*M76U89H40	80.70	Graduation supplies-Honor Roll medals
20200529	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*M70M09UO0	21.54	Greeting cards/stationary
				<u>262.23</u>	
20200525	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ZOOM.US 888-799-9666	29.98	Monthly membership for virtual meeting service
				<u>29.98</u>	
20200510	D'AGOSTINO,KRISTA	HUMAN RESOURCES	ELEVATE 2019	(178.00)	Refund of Worker's Comp Conference for Katie and Tim
20200510	D'AGOSTINO,KRISTA	HUMAN RESOURCES	RETURN REVERSAL	178.00	2020 Elevate Worker's Comp and Leadership Conf Regist. for Katie and Tim
20200511	D'AGOSTINO,KRISTA	HUMAN RESOURCES	ELEVATE 2019	(178.00)	Refund of Worker's Comp Conference for Katie and Tim
				<u>(178.00)</u>	
20200519	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*M72OO6LU0	34.63	Bags for student item pickup
20200520	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*M71PL6EH1 A	43.08	Labels for student item bags
20200521	DOBBINS,TIMOTHY	CAJON PARK	THE HOME DEPOT #0673	462.25	Backpack leaf blower
20200524	DOBBINS,TIMOTHY	CAJON PARK	THE HOME DEPOT #0673	159.47	Boxes for student item collection
20200524	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*M72G76T92	28.13	Labels for student items
20200525	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*M71O92DL1	51.90	Bags for student items
20200525	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US	(34.63)	Credil for lost order (bags)
20200528	DOBBINS,TIMOTHY	CAJON PARK	OFFICE DEPOT #908	20.73	Dols/cardstock for Pink/Blue
20200528	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*M70X41260	43.40	Collapsible fabric storage cubes / Office Organizers
20200531	DOBBINS,TIMOTHY	CAJON PARK	THE UPS STORE 4287	10.32	Return of Disneyland tickets
				<u>819.28</u>	
20200529	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*M79FG0602	92.61	Graduation/awards envelopes
				<u>92.61</u>	
20200522	GRIFFIN,DEBRA	TRANSPORTATION	FMCSA D&A CLEARINGHOUS	12.50	FMSCA Clearinghouse inquiries
				<u>12.50</u>	
20200519	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MC90R1WJ2	62.48	8th Grade Promotion supplies
20200520	HICKS,TYLENE	CHET F. HARRITT	BANNERSONTHECHEAP.COM	105.65	Banner for 8th grade promotion
20200520	HICKS,TYLENE	CHET F. HARRITT	IPMB2B	410.70	USB's for all 8th grade graduates
20200521	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*M76MA0AJ0	316.68	Clear bags for student belongings
				<u>895.51</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20200519	HOHIMER,KAREN	PEPPER DRIVE	AMZN MKTP US*MC83M9W72	90.52	8th Grade Promotion supplies
20200520	HOHIMER,KAREN	PEPPER DRIVE	AMZN MKTP US*M75W033Y0	107.70	8th Grade Promotion certificate holders
20200520	HOHIMER,KAREN	PEPPER DRIVE	JONES SCHOOL SUPPLY CO	293.86	8th Grade Promotion awards
20200522	HOHIMER,KAREN	PEPPER DRIVE	AMZN MKTP US*M72GN5GJ1	17.23	Bags for student item pick up
20200524	HOHIMER,KAREN	PEPPER DRIVE	OTC BRANDS INC	271.74	8th Grade Promotion supplies
20200526	HOHIMER,KAREN	PEPPER DRIVE	AMZN MKTP US*M75KR5XW2	116.32	8th Grade Promotion awards
20200529	HOHIMER,KAREN	PEPPER DRIVE	JONES SCHOOL SUPPLY CO	51.48	8th Grade Promotion awards
				<u>948.85</u>	
20200506	HOOKS,TED A	PEPPER DRIVE	SQ *KUSTOM IMPRINTS	867.39	Promotion yard signs
20200522	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*M71CQ0XD1	85.76	Bags for student item collection
				<u>953.15</u>	
20200519	JOHNSTON,ANDREW	CARLTON OAKS	AMZN MKTP US*M799F5J41	154.88	Promotion supplies and student materials
				<u>154.88</u>	
20200504	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*FK5JM65U3 A	11.83	Problem solving books for Grade 1 students (DoDEA Grant)
20200504	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*XE2KQ1283 A	12.92	Problem solving books for Grade 1 students (DoDEA Grant)
20200505	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*4A0KZ3FM3	30.14	Promotion supplies (PreK)
20200506	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*AL1E33XA3 A	14.00	Problem solving books for Grade 1 students (DoDEA Grant)
20200507	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*KT1N08MB3 A	12.56	Problem solving books for Grade 1 students (DoDEA Grant)
20200508	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*P036A3TG3 A	12.59	Problem solving books for Grade 1 students (DoDEA Grant)
20200522	LOCKE,SUMMER	SYCAMORE CANYON	A USPS KJOSK 0570209550	22.00	Stamps for parent communication during Covid-19 school closure
20200524	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*M75OD2AP2	43.08	Certificate holders for promotion
20200524	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*M765Y8HW1	27.52	End of year/promotion celebration decorations (for drive-through promotion)
20200528	LOCKE,SUMMER	SYCAMORE CANYON	SHELF-CLIPS.COM	68.88	Clips for shelves in art room
				<u>255.50</u>	
20200513	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	RETURN REVERSAL	739.98	Web domain
20200513	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	DNH*GODADDY.COM	(739.98)	Web domain
20200514	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	DNH*GODADDY.COM	(739.98)	Web domain
20200529	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*MY1GM5CD1	77.15	Macbook power adapter
				<u>(662.83)</u>	
20200525	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON.COM*M716W2BV0 A	31.88	File folders for Special Education confidentialFiles
				<u>31.88</u>	
20200528	MCKINNON,KATHY	EDUCATIONAL SERVICES	AMZN MKTP US*M73K95B72	11.84	ERC Admin - supplies
				<u>11.84</u>	
20200517	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*MC8IB8YV0	8.61	ERC Admin - Accidental personal purchase - reimbursed
20200518	MINUTELLI,DAWN	EDUCATIONAL SERVICES	KINDLE UNLTD*M75TC5OG1	9.99	ERC Admin - Accidental personal purchase - reimbursed
				<u>18.60</u>	
20200521	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*M72V69E50	75.00	Certificate holders for 8th grade certificates
20200527	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*M76547I01	15.18	Gift Wrap for 8th grade bags
20200528	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*M74FJ52V0	30.32	Gift Wrap for 8th grade gifts
20200528	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*M78IN4HC2	252.28	Charging station for Ipad Touches
20200529	NELSON,REBECCA	CHET F. HARRITT	WAL-MART #1917	80.49	Candy for 8th Grade Lei's
				<u>453.27</u>	
20200503	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*8W7KY5WX3	26.93	Bluetooth keyboard
				<u>26.93</u>	
20200528	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*M73LH1BQ2	55.91	Office supplies
20200529	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*MY59Z1CW1	37.71	Custodial supplies
20200531	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*MY9Q924Z1	73.76	Custodial supplies
				<u>167.38</u>	
20200520	SOUTHCOTT,STEPHANIE	CARLTON HILLS	JONES SCHOOL SUPPLY CO	143.96	Supplies for Promotion
20200525	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMZN MKTP US*M759C9ET2	79.72	Supplies for Promotion
				<u>223.68</u>	
20200513	STARKEY,MARK	INFORMATION TECHNOLOGY	THE HOME DEPOT #0673	42.99	Supplies for 1:1 ipad drop off
20200513	STARKEY,MARK	INFORMATION TECHNOLOGY	DNH*GODADDY.COM	739.98	Web domain
20200528	STARKEY,MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*M73NC1IU1	99.07	Cases for ipads
				<u>882.04</u>	
				<u>8,421.14</u>	

Consent Item D.2.5.  
 Prepared by Karl Christensen  
 July 7, 2020

Approval of Uniform Complaint Quarterly Report  
 Required by the Williams Settlement

**BACKGROUND:**

The Williams Settlement requires school districts to submit quarterly reports to the San Diego County Office of Education (SDCOE) on complaints each district has received related to instructional materials, emergency facilities issues, and teacher vacancies and mis-assignments. The report must include the number of complaints in each area that have been received, resolved, and unresolved. The report must be publicly reported on a quarterly basis at a regularly scheduled meeting of the district’s governing board (Ed Code § 35186(d)) and is due to SDCOE thirty (30) days following the close of each quarter.

<b>SANTEE SCHOOL DISTRICT                      Uniform Complaint Quarterly Report                      April 1, 2020 through June 30, 2020</b>			
	<b>Number of                      Complaints                      Received in                      Quarter</b>	<b>Number of                      Complaints                      Resolved</b>	<b>Number of                      Complaints                      Unresolved</b>
<b>Instructional                      Materials</b>	0	0	0
<b>Facilities</b>	0	0	0
<b>Teacher Vacancy                      and                      Mis-assignment</b>	0	0	0
<b>Total</b>	0	0	0

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending June 30, 2020 and authorize administration to submit the report to SDCOE.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There is no direct fiscal impact but there is staff in-kind time involved in researching, assembling, and developing this report.

