



# 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

**Please note: The July 18 and August 1, Board of Education meetings will be held at Cajon Park School, 10300 Magnolia Avenue, Santee, CA 92071. All meetings will begin at 7:00 p.m.**

Cajon Park School  
Multi-Purpose Room  
10300 Magnolia Avenue  
Santee, California

## BOARD OF EDUCATION REGULAR MEETING AGENDA July 18, 2017

### District Mission

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

	<u>Page #:</u>
<b>A. OPENING PROCEDURES – 7:00 p.m.</b>	<b>6</b>
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
<b>B. REPORTS AND PRESENTATIONS</b>	<b>7</b>
1. Superintendent's Report	
1.1. Developer Fees and Collection Report	8
1.2. Use of Facilities Report	9
1.3. Enrollment Report	10
1.4. Claims Against the District	11
1.5. Schedule of Upcoming Events	12
2. Santee Teaching, Listening and Connecting (TLC) Grant Update	13
<b>C. PUBLIC COMMUNICATION</b>	<b>14</b>
<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
<b>D. CONSENT ITEMS</b>	<b>15</b>
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
<b>Superintendent</b>	
1.1. <u>Approval of Minutes</u>	16
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	

**Business Services**

- 2.1. Approval/Ratification of Travel Requests** 35  
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Approval/Ratification of Purchase Orders** 37  
It is recommended that the Board of Education approve/ratify purchase orders #0000003146 through #0000003329 issued June 1, 2017 through June 30, 2017.
- 2.3. Approval/Ratification of Expenditure Warrants** 45  
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of June 2017.
- 2.4. Acceptance of Donations** 47  
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.5. Approval of Consultants and General Service Providers** 48  
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.6. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 50  
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of May 2017.
- 2.7. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement** 56  
It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending June 30, 2017.
- 2.8. Approval/Ratification of CUPCCAC Informal Bid Award for Flooring Removal and Installation of New Flooring at Prospect Avenue Preschool and Authorization to File Notice of Completion** 57  
It is recommended that the Board of Education approve/ratify contract proposals and purchase orders to DFS Flooring for \$8,904 for new flooring and Janus Corporation for abatement and removal of old flooring for \$10,843; with up to 10% for change orders, as needed; and authorize the filing of a Notice of Completion with final contract amounts when work is completed.
- 2.9. Approval/Ratification of Change Orders for Sycamore Canyon School Water Well Project and Authorization/Ratification to File Notice of Completion** 58  
It is recommended that the Board of Education approve the final change orders and authorize/ratify the filing of Notice of Completion documents for the Water Well Project at Sycamore Canyon School.
- 2.10. Approval of Agreement with Capital Public Finance Group for Student Generation Rate Study for New Housing Developments** 59  
It is recommended that the Board of Education approve the Agreement with Capitol Public Finance Group to Conduct a Student Generation Rate Study for New Housing Developments.
- 2.11. Approval of Agreement with Webb-Cleff Architecture & Engineering for Architectural and Design Services for the Rio Seco School Modular Classroom Addition Project** 60  
It is recommended that the Board of Education Approve the Agreement with Webb-Cleff Architecture & Engineering for Architectural and Design Services for the Rio Seco School Modular Classroom Addition Project.

- 2.12. Award of CUPCCAC Informal Bid for New Driveway and Bus Gate at Pepper Drive School** 62  
It is recommended that the Board of Education award the CUPCCAC informal bid for installation of a New Driveway and Bus Gate at Pepper Drive School to Kirk Paving.
- Educational Services**
- 3.1. Approval of Quality Preschool Initiative Grant for the 2017-18 School Year** 63  
It is recommended that the Board of Education approve the Quality Preschool Initiative Grant with the San Diego County Superintendent of Schools for the 2017-18 school year.
- 3.2. Approval of Outdoor Education Program Agreements with the San Diego County Office of Education** 65  
It is recommended that the Board of Education approve the 2017-18 Outdoor Education Agreements with the San Diego County Office of Education.
- 3.3. Approval of Nonpublic Agency Master Contract with ABA Education Foundation for Behavioral Support** 76  
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with ABA Education Foundation for behavioral support for the term of July 1, 2017 through June 30, 2018.
- 3.4. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Therapy** 77  
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for a 1.0 FTE Speech Language Pathologist for the term of July 1, 2017 through June 30, 2018.
- 3.5. Approval of Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for Educationally Related Mental Health Services (ERMHS)** 78  
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for ERMHS for the term of July 1, 2017 through June 30, 2018.
- 3.6. Approval of Nonpublic School Individual Services Agreement with Aseltine School for Children Nonpublic School** 80  
It is recommended that the Board of Education approve the Nonpublic School Individual Services Agreement with San Diego Center for Children School for this student for the period of June 5, 2017 through June 30, 2017 and for the 2017-2018 school year.
- 3.7. Approval of Nonpublic School Master Contract with The Institute for Effective Education for Nonpublic School Services** 81  
It is recommended that the Board of Education approve the Nonpublic School Master Contract with The Institute for Effective Education for two students for the term of July 1, 2017 through June 30, 2018.
- 3.8. Approval of Nonpublic School Master Contract with Springall Academy for Nonpublic School Services** 82  
It is recommended that the Board of Education approve the Nonpublic School Master Contract with Springall Academy for the 2017-18 school year.
- 3.9. Approval of Amended Nonpublic School Master Contract with Stein Center for Nonpublic School Services** 83  
It is recommended that the Board of Education approve the amended Nonpublic School Master Contract with Stein Center for two students for the term of July 1, 2017 through June 30, 2018.

- 3.10. Approval of Nonpublic Master Contract with Devereux Advanced Behavior Health for Residential Treatment Center Services and Nonpublic School Services** 84  
It is recommended that the Board of Education approve the Nonpublic Master Contract with Devereux Advanced Behavior Health (NPS) for one student for the term beginning on July 1, 2017 through June 30, 2018.

**Human Resource/Pupil Services**

- 4.1. Personnel, Regular** 85  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.

- 4.2. Approval to Increase Work Hours for Identified Classified Non-Management Position** 89  
It is recommended that the Board of Education approve to increase work hours for the identified 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** 90  
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 EPSDT program.

- 4.4. Approval of Short Term Positions** 93  
It is recommended that the Board of Education approve the short-term positions.

- E. DISCUSSION AND/OR ACTION ITEMS** 94  
*Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.*

**Superintendent**

- 1.1. Approval of 2017 East County SELPA Local Plan** 95  
It is recommended the Board of Education approve the 2017 East County SELPA Local Plan.

**Business Services**

- 2.1. Approval of Monthly Financial Report** 116  
It is recommended that the Board approve the Monthly Financial Report for May 2017.

- 2.2. Award of CUPCCAC Informal Bid for Grass Reseeding and Irrigation System Improvements at Sycamore Canyon School** 119  
It is recommended that the Board of Education Award the CUPCCAC informal bid for Grass Field Reseeding and Irrigation System Improvements at Sycamore Canyon School to Blue Pacific Engineering & Construction.

- 2.3. Award of CUPCCAC Informal Bid for Drilling of Water Well at Carlton Oaks School** 121  
It is recommended that the Board of Education Award the CUPCCAC informal bid to Cascade Drilling, L.P. for drilling of the water well at Carlton Oaks School.

- 2.4. Award of CUPCCAC Informal Bid for Installation of Pump System for Carlton Oaks School Water Well** 122  
It is recommended that the Board of Education Award the CUPCCAC informal bid to Hidden Valley Pump Systems Inc. for installation of a pump system for the Carlton Oaks School Water Well.

2.5.	<b><u>Adoption of Resolution No. 1718-02 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 Water Line Located on the Rio Seco Elementary School Site Property</u></b>	123
	It is recommended that the Board of Education adopt Resolution No.1718-02 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 Water Line Located on the Rio Seco Elementary School Site Property.	
F.	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	135
G.	<b>CLOSED SESSION</b>	135
1.	<b><u>Public Employee Discipline/Dismissal/Release</u></b> (Gov't. Code § 54957)	
2.	<b><u>Conference with Legal Counsel – Anticipated Litigation</u></b> (Gov't. Code § 54956.9) <ul style="list-style-type: none"><li>• One Case</li></ul>	
3.	<b><u>Conference with Legal Counsel – Existing Litigations</u></b> (Govt. Code § 54956.9) <ul style="list-style-type: none"><li>• OAH Case Number: 2017061194</li></ul>	
4.	<b><u>Conference with Labor Negotiator</u></b> (Gov't. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
5.	<b><u>Conference with Labor Negotiator</u></b> (Gov't. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	
6.	<b><u>Public Employee Performance Evaluation</u></b> (Gov't. Code § 54957) <i>Superintendent</i>	
H.	<b>RECONVENE TO PUBLIC SESSION</b>	135
I.	<b>ADJOURNMENT</b>	135

**Please note:** Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, Educational Resource Center, located at 9619 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. The next regular meeting of the Board of Education is scheduled for August 1, 2017 at 7:00 p.m., at Cajon Park School, 10300 Magnolia Avenue, Santee. 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:

\_\_\_ Levens-Craig

\_\_\_ El-Hajj

\_\_\_ Fox

\_\_\_ Burns

\_\_\_ Ryan

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

1. Call to Order and Welcome

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the July 18, 2017, 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
  - 1.3. Enrollment Report
  - 1.4. Claims Against the District
  - 1.5. Schedule of Upcoming Events
  
2. Santee Teaching, Listening and Connecting (TLC) Grant Update

**DEVELOPER FEES COLLECTION REPORT  
2016-17  
CUMULATIVE THROUGH JUNE 30, 2017**

Residential Rate: \$2.08 per square foot - effective 5/5/14 - 6/19/16; \$2.16 per square foot effective 6/20/16  
 Commercial Rate: \$0.33 per square foot - effective 5/5/14 - 6/19/16; \$0.35 per square foot - effective 6/20/16  
 Self Storage Rate: \$0.14 per square foot - effective 4/20/10-6/19/16; \$0.15 per square foot - effective 6/20/16

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	10130 Woodpark Dr.	08/05/16	952	\$2,056.32	CP
	X	10140 Strathmore Dr.	08/09/16	766	\$1,654.66	SC
	X	Braverman Dr. (model home)	08/16/16	2,210	\$4,773.60	HC
	X	Braverman Dr. (model home)	08/16/16	2,554	\$5,516.64	HC
	X	Braverman Dr. (model home)	08/16/16	2,853	\$6,162.48	HC
	X	8746 Bushy Hill	08/24/16	16,982	\$36,681.12	CFH
	X	3943-3953 Magnolia Ave.	09/28/16	22,590	\$48,794.40	PD
	X	8931 Sunwood Dr.	11/08/16	1,068	\$2,306.88	CH
X		9480 Cuyamaca St.	11/09/16	5,079	\$1,777.65	RS
	X	1309 Rex Lane	01/04/17	640	\$1,382.40	PD
	X	9465 Mandeville Rd.	02/06/17	906	\$1,956.96	CH
	X	9233 Willowgrove	02/09/17	624	\$1,347.84	CH
	X	10647,10653,10655,10659,10671,10677 Braverman Dr	02/10/17	15,876	\$34,292.16	HC
X		9331 Mission Gorge Rd.	02/23/17	95	\$14.25	PA
	X	8600, 8604, 8608 Camden Drive	03/03/17	6,232	\$13,461.12	HC
	X	9208 Maranda	03/17/17	670	\$1,447.20	CH
	X	9015 Willowgrove Circle	03/22/17	637	\$1,375.92	CH
X		501-589 Lantern Crest Way	03/29/17	14,322	\$5,012.70	HC
	X	9544-9580 Coolwater Way	04/04/17	17,098	\$36,931.68	HC
X		9300 Fanita Parkway	04/06/17	212	\$74.20	CO
	X	9908 Cleary Street	04/18/17	729	\$1,574.64	HC
	X	8601,8605,8609,8613,8617,8621,8625 Camden Drive	04/24/17	14,913	\$32,212.08	CFH
	X	9940 Seymour Street	04/24/17	636	\$1,373.76	HC
X		8867 Cuyamaca Street	05/02/17	4,086	\$1,430.10	RS
	X	9437 & 9445 Pryor Dr/8575,8581,8582,8588 Shanes Way	05/09/17	12,359	\$26,695.44	PA
X		1900 Weld Blvd	05/15/17	568	\$198.80	PA
	X	9502,9508,9514,9520,9526,9532,9538 Coolwater Way	05/17/17	17,446	\$37,683.36	HC
	X	8614 Carlton Oaks Blvd	05/26/17	581	\$1,254.96	CO
	X	8657,8649,8641,8633,8629,8637,8645,8653 Camden Dr	05/30/17	16,703	\$36,078.48	CFH
	X	8708,8704,8700,8696,8692,8688 Camden Dr.	05/30/17	12,578	\$27,168.48	CFH
	X	8709,8701,8693,8697,8705,8713,8717 Camden Dr.	05/30/17	14,596	\$31,527.36	CFH
<b>TOTAL PAGE 1</b>					<b>\$404,217.64</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 18, 2017**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attend.</b>	<b>Fees Applied</b>
<b>Carlton Hills</b>						
Mad Science of San Diego (After-School Program)	Classroom	10/5/17 - 3/1/18	Thursday	1:45 pm - 2:45 pm	20	
<b>Cajon Park</b>						
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	8/7/17 - 11/17/17	Mon - Fri	4:00 pm - dark	50 - 75	
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	9/9/17 - 11/18/17	Saturday	7:30 am - 3:30 pm	50 - 75	
<b>Carlton Hills</b>						
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	8/7/17 - 11/17/17	Mon - Fri	4:00 pm - dark	50 - 75	
<b>Carlton Oaks</b>						
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	8/16/17 - 11/17/17	Mon - Fri	4:00 pm - dark	50 - 75	
Santee School District Special Ed Dept (Parents Helping Parents)	Multi-Purpose	2/20/18	Tuesday	9:30 am - 11:00 am	25	
<b>Chet F. Harritt</b>						
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	10/30/17 - 1/12/18	Mon - Fri	4:00 pm - 8:00 pm	50 - 75	
<b>Hill Creek</b>						
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	8/7/17 - 11/17/17	Mon - Fri	4:00 pm - dark	50 - 75	
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	9/9/17 - 11/18/17	Saturday	7:30 am - 3:30 pm	50 - 75	
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	9/10/17 - 10/1/17	Sunday	7:30 am - 3:30 pm	50 - 75	
<b>PRIDE Academy (Prospect Avenue)</b>						
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	8/7/17 - 11/17/17	Mon - Fri	4:00 pm - dark	50 - 75	
Santee AYSO 341 (Soccer Practice/Games)	Grass Fields	9/9/17 - 11/18/17	Saturday	7:30 am - 3:30 pm	50 - 75	
Santee School District Special Ed Dept (Parents Helping Parents)	Multi-Purpose	11/14/17	Tuesday	9:30 am - 11:00 am	25	
<b>Rio Seco</b>						
Santana National Little League (Fall Ball)	Baseball Fields	9/1/17 - 11/22/17	Mon - Sun	7:00 am - 6:00 pm		