**STUDENT ACHEIVEMENT IMPACT:**

The Williams Law mandates that staff engage in procedures that ultimately may have an impact on student achievement.

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

Agenda Item D.2.5.

Consent Item D.2.6.  
Prepared by Karl Christensen  
July 7, 2020

Adoption of Resolution No. 2021-01 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to the Padre Dam Municipal Water District for Installation and Maintenance of a Sewer Line Located on the Chet F. Harritt School Site Property

**BACKGROUND:**

In 1976-77, the District granted an easement to Padre Dam Municipal Water District for installation and maintenance of sewer lines running through the Chet F .Harritt School property. Construction of the new Classroom/Learning Resource Center building at Chet F. Harritt requires abandonment and removal of old sewer lines and installation of new ones. Padre Dam will be quitclaiming the previous easement and will need a new easement.

The process for granting an easement is as follows:

1. Board adopts a Resolution of Intention to Convey the easement which establishes the date for a public hearing to be held no earlier than 10 days after adopting the Resolution of Intent. (Hearing date is set for July 21, 2020);
2. Publish notice in the newspaper of the hearing at least 5 days before; and post a resolution signed by the Board (or at least majority thereof) in three public places at least 10 days before the hearing;
3. Hold a public hearing before the Board at the established time (at a regular meeting), on conveyance of the easement;
4. Board adopts a resolution to convey the easement, unless the Board receives a petition signed by at least 10 percent of the qualified electors in the District (in which case the County Superintendent of Schools would have to approve the easement first).
5. Sign and deliver easement to Padre Dam for acceptance and recording.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No. 2021-01 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to the Padre Dam Municipal Water District for Installation and Maintenance of a Sewer Line Located on the Chet F. Harritt School Site Property.

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Learning Environment	Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

**FISCAL IMPACT:**

The fiscal impact is estimated to be \$500 for attorney services.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.6.

**RESOLUTION NO. 2021-01**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE SANTEE SCHOOL DISTRICT DECLARING THE BOARD'S INTENT TO CONSIDER THE CONVEYANCE OF AN EASEMENT TO THE PADRE DAM MUNICIPAL WATER DISTRICT FOR INSTALLATION AND MAINTENANCE OF A SEWER LINE LOCATED ON THE CHET F HARRITT SCHOOL SITE PROPERTY**

**WHEREAS**, the Padre Dam Municipal Water District ("Padre Dam") has requested that the Santee School District ("District") dedicate a permanent easement to Padre Dam for the purpose of laying underground water pipelines and laterals, main sewer lines, sewer trunk lines, collection lines and laterals, sewer manholes and other underground and surface structures appurtenant to said water and sewer lines upon a portion of the School District's property at Chet F Harritt School ("Easement"). The form of the proposed Easement, along with a legal description and depiction of such Easement, is attached hereto as Attachment 1, and is incorporated herein;

**WHEREAS**, the District desires to provide the Easement to Padre Dam for installing and maintaining a sewer line on the Chet F Harritt School property in conformance with Padre Dam requirements, pursuant to the terms and conditions set forth in the Easement;

**WHEREAS**, the District's Board of Education ("Board") must, prior to dedicating an easement, adopt a resolution declaring its intention to dedicate such easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

**WHEREAS**, in accordance with Education Code § 17557 et. seq., the Board must fix a time at its regular place of meeting for a public hearing on the question of dedicating the Easement; and

**WHEREAS**, the District is required to post copies of this Resolution, signed by the Board, or majority thereof, in three (3) public places within the District's boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing, in a newspaper of general circulation published in the District, if there is one, or, if there is no such newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District; and

**NOW, THEREFORE, THE BOARD DOES HEREBY DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:**



**Section 1.** The above recitals are true and correct.

**Section 2.** That the Board declares its intent to dedicate the Easement to Padre Dam upon the terms and conditions set forth in the Easement.

**Section 3.** That the Board hereby establishes July 21, 2020, for a public hearing on the question of whether to convey the Easement to Padre Dam, to be held at 7:00 p.m., or as soon thereafter as reasonably practical, at the District's regularly scheduled and noticed Board meeting.

**Section 4.** The District's staff shall post this Resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this Resolution, and take any other action as may be reasonably necessary to effectuate the purpose of this Resolution.

**APPROVED, ADOPTED, AND SIGNED** this 7th day of July, 2020.

SANTEE SCHOOL DISTRICT

By \_\_\_\_\_  
Dustin Burns, Board President

By \_\_\_\_\_  
Barbara Ryan, Board Vice President

By \_\_\_\_\_  
Elana Levens-Craig, Board Clerk

By \_\_\_\_\_  
Dianne El-Hajj, Board Member

By \_\_\_\_\_  
Ken Fox, Board Member

I, Elana Levens-Craig, Clerk of the Board of Education of the Santee School District, do hereby certify that the foregoing Resolution No. 2021-01 was regularly introduced and adopted by the District Board of Education at a duly-noticed regular meeting held on the 7th day of July, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Elana Levens-Craig  
Clerk of the Board of Education  
Santee School District

**ATTACHMENT I**

Proposed Easement

Recording Requested by and  
Upon Recordation, Please Return to:

**PADRE DAM MUNICIPAL WATER DISTRICT**  
Post Office Box 719003  
Santee, California 92072

EXEMPT FROM FILING FEES PURSUANT TO  
GOVERNMENT CODE, SECTION 6103

-- This Space for Recorder's Use Only --

APN: 383-100-13

**GRANT OF EASEMENT TO PADRE DAM  
MUNICIPAL WATER DISTRICT**

For good and valuable consideration, receipt of which is hereby acknowledged, the undersigned **SANTEE SCHOOL DISTRICT OF SAN DIEGO COUNTY, CALIFORNIA**, as Grantors hereby GRANT to **PADRE DAM MUNICIPAL WATER DISTRICT**, a state agency formed under the Municipal Water District Law of 1911, as amended, as Grantee, a permanent easement for the purpose of laying underground water pipelines and laterals, main sewer lines, sewer trunk lines, collection lines and laterals, sewer manholes and other underground and surface structures appurtenant to said water and sewer lines, hereinafter referred to as "said facilities," together with the right to construct, operate, maintain, repair and replace said facilities, and the right of ingress and egress for such purposes. Said easement is situated wholly within the County of San Diego, State of California, and is more particularly described as follows:

**SEE EXHIBITS 'A' AND 'B' ATTACHED HERETO AND MADE A PART HEREOF**

Grantor reserves the right to use said land at Grantor's own risk for any and all purposes not conflicting; interfering or inconsistent with its use by Grantee; provided; however, that Grantor shall not, except for natural erosion, increase or decrease or authorize to be increased or decreased the ground elevations of said easement existing at the time this document is executed, nor shall Grantor plant any trees, construct or permit to be constructed any building, structure, concrete slab, concrete pavement, improvement or other encroachment upon said easement without the previous written consent of Grantee. Grantee may remove from the easement any tree, building, structure, concrete slab, concrete pavement, improvement or other encroachment, and the cost of such removal shall be the sole responsibility of Grantor who shall reimburse Grantee for such costs. If any water, sewer or other facilities of Grantee under any concrete pavement within the easement area should need to be repaired or maintained in any way, Grantor shall reimburse Grantee for all costs incurred in sawing, removing and/or replacing such concrete. Grantor may use said land as a driveway and to the extent of such use may surface or pave the area with asphalt, but not with concrete, subject to the foregoing restrictions as to changes in existing ground elevation. Grantor waives any right under Civil Code section 845, and any other right, to compel Grantee to repair, grade, surface or otherwise improve or maintain said easement as a roadway or private right-of-way. Grantor may, at the sole expense of Grantor, and subject to Grantee's written consent, relocate Grantee's facilities in the event that they conflict with the future development of said property, provided that Grantor does not cause the discontinuance of service to any area being served and Grantee receives, without expense to Grantee, an easement comparable to this easement for said relocated facilities.

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

By: \_\_\_\_\_  
SANTEE SCHOOL DISTRICT OF SAN DIEGO  
COUNTY, CALIFORNIA

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT:

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF SAN DIEGO )

On \_\_\_\_\_, 20\_\_\_, before me, \_\_\_\_\_, notary public,  
DATE NAME, TITLE OF OFFICER

personally appeared \_\_\_\_\_,  
NAME(S) OF SIGNER(S)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[SEAL]

SIGNATURE OF NOTARY PUBLIC

This is to certify that the foregoing interest in real property conveyed to Padre Dam Municipal Water District is hereby accepted by the undersigned officer on behalf of the Board of Directors of Padre Dam Municipal Water District pursuant to authority conferred by Resolution No. 97-31 of said board adopted on May 27, 1997, and the grantee consents to recordation thereof by its duly authorized officer.

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

By: \_\_\_\_\_

Mark Niemiec, P.E.  
Director of Engineering and Planning

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT:

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA )

) ss.

COUNTY OF SAN DIEGO )

On \_\_\_\_\_, 20\_\_\_\_, before me, Jocker Alejandro, Notary Public,  
DATE

Personally appeared \*\*\*\*\* Mark Niemiec, \*\*\*\*\*  
NAME OF SIGNER

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

**WITNESS** my hand and official seal.

\_\_\_\_\_  
SIGNATURE OF NOTARY PUBLIC

[SEAL]

**EXHIBIT A**  
Legal Description

**LEGAL DESCRIPTION**

**SEWER EASEMENT:**

A STRIP OF LAND WITHIN THAT PORTION OF THAT TRACT OF LAND DESIGNATED AS "TOWNSITE" IN BLOCK "E" OF FANITA RANCHO, IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 688, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, OCTOBER 22, 1891, BEING 25 FEET WIDE, THE CENTERLINE OF WHICH IS DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE PROPERTY DESCRIBED IN DOCUMENT RECORDED AUGUST 30, 1962 AS INSTRUMENT NO. 150833;

THENCE ALONG THE NORTH LINE OF SAID INSTRUMENT NO. 150833, SOUTH 85°21'18" EAST 651.12 FEET TO THE TRUE POINT OF BEGINNING;

THENCE LEAVING SAID NORTH LINE THE FOLLOWING COURSES:

1. SOUTH 05°21'07" WEST 143.83 FEET
2. SOUTH 04°02'34" WEST 162.36 FEET
3. SOUTH 06°49'04" WEST 28.04 FEET TO THE POINT OF TEMINUS

THE SIDE LINES OF SAID STRIP TO BE LENGTHENED OR SHORTENED SO AS TO TERMINATE AT THE NORTH LINE OF SAID INSTRUMENT NO. 150833.

CONTAINING 8,355.8 SQUARE FEET, MORE OR LESS.

SEE EXHIBIT "B", ATTACHED HERETO AND MADE A PART HEREOF.

PREPARED BY ME OR UNDER MY DIRECTION.



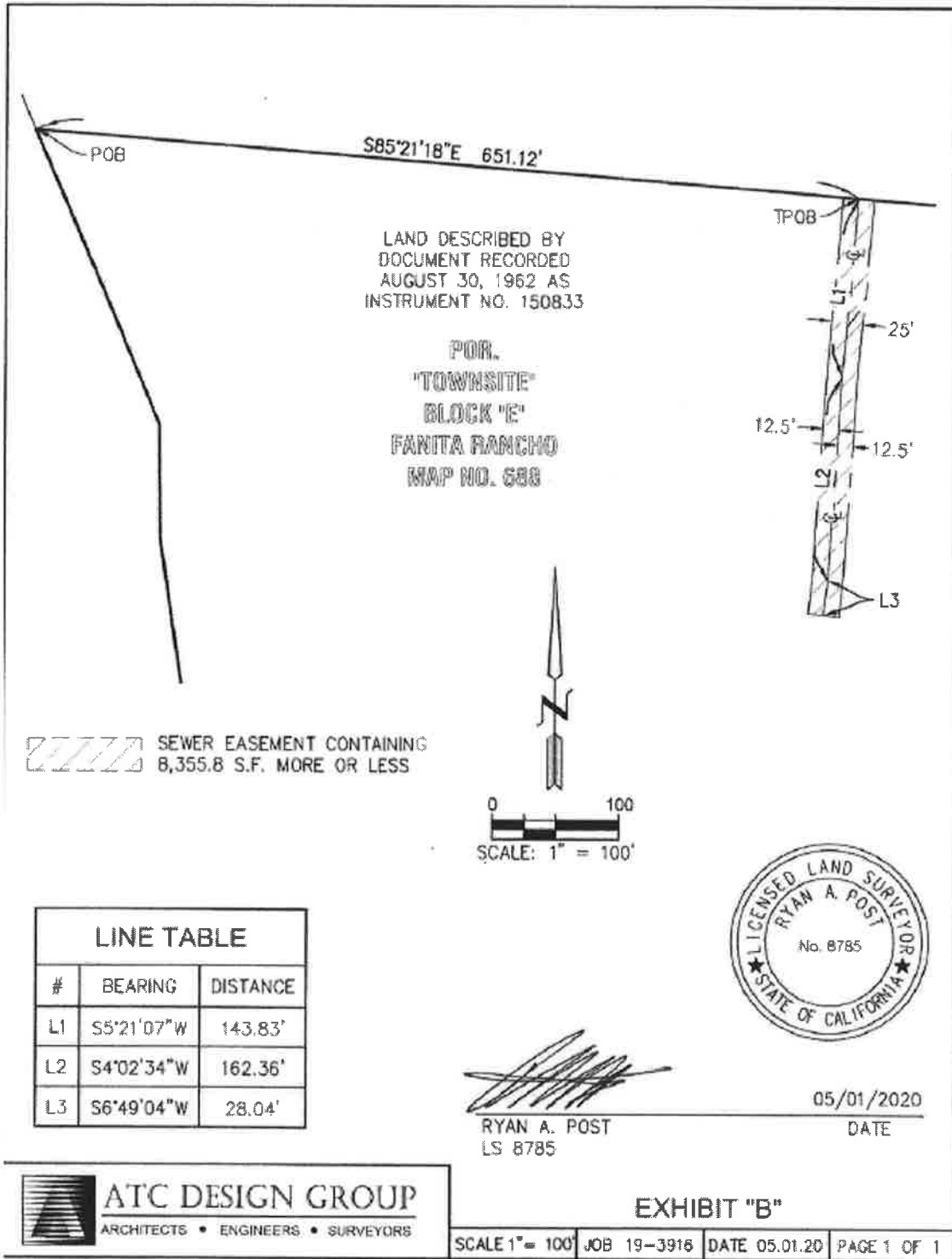
RYAN A. POST  
LS 8785

MAY 12, 2020  
DATE





**EXHIBIT B**  
Plat



ATC DESIGN GROUP – ARCHITECTS • ENGINEERS • SURVEYORS  
PROJECT NO.: 19-3916

Consent Item D.3.1.

Approval of Memorandum of Understanding with Humboldt State University for Student Teaching, Observation and Field Work.

Prepared by Dr. Stephanie Pierce  
July 7, 2020.

**BACKGROUND:**

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers. Santee School District has received a Memorandum of Understanding with Humboldt State University for this purpose. The terms of the agreement shall commence on July 1, 2020 and continue through June 30, 2024.

**RECOMMENDATION:**

Administration recommends that the proposed Memorandum of Understanding with Humboldt State University for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There is no cost to the District for entering into this agreement.

**STUDENT ACHIEVEMENT IMPACT:**

This agreement supports student learning by placing a student teacher in the classroom for directed teaching and provides students with an additional instructional resource.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item D.3.1.

**HUMBOLDT STATE UNIVERSITY  
MEMORANDUM OF UNDERSTANDING FOR  
STUDENT TEACHING, OBSERVATION OR FIELD WORK**

THIS AGREEMENT, made and entered into as of this 1st day of July \_\_\_\_\_, 2020, by and between the State of California through THE TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY, all of which are hereinafter called the "State" or "State University", and the Santee School District of San Diego County, herein after called the "District":

WITNESSETH:

WHEREAS, the District is authorized to enter into agreements with the State, to provide teaching experience through practice teaching or observation to students enrolled in teacher training curricula, and other field work experience to students enrolled in other curricula of the State University; and

WHEREAS, any such agreement will provide no payment for the Practice Teaching services rendered by the District;

NOW, THEREFORE, it is mutually agreed between the State and the District as follows:

SPECIAL PROVISIONS

The TERM of the Agreement is from July 1, 2020 to June 30, 2024. The State shall provide no payment to the District for services required for any Practice Teaching placements.

GENERAL TERMS

1. The District shall provide to State University students experience through practice teaching, observations or other field work in schools and classes of the District. The experience provided by said student placements shall be provided in such schools or classes of the District and under the direct supervision and instruction of such employees of the District, as the District and the State through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for such observational, practice teaching or other field work placement any student of the State University assigned in the District, and upon request of the District, made for good cause, the State shall terminate the assignment of any student of the State University in the District.

"Practice Teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. An assignment of a student of the State University to schools or classes of the District shall be, at the discretion of the State, for (1) Practice Teaching or for (2) Field Work. A student may be given more than one assignment by the State University in such schools or classes.