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

Santee School District  
 ENROLLMENT REPORT  
 6/13/2017  
 Month 12 Week 2  
 School Week 43

SCHOOL	REGULAR ED														SPECIAL ED										Total All								
	TK	EAK 5yo	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	06/13/17	06/22/16	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	06/13/17	06/22/16	# Diff	% Diff	06/13/17	06/09/17	# Diff	
Cajon Park			111	99	90	105	120	114	94	108	93	934	938	-2	-0.2%	1	13	4	6	3	11	7	15	8	8	76	59	17	28.8%	1010	1011	-1	
Carlton Hills	23	24	76	70	76	58	45	47	42	64	52	577	563	14	2.5%	3	2	3	3	4	2	7	3	3	30	33	-3	-9.1%	607	608	-1		
Carlton Oaks			74	82	75	65	87	75	97	88	118	761	783	-22	-2.8%	5	4	6	4	6	11	9	6	8	59	62	7	13.5%	820	821	-1		
Chet F. Harritt	25	24	79	82	82	73	55	54	61	60	64	659	642	17	2.6%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	659	661	-2	
Hill Creek	24	25	83	85	79	83	75	71	74	64	92	755	769	-14	-1.8%	2	2	1	2	4	6	1	0	0	0	18	17	1	5.9%	773	773	0	
Pepper Drive	25		111	111	89	141	116	102	113	92	71	971	902	69	7.6%	0	0	0	0	0	0	2	2	4	2	10	5	5	100.0%	981	981	0	
Pride Academy	21	23	73	67	58	60	75	54	51	56	43	581	570	11	1.9%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	581	584	-3	
Rio Seco			103	100	109	110	124	120	83	101	93	943	932	11	1.2%	5	1	1	5	7	13	7	7	8	54	60	-6	-10.0%	997	998	-1		
Sycamore Canyon	24		72	46	46	48	42	48	49	0	0	375	345	30	8.7%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	375	375	0		
<b>SUBTOTAL</b>	<b>118</b>	<b>120</b>	<b>782</b>	<b>742</b>	<b>704</b>	<b>743</b>	<b>739</b>	<b>685</b>	<b>664</b>	<b>633</b>	<b>626</b>	<b>6559</b>	<b>6442</b>	<b>114</b>	<b>1.8%</b>	<b>3</b>	<b>28</b>	<b>12</b>	<b>18</b>	<b>19</b>	<b>34</b>	<b>35</b>	<b>40</b>	<b>28</b>	<b>20</b>	<b>247</b>	<b>226</b>	<b>21</b>	<b>9.3%</b>	<b>6803</b>	<b>6,812</b>	<b>-9</b>	
Alternative School			3	4	3	2	4	8	5	9	2	38	33	5	15.2%																		
Santee Success									3	4	5	12	10	2	20.0%											0	0	0	0.0%	12	12	0	
NPS												0	0						4	2		2	1		9	4	5	125.0%	9	8	1		
<b>SUBTOTAL</b>			<b>3</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>13</b>	<b>7</b>	<b>50</b>	<b>43</b>	<b>7</b>	<b>16.3%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>9</b>	<b>4</b>	<b>5</b>	<b>125.0%</b>	<b>59</b>	<b>58</b>	<b>1</b>	
<b>TOTAL</b>	<b>118</b>	<b>120</b>	<b>785</b>	<b>746</b>	<b>707</b>	<b>745</b>	<b>743</b>	<b>691</b>	<b>672</b>	<b>646</b>	<b>633</b>	<b>6606</b>	<b>6,485</b>	<b>121</b>	<b>1.9%</b>	<b>3</b>	<b>28</b>	<b>12</b>	<b>18</b>	<b>23</b>	<b>34</b>	<b>38</b>	<b>40</b>	<b>30</b>	<b>30</b>	<b>256</b>	<b>230</b>	<b>26</b>	<b>11.3%</b>	<b>6862</b>	<b>6870</b>	<b>-8</b>	

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

SCHOOL	PK	EAK 4yo	Total All
Cajon Park	1	0	1011
Carlton Hills	0	0	607
Chet F. Harritt	0	0	559
Hill Creek	0	0	773
Prospect Ave	0	0	581
Sycamore Canyon	69	0	444
<b>Total PK/EAK</b>	<b>70</b>	<b>0</b>	

<b>Total Enrollment Including PK</b>
<b>6932</b>

## CLAIMS AGAINST THE DISTRICT

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

<u>SITE OF OCCURRENCE</u>	<u>DATE OF OCCURRENCE</u>	<u>DESCRIPTION/ACTION</u>
Hill Creek Road	April 4, 2017	Property Damage
PRIDE Academy	June 16, 2017	Property Damage

## Schedule of Upcoming Events

Date	Event
July 18	Board Meeting; 7:00 p.m., at Cajon Park School Multi-purpose Room, 10300 Magnolia Avenue ( <b><i>please note location change</i></b> )
August 1	Board Meeting; 7:00 p.m., at Cajon Park School Multi-purpose Room, 10300 Magnolia Avenue ( <b><i>please note location change</i></b> )
PLEASE NOTE: BOARD OF EDUCATION MEETINGS RETURN TO THEIR REGULARLY SCHEDULED LOCATION – EDUCATIONAL RESOURCE CENTER (ERC), 9619 CUYAMACA, SANTEE	
August 15	Board Meeting; 7:00 p.m., at <i>Educational Resource Center, 9619 Cuyamaca</i> ( <b><i>please note location change</i></b> )
August 21	First Day of School
September 4	Labor Day Holiday – No School/District Offices Closed
September 5	Board Meeting; 7:00 p.m.
September 19	Board Meeting; 7:00 p.m.
October 3	Board Meeting; 7:00 p.m.
October 17	Board Meeting; 7:00 p.m.
November 7	Board Meeting; 7:00 p.m.
November 10	Veterans' Day Holiday Schools and District Offices Closed
November 13 – 17	Parent/Teacher Conference Week Schools on Modified Days
November 21	Board Meeting; 7:00 p.m.
December 5	Organizational Board Meeting for 2018; 7:00 p.m.
December 19	Board Meeting; 7:00 p.m.
December 22 - January 5	Winter Break

Reports and Presentations Item B.2. Santee Teaching, Listening and Connecting  
(TLC) Grant Update

Prepared by Tim Larson  
July 18, 2017

**BACKGROUND:**

Meredith Riffel will present an update on the Santee TLC collective impact grant awarded to the Santee School District in the fall of last year. The grant provides resources to improve attendance and academics for K-3 students.

Agenda Item B.2.

## **Item C. PUBLIC COMMUNICATION**

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

## **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 Board discussion of these items prior to the vote unless a member of the Board, staff, or public requests specific items be considered separately. Citizens are invited at this time to address the Board about any item listed under Consent.*

Consent Item D.1.1.  
Prepared by Kristin Baranski  
July 18, 2017

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- July 1, 2017, special meeting minutes
- June 28, 2017, special meeting minutes
- June 20, 2017, regular meeting minutes
- June 14, 2017, 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 1, 2017  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

President Levens-Craig called the meeting to order at 8:00 a.m.

Members present:

Elana Levens-Craig, President

Dianne El-Hajj, Vice President

Ken Fox, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Administration present:

Kristin Baranski, Superintendent and Secretary to the Board

**B. PUBLIC COMMUNICATION**

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

**C. BOARD NORMS WORKSHOP**

The Board of Education and Superintendent met with Sandy Thorstenson, from Leadership Associates, for a team-building workshop to discuss ways to enhance the effectiveness of the Governance Team.

**D. ADJOURNMENT**

With no further business to be discussed, special meeting of July 1, 2017 was adjourned at 11:30 a.m.

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Ken Fox, Clerk

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Kristin Baranski, Secretary

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

June 28, 2017  
**MINUTES**

Rio Seco School  
Multi-Purpose Room  
9545 Cuyamaca Street  
Santee, California

**A. OPENING PROCEDURES**

The meeting was called to order at 6:00 p.m. by President Levens-Craig.

**B. PUBLIC COMMUNICATION**

There was no public communication.

**C. CLOSED SESSION**

1. Consideration of Student Matter (Ed. Code § 48918) Student #: 7-1617

The Board entered closed session at 6:05 p.m. for to discuss student discipline hearings for student #s 7-1617. This matter was heard by the Santee School Board Members, Elana Levens-Craig, Dianne El-Hajj, Ken Fox, Dustin Burns and Barbara Ryan, in closed session. Oral and documentary evidence was received. Following the presentation of evidence, President Levens-Craig announced the Board members would deliberate and all other persons were asked to leave the room.

**D. RECONVENE TO PUBLIC SESSION AND ADJOURNMENT**

The Board reconvened to public session at 6:48 p.m.

**ACTION TAKEN BY BOARD**

It was motioned by Member Ryan to expel student # 7-1617 from the Santee School District for violation of California Education Code Sections 48900(c) Possessed, used, sold, furnished, or been under the influence of alcohol, intoxicant, or controlled substance as defined in the Health & Safety Code, and Santee School District Board Policy 5144.1: Students: Suspension and Expulsion/Due Process and Administrative Regulations 5144.1.

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

- Perform 15 hours of community service.
- Remain free of illegal substances and participate in a drug-testing program.
- Complete all elements of this Rehabilitation Plan by August 15, 2017 and present documentation to verify completion.

A parent must meet with the Coordinator of Pupil Services by July 6, 2017, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action.

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

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

**E. ADJOURNMENT**

The June 28, 2017 special meeting was adjourned at 6:57 p.m.

\_\_\_\_\_  
Ken Fox, Clerk

\_\_\_\_\_  
Kristin Baranski, Secretary

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

June 28, 2017  
**MINUTES**

Rio Seco School  
Multi-Purpose Room  
9545 Cuyamaca Street  
Santee, California

**A. OPENING PROCEDURES**

The meeting was called to order at 7:10 p.m. by President Levens-Craig.

**B. PUBLIC COMMUNICATION**

There was no public communication.

**C. CLOSED SESSION**

1. Consideration of Student Matter (Ed. Code § 48918) Student #: 8-1617

The Board entered closed session at 6:05 p.m. for to discuss student discipline hearings for student #s 8-1617. This matter was heard by the Santee School Board Members, Elana Levens-Craig, Dianne El-Hajj, Ken Fox, Dustin Burns, and Barbara Ryan, in closed session. Oral and documentary evidence was received. Following the presentation of evidence, President Levens-Craig announced the Board members would deliberate and all other persons were asked to leave the room.