The assignment of a student of the State University to the District shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the State University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

3. Except as otherwise provided herein, the State University shall provide workers' compensation insurance during the period for which the students are assigned to the District by the State University. All premiums or any other costs therefore shall be paid by the State University.
4. Except as otherwise provided herein, the State University shall inform each student regarding the availability of professional liability insurance. Students enrolled in Education credential programs are covered by the State University Student Professional Liability Insurance Program. Evidence of Coverage is provided with this agreement as Exhibit A.

5. All the terms and conditions of this agreement apply to the placement of students of the State University for observational experience, with the exception that those students will not be covered by workers' compensation insurance as provided in Paragraph 3 hereof. In addition, all the terms and conditions of this agreement apply to the placement of students of the State University for assigned field work other than practice teaching.
6. The District agrees to accept students without regard to race, ethnic origin, sex, sexual orientation, gender, gender identity, gender expression, age, religion, disability, handicap, or political belief.

TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY  
Humboldt State University

School District: Santee



Digitally signed by A. Gail Dungan  
Date: 2020.04.29 08:08:48 -07'00'

Signature \_\_\_\_\_  
A. GAIL DUNGAN  
Contracts Specialist  
Contracts and Procurement

Signature \_\_\_\_\_

By: Dr. Stephanie Pierce

Assistant Superintendent, Educational Services

Title

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary or Governing Board of the Board of School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meetings of said Board held on July 7, 2020.

"It was moved, seconded and carried that the attached contract with the Trustees of the California State University, whereby the University may assign students to the schools in the School District for practice teaching be approved; and the Santee School District is hereby authorized to execute the same."

School District: Santee

By: \_\_\_\_\_  
Clerk, Secretary (strike one) of the Governing Board of the School District

County: San Diego

Consent Item D.3.2.

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

Prepared by Dr. Stephanie Pierce  
July 7, 2020

**BACKGROUND:**

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

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with ABA Education Foundation for behavioral support for the term of July 1, 2020 through June 30, 2021. 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 2020-21 school year should not exceed \$25,000. 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 D.3.2.

Consent Item D.3.3.

Approval of Nonpublic Agency Master Contract  
with New Haven Youth Services for Therapeutic  
Behavioral Services

Prepared by Dr. Stephanie Pierce  
July 7, 2020

**BACKGROUND:**

At times, students with disabilities also demonstrate significant mental health needs. For some students with mental health needs, “wrap around” services are necessary. New Haven Youth Center provides Therapeutic Behavior Services (TBS). TBS is a short-term, in-home program designed in conjunction with the caregiver and a team of mental health specialists. This supplemental service is designed to resolve targeted behaviors that jeopardize the youth’s current living situation and avoid the need for a higher level of care. We have contracted with New Haven since the 2017-18 school year.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract for the term of July 1, 2020 through June 30, 2021. The Nonpublic Agency Master Contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The terms of services are as follows:

<b>Nonpublic Agency</b>	<b>Term of Service</b>	<b>Monthly Cost</b>	<b>Total Cost</b>
New Haven Wrap Around Services	7/1/20-6/30/21	\$2200.00	\$26,400.00

**STUDENT ACHIEVEMENT:**

Some students require mental health support to demonstrate educational progress.

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

Agenda Item D.3.3.

Consent Item D.3.4.

Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Therapy, Occupational Therapy, Psycho-Educational Assessments

Prepared by Dr. Stephanie Pierce  
July 7, 2020

**BACKGROUND:**

There are times during the school year when the need for a speech therapist, occupational therapist and psycho-educational assessments arises. In order to support our students and avoid being out of compliance with their IEP's, Spot Therapy is able to provide staffing in all these areas for the Santee School District.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Language Pathologists (SLP), Occupational Therapists (OT), and Psycho-Educational Assessments for the term of July 1, 2020 through June 30, 2021. 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:**

	Hourly Rate	Hours	Days Per Year	Total
SLP 1.0 FTE	\$77.25	6.5 per day	185	\$92,893.13
OT 1.0 FTE	\$77.25	15 per week	38 weeks	\$44,032.50
Psych Assessments	\$83.00	200 hours		\$16,600.00
			<b>TOTAL</b>	<b>\$153,525.63</b>

**STUDENT ACHIEVEMENT:**

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

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

Agenda Item D.3.4.

Consent Item D.4.1. Personnel, Regular  
 Prepared by Tim Larson  
 July 7, 2020

**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/Position #	Previous Annual Salary	New Annual Salary	Effective Date

B. Temporary Rehires:

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

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date
1. Bailey, Anissa	Long-Term LOA	V-08	Personal	Approve	08-12-20 to 06-09-21

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

**Classified Staff**

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Fenly, Jessica	Human Resources	Personnel Assistant 24.5 A / 8.0 hrs #30014791	\$0.00	\$3,385.20	06-25-20
2. Caldwell, Kristen	Special Education	Secretary II (Department) 27 A / 8.0 hrs #30014790	\$0.00	\$3,820.27	06-29-20

I. Rehires:

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



## Classified Staff continued

### J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Carr, Ben	Child Nutrition Services to <i>Maintenance and Operations</i> (District Office)	Food Service Utility Worker 24 E / 8.0 hrs to <i>Custodian II</i> 23 E / 6.0 hrs #10326434	\$4,010.93	\$3,820.27	07-01-20
2. Johnson, Melanie	Maintenance and Operations (District Office) to <i>Carlton Oaks</i>	Custodian II 23 C / 6.0 hrs to Custodian II 23 C / 8.0 hrs #10326430	\$2,598.70	\$3,464.93	07-01-20

### K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

### L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Arispe, Amanda	PRIDE Academy	Campus Aide	Resignation	06-11-20
2. Catuogno, Chanelle	Sycamore Canyon	Instructional Assistant, Special Ed II	Moving	06-11-20
3. Gray, Megan	PRIDE Academy	Campus Aide	Moving	06-11-20
4. Stasch, Nancy	Business Services	Logistics Specialist/Senior Buyer	Retirement	09-02-20

### M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date
1. Seeno, Susan	Carlton Hills	Early Childhood Assistant II / 18 A / 3.75 hrs	08-22-20

### N. Dismissals:

Employee	Location	Position	Effective Date
1. Diveley, Gavin	Rio Seco	Project SAFE Assistant	06-11-20
2. Harris, Christa	Hill Creek	Early Childhood Assistant II	06-23-20
3. Looney, Jessica	Sycamore Canyon	Early Childhood Assistant II	06-23-20
4. O'Brien, Kelli	Chet F. Harritt	Instructional Assistant I	06-11-20
5. Shirey, Nicole	Carlton Oaks	Instructional Assistant, Special Ed II	06-11-20
6. Wilson, Merik	Cajon Park	Project SAFE Assistant	06-11-20

### **RECOMMENDATION:**

It is recommended that the Board of Education approve the listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants.

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

Agenda Item D.4.1.

Consent Item D.4.2.

Adoption of Resolution No. 2021-03 Reduce and/or Eliminate a Classified Non-Management Position

Prepared by Tim Larson  
July 7, 2020

**BACKGROUND:**

A recent restructure of positions in the Technology Department eliminated the need for the Student Attendance Clerk that was serving in a support role.

Any employees affected by these changes will be provided alternative employment opportunities within the District, if available. All employees resulting in a reduction in work hours and/or layoff will receive the required 60-day notification process and placed on a reemployment list for no less than 39-months.

**RECOMMENDATION:**

It is recommended that the Board of Education approve to eliminate the following vacant position effective July 8, 2020:

- One (1) 4.5-hour vacant Student Attendance Clerk position in the Technology Department

**FISCAL IMPACT:**

The annual savings to eliminate a vacant 4.5-hour Student Attendance Clerk position will be \$24,466.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.4.2.

**SANTEE SCHOOL DISTRICT  
Resolution No. 2021-03**

**REDUCE AND/OR ELIMINATE A  
CLASSIFIED NON-MANAGEMENT POSITION**

**WHEREAS**, due to a restructure of positions in the Technology Department and the elimination of need for a Student Attendance Clerk working in a supporting role;

**NOW, THEREFORE, BE IT RESOLVED** that as of the 7<sup>th</sup> day of July 2020, the Governing Board of Santee School District approved to reduce and/or eliminate the following positions effective July 8, 2020:

- Eliminate one (1) vacant 4.5-hour Student Attendance Clerk position in the Technology Department

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

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 7<sup>th</sup> day of July 2020, by the following vote:

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

Dated 7/7/20

\_\_\_\_\_  
Elana Levens-Craig  
Clerk, Board of Education

Consent Item D.4.3      Approval of Memorandum of Understanding with Rady Children’s Hospital and Health Center (RCHHC) for the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) Program

Prepared by Tim Larson  
July 7, 2020

**BACKGROUND:**

The District participates in the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) program to support mental health services for Medi-Cal eligible students. Rady Children’s Hospital and Health Center (RCHHC) is a community organization certified to provide EPSDT-funded mental health services. RCHHC professionals have provided these services to students since the program’s inception. Staff from RCHHC serve Hill Creek, Pepper Drive, PRIDE Academy, and Rio Seco Schools.

**RECOMMENDATION:**

Administration recommends the Board of Education approve this Memorandum of Understanding with Rady Children’s Hospital and Health Center for the EPSDT program for the 2020-2021 school year.

**FISCAL IMPACT:**

There is no cost to the school district. RCHHC receives reimbursement for services provided directly from the State Department of Health for Medi-Cal eligible children.

**STUDENT ACHIEVEMENT IMPACT:**

Students who need and receive mental health support services are more likely to succeed academically in school.

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

Agenda Item D.4.3.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into and executed as of **July 1, 2020**, by and between **Rady Children’s Hospital – San Diego, Children’s Outpatient Psychiatry** (“Provider”); and **Santee School District** (“District”), with respect to the following matters:

- A. The parties to this MOU desire to provide mental health services, including individual, collateral, family and group psychotherapy services, medication support, case management, and rehabilitative services under the Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) Funded Mental Health Services to Medi-Cal eligible children/youth and under the Mental Health Services Act (MHSA) to eligible Seriously Emotionally Disturbed (SED) children/youth as per MHSA target population criteria.
- B. The parties desire to enter into this MOU to set forth their respective responsibilities with respect to the delivery of EPSDT and MHSA services.

This agreement shall be effective from **July 1, 2020** through **June 30, 2021**.

NOW, THEREFORE, the parties agree as follows:

1. Program Description. The EPSDT and MHSA Services shall be provided in accordance with the following:
  - a) PROVIDER shall deliver services to children/youth who meet the eligibility criteria pursuant to Federal and State law governing EPSDT and MHSA Mental Health Funded Services and the Provider’s Contract with County for the provision of EPSDT and MHSA Funded services.
  - b) EPSDT and MHSA Funded Services may include individual, collateral, family and group psychotherapy services, medication support, case management, and rehabilitative services, as authorized by Federal and State law and specified by the Contract County holds with the Provider.
2. Termination. This MOU may be terminated at any time upon the mutual agreement of the parties or upon thirty (30) days prior written notice from any party. Those authorized to receive notice for the parties are the signatories of this MOU.
3. District Responsibilities. The District’s responsibilities shall include the following:
  - a) Designation of consistent location within each school or other mutually agreed upon locations to be used for EPSDT and MHSA Services.
  - b) Dates and times to be agreed upon by the parties including year-round service location when school is not in session.
  - c) Promotion of EPSDT and MHSA Funded services in the District schools and community.
  - d) Assist in identification and referral of eligible students to Provider for EPSDT and MHSA funded services.
  - e) Designation of staff to act as a liaison with County Liaison and Provider to assist in the implementation of EPSDT and MHSA Funded services.
  - f) Notification to County Liaison upon any change in district designated contact.
  - g) Facilitation and participation in cross-system training.
  - h) Facilitation of family member’s access to family treatment on campus when indicated.
  - i) Notify the County when issues arise between the District and the Provider that cannot be resolved.
4. Provider Responsibilities. Provider’s responsibilities shall include the following:
  - a) Provider shall provide EPSDT and MHSA funded services to eligible children/youth referred by the District by employing qualified staff, per state and federal regulations governing such, and as set forth in Provider’s Contract with County.

- b) Submission of quarterly reports to the District specifying the number of students referred for services, the number of students served, and such additional information as agreed upon by the parties.
  - c) Designation of staff to keep in close communication with and meet with school site referral teams (SST) to facilitate appropriate referrals to provider and open communication between provider and school site staff.
  - d) Provider will conduct thorough initial background checks, along with yearly update background checks, searching the County Criminal and National Sexual offender data bases per hospital policy, for each staff member providing services on any of District's schools or agreed upon locations.
  - e) Designation of staff to act as a liaison with District and County to assist in the implementation of EPSDT and MHSA Funded services.
  - f) Provider shall notify the County when issues arise between the Provider and the District.
5. Confidentiality. The parties agree that all information and records obtained in the course of providing services pursuant to this agreement shall be subject to confidentiality and disclosure provisions of applicable Federal and State statutes and regulations including but not limited to California Welfare and Institutions Code Section 5328.
6. Indemnification. Provider agrees to defend, indemnify, and save free and harmless the District, its officers, agents, and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from, or alleged to have arisen from provider's performance or lack thereof under this agreement.

District agrees to defend, indemnify, and save free and harmless the Provider, its officers, agents and employees, against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from or alleged to have arisen from District's performance or lack thereof, under this agreement.

The parties entering into this MOU furthermore agree that the District shall not assume any financial liability for any of the services rendered by Provider under terms of this agreement regardless of whether or not those services are reimbursed by County.

IN WITNESS WHEREOF, the parties have executed this MOU as of the date first set forth above.

PROVIDER: **Rady Children's Hospital-San Diego**

Name: **Nicholas M. Holmes, MD., MBA**

Date 6/15/2020

Signature: Nicholas M. Holmes

Title: **Senior Vice President/Chief Operating Officer**

DISTRICT: **Santee School District**

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

Signature: \_\_\_\_\_

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

**BACKGROUND:**

From time to time, the Santee School District contracts with individuals to provide various types of general services. Some services are on an as-needed basis billed at an hourly or daily rate, while other services are billed by the job.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the following short-term services agreements:

Vendor Name	Description of Services	Dates (s) of Service	Amount	Funding
Tonya Hendrix	Specialized Academic Instruction	07/01/2020 - 06/30/2021	\$68.00/hour (not to exceed \$40,000.00)	Special Education
Donna Farquar	Writing Instructor for Alternative School	10/01/2019 - 05/31/2020	\$68.00/hour (not to exceed \$2,800.00)	Educational Resource Center

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	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 the Short-Term Services Agreements is detailed in the table above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Consent Item D.4.5.

Approval of New Information Technology  
System Technician Job Description

Prepared by Tim Larson  
July 7, 2020

**BACKGROUND:**

Administration has determined that there is a need to realign the duties and responsibilities for the current Data Specialist and Technology Assistant positions. In coordination with the California School Employees Association, and its Chapter #557, a new job description was created to meet these needs.

In addition, it was also determined that Robyn Wright and Mary Boldin, the current Data Specialists as well as Tracy Fransway, the current Technology Assistant will be appointed to assume the position(s) and responsibilities effective July 1, 2020. This position will work a 12-month work year. Administration does not intend to replace the vacated Data Specialist or Technology Assistant positions at this time.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the new job description for Information Technology System Technician.

**FISCAL IMPACT:**

The cost impact for the Information Technology System Technician position will be \$17,857.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.4.5.



**INFORMATION TECHNOLOGY SYSTEM TECHNICIAN**

**DEFINITION/JOB SUMMARY**

Under the direct supervision of the Director, Information Systems Technology; the Information Technology System Technician is responsible for supporting various enterprise-wide software systems and databases, associated software components, and core curriculum software programs. This position will perform a variety of moderately complex information technology support duties including Level One helpdesk support and troubleshooting, and training to ensure a smooth delivery of technology services as well as clerical support duties.

**EXAMPLES OF DUTIES AND RESPONSIBILITIES:**

1. Provide a customer service-oriented level of support for district technology users, parents and outside agencies; act as a liaison for computer operations; communicate, resolve, and/or initiate the resolution of problems and concerns
2. Prepare and conduct training for district personnel in the use of various district technology systems and prepare written training documents in accordance with the Department Supervisor's training plan
3. Prepare a variety of reports, analyses, and statistical documents.
4. Facilitate communication of proper procedures to school sites
5. Participate in and support the Student Registration process
6. Manage and monitor all aspects of student records including creating class lists and courses in the Student Information System ensuring data accuracy
7. Work with other school and department staff to collect, input, submit, manage, reconcile, verify and extract data in various database software systems, including CalPADs and other related data collection systems in accordance with all local, state, and federal requirements, working closely with other school or department staff to ensure timely submission, accuracy and accessibility
8. Create and manage both staff and student user accounts in various software systems
9. Assist in the preparation of information for publication for the District's communication services
10. Assist in the development of standards, policies, and procedures related to maintaining district data
11. Monitor and maintain records for the Technology Department budget, including making purchases and preparing requisitions
12. Manage technology inventory, including ordering, storing and distribution of supplies, material and equipment
13. Perform a variety of responsible secretarial and clerical duties including handling materials of a confidential nature
14. Perform related duties as assigned

**QUALIFICATIONS GUIDES**

**Knowledge of:**

1. Modern technology, including computer proficiency, daily use of common software and desktop publishing techniques and systems

**INFORMATION TECHNOLOGY SYSTEM TECHNICIAN**

2. Principles of database maintenance including data verification, reconciliation, extraction and manipulation
3. Principles of electronic data entry and data record handling
4. Interpersonal skills including tact, courtesy, and patience
5. Oral and written communication skills
6. Skill and ability to deal with technology troubleshooting

**Ability to:**

1. Interact positively with schools and community
2. Handle a multitude of responsibilities with minimal supervision
3. Problem-solve and research complex problems, where multiple sources are referenced for resolution

**Training and Experience:**

High school graduation and any combination equivalent to completion of a two-year technology-related major and two years of responsible experience with record-keeping, word processing, database, spreadsheet, desktop publishing, diagnostic, e-mail and internet applications in a networked environment with increasingly responsible clerical or secretarial experience in a technology environment

**Licenses and Certifications:**

Microsoft Office User Specialist (MOUS) certification highly desirable

Must hold a valid California driver's license and have personal transportation available (mileage reimbursement) and the ability to meet and maintain district insurance eligibility

**Working Conditions:**

**ENVIRONMENT:**

Indoor office environment

Driving a vehicle to conduct work

**PHYSICAL DEMANDS:**

The usual and customary methods of performing the job's functions require the following physical demands: Hearing, speaking and seeing to perform assigned activities, occasional lifting, carrying, pushing, and/or pulling; some stooping, kneeling, reaching, crouching, and/or crawling; and significant fine finger dexterity. Generally, the job requires 60% sitting, 15% walking, and 25% standing, the job is performed in a clean atmosphere

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

Agenda Item E.