**D. RECONVENE TO PUBLIC SESSION AND ADJOURNMENT**

The Board reconvened to public session at 8:16 p.m.

**ACTION TAKEN BY BOARD**

It was motioned by Member Fox to expel student # 8-1617 from the Santee School District for violation of California Education Code Sections 48900(c) Possessed, used, sold, furnished, or been under the influence of alcohol, intoxicant, or controlled substance as defined in the Health & Safety Code and Santee School District Board Policy 5144.1: Students: Suspension and Expulsion/Due Process and Administrative Regulations 5144.1.

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

- Transfer to another school as determined by administration. Student may not return to her previous school for the 2017-18 school year.
- Complete 15 hours of community service by December 15, 2017.
- Remain free of illegal substances and participate in a drug-testing program.
- Complete a counseling program by December 15, 2017 for decision-making/peer pressure, drug/alcohol abuse/prevention, and receive counseling for social-emotional support.
- Complete all elements of this Rehabilitation Plan by December 15, 2017 and present documentation to verify completion.

A parent must meet with the Coordinator of Pupil Services by July 6, 2017 to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action.

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

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

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

*Fox* Aye  
*Burns* Aye

**E. ADJOURNMENT**

The June 28, 2017 special meeting was adjourned at 8:20 p.m.

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

June 20, 2017  
**MINUTES**

Cajon Park School  
Multi-purpose Room  
10300 Magnolia  
Santee, California

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

President Levens-Craig called the meeting to order at 7:00 p.m.

Members present:

Elana Levens-Craig, President

Dianne El-Hajj, Vice President

Ken Fox, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Administration present:

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 Levens-Craig invited the audience to recite the District Mission.

**3. Pledge of Allegiance**

President Levens-Craig invited, Lori Meaux, teacher at Carlton to lead the members, staff, and audience in the Pledge of Allegiance.

**4. Approval of Agenda**

Member Burns moved approval.

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

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

1.1. Developer Fees and Collection Report

1.2. Use of Facilities Report

1.3. Enrollment Report

1.4. Schedule of Upcoming Events

**2. Spotlight: Transportation Department Update**

Karl Christensen, Assistant Superintendent of Business Services, reported there were many exciting things happening in the Transportation Department this year; and mentioned Charlie Myers, Director of Transportation, was present to provide the Board with an update of their services and growth initiatives.

Mr. Myers invited Candy Byerly and Veronica Ahumada to join in his presentation. He shared Ms. Byerly had attended an intense three-week school bus instructors academy in Sacramento. Mr. Myers mentioned having two school bus driver instructors has enabled them to train four bus drivers with approximately 50-hours of training (with 20 hours being behind the wheel); and provide the necessary 10-hours of additional training required of each of the bus drivers to maintain their certification.

Ms. Byerly shared that during the 2016-17 school year, over 700 students used the District's transportation services; a 30% increase over the 2015-16 school year. She mentioned this did not include all the extra services the department provides. Ms. Ahumada shared transportation used to be a two-season service. However due to an increase in population, programs, and out-of-district transportation, services are now a four-season department; working year round. Ms. Byerly mentioned one of the newest developments is a partnership with YMCA; she mentioned the department will be providing summer transportation for them; in addition to the annual agreements with East County Boys and Girls Club, and the Santee Teen Center. Ms. Byerly noted this was a great opportunity for the District to offer further employment hours for the drivers and quality transportation to the students. Ms. Ahumada discussed the changes in bus driver configurations; and mentioned the increase has afforded the opportunity to offer additional services. She shared the wave of retirements in the 2015-16 school year was a challenge to the department. However, the guaranteed hours and professional training has replenished the employee pool with quality employees excited to be part of the Santee team.

School Year	# of Drivers	Total Driver Permanent Hrs/Day	Service Scope
2014-15 (end of year)	13	76.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 7 NPS</li> <li>• BGC and Teen Center</li> </ul>
2015-16 (as of May 2016)	10 (2 Open and Unfilled)	72.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 7 NPS</li> <li>• BGC and Teen Center</li> </ul>
2016-17 (end of Year)	13 Bus Drivers 2 Van Drivers (2 sub drivers)	83.00 Van Driver 11.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 8 NPS</li> <li>• BGC and Teen Center</li> </ul>

Ms. Byerly attributed much of the department's success to Bruce Virgilio, the heavy-duty diesel mechanic. Mr. Virgilio maintains 27 buses, and 29 vehicles for Maintenance & Operations, Child Nutrition, and Technology departments, in addition to numerous small engine equipment.

Mr. Myers mentioned the recently purchased 76-passenger busses have seatbelts, provide twice the fuel mileage, and are air-conditioned; with one bus having an automatic tire chains (which will be handy when students are transported to six-grade camp). He shared the District would be obtaining an additional bus through a grant from the Air Pollution Control District. Mr. Myers mentioned this bus would also be equipped with air conditioning, seat belts, and automatic tire chains. He shared these busses will make a great improvement in safety, community recognition, and driver retention.

Mr. Myers shared the newest addition of white-fleet vehicles. He mentioned the District replaced four of the Maintenance & Operations trucks with modern pick-ups that have utility boxes, lift gates, racks, etc. Mr. Myers mentioned a Ford E-350 van, replaced an older van, that will be shared by the Warehouse, Technology and Child Nutrition departments. He mentioned he was in the process of applying for a grant to replace an older Massey Ferguson tractor. Mr. Myers explained the tractor suffered a loss and the insurance company replaced the tractor with a newer model, with minimal cost to the District.

Mr. Myers shared the department is looking into ways of improving student safety during loading and unloading at Pepper Drive School and other schools; similar to the modifications done at Rio Seco and Carlton Oaks schools. He shared that with the help of Administration and staff, the Transportation Department has made great strides this year and hopes to make more great things happen in the coming year.

The Board commended Mr. Myers and his staff for their great work. Member Burns inquired on the current use of busses without seatbelts; and if the bus driver training requirements differed for a bus with seatbelts. Mr. Myers explained the training did not differ, only the responsibility of the driver. He explained the driver has to make the children aware of the seatbelts; and it is the student's choice to wear them. Member Burns mentioned there had been concerns about the

driver being injured and not being able to assist the children with the removal of the seatbelts; and the seatbelts being used as weapons. Mr. Myers explained seatbelts were currently only being used on the special education busses, as mandated by law. Ms. Byerly explained the busses are equipped with three-point seatbelts (with a shoulder attachment with retractors) that make it difficult to use as a weapon; and the seatbelt manufacturers have safety standards that must enable students to release the seatbelt.

### C. PUBLIC COMMUNICATION

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

### D. PUBLIC HEARING

#### 1. Use of Education Protection Account Funds for 2017-18

President Levens-Craig opened the public hearing on the Use of Education Protection Account Funds for 2017-18. She explained the District estimates it will receive \$7,817,368 in Education Protection Account (EPA) funds for the 2017-18 fiscal year. Adoption of Resolution #1617-49 designates that these funds will be used to pay a portion of unrestricted certificated teacher salaries as more fully described in Agenda Item E.2.8. In accordance with the provisions of Proposition 30, the District must hold a public hearing signifying the use of EPA funds. There were no comments. The public hearing was closed.

### E. CONSENT ITEMS

President Levens-Craig invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations
- 2.6. Approval of Consultants and General Service Providers
- 2.7. Approval of 2017-18 Student Accident Insurance
- 2.8. Adoption of Resolution No. 1617-49 Designating Use of Education Protection Account Funds for 2017-18
- 2.9. Approval of Agreement with Loomis to Provide Armored Car Service
- 2.10. Approval/Ratification of Agreement with YMCA of San Diego County to Provide Transportation Services for their Summer Camp Program
- 2.11. Authorization to Contract with Hollandia Dairy For Procurement of Milk and Milk By-Products For the 2017-18 Fiscal Year through the North County Educational Purchasing Consortium
- 2.12. Award of Bids for Painting at Cajon Park, Carlton Oaks, Chet F. Harritt and PRIDE Academy – pulled for separate consideration
- 2.13. Award of Bids for Reroofing at Cajon Park and Prospect Avenue Preschool and Rejection of All Bids for the Educational Resource Center (ERC) and Sycamore Canyon
- 2.14. Approval of Agreement for Mileage Reimbursement In Lieu of District Transportation
- 3.1. Approval of Nonpublic School Master Contract with Asepline School for Children Nonpublic School Services
- 3.2. Approval of Nonpublic School Master Contract with San Diego Center for Children Nonpublic School Services
- 3.3. Approval of Nonpublic School Master Contract with Stein Center for Nonpublic School Services
- 3.4. Approval of Nonpublic Agency Master Contract with Coast Music Therapy
- 3.5. Approval of Nonpublic Agency Master Contracts with North County Family Counseling Specialists for Individual Therapy
- 3.6. Approval of Nonpublic Agency Master Contract with Xcite Steps ABA Agency
- 3.7. Approval of Nonpublic Agency Contract with Maxim Healthcare for Nursing Services

- 3.8. Adoption of Resolution #1718-01 Designating Personnel and Approval of 2017-18 Child Development Services Contract
- 3.9. Approval of the 2017-18 Consolidated Application and Reporting System (CARS) Application for Funding
- 3.10. Approval of Annual Evaluation of the Alternative Education School
- 4.1. Personnel, Regular – pulled for separate consideration
- 4.2. Adoption of Resolution No. 1617-48 to Eliminate, Layoff and/or Reduce Classified Non-Management Positions

Member Ryan moved approval with the exception of Items 2.12. Award of Bids for Painting at Cajon Park, Carlton Oaks, Chet F. Harritt and PRIDE Academy; and 4.1. Personnel, Regular that were pulled for separate consideration.

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

2.12. Award of Bids for Painting at Cajon Park, Carlton Oaks, Chet F. Harritt and PRIDE Academy

Member El-Hajj inquired on the higher base bid for PRIDE Academy (\$71,000); what was being painted at Cajon Park; and when Cajon Park was modernized. Mr. Christensen invited Christina Becker, Director of Maintenance & Operations, to explain. Ms. Becker shared the higher base bid for PRIDE Academy was due having more window trim, long ceilings, and high walls. She explained that while the other schools have 9-foot walls, PRIDE Academy has 12-14 foot walls. Ms. Becker shared the bid included all of the exterior doors and walls, window trim, ornamental iron/blue poles, and stucco parts of the junior high building at Cajon Park.

Member El-Hajj commended the District for the up keeping of the schools. She shared she was leaving a school after 11 years and the exterior had never been touched-up. Member El-Hajj moved approval.

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

4.1. Personnel, Regular

Member Burns mentioned that at a prior meeting, the Board had discussed programs for the junior high, in particular foreign language. He shared that with the current hiring of teachers, the District should look at hiring a teacher for each site that also has the credentials to teach a foreign language. Member Burns shared this would save District funds, in addition to being able to meet the needs of students. Member Burns moved approval.

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

F. DISCUSSION AND/OR ACTION ITEMS

Educational Services

1.1. Adoption of the Local Control Accountability Plan Annual Update for 2017-18

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, presented the Local Control Accountability Plan Annual Update for 2017-18 for adoption. She mentioned she would be presenting an overview of the 84-page report.

Dr. Pierce shared the District has increased and improved services for the unduplicated count students (low-income, English learners, and foster youth) in the following ways:

- Supplemental School Personnel: Several schools will provide additional intervention resource teachers and instructional aides to improve student learning

- Bilingual Assistants: Provide newcomer services for students just entering the United States; English language instructional support for all English learners; and translation services, if needed.
- Summer Bridge program: Normally, we tend to observe a temporary decline in reading and math skills over the summer. The summer bridge program provides unduplicated count students an opportunity to maintain their reading and math skills.
- iPads and Personalized Software Applications, such as Rosetta Stone, for English learners
- Language Arts Specialist and Intervention Resource Teachers: provide small group and individual instruction in reading and mathematics for students performing below grade level.
- Counselors/Social Workers: The District believes the number of counselors/social workers to provide services to the unduplicated count students and their families will help bolster college and career readiness skills, both academically and socially/emotionally.

Dr. Pierce shared the budget summary showed the total general fund budget expenditures for LCAP year to be \$65,476,718; and the total funds budgeted for planned actions/services to meet the goals in the LCAP to be \$51,720,000. She explained the difference of \$13,756,718 comes from general fund expenditures to supplement the LCAP (i.e., Special Education, Title I, II, and III funds, etc.). Dr. Pierce shared the 2017-18 LCAP Goals and the Associated State Priority Areas and Actions/Services related with the goals; and the fifteen (15) action steps that support the achievement of the three (3) goals.

Member Burns commended Administration for their work on the LCAP. He mentioned several people at the County Office praised the District for the LCAP template; and shared several districts have adopted the use of Santee School District's template for the development of their LCAP. Member Burns added that the District continue to look at the social/emotional and safety components. He moved approval.

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

**Business Services**

**2.1. Approval of Monthly Financial Report**

Mr. Christensen presented the financial report for budget revisions and cash transactions through April 30, 2017. He explained the District ended the month with a general fund cash balance of approximately \$13.3 million and the District will be able to meet all financial obligations with internal cash through the end of the fiscal year. Mr. Christensen mentioned the budget revisions portion of the report had not yet been updated with assumptions from the 2017-18 Adopted Budget so the projected deficit and out year reserve percentages differed from the budget for this Monthly Financial Report. He explained they would incorporate revised assumptions from the 2017-18 Adopted Budget for the May report which is scheduled to be brought to the Board at their July 18 meeting. Member Ryan moved approval.

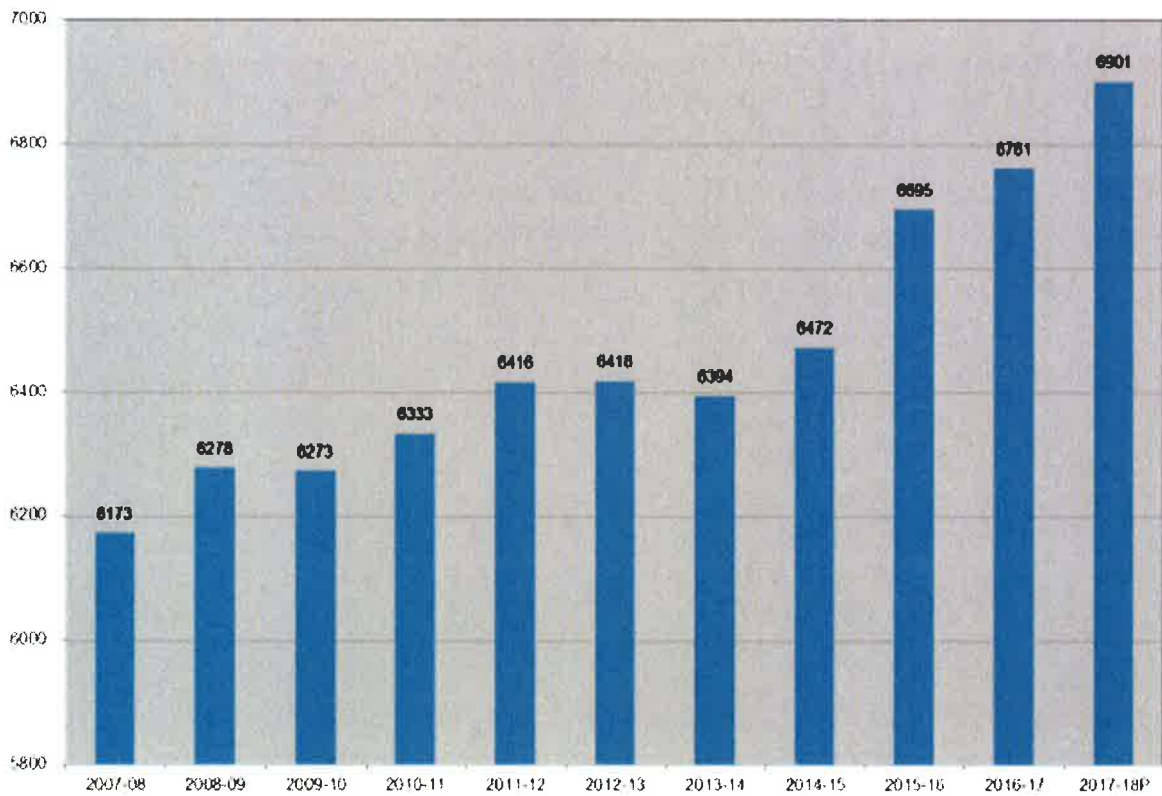
<i>Motion:</i>	<u>Ryan</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Second</i>	<u>Burns</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>Fox</i>	<u>Aye</u>		

**2.2. Adoption of 2017-18 Santee School District Budget**

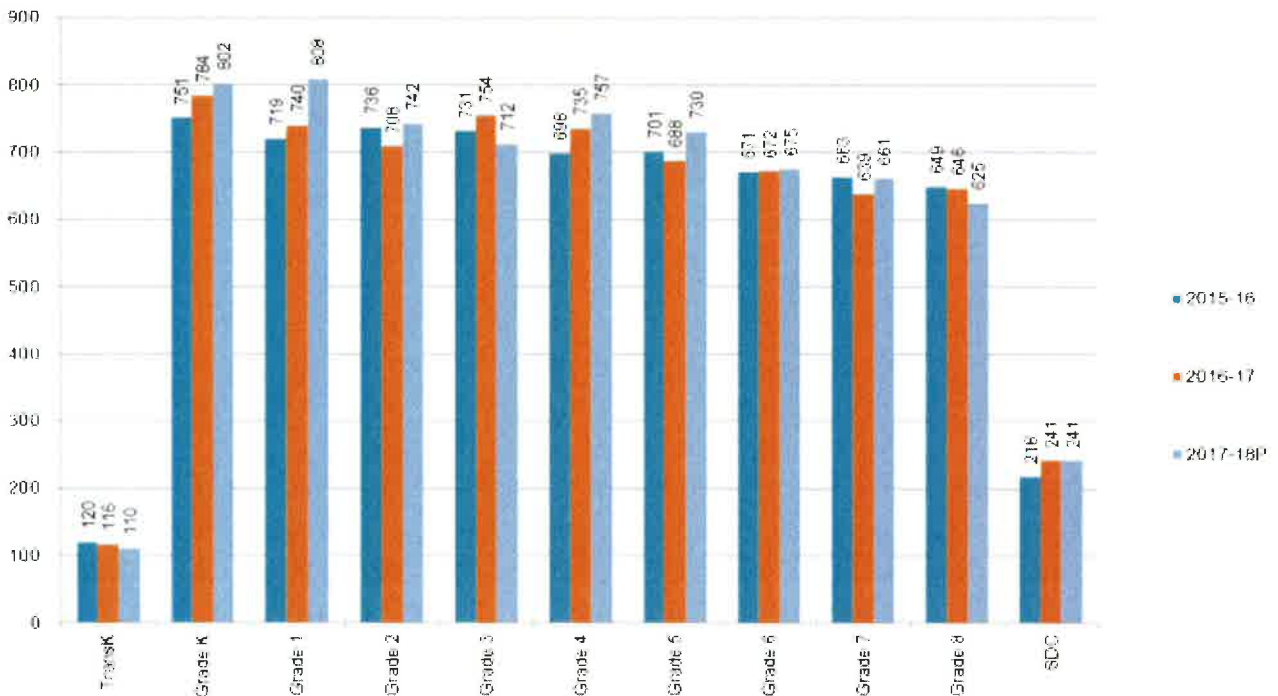
Karl Christensen provided an overview of the 2017-18 Santee School District Budget and provided the Board a user-friendly budget for review. He referenced pages 10 and 12, which showed a projected increase in enrollment over the next few years. Mr. Christensen explained the trend shows a larger number of incoming kindergarten students versus the number of outgoing eighth-grade students. He clarified that the 2017-18 budget did not include an increase in ADA. Mr. Christensen explained the budget was developed using the 2016-17 ADA even though the District expects an increase Kindergarten enrollment and an increase in enrollment due to possible residential developments (Fanita Ranch, Castle Rock [now known as Westin project], etc.).



**K-8 CBEDS Enrollment**



**CBEDS Enrollment By Grade**



LN#	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					
1	<b>INCOME:</b>								
2	LCFF Sources	52,894,65	305,41	53,200,06	0	0	0		
3	Federal Revenue	50,000	2,203,52	2,253,52	0	1,652,26	0		41,364
4	Other State Revenue	1,179,01	3,198,61	4,377,63	262,83	111,86	0		
5	Other Local Revenue	203,26	3,692,93	3,896,19	350	773,22	2,032	26,342	34,999
6	Interfund Transfers In	20,170	0	20,170	0	0	535,00		1,729,78
7	Other Sources	0	0	0	0	0			
8	<b>Total Income</b>	<b>54,347,108</b>	<b>9,400,483</b>	<b>63,747,591</b>	<b>263,184</b>	<b>2,537,354</b>	<b>537,032</b>	<b>26,342</b>	<b>1,806,145</b>
9	<b>OUTGO:</b>								
10	Certificated Salaries	25,220,96	5,620,14	30,841,11	81,027				
11	Classified Salaries	6,045,05	3,304,17	9,349,22	97,388	1,006,83	0		0
12	Employee Benefits	8,927,56	5,082,72	14,010,29	48,152	248,54	0		0
13	Books and Supplies	2,319,68	1,238,30	3,557,98	9,592	1,100,42	0		1,200
14	Services, Other Operating Expenses	3,056,87	1,635,00	4,691,87	9,211	107,33	310,00		285,42
15	Capital Outlay	93,786	260,15	353,93	0	100,00	225,00		95,000
16	Other Outgo	1,045,07	44,555	1,089,62	0		0		366,86
17	Transfers of Indirect/Direct Costs	-	629,25	-	17,814	129,31			
18	Interfund Transfers Out	1,729,78	0	1,729,78					
19	Other Uses	0	0	0					
20	Contributions to Restricted Programs	8,170,89	-	0	0	0			
21	<b>Total Outgo</b>	<b>55,833,292</b>	<b>9,643,424</b>	<b>65,476,716</b>	<b>263,184</b>	<b>2,692,456</b>	<b>535,000</b>	<b>0</b>	<b>748,489</b>
22	<b>Change in Fund Balance</b>	<b>-1,486,185</b>	<b>-242,941</b>	<b>-1,729,125</b>	<b>0</b>	<b>-155,102</b>	<b>2,032</b>	<b>26,342</b>	<b>1,057,656</b>
23	Projected Beginning Fund Balance	10,686,61	351,47	11,038,09	4,580	639,44	0	2,926,91	3,670,81
24	<b>Projected Ending Fund Balance</b>	<b>9,200,434</b>	<b>108,537</b>	<b>9,308,971</b>	<b>4,580</b>	<b>484,339</b>	<b>2,032</b>	<b>2,953,261</b>	<b>4,728,473</b>
25	Committed Fund Balance	0	0	0			2,032		
26	Non-Spendable Fund Balance	450,69		450,69		55,481			
27	Restricted Fund Balance	0	108,53	108,53	4,580	428,85			4,728,47
28	Assigned Fund Balance	251,09		251,09					
29	Unassigned - Economic Uncertainty	1,964,30	0	1,964,30				2,953,261	
30	<b>Remaining Unassigned</b>	<b>6,534,341</b>	<b>0</b>	<b>6,534,341</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

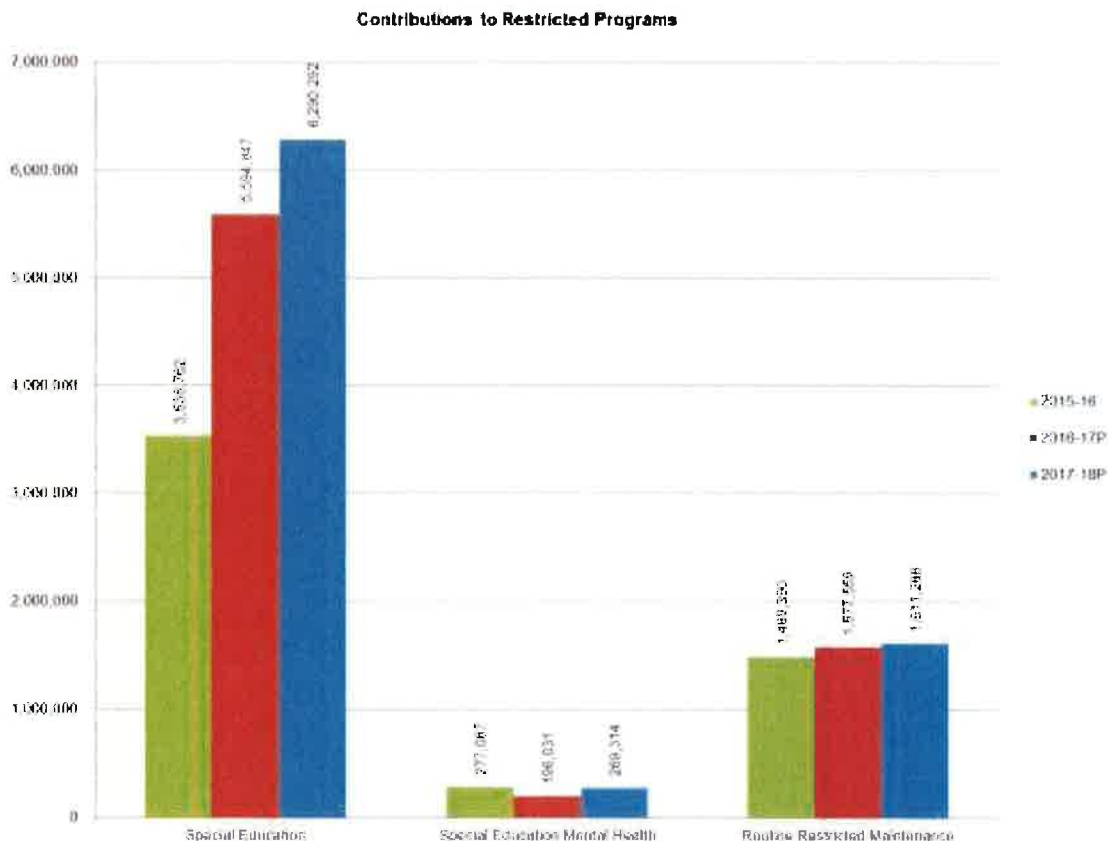
LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Yale	Project SAFE
1	<b>INCOME:</b>						
2	LCFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	0	367,059	0	3,162,293	1,014,928	2,147,365
6	Interfund Transfers In	0	0		0	0	0
7	Other Sources		0				
8	<b>Total Income</b>	<b>0</b>	<b>367,059</b>	<b>0</b>	<b>3,162,293</b>	<b>1,014,928</b>	<b>2,147,365</b>
9	<b>OUTGO:</b>						
10	Certificated Salaries				0		0
11	Classified Salaries		0		2,043,543	603,975	1,439,568
12	Employee Benefits		0		586,814	189,844	396,970
13	Books and Supplies	0	0		176,876	42,089	134,787
14	Services, Other Operating Expenses	0	9,000		315,703	83,830	231,873
15	Capital Outlay	0	300,000	0			