**BACKGROUND:**

Effective June 16, updated San Diego County Public Health Orders allow schools to hold classes or school business operations on school campuses provided the school complies with industry guidance on schools and school-based programs issued by the California Department of Public Health.

In addition to the local public health orders allowing schools to-open, on June 23, 2020, the Santee School District Board of Education voted to communicate that the District priority is to bring all students back to campus beginning August 19 for daily, full time instruction and support families who want their children to remain at home in the fall with enrollment in the District homeschool program. The Board also asked Administration to solicit parent, community, and staff input on a backup educational plan.

In preparation for the safe return of students and staff on the first day of school for the 2020-21 school year, a District logistics planning committee has been developing a comprehensive District re-opening plan, with an expected completion date of July 17, outlining the following protocols and procedures for students, parents, staff, and the community:

- transportation
- student arrival and dismissal procedures, including daily temperature checks for students and staff
- on campus traffic flow control
- health and safety
- learning space configuration and environment
- campus services: water, restroom use, library, school office, health office, play equipment
- recess and lunch times
- food service
- support programs (child care services, counseling services)
- parents, volunteers, public on campus
- cleaning and sanitizing
- procedures for positive COVID cases
- use of facilities by outside entities
- communication

Once the school re-opening plan templates are completed by the San Diego County Public Health Department and the San Diego County Office of Education, school administration will be using the District re-opening plan protocols and procedures to embed this content into their site plans.

Tonight, the Board of Education will discuss the summarized input received by parents and staff on the backup educational plan.

**RECOMMENDATION:**

It is recommended that the Board of Education discuss parent, community, and staff input that was collected. Any action is at the discretion of the Board.

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

Agenda Item E.1.1.

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report  
Prepared by Karl Christensen  
July 7, 2020

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period May 1 through May 31, 2020 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$15,285,763; cash receipts of \$4,980,467; and disbursements of \$7,585,863 are reflected for the period of May 1, through May 31, 2020 resulting in an ending cash balance of \$12,680,367 as of May 31, 2020.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.1.

# Monthly Financial Report - May

1

## CASH REPORT FOR MAY

	Actual	Projected*	Difference
Beginning Cash Balance as of May 1, 2020	\$15,285,763	\$15,285,763	\$ -
<b>INCOME</b>			
A. Local Control Funding Formula			
State Aid	2,971,236	2,971,236	\$ -
Property Taxes	332,490	332,490	\$ -
B. Federal Income			
Federal Funding	10,891	10,891	\$ -
C. State Income			
Lottery	-	-	\$ -
Other State Funding	509,119	509,119	\$ -
D. Local Income			
Other Local Income	295,986	295,379	\$ 607
Spec Ed	687,549	687,549	\$ -
Interest	-	-	\$ -
E. Due to/Due from other funds	173,196	173,196.00	\$ -
F. Debt Proceeds	-	-	\$ -
<b>TOTAL INCOME</b>	<b>\$4,980,467</b>	<b>\$4,979,860</b>	<b>\$ 607</b>
Beginning Balance Plus Income	\$20,266,230	\$20,265,623	\$ 607
<b>DISBURSEMENTS</b>			
G. Commercial Warrants	\$ 435,932	\$ 435,932	\$ -
H. Salary and Benefits	5,355,307	5,355,307	\$ -
I. Other Outgo	48,437	48,437	\$ -
J. Interfund Transfers Out	-	-	\$ -
K. Debt Service	1,746,187	1,746,187	\$ -
<b>TOTAL DISBURSEMENTS</b>	<b>\$7,585,863</b>	<b>\$7,585,863</b>	<b>\$ -</b>
Ending Cash Balance as of May 31, 2020	\$12,680,367	\$12,679,760	\$ 607

\* Based on Cash Flow Projection at 2020-21 Budget Adoption- June 2020

**Budget Revisions  
Through May 31, 2020  
2019-20 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	16,171,701	532,236	16,703,937
<b>Estimated Income</b>	52,219,587	22,689,195	74,908,782
<b>Estimated Expenditures</b>	52,824,764	22,723,024	75,547,788
<b>Change in Fund Balance</b>	(605,177)	(33,829)	(639,006)
<b>Projected Ending Fund Balance</b>	15,566,524	498,407	16,064,931
<b>Less: Restricted Program Carryovers</b>	-	498,407	498,407
<b>Less: Non-Spendable</b>			
<b>Prepaid Expenses</b>	375,869	-	375,869
<b>Revolving Cash Fund</b>	20,000	-	20,000
<b>Stores Inventory</b>	119,583	-	119,583
<b>Less: Assigned Vacation Carryover</b>	332,772	-	332,772
<b>Assigned Site Carryover Balances</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	2,266,434	-	2,266,434
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	12,451,866	-	12,451,866
<b>Fund 17 Projected End of Year Balance</b>	3,095,813	-	3,095,813
<b>Projected Reserves</b>	<u>17,814,112</u>	<u>-</u>	<u>17,814,112</u>
	<u>May</u>	<u>April</u>	
<b>Projected Reserve % 2019-20<sup>1</sup></b>	23.58%	23.58%	
<b>Projected Reserve % 2020-21<sup>2</sup></b>	15.35%	15.35%	
<b>Projected Reserve % 2021-22<sup>2</sup></b>	4.98%	4.98%	

As a % of the Estimated Expense Total<sup>1</sup>

Based on Multi-Year Projection at 2020-21 Estimated Actuals- June 2020



**BACKGROUND:**

At the June 2, 2020 meeting, the Board of Education was presented with the results of a survey conducted with registered voters regarding their views on a possible General Obligation Bond (GO Bond) measure being considered for the November 3, 2020 ballot. Because the survey contained mixed results, after discussion, the Board directed the District’s financial advisor, Dale Scott, to do a shorter follow-up survey to gauge voter sentiments with revised ballot language.

Tonight Mr. Scott will present the results of that survey. In order to meet the County of San Diego’s deadline, if the Board desires to pursue a GO Bond measure on the November ballot, it will be necessary to pass a resolution at the next Board meeting scheduled for July 21, 2020. Consequently, after reviewing survey results, Administration will seek Board direction on whether to bring a resolution to the July 21<sup>st</sup> meeting.

**RECOMMENDATION:**

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

<b>SUPPORTED</b>	<b>STRATEGIC OBJECTIVE</b>	<b>DESCRIPTION</b>
✓	Learning Environment	Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

**FISCAL IMPACT:**

Up to \$50 million in bond proceeds for facility improvement projects.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.

**Item F. BOARD POLICIES AND BYLAWS**

Agenda Item F.

Board Policies and Bylaws F.1.1. Second Reading: New Board Policy 3530,  
Prepared by Karl Christensen Risk Management/Insurance  
July 7, 2020

**BACKGROUND:**

New Board Policy 3530, Risk Management/Insurance, addresses risk management for effective safety and loss control practices while striving to keep liability at a minimum and District insurance premiums low while maintaining adequate protection. The proposed BP 3530 is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

It is recommended that the Board of Education adopt new Board Policy 3530, Risk Management/Insurance, in a Second Reading, as presented.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.1.1.

**Risk Management/Insurance**

The Governing Board strongly supports a risk management program that protects district resources and promotes the safety of students, staff and the public.

The Superintendent or designee shall establish a risk management program that uses effective safety and loss control practices. The district shall strive to keep its liability at a minimum and its insurance premiums as low as possible while maintaining adequate protection. To determine the most economical means of insuring the district consistent with required services, the Superintendent or designee shall annually review the district's options for obtaining coverage, including qualified insurance agents, a joint powers agency, self-insurance or a combination of these means.

The Board reserves the right to remove an insurance agent-of-record or a participating agent whenever, in the judgment of the Board, such action becomes desirable for the best interests of the district.