16	Other Outgo		285,670				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out	0		20,170			20,170
19	Other Uses			0	0		0
20	Contributions to Restricted Programs						
21	<b>Total Outgo</b>	<b>0</b>	<b>594,670</b>	<b>0</b>	<b>3,143,106</b>	<b>919,738</b>	<b>2,223,368</b>
22	<b>Change in Fund Balance</b>	<b>0</b>	<b>-227,611</b>	<b>0</b>	<b>19,187</b>	<b>95,190</b>	<b>-76,003</b>
23	Projected Beginning Fund Balance	0	3,570,054	0	1,096,170	327,057	769,113
24	<b>Projected Ending Fund Balance</b>	<b>0</b>	<b>3,342,443</b>	<b>0</b>	<b>1,115,357</b>	<b>422,247</b>	<b>693,110</b>
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	0	3,342,443	0	1,115,357	422,247	693,110
28	Assigned Fund Balance						
29	Unassigned - Economic Uncertainty						
30	<b>Remaining Unassigned</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Mr. Christensen referenced page 22 and highlighted one-time funds. He explained the chart showed the restricted and unrestricted portions broken down by on-going and one-time funds. Mr. Christensen clarified mandated cost reimbursement funds were not included because at the May Budget Revise, mandated cost reimbursement funds were expected to be deferred to May 2019.

Q1: Unrestricted/On-Going Revenue		Q2: Unrestricted/One-Time Revenue		Q3: Restricted/On-Going Revenue		Q4: Restricted/One-Time Revenue	
Description	Amount	Description	Amount	Description	Amount	Description	Amount
State Aid LCFF	38,136,110	Other Local Revenue	0	Title I	391,026	Science Grant	0
Prop Taxes LCFF	14,758,544			IDEA Lcl Ent PI94-142	1,112,540	Santee Empowerment	0
M&O PL 81-879	50,000			IDEA Preschl	73,572	Prop 39 Energy Efficiency	321,362
MAA	0			IDEA Preschl Loc Ent	194,726	Homeless Grant	78,760
Lottery	983,941			IDEA Prschl Staff Dev	528	Santee Primary Success	0
STAR Testing	0			Title II Tchr Quality	164,373	Tobacco Use Prevention	28,930
Mandated Cost Block Grant	195,076			Title III Imm Ed	7,560		
Mandated Cost Reimbursement	0			Title III LEP	78,451		
Transfer In from Fund 63	20,170			Prop 20 Lottery	307,483		
Other Local Revenue	203,267			Special Education From SELPA	3,375,987		
				Special Education Prop Taxes	305,414		
				Special Ed- Low Incidence	11,180		
				Special Ed Prop 98 Mental Health	130,134		
				Special Ed Federal Mental Health	21,987		
				ASES from SDCOE Consortium	305,765		
				ASES Parent Fees	0		
				Medi-CAL Reimbursement	80,000		
				STRS On-Behalf Payments	2,410,705		
<b>Total Quadrant 1 Revenue</b>	<b>54,347,108</b>	<b>Total Quadrant 2 Revenue</b>	<b>0</b>	<b>Total Quadrant 3 Revenue</b>	<b>8,971,431</b>	<b>Total Quadrant 4 Revenue</b>	<b>429,052</b>
<b>Total Unrestricted Revenue: 54,347,108</b>				<b>Total Restricted Revenue: 9,400,483</b>			

Mr. Christensen highlighted page 28, Contributions to Restricted Programs by the Unrestricted General Fund. He explained there was a substantial increase in contributions to special education. Mr. Christensen shared there were also slight increases in the mental health and routine restricted maintenance funds.

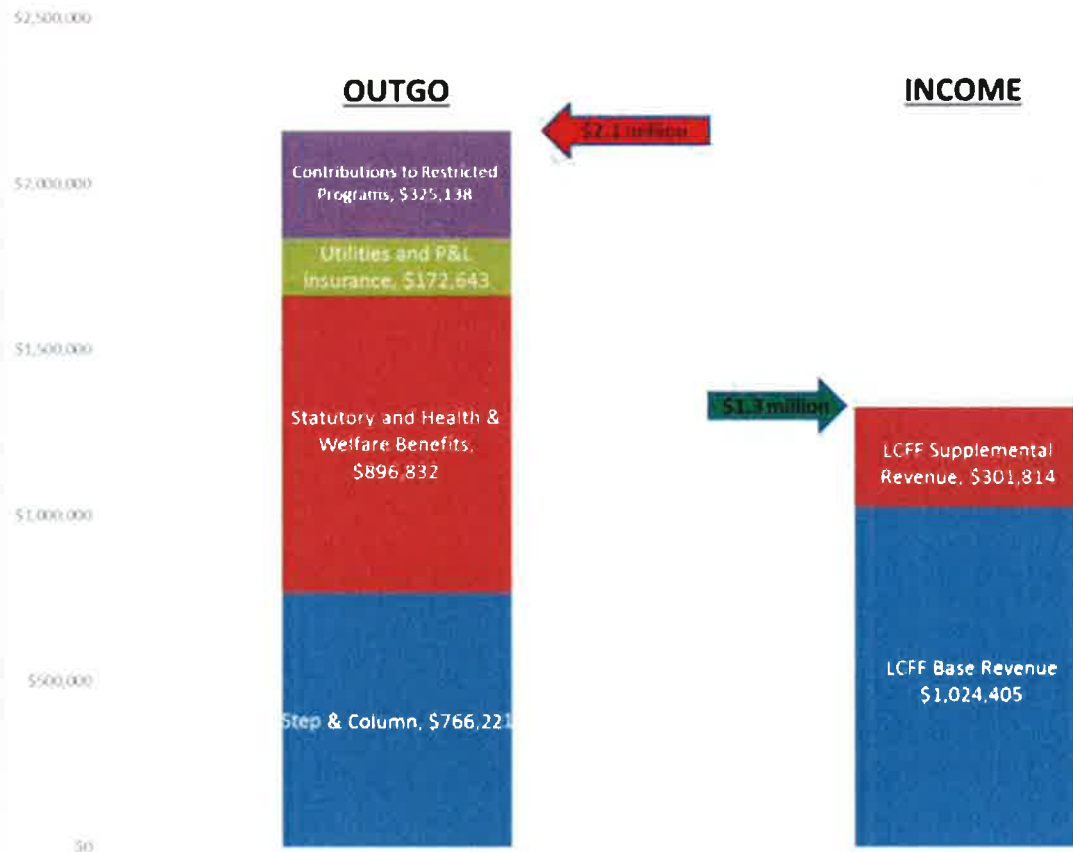


Mr. Christensen referenced the Interfund Transfers of \$1,729,781, shown on page 29. He explained these were transfers between funds of the District to accomplish certain purposes.

From Fund	To Fund	Purpose	Budget Year Amount
Fund 63: Enterprise	Fund 1: General	Lease payment for Project SAFE portables at Hill Creek	20,170
<b>Total Interfund Transfers In:</b>			<b>20,170</b>
Fund 1: General	Fund 40: Capital Outlay	Technology Equipment	820,000
Fund 1: General	Fund 40: Capital Outlay	Hill Creek Solar Project Debt Service	139,781
Fund 1: General	Fund 40: Capital Outlay	Facilities Needs	500,000
Fund 1: General	Fund 40: Capital Outlay	Bus Replacement	270,000
<b>Total Interfund Transfers Out:</b>			<b>1,729,781</b>

Mr. Christensen provided an overview of the 2017-18 LCFF Annual Revenue Increase and Normal Cost Increases Comparison. He explained the chart showed the increase in revenue and the increase in costs.

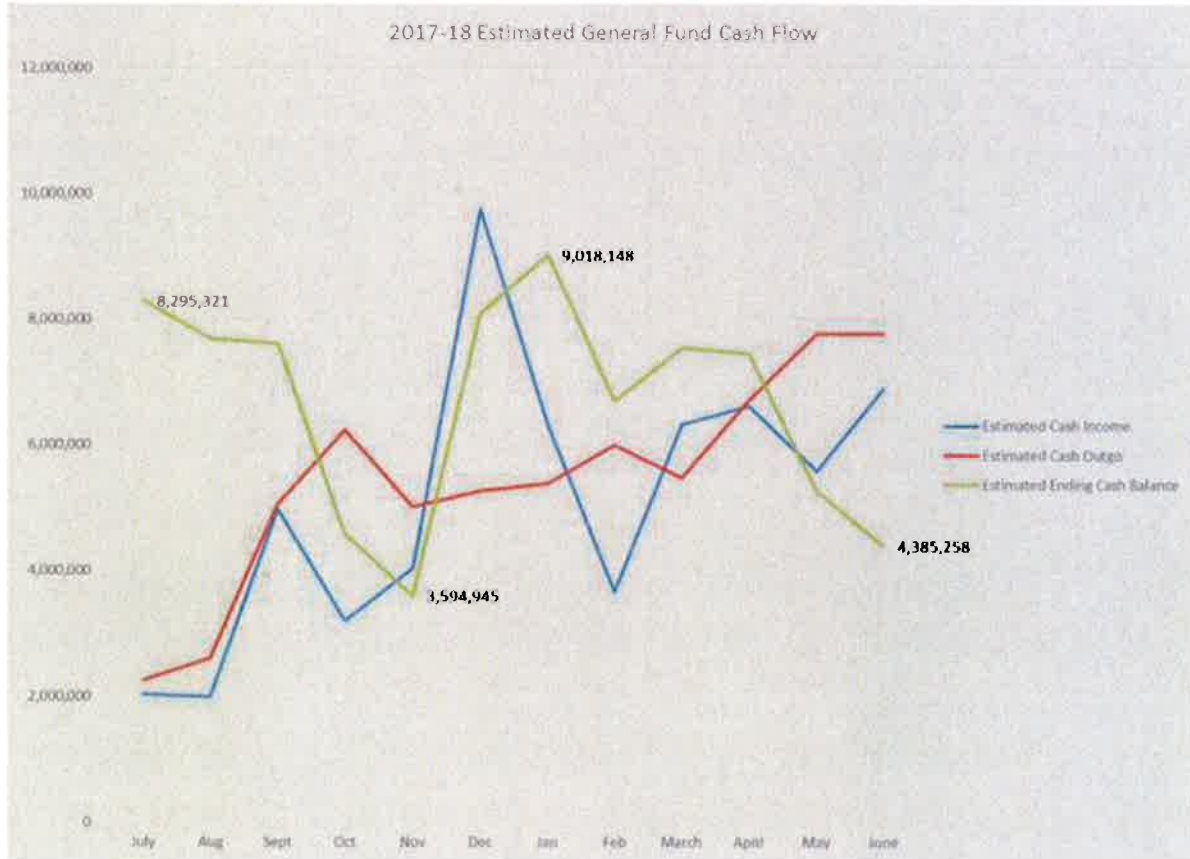
2017-18 LCFF Annual Revenue Increase and Normal Cost Increases Comparison



Mr. Christensen referenced the General Fund Multi-Year Projections on page 33. He explained the District is expecting a Reserve as Percent of Expenditures of 19.12% in 2016-17, slight decreases in 2017-18 and 2018-19; and a 6.52% reserve in 2019-20. Mr. Christensen explained that the 2018-19 and 2019-20 Revenue Assumptions are a COLA only increase to LCFF. The Estimated Structural Surplus in 2016-17 is (\$281,527); (\$1,758,304) in 2017-18; and (\$2,991,582) in 2019-20.

Item	2016-17		2017-18		2018-19		2019-20	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	12,665,955	966,446	\$10,686,619	\$351,478	\$9,200,434	\$108,537	\$5,832,820	\$80,000
Audit Adjustments	0							
Total Income	\$55,321,679	\$9,621,795	\$54,347,108	\$9,400,483	\$55,449,639	\$9,000,361	\$56,699,415	\$9,009,112
Total Outgo	\$57,301,015	\$10,236,763	\$55,833,292	\$9,643,424	\$58,817,253	\$9,028,898	\$60,276,023	\$9,009,112
<b>Change In Fund Balance</b>	<b>(\$1,979,336)</b>	<b>(\$614,968)</b>	<b>(\$1,486,185)</b>	<b>(\$242,941)</b>	<b>(\$3,367,614)</b>	<b>(\$28,537)</b>	<b>(\$3,576,607)</b>	<b>(\$0)</b>
Ending Fund Balance	\$10,686,619	\$351,478	\$9,200,434	\$108,537	\$5,832,820	\$80,000	\$2,256,213	\$80,000
Total Reserves	\$12,911,746		\$11,451,903		\$8,088,816		\$4,516,464	
<b>Reserve as % of Expenditures</b>	<b>19.12%</b>		<b>17.49%</b>		<b>11.92%</b>		<b>6.52%</b>	
			<b>Amount</b>	<b>Value</b>	<b>Amount</b>	<b>Value</b>	<b>Amount</b>	<b>Value</b>
Assumed LCFF Rev Increase (w/ ADA changes):			2.71%	\$1,326,220	2.06%	\$1,102,519	2.29%	\$1,249,761
Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			2.09%	\$1,024,405	1.74%	\$929,188	2.02%	\$1,100,443
*Included Annual Normal Cost Increase Impact to Unr GF:			4.41%	\$2,160,834	4.86%	\$2,596,447	4.43%	\$2,416,572
Estimated Structural	\$1,055,938		(\$281,527)		(\$1,758,304)		(\$2,991,582)	
		GAP Funding:	43.97%	<b>G:SS</b>	39.03%		41.51%	
		1% Reserve Equivalent:	654,769		678,592		692,709	
		1% LCFF Increase:	521,034		534,297		545,322	
		1% Salary Increase Equivalent:	462,945		478,952		492,044	

Mr. Christensen provided an overview of the District's 2017-18 Estimated General Fund Cash Flow, on page 35. He mentioned that in past years, the cash flow has been more dismal than what was currently shown. Mr. Christensen explained this was due to not having deferrals this year. He mentioned deferrals were removed from the Governor's January proposal and the District would be able to meet its financial obligations through 2017-18 with internal cash.



The Board expressed their gratitude to Mr. Christensen for his presentation and detailed explanation of the budget. Member Burns moved approval.

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

**2.3. Rejection of Response to January 2017 Request for Proposal for a Public Announcement System and Award of Response to May 2017 Request for Proposal for an Integrated Communication and Public Announcement System**

Mr. Christensen explained that shortly after the Sandy Hook shooting took place, the District initiated a comprehensive School Safety Action Plan; this plan contemplated implementation of a number of safety measures, including installing an exterior communication system at all schools so that staff and students who were outside of classrooms could hear emergency notifications.

In 2016, the Telcor system was piloted at Rio Seco and results were deemed satisfactory. Consequently, in January the District disseminated a Request for Proposal (RFP) to install the Telcor system at all district schools. This RFP contemplated a scalable system that had the basic exterior public address system capabilities, but could also be layered onto with enhanced functionality. This would include integration with the existing phone system and centralized command of all school systems. Only one (1) response was received to the January RFP and it was from Standard Electronics, the same vendor who installed the system at Rio Seco. The District-wide implementation cost for just the basic exterior communication component exceeded the \$160,000 budget established for this project and the full cost with additional layered

functionality was well over \$1 million. Award of the RFP was placed on hold to allow time for exploration of other, more cost-effective options. This resulted in dissemination of a revised RFP to incorporate use of a Mitel system that would leverage the District's investment in its existing Voice over IP phone system. Two (2) responses were received for this RFP and the evaluation committee unanimously selected Protel Communications to install the Mitel Mass Notification System. Mr. Christensen invited Mark Starkey, IT Systems Administrator, Christina Becker, Director of Maintenance & Operations, and Mark Carey, from Protel Communications, to come to the podium for questions from the Board.

Mr. Christensen explained the Mitel system, in addition to including an exterior speaker communication, provides:

- visual notification and alerts to existing desktop phones, mobile phones, and desktop computers
- allows users to "check-in" and acknowledge notification
- includes two-way communication speakers installed in classrooms; resolves the current "All Call" limitation of the existing telecom system which restricts the maximum number of extensions for one message
- District Office module that allows messages to be configured centrally and sent to all schools and locations

He mentioned the one-time cost for full functionality is \$272,000. Mr. Christensen explained Administration recommended three actions for this item: 1) Rejection of the Standard Electronics bid submitted for the January 2017 RFP; 2) Award of the May 2017 RFP to Protel Communications for installation of the Mitel Mass Notification System at all schools; and 3) Funding the additional \$126,000 needed for the one-time costs not currently budgeted, from the 2017-18 Facilities Needs set-aside in Fund 40.

Member Burns mentioned he was glad to see District office personnel on the RFP evaluation and selection committee, but expressed concern on the lack of site administrators and teacher input. Mr. Christensen explained the committee was looking at the technical specifications of the system to address the core functionalities. Ms. Becker mentioned a lot of the scope of their selection criteria was gathered from the Facilities/Safety Committee's input during the last two years. Member Burns expressed his appreciation for everyone's input, but mentioned he was still concerned with the investment and wanted to make sure it met everyone's needs.

Mr. Carey provided an overview of the system functionalities and the ability to integrate with existing District technology. He mentioned the Mitel Mass Notification System (MMN) with Blaze Point IP Speakers in the classrooms proposed by ProTel Communications, Inc., included the following:

- NJPA (National Joint Powers Alliance) Co-Op pricing
- Leverages existing telecom systems and equipment
- Visual Notification and Alert to existing desktop phones
- Ability to "Check-In" or acknowledge notification through desktop phones
- Notification via SMS and Desktop Alert
- Desktop Alert Notification available for Android, Windows and Mac OS
- Classroom 2-Way Communication speakers to supplement existing classroom phones
- Resolves current "All Call" limitation of the existing Telecom system (maximum number of extensions for one message)

President Levens-Craig inquired on the systems functions during the loss of electricity and/or failure to the District server. Mr. Carey explained there are two components (the phone system and the Blaze Point system) to the server that work independently of each other. He mentioned if the phone system went down, the Blaze Point system would still be operational; and vice-versa. Member Fox inquired on the installation timeline. Ms. Becker explained the scheduled completion of the school and District-wide paging and announcement, exterior speakers/horn, and desktop phone visual notification installation was before August 19, 2017; the student's first day of school is August 21. Completion of the classroom speakers with two-way communication would be by June 2018. Member El-Hajj moved approval.

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

**2.4. Authorization to Solicit Informal Bids through the CUPCCAC Process for Removal of Old Flooring and Installation of New Flooring at Prospect Avenue Preschool, Execute Contract with Lowest Responsive Bidder, and Initiate Work**

Mr. Christensen explained the State Preschool program is expected to end the year with a fund balance of approximately \$30,000. He explained the State Preschool regulations restrict the amount of carryover allowed to five percent (5%) for operational expenses, with the provision that another ten percent (10%) is allowed for Professional Development. Mr. Christensen mentioned the Prospect Avenue facility that houses the State Preschool program is older and in need of renovation. One of the renovations needed is to replace the old flooring. He explained Administration is seeking authorization to solicit informal bids through the CUPCCAC process for this project. Mr. Christensen explained that because of the need to accomplish this work during the summer when students are on break, Administration is also requesting that the Board authorize executing a contract with the lowest responsive bidder, as long as the bid is not over the \$50,000 estimate; and to initiate the work as soon as possible for a summer completion. Mr. Christensen explained this means that the award of the informal bid would be brought back to the Board for ratification at the July 18 meeting. Member Burns moved approval, stipulating the bid not be over the \$50,000 estimate.

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

**G. BOARD POLICIES AND BYLAWS**

**1.1. Second Reading: Revised Board Policy and New Administrative Regulation 5145.3, Nondiscrimination/Harassment**

Revised Board Policy and New Administrative Regulation 5145.3, Nondiscrimination/Harassment was presented for a second reading and approval. Member Burns moved approval.

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

**H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Baranski mentioned the Board's Officeholder and Candidate Campaign Statement – Form 470 was being provided for their signature. She shared the *A Salute to Teachers* was on Saturday, September 15 and inquired on their attendance. Kathryn Ducharme was representing the District.

President Levens-Craig mentioned there were some upcoming expulsion hearings and inquired on the Board's preference to hold them all together and/or split them into various dates. It was the Board's preference to hold them all on the same night. President Levens-Craig shared a memento from the Santee Success Program thanking the Board for a "Home Run Year."

Member Burns mentioned the meeting with SSP staff with very productive. He asked that Administration reach out to local law enforcement for a safety assessment of our sites; and mentioned having a great time at the Foundation Golf Tournament. Member El-Hajj shared Payton Hardware were the overall winners of the golf tournament and mentioned enjoying the event.

**I. CLOSED SESSION**

President Levens-Craig announced that the Board would meet in closed session for:

1. **Conference with Legal Counsel – Existing Litigations** (Govt. Code § 54956.9)
  - OAH Case Numbers: 2017050449 and 2017030672
2. **Conference with Labor Negotiator** (Govt. Code § 54957.6)
 

*Purpose:* Negotiations  
*Agency Negotiator:* Tim Larson, Assistant Superintendent  
*Employee Organization:* Santee Teachers Association (STA)



3. **Conference with Labor Negotiator** (Govt. Code § 54957.6)  
*Purpose:* Negotiations  
*Agency Negotiator:* Tim Larson, Assistant Superintendent  
*Employee Organization:* Classified School Employees Association (CSEA)
4. **Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

The Board entered closed session at 8:28 p.m.

**J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:27 p.m. and reported a dispute arose regarding a student's special education program. It was moved by Member Ryan to reach a settlement in special education dispute, OAH #: 2017030672. The agreement involved a release of potential District liability.

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

It was moved by Member Ryan to reach a settlement in special education dispute, OAH #: 2017050449. The agreement involved a release of potential District liability.

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

**K. ADJOURNMENT**

With no further business, the regular meeting of June 20, 2017 was adjourned.

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Ken Fox, Clerk

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Kristin Baranski, Secretary

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

June 14, 2017  
**MINUTES**

Cajon Park School  
Computer Room  
10300 Magnolia Avenue  
Santee, California

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

Vice President El-Hajj called the meeting to order at 6:00 p.m.

Members present:

Dianne El-Hajj, Vice President

Ken Fox, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Administration present:

Kristin Baranski, Superintendent and Secretary to the Board

**B. PUBLIC COMMUNICATION**

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

**C. SANTEE SUCCESS PROGRAM (SSP)**

Board members met with the Student Success Program staff to discuss program needs, including academic and behavior supports for students, student entrance and exit from the SSP program, student placement due to administrative review hearings and voluntary placements based on administrative recommendations, and administrative support for program staff.

Based on Board of Education and staff discussion, Administration will make any additional recommendations requiring Board of Education direction at a future Board of Education meeting.

**D. ADJOURNMENT**

With no further business, the special meeting of June 14, 2017 was adjourned.

---

Ken Fox, Clerk

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Kristin Baranski, Secretary

**BACKGROUND:**

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

In accordance with Sections 35044, 35172, and 35173 of the Education Code, the Board of Education shall provide for payment of travel expenses for any representative of the Board when performing services on behalf of the District. In the summer of 2008, following implementation of the Formatta Software, a network-based paperless forms travel processing solution was introduced District-wide in accordance with BP 3350 and AR 3350.

A list of travel and professional staff events is presented for the Board's review and approval/ratification. Included on the report are dates, names of meetings and locations, and either categorical, grant, or general funding sources that support such travel.

A list of requests for travel which require air travel, and/or an overnight stay and/or are out of the State will be reviewed and approved by the Executive Council or Superintendent and submitted for Board of Education approval **prior** to the travel date.