To attempt to minimize the district's exposure to liability, the Board shall adopt clear policies related to discrimination, harassment, safety procedures, and the timely handling of claims. The Superintendent or designee shall ensure that these policies and related procedures are enforced fairly and consistently.

The Superintendent or designee shall report periodically to the Board on the district's risk management activities.

Legal Reference:

EDUCATION CODE

17029.5 Contract funding; board liability

17565-17592 Board duties re property maintenance and control

32350 Liability on equipment loaned to district

35162 Power to sue, be sued, hold and convey property

35200-35214 Liabilities, especially:

35208 Liability insurance

35211 Driver training civil liability insurance

35213 Reimbursement for loss, destruction or damage of personal property

35214 Liability self-insurance

35331 Medical or hospital service for students on field trip

39837 Transportation of pupils to places of summer employment

41021 Requirement for employees' indemnity bonds

44873 Qualifications for physician (liability coverage)

49470-49474 District medical services and insurance

GOVERNMENT CODE

820.9 Board members not vicariously liable for injuries caused by district

989-991.2 Local public entity insurance

LABOR CODE

3200-4855 Workers' compensation

Policy

Adopted:

**SANTEE SCHOOL DISTRICT**

Santee, California

Board Policies and Bylaws F.1.2. Second Reading: New Board Policy 3540,  
Prepared by Karl Christensen Transportation  
June 16, 2020

**BACKGROUND:**

New Board Policy 3540, Transportation, addresses the safe and efficient transportation of students to and from school and the extent to which the district will provide transportation services, weighing student and community needs against the cost of providing such services. New BP 3540 is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

It is recommended that the Board of Education adopt new Board Policy 3540, Transportation, in a Second Reading, as presented.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.1.2.

**Transportation**

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services.

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services.

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators and parents/guardians.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

Legal Reference (next page):

**Transportation**

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39860 Transportation, especially:

39800 Powers of governing board to provide transportation for pupils to and from school; definition of "municipally owned transit system"

39801 Contract with County Superintendent of Schools to provide transportation

39802-39803 Bids and contracts for transportation services

39806 Payments to parents in lieu of transportation

39807 Food and lodging payments in lieu of transportation

39807.5 Transportation fees

39808 District transportation of private school students

41850-41854 Allowances for transportation

41860-41862 Supplemental allowances for transportation

45125.1 Criminal background checks for contractors

52311 Regional occupational centers, transportation

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

PENAL CODE

637.7 Electronic tracking devices

VEHICLE CODE

2807 School bus inspection

CODE OF REGULATIONS, TITLE 5

14100-14103 Use of school buses and school pupil activity buses

15240-15343 Allowances for student transportation, especially:

15253-15272 District records related to transportation

CODE OF REGULATIONS, TITLE 13

2025 Retrofitting of diesel school buses

COURT DECISIONS

Arcadia Unified School District et. al. v. State Department of Education, 2 Cal. 4th 251 (1992)

Policy

Adopted:

SANTEE SCHOOL DISTRICT

Santee, California

Board Policies and Bylaws Item F.1.3.

First Reading: Revised Board Policy 6020, Parent Involvement

Prepared by Dr. Stephanie Pierce  
July 7, 2020

**BACKGROUND:**

Attached is revised Board Policy 6020, Parent Involvement, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

**RECOMMENDATIONS:**

This evening administration is presenting revised Board Policy 6020, Parent Involvement, for a first reading. Action, if any, is at the discretion of the Board.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Sustained parent involvement contributes greatly to student achievement.

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

Agenda Item F.1.3.



**PARENT INVOLVEMENT**

The Governing Board recognizes that parents/guardians are their children’s first and most influential teachers and that sustained parent/guardian involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall ~~consult work~~ work with parents/guardians and family members ~~in the development of meaningful opportunities for them to be involved to jointly develop and agree upon policy and strategies to meaningfully involve parents/guardians and family members~~ in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children’s education and of the opportunities available to them to do so.

The district's local control and accountability plan (LCAP) shall include goals and strategies for parent/guardian involvement and family engagement, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities.

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district’s parent/guardian and family engagement efforts, including, but not limited to, input from parents/guardians, family members, and school staff on the adequacy of involvement opportunities and on barriers that may inhibit participation.

**Title I Schools**

~~When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities. The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities and shall ensure that priority is given to schools in high poverty areas in accordance with law.~~

The Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I funding, developing strategies that describe how the district will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation, and implementing and evaluating such programs, activities, and procedures. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members.

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities and shall distribute at least 90 percent of those reserved funds to

**PARENT INVOLVEMENT (continued)**

eligible schools, with priority given to high-need schools as defined in 20 USC 6631. The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities.

Expenditures of such funds shall be consistent with the activities specified in this policy and shall include at least one of the following:

1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members
2. Support for programs that reach parents/guardians and family members at home, in the community, and at school
3. Dissemination of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members
4. Collaboration, or the provision of subgrants to schools to enable collaboration, with community-based or other organizations or employers with a record of success in improving and increasing parent/guardian and family engagement
5. Any other activities and strategies that the district determines are appropriate and consistent with this policy

The district's Board policy and administrative regulation containing parent/guardian and family engagement strategies shall be incorporated into the district's LCAP in accordance with 20 USC 6312.

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

District and school-level parent/guardian and family engagement policies and administrative regulations shall be distributed to parents/guardians of students participating in Title I programs and shall be available to the local community. Parents/guardians shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand.

**PARENT INVOLVEMENT (continued)**

**Non-Title I Schools**

The Superintendent or designee shall develop and implement strategies ~~to be~~ applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children including but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502.

*Legal Reference: (see next page)*

## PARENT INVOLVEMENT (continued)

### *Legal Reference:*

#### EDUCATION CODE

11500-11506~~5~~ Programs to encourage parent involvement  
48985 Notices in languages other than English  
51101 Parent rights and responsibilities  
52060-52077 Local control and accountability plan  
54444.1-54444.2 Parent advisory councils, services to migrant children  
56190-56194 Community advisory committee, special education  
64001 Single plan for student achievement, consolidated application programs

#### LABOR CODE

230.8 Time off to visit child's school

#### CODE OF REGULATIONS, TITLE 5

18275 Child care and development programs, parent involvement and education

#### UNITED STATES CODE, TITLE 20

6311 State plan

6312 Local educational agency plan

6314 Schoolwide programs

~~6316 School improvement~~

6318 Parent and family engagement

6631 Teacher and school leader incentive program, purposes and definitions

7241-7246 Family engagement in education programs

#### CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services

35.160 Communications

### *Management Resources:*

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Title I School-Level Parental Involvement Policy

Family Engagement Framework: A Tool for California School Districts, 2014

#### U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Parental Involvement: Title I, Part A, Non-Regulatory Guidance, April 23, 2004

#### WEB SITES

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

California Department of Education, Family, School, Community Partnerships:

<http://www.cde.ca.gov/ls/pf>

California Parent Center: <http://parent.sdsu.edu>

California State PTA: <http://www.capta.org>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

National PTA: <http://www.pta.org>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center: <http://www.parentsasteachers.org>

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

Policy  
adopted: May 5, 2009  
reviewed: August 17, 2010  
revised: February 19, 2019

**SANTEE SCHOOL DISTRICT**  
Santee, California

Board Policies and Bylaws Item F.1.4.

First Reading: New Board Policy 6157,  
Distance Learning

Prepared by Dr. Stephanie Pierce  
July 7, 2020

**BACKGROUND:**

Attached is new Board Policy 6157, Distance Learning, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

**RECOMMENDATIONS:**

This evening administration is presenting new Board Policy 6157, Distance Learning, for a first reading. Action, if any, is at the discretion of the Board.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Assures the highest level of educational achievement for all students. Provides a safe, engaging environment that promotes creativity, innovation and personalized learning.

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

Agenda Item F.1.4.

**DISTANCE LEARNING**

The Governing Board recognizes that distance learning can be a viable alternative instructional strategy that supports student achievement of academic goals. Distance learning opportunities may be offered to students participating in independent study, credit recovery courses, enrichment courses, or other courses identified by the Superintendent or designee, or in the event that a school site is physically closed due to widespread illness, natural disaster, or other emergency.

The district may offer distance learning through a variety of delivery methods as appropriate for the grade level and subject matter. Distance learning opportunities may include video, audio, and/or written instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, live or prerecorded video, telecourses, and other instruction that relies on computer or communications technology. They may also include the use of print materials with written or oral feedback.

The Superintendent or designee shall review and select distance learning courses, which may include those taught by district staff or others, that are of high academic quality and are aligned with district standards and curricula. As appropriate, courses may be self-directed to allow students to complete assignments at their own pace and/or may involve real-time interaction among the teacher and students.