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify the Travel Report for personnel requesting travel on the attached schedule.

This recommendation supports the following District goal:

**Staff Development**

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

**FISCAL IMPACT:**

The estimated travel expenses are \$2,840, and substitute costs of \$690, as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.1.

**Board Travel Report - July 18, 2017**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Mon-Fri, 08/07/17 - 08/11/17	Larry Barbary	Chet F. Harritt	Project Lead The Way	USD	\$0	\$1,620	Title I	This is a training for teaching the Project Lead The Way program.
Tuesday, 09/26/17	Kathyrose Reed	Carlton Hills	Augmentative & Alternative Communication	San Marcos	\$0	\$67	Professional Development	This workshop will focus on strategies and ideas for communication opportunities.
Tuesday, 10/10/17	Melissa Silverstein Gabrielle South Suzanne Robinson Erin Ashhara Shannon Telief Briana Medina Ashley Williams Stephanie Millman Julia Raucher Hannah Rainbolt Brienne Downing	Rio Seco Rio Seco Carlton Oaks Carlton Oaks Cajon Park Cajon Park Sycamore Canyon Cajon Park Cajon Park Hill Creek Educational Services	Self / Match Training: Introductory	San Marcos	\$115 \$115 \$0 \$115 \$115 \$115 \$115 \$0 \$0 \$0 \$0	\$96 \$96 \$96 \$96 \$96 \$96 \$96 \$96 \$96 \$96 \$96	Special Education Special Education Special Education Special Education Special Education Special Education Special Education Special Education Special Education Special Education Special Education	This introductory workshop will focus on increase knowledge of systemic self-monitoring and motivational systems as behavior interventions.
Tuesday, 10/10/17	Brienne Downing	Educational Services	Self / Match Training: Advanced	San Marcos	\$0	\$30	Special Education	This workshop will focus on advanced knowledge of systemic self-monitoring and motivational systems as behavior interventions.
Tuesday, 09/26/17	Kathyrose Reed	Carlton Hills	Augmentative & Alternative Communication	San Marcos	\$0	\$67	Professional Development	This workshop will focus on strategies and ideas for communication opportunities.
<b>Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California</b>								
(NONE)								

**BACKGROUND:**

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of June 2017:

AMOUNT		LOCATION
\$ 4,698.29	0	PEPPER DRIVE SCHOOL
\$ 5,122.80	0	CARLTON HILLS SCHOOL
\$ 6,836.18	0	SYCAMORE CANYON SCH
\$ 17,314.06	0	PROSPECT AVENUE SCH
\$ 9,279.78	0	CAJON PARK SCHOOL
\$ 4,588.69	0	CHET F HARRITT SCH
\$ 7,460.06	0	CARLTON OAKS SCHOOL
\$ 4,704.90	0	RIO SECO SCHOOL
\$ 9,408.58	0	HILL CREEK SCHOOL
\$ 12,900.71	0	STATE PRE-SCHOOL
\$ 394.91	0	ALTERNATIVE SCHOOL
\$ 18.87	0	SUPERINTENDENT DEPT
\$ 13,656.83	0	BUSINESS SERVICES
\$ 9,522.29	0	HUMAN RESOURCES
\$ 1,291.90	0	EDUCATIONAL SERVICES
\$ 5,203.56	0	SPECIAL EDUCATION
\$ 462.05	0	PUPIL SERVICES
\$1,039,496.64	0	DISTRICT LIBRARY
\$ 14,352.17	0	PROJECT SAFE
\$ 19,759.26	0	TECHNOLOGY SERVICES
\$ 6,768.64	0	OPERATIONS/CUSTODIAL
\$ 14,393.37	0	MAINTENANCE
\$ 9,746.79	0	TRANSPORTATION
\$ 640.21	0	FACILITIES MODERNIZATION
\$ 10,141.86	0	WAREHOUSE
\$ 223.63	0	CENTRAL KITCHEN
<b>\$1,228,387.03</b>		<b>Total Purchase Orders--June 2017</b>

**RECOMMENDATION:**

Administration recommends approval of purchase orders #0000003146 through #0000003329 issued June 1, 2017 through June 30, 2017.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of \$1,228,387.03, is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.2.

## LOCATION LIST 2017-18

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

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

### Fund Numbers

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

M = Monthly Blanket  
 A = Annual Blanket  
 L = Lottery

**PURCHASE ORDER EXCEEDED BY 10%  
FOR THE MONTH OF JUNE 2017**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
3136	5/31/2017	0100	BENCHMARK EDUCATION	009	BOOKS	\$1,931.94
					ADDED SHIPPING CHARGES	\$228.14
					NEW TOTAL	\$2,160.08



PURCHASE ORDER LISTING  
JUNE 2017  
BY SITE

DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
000003149	6/1/2017 BOOMERS! EL CAJON	ADMISSIONS	0100	\$ 1,399.00	002	PEPPER DRIVE SCHOOL
000003162	6/1/2017 ESCONDIDO REPROGRAPHICS	LARGE FORMAT PRINTING - RS/PD	2538	\$ 115.29	002	PEPPER DRIVE SCHOOL
000003183	6/6/2017 ART FLORES	DJ SERVICES - PD	0100	\$ 350.00	002	PEPPER DRIVE SCHOOL
000003210	6/7/2017 YMCA - SANTEE	ADMISSIONS	0100	\$ 560.00	002	PEPPER DRIVE SCHOOL
000003229	6/12/2017 SUNDANCE STAGE LINES	TRANS. TO KNOTT'S - PD	0100	\$ 2,274.00	002	PEPPER DRIVE SCHOOL
				\$ 4,698.29	0	<b>PEPPER DRIVE SCHOOL Total</b>
000003151	6/1/2017 FOOD 4 THOUGHT, LLC	FARMERS MARKET	0100	\$ 1,700.00	003	CARLTON HILLS SCHOOL
000003154	6/1/2017 LIGHTWERKS COMMUNICATION SYSTEMS	SMART BOARD REPAIRS	0100	\$ 150.00	003	CARLTON HILLS SCHOOL
000003180	6/6/2017 CARLTON OAKS COUNTRY CLUB	8TH GRADE PROMOTION EVENT - CH	0100	\$ 1,034.00	003	CARLTON HILLS SCHOOL
000003221	6/9/2017 OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$ 993.80	003	CARLTON HILLS SCHOOL
000003244	6/13/2017 SUNDANCE STAGE LINES	TRANS. TO KNOTTS - CH	0100	\$ 1,245.00	003	CARLTON HILLS SCHOOL
				\$ 5,122.80	0	<b>CARLTON HILLS SCHOOL Total</b>
000003221	6/9/2017 OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$ 82.74	004	SYCAMORE CANYON SCH
000003259	6/14/2017 HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR SC WELL	4000	\$ 63.03	004	SYCAMORE CANYON SCH
000003260	6/14/2017 SOUTH BAY FENCE INC.	FENCING AT SC WELL	4000	\$ 5,390.00	004	SYCAMORE CANYON SCH
000003289	6/19/2017 EWING IRRIGATION PRODUCTS	SUPPLIES FOR WELL - SC	4000	\$ 94.99	004	SYCAMORE CANYON SCH
000003298	6/28/2017 HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES - SC WELL IRRIGATION	4000	\$ 62.70	004	SYCAMORE CANYON SCH
000003299	6/28/2017 LOWE'S STORE #1661	SUPPLIES - SC WELL IRRIGATION	4000	\$ 14.29	004	SYCAMORE CANYON SCH
000003311	6/28/2017 EWING IRRIGATION PRODUCTS	SUPPLIES - SC WELL IRRIGATION	4000	\$ 1,128.43	004	SYCAMORE CANYON SCH
				\$ 6,836.18	0	<b>SYCAMORE CANYON SCH Total</b>
000003147	6/1/2017 BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS	0100	\$ 328.50	005	PROSPECT AVENUE SCH
000003150	6/1/2017 TECH4LEARNING	SOFTWARE LICENSES	0100	\$ 400.00	005	PROSPECT AVENUE SCH
000003150	6/1/2017 TECH4LEARNING	SOFTWARE LICENSES	0100	\$ 600.00	005	PROSPECT AVENUE SCH
000003152	6/1/2017 LEXIA LEARNING SYSTEMS INC	SOFTWARE LICENSES	0100	\$ 9,900.00	005	PROSPECT AVENUE SCH
000003188	6/6/2017 WESTERN ENVIRONMENTAL & SAFETY	BID - PAINTING SPECIFICATIONS	1400	\$ 173.75	005	PROSPECT AVENUE SCH
000003190	6/7/2017 AMAZON.COM	ELECTIVE SUPPLIES - PA	0100	\$ 136.40	005	PROSPECT AVENUE SCH
000003196	6/7/2017 CLARK SECURITY PRODUCTS,	LOCKER SUPPLIES	4000	\$ 768.87	005	PROSPECT AVENUE SCH
000003221	6/9/2017 OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$ 659.45	005	PROSPECT AVENUE SCH
000003245	6/13/2017 DUNN EDWARDS CORPORATION	PAINT SUPPLIES	4000	\$ 180.79	005	PROSPECT AVENUE SCH
000003253	6/14/2017 AMAZON.COM	ELECTIVE SUPPLIES	0100	\$ 1,562.16	005	PROSPECT AVENUE SCH
000003254	6/14/2017 JOSTENS	YEARBOOKS - PA	0100	\$ 2,604.14	005	PROSPECT AVENUE SCH
				\$ 17,314.06	0	<b>PROSPECT AVENUE SCH Total</b>
000003153	6/1/2017 THE BUTTERFLY PROJECT	CLASSROOM MATERIALS	0100	\$ 216.00	006	CAJON PARK SCHOOL
000003182	6/6/2017 USS MIDWAY MUSEUM	ADMISSIONS	0100	\$ 960.00	006	CAJON PARK SCHOOL
000003188	6/6/2017 WESTERN ENVIRONMENTAL & SAFETY	BID - PAINTING SPECIFICATIONS	1400	\$ 173.75	006	CAJON PARK SCHOOL
000003211	6/7/2017 YMCA - SANTEE	ADMISSIONS	0100	\$ 750.00	006	CAJON PARK SCHOOL
000003227	6/12/2017 SUNDANCE STAGE LINES	TRANS. TO DISNEYLAND - CP	0100	\$ 2,296.00	006	CAJON PARK SCHOOL
000003258	6/14/2017 CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATION SVCS - CP	2538	\$ 825.00	006	CAJON PARK SCHOOL
000003268	6/15/2017 CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATOR SVCS - CP	2538	\$ 275.00	006	CAJON PARK SCHOOL
000003308	6/28/2017 SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR - CP	0100	\$ 3,784.03	006	CAJON PARK SCHOOL
				\$ 9,279.78	0	<b>CAJON PARK SCHOOL Total</b>
000003188	6/6/2017 WESTERN ENVIRONMENTAL & SAFETY	BID - PAINTING SPECIFICATIONS	1400	\$ 173.75	007	CHET F HARRITT SCH
000003195	6/7/2017 HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES	0100	\$ 14.12	007	CHET F HARRITT SCH
000003196	6/7/2017 CLARK SECURITY PRODUCTS,	LOCKER SUPPLIES	4000	\$ 603.95	007	CHET F HARRITT SCH
000003212	6/7/2017 CARLTON OAKS COUNTRY CLUB	8TH GRADE PROMOTION EVENT/CFH	0100	\$ 1,320.00	007	CHET F HARRITT SCH
000003221	6/9/2017 OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$ 202.87	007	CHET F HARRITT SCH
000003231	6/12/2017 SUNDANCE STAGE LINES	TRANS. TO DISNEYLAND - CFH	0100	\$ 2,274.00	007	CHET F HARRITT SCH
				\$ 4,588.69	0	<b>CHET F HARRITT SCH Total</b>
000003153	6/1/2017 THE BUTTERFLY PROJECT	CLASSROOM MATERIALS	0100	\$ 144.00	008	CARLTON OAKS SCHOOL
000003188	6/6/2017 WESTERN ENVIRONMENTAL & SAFETY	BID - PAINTING SPECIFICATIONS	1400	\$ 173.75	008	CARLTON OAKS SCHOOL
000003221	6/9/2017 OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$ 379.26	008	CARLTON OAKS SCHOOL