The Superintendent or designee shall, in collaboration with teachers, plan for schoolwide or long-term distance learning in the event of a school closure. In developing the plan, the Superintendent or designee shall analyze the course sequence, prioritize content and standards to be completed, and recommend the grading criteria. In such circumstances, students' social-emotional wellness shall be taken into account, and schedules and learning experiences shall be designed to build continuity, routine, and regular connections with students.

As needed, the Superintendent or designee shall provide teachers with training and ongoing support, including technological support and guidance, to effectively implement distance learning. The district shall also provide opportunities for teachers to communicate and collaborate with each other to exchange information on effective practices.

Staff shall comply with all copyright regulations in developing materials to be used in distance education courses.

The district shall take steps to ensure that distance learning opportunities are available to all students, including economically disadvantaged students, students with disabilities, and English learners. Teachers may use multiple methods of providing instruction to meet student needs. All online programming and Internet content shall meet accessibility standards for students with disabilities, including compatibility with commonly used assistive technologies.

**DISTANCE LEARNING** (continued)

The Superintendent or designee shall assess students' access to technological devices and the Internet and, consistent with the district's budget and technology plan, may loan devices to students to use at home and/or assist families in identifying free service providers. Students are expected to use district technology responsibly in accordance with the district's Acceptable Use Agreement. To the extent possible, the district shall make technical and academic support available to students.

Teachers shall provide regular communications to students and parents/guardians about expectations, assignments, and available resources to assist the student in successful completion of distance learning coursework.

Grading of distance learning assignments and assessments of end-of-course knowledge and understanding of the subject matter shall be consistent with district policy on grading for equivalent courses.

*Legal Reference:*EDUCATION CODE35182.5 Contracts for electronic products or services; prohibitions51210-51212 Course of study for grades 1-651220-51229 Course of study for grades 7-1251740-51741 Authority to provide instruction by correspondence51745-51749.3 Independent study51865 California distance learning policyPUBLIC CONTRACT CODE20118.2 Contracting by school districts; technological equipmentUNITED STATES CODE, TITLE 207131 Internet safetyUNITED STATES CODE, TITLE 47254 Universal service discounts (E-rate); Internet safety*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSCOVID-19 Guidance for K-12 SchoolsWORLD WIDE WEB CONSORTIUM PUBLICATIONSWeb Content Accessibility GuidelinesWEB SITESCalifornia Department of Education: <http://www.cde.ca.gov>World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

Board Policies and Bylaws Item F.1.5. First Reading: Revised Board Policy 4030  
Nondiscrimination in Employment

Prepared by Tim Larson  
July 7, 2020

**BACKGROUND:**

This revision is brought forward to bring BP 4030 Nondiscrimination in Employment in line with the recommended language from CSBA. The changes add clarity and expanded understanding of current law regarding nondiscriminatory practices. The changes also move specific implementation language into the Administrative Regulation. The suggested language change aligns our policy with current state and federal regulations.

**RECOMMENDATION:**

Revised Board Policy 4030 Nondiscrimination in Employment is presented for a first reading. Any action is at the discretion of the board.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Effective governance has a positive impact on student achievement.

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

Agenda Item F.1.5.



## NONDISCRIMINATION IN EMPLOYMENT

The Governing Board *is determined to provide a safe, positive environment where all district employees are assured of full and equal employment access and opportunities, protection from harassment and intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. For purposes of this policy, employees include job applicants, interns, volunteers, and persons who contracted with the district to provide services, as applicable.* ~~prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, or sexual orientation at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy.~~

*No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics.*

~~Any district employee who engages or participates in unlawful discrimination, or who aids, abets, incites, compels or coerces another to discriminate, is in violation of this policy and is subject to disciplinary action, up to and including dismissal.~~

*The district shall not inquire into any employee's immigration status nor discriminate against an employee on the basis of immigration status, unless there is clear and convincing evidence that it is necessary to comply with federal immigration law.*

*Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:*

- 1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment*
- 2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training*
- 3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment*

4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code 12940 or 2 CCR 11006-11086, such as:

a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status

b. Religious creed discrimination based on an employee's religious belief or observance, including religious dress or grooming practices, or based on the district's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement

c. Requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity

d. Failure to make reasonable accommodation for the known physical or mental disability of an employee, or to engage in a timely, good faith, interactive process with an employee who has requested such accommodations in order to determine the effective reasonable accommodations, if any, to be provided to the employee

~~Any district employee who observes or has knowledge of an incident of unlawful discrimination or harassment shall report the incident to the principal, district administrator or Superintendent as soon as practical after the incident. Failure of a district employee to report discrimination or harassment may result in disciplinary action.~~

~~The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin or application form that is used in employee recruitment. (34 CFR 100.6, 106.9)~~

The Board also prohibits retaliation against any district employee who opposes any discriminatory employment practice by the district or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the district's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940; 2 CCR 11028)

No employee shall, in exchange for a raise or bonus or as a condition of employment or continued employment, be required to sign any document that releases the employee's right to file a claim against the district or to disclose information about harassment or other unlawful employment practices. (Government Code 12964.5)

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.

The Superintendent or designee shall use all appropriate means to reinforce the district's nondiscrimination policy, including providing training and information to employees about how to recognize harassment, discrimination, or other related conduct, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

~~The district's policy and administrative regulation shall be posted in all schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)~~

~~The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:~~

~~Assistant Superintendent of Human Resources \_\_\_\_\_  
(position title or name)  
9625 Cuyamaca Street, Santee, CA 92071 \_\_\_\_\_  
(address)  
(619) 258-2308 \_\_\_\_\_  
(telephone number)~~

**Other Remedies**

~~An employee may, in addition to filing a discrimination complaint with the district, file a complaint with either the California Department of Fair Employment and Housing (DFEH) or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:~~

**NONDISCRIMINATION IN EMPLOYMENT (continued)**

1. ~~To file a valid complaint with DFEH, the employee must file his/her complaint within one year of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960. (Government Code 12960)~~
2. ~~To file a valid complaint directly with EEOC, the employee must file his/her complaint within 180 days of the alleged discriminatory act(s). To file a valid complaint with EEOC after filing a complaint with DFEH, the employee must file the complaint within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier. (42 USC 2000e-5)~~

~~Employees wishing to file complaints with the DFEH and EEOC should contact the nondiscrimination coordinator for more information.~~

*Legal Reference:***EDUCATION CODE****200-262.4 Prohibition of discrimination****CIVIL CODE***51.7 Freedom from violence or intimidation***GOVERNMENT CODE***11135 Unlawful discrimination***11138 Rules and regulations***12900-12996 Fair Employment and Housing Act PENAL CODE***12940-12952 Unlawful employment practices****12960-12976 Unlawful employment practices; complaints***422.56 Definitions, hate crimes CODE***OF REGULATIONS, TITLE 2***7287.6 Terms, conditions and privileges of employment***11006-11086 Discrimination in employment, especially:****11013 Recordkeeping****11019 Terms, conditions and privileges of employment****11023 Harassment and discrimination prevention and correction****11024 Sexual harassment training and education****11027-11028 National origin and ancestry discrimination****CODE OF REGULATIONS, TITLE 5***4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance***UNITED STATES CODE, TITLE 20***1681-1688 Discrimination based on sex or blindness, Title IX***UNITED STATES CODE, TITLE 29****621-634 Age Discrimination in Employment Act***794 Section 504 of the Rehabilitation Act of 1973 UNITED***STATES CODE, TITLE 42***2000d-2000d-7 Title VI, Civil Rights Act of 1964**2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended***2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008***2000h-2-2000h-6 Title IX, 1972 Education Act Amendments***6101-6107 Age discrimination in federally assisted programs***12101-12213 Americans with Disabilities Act***CODE OF FEDERAL REGULATIONS, TITLE 28***35.101-35.190 Americans with Disabilities Act CODE*

OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

**104.7 Designation of responsible employee for Section 504**

104.8 Notice

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

COURT DECISIONS

Carter v. California Department of Veterans Affairs (2003) 2003 Cal.LEXIS 5694

Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863

Shephard v. Loyola Marymount (2002) 102 CalApp.4<sup>th</sup> 837

Management Resources:

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

**CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS**

**California Law Prohibits Workplace Discrimination and Harassment**

**Transgender Rights in the Workplace**

**Workplace Harassment Guide for California Employers**

**Your Rights and Obligations as a Pregnant Employee**

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, March, 1999

U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS

Notice of Non-Discrimination, January, 1999

Notice of Non-Discrimination, August 2010

**U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS**

**EEOC Compliance Manual**

**Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999**

WEB SITES

EEOC: <http://www.eeoc.gov>

OCR: <http://www.ed.gov/offices/OCR>

**U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>**

DFEH: <http://www.dfeh.ca.gov>

Policy  
adopted: July \_\_\_\_, 2020

**SANTEE SCHOOL DISTRICT**  
Santee, California

**Item G. EMPLOYEE ASSOCIATION COMMUNICATION**

**Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

**Item I. ADJOURNMENT**

Agenda Items G, H, and I.