0000003222	6/9/2017	YMCA - SANTEE	ADMISSIONS	0100	\$	855.00	008	CARLTON OAKS SCHOOL
0000003235	6/12/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	60.00	008	CARLTON OAKS SCHOOL
0000003243	6/13/2017	SUNDANCE STAGE LINES	TRANS. TO DISNEYLAND - CO	0100	\$	4,365.00	008	CARLTON OAKS SCHOOL
0000003326	6/28/2017	DAY WIRELESS SYSTEMS	BUS COMMUNICATION SUPPLIES	0100	\$	1,483.05	008	CARLTON OAKS SCHOOL
					\$	7,460.06	0	<b>CARLTON OAKS SCHOOL Total</b>
0000003162	6/1/2017	ESCONDIDO REPROGRAPHICS	LARGE FORMAT PRINTING - RS/PD	2538	\$	82.97	009	RIO SECO SCHOOL
0000003197	6/7/2017	YMCA - SANTEE	ADMISSIONS	0100	\$	675.00	009	RIO SECO SCHOOL
0000003214	6/8/2017	DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - RS 04-116363	2538	\$	500.00	009	RIO SECO SCHOOL
0000003230	6/12/2017	SUNDANCE STAGE LINES	TRANS. TO DISNEYLAND - RS	0100	\$	2,942.00	009	RIO SECO SCHOOL
0000003271	6/15/2017	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	0100	\$	504.93	009	RIO SECO SCHOOL
					\$	4,704.90	0	<b>RIO SECO SCHOOL Total</b>
0000003156	6/1/2017	SCHOLASTIC CLASSRM MAGAZINES	SUBSCRIPTION - HC	0100	\$	417.58	010	HILL CREEK SCHOOL
0000003198	6/7/2017	GB'S FENCE COMPANY	FENCING AT HILL CREEK	0100	\$	6,695.00	010	HILL CREEK SCHOOL
0000003228	6/12/2017	SUNDANCE STAGE LINES	TRANS. TO KNOTT'S - HC	0100	\$	2,296.00	010	HILL CREEK SCHOOL
					\$	9,408.58	0	<b>HILL CREEK SCHOOL Total</b>
0000003164	6/5/2017	LAKESHORE LEARNING MATERIALS	PA PRESCHOOL GRANT SUPPLIES	0100	\$	1,911.20	012	STATE PRE-SCHOOL
0000003165	6/5/2017	PLAY WITH A PURPOSE	PA PRESCHOOL GRANT SUPPLIES	0100	\$	10,533.34	012	STATE PRE-SCHOOL
0000003166	6/5/2017	SCHOOL SPECIALTY, INC	PA PRESCHOOL GRANT SUPPLIES	0100	\$	424.06	012	STATE PRE-SCHOOL
0000003187	6/6/2017	SOUTH COAST COPY SYSTEMS	COPY CHARGES	1200	\$	32.11	012	STATE PRE-SCHOOL
					\$	12,900.71	0	<b>STATE PRE-SCHOOL Total</b>
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$	394.91	015	ALTERNATIVE SCHOOL
					\$	394.91	0	<b>ALTERNATIVE SCHOOL Total</b>
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$	18.87	062	SUPERINTENDENT DEPT
					\$	18.87	0	<b>SUPERINTENDENT DEPT Total</b>
0000003187	6/6/2017	SOUTH COAST COPY SYSTEMS	COPY CHARGES	0100	\$	91.74	064	BUSINESS SERVICES
0000003187	6/6/2017	SOUTH COAST COPY SYSTEMS	COPY CHARGES	0100	\$	1,238.54	064	BUSINESS SERVICES
0000003192	6/7/2017	DAILY JOURNAL CORPORATION	LEGAL AD	0100	\$	347.10	064	BUSINESS SERVICES
0000003215	6/8/2017	UNION-TRIBUNE PUBLISHING CO	LEGAL AD	0100	\$	1,025.16	064	BUSINESS SERVICES
42 0000003216	6/9/2017	TRIBUNE 365 NATIONAL GROUP	LEGAL AD	0100	\$	6,132.82	064	BUSINESS SERVICES
0000003217	6/9/2017	SOUTHERN CALIFORNIA NEW GROUP	LEGAL AD	0100	\$	1,986.00	064	BUSINESS SERVICES
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$	424.95	064	BUSINESS SERVICES
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$	18.87	064	BUSINESS SERVICES
0000003290	6/19/2017	FEDERAL EXPRESS CORPORATION	OVERNIGHT DELIVERY SVCS	0100	\$	91.65	064	BUSINESS SERVICES
0000003305	6/28/2017	WELLS FARGO BANK	COPS SOLAR CREBS	4000	\$	2,300.00	064	BUSINESS SERVICES
					\$	13,656.83	0	<b>BUSINESS SERVICES Total</b>
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$	18.87	065	HUMAN RESOURCES
0000003269	6/15/2017	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	0100	\$	3,410.00	065	HUMAN RESOURCES
0000003309	6/28/2017	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	0100	\$	6,093.42	065	HUMAN RESOURCES
					\$	9,522.29	0	<b>HUMAN RESOURCES Total</b>
0000003161	6/1/2017	ALLIANCE FOR AFRICAN ASSISTANCE	CONSULTING SERVICES	0100	\$	308.26	066	EDUCATIONAL SERVICES
0000003187	6/6/2017	SOUTH COAST COPY SYSTEMS	COPY CHARGES	0100	\$	137.61	066	EDUCATIONAL SERVICES
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$	57.16	066	EDUCATIONAL SERVICES
0000003236	6/12/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	330.00	066	EDUCATIONAL SERVICES
0000003238	6/12/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	200.00	066	EDUCATIONAL SERVICES
0000003239	6/12/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	240.00	066	EDUCATIONAL SERVICES
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$	18.87	066	EDUCATIONAL SERVICES
					\$	1,291.90	0	<b>EDUCATIONAL SERVICES Total</b>
0000003167	6/5/2017	SUSAN BERKOWITZ, M.S.,ccc., SLP	STAFF TRAINING	0100	\$	480.00	067	SPECIAL EDUCATION
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$	88.36	067	SPECIAL EDUCATION
0000003270	6/15/2017	DANNIS WOLIVER KELLEY	LEGAL SERVICES	0100	\$	672.70	067	SPECIAL EDUCATION
0000003288	6/16/2017	COAST MUSIC THERAPY, INC.	THERAPY SERVICES	0100	\$	887.50	067	SPECIAL EDUCATION
0000003304	6/28/2017	JILL WECKERLY, Ph. D.	HEALTH CARE SERVICES	0100	\$	3,075.00	067	SPECIAL EDUCATION
					\$	5,203.56	0	<b>SPECIAL EDUCATION Total</b>
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$	122.78	070	PUPIL SERVICES
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$	101.27	070	PUPIL SERVICES
0000003233	6/12/2017	COMMUNITY ACTION SERVICE ADVOCACY	FEES FOR ONLINE SURVEYS	0100	\$	120.00	070	PUPIL SERVICES
0000003237	6/12/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	118.00	070	PUPIL SERVICES

					\$ 462.05 0	<b>PUPIL SERVICES Total</b>
0000003273	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS - K-6 PD	0100	\$ 150,715.20 071	DISTRICT LIBRARY
0000003274	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6 - CH	0100	\$ 90,738.54 071	DISTRICT LIBRARY
0000003275	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K6 - SC	0100	\$ 77,371.24 071	DISTRICT LIBRARY
0000003276	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6 - PA	0100	\$ 91,501.13 071	DISTRICT LIBRARY
0000003277	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6 CP	0100	\$ 152,761.66 071	DISTRICT LIBRARY
0000003278	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6 - CFH	0100	\$ 100,553.18 071	DISTRICT LIBRARY
0000003279	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6 CO	0100	\$ 109,026.03 071	DISTRICT LIBRARY
0000003280	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6 - RS	0100	\$ 151,255.53 071	DISTRICT LIBRARY
0000003281	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6 HC	0100	\$ 111,062.06 071	DISTRICT LIBRARY
0000003282	6/15/2017	MCGRAW HILL EDUCATION	READING WONDERS - TEACHERS	0100	\$ 4,500.00 071	DISTRICT LIBRARY
0000003306	6/28/2017	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS-PD	0100	\$ 12.07 071	DISTRICT LIBRARY
					\$ 1,039,496.64 0	<b>DISTRICT LIBRARY Total</b>
0000003148	6/1/2017	BOOMERS! EL CAJON	ADMISSIONS	6300	\$ 525.00 072	PROJECT SAFE
0000003157	6/1/2017	SMART & FINAL	YALE SUPPLIES	6300	\$ 500.00 072	PROJECT SAFE
0000003158	6/1/2017	SMART & FINAL	SUPPLIES FOR ASES	0100	\$ 250.00 072	PROJECT SAFE
0000003159	6/1/2017	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	6300	\$ 500.00 072	PROJECT SAFE
0000003160	6/1/2017	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	6300	\$ 500.00 072	PROJECT SAFE
0000003181	6/6/2017	ADVERTISING EDGE INC	T-SHIRTS - PROJ. SAFE	6300	\$ 4,431.45 072	PROJECT SAFE
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	6300	\$ 2,025.50 072	PROJECT SAFE
0000003234	6/12/2017	DISCOUNT SCHOOL SUPPLY	PROJECT SAFE SUPPLIES	6300	\$ 568.00 072	PROJECT SAFE
0000003252	6/14/2017	MELINDA EVERETT	ASSEMBLIES FOR PROJ. SAFE	6300	\$ 1,200.00 072	PROJECT SAFE
0000003286	6/16/2017	ADVERTISING EDGE INC	T-SHIRTS - PROJECT SAFE	6300	\$ 1,508.98 072	PROJECT SAFE
0000003287	6/16/2017	SYSCO FOOD SERVICES OF	FOOD SUPPLIES - PS	6300	\$ 493.08 072	PROJECT SAFE
0000003295	6/20/2017	REGAL ENTERTAINMENT GROUP	ADMISSIONS - YALE PRE-SCHOOL	6300	\$ 1,000.00 072	PROJECT SAFE
0000003329	6/29/2017	CITI CARDS /	SUPPLIES FOR PROJ. SAFE	6300	\$ 639.86 072	PROJECT SAFE
0000003329	6/29/2017	CITI CARDS /	SUPPLIES FOR PROJ. SAFE	6300	\$ 210.30 072	PROJECT SAFE
					\$ 14,352.17 0	<b>PROJECT SAFE Total</b>
43 0000003163	6/2/2017	NVLS PROFESSIONAL SERVICES LLC	E-RATE SERVICES	0100	\$ 3,375.00 073	TECHNOLOGY SERVICES
0000003185	6/6/2017	SPRINT	CELL PHONE CHARGES	0100	\$ 5,943.56 073	TECHNOLOGY SERVICES
0000003189	6/6/2017	SEHI COMPUTER PRODUCTS INC	VEEAM RENEWAL	0100	\$ 2,316.00 073	TECHNOLOGY SERVICES
0000003218	6/9/2017	CDW GOVERNMENT INC	INK/TONER	0100	\$ 88.36 073	TECHNOLOGY SERVICES
0000003224	6/12/2017	DATTEL SYSTEMS	SPECIAL ORDER FIBER PATCH	0100	\$ 1,172.62 073	TECHNOLOGY SERVICES
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$ 18.87 073	TECHNOLOGY SERVICES
0000003283	6/16/2017	POWERSCHOOL GROUP, LLC	REGISTRATION FEES	0100	\$ 2,200.00 073	TECHNOLOGY SERVICES
0000003293	6/19/2017	AT&T / CALNET 3	PHONE CHARGES FOR DISTRICT	0100	\$ 4,644.85 073	TECHNOLOGY SERVICES
					\$ 19,759.26 0	<b>TECHNOLOGY SERVICES Total</b>
0000003251	6/14/2017	MAINTEX INC	CUSTODIAL SUPPLIES	0100	\$ 34.26 074	OPERATIONS/CUSTODIAL
0000003256	6/14/2017	MAINTEX INC	CUSTODIAL EQUIPMENT	0100	\$ 6,734.38 074	OPERATIONS/CUSTODIAL
					\$ 6,768.64 0	<b>OPERATIONS/CUSTODIAL Total</b>
0000003184	6/6/2017	G&K SERVICES	UNIFORM SERVICES	0100	\$ 310.04 075	MAINTENANCE
0000003186	6/6/2017	EWING IRRIGATION PRODUCTS	PLUMBING SUPPLIES/DISTRICTWIDE	0100	\$ 1,663.21 075	MAINTENANCE
0000003193	6/7/2017	PACIFIC HVAC SERVICE	HVAC SERVICES	0100	\$ 438.19 075	MAINTENANCE
0000003194	6/7/2017	GRAINGER	ELECTRIAL SUPPLIES	0100	\$ 174.09 075	MAINTENANCE
0000003207	6/7/2017	HOUSE OF AUTOMATION, INC	GATE REPAIRS - M&O/BUS YARD	0100	\$ 125.00 075	MAINTENANCE
0000003208	6/7/2017	AARDVARK PEST CONTROL	PEST CONTROL SERVICES	0100	\$ 1,282.00 075	MAINTENANCE
0000003209	6/7/2017	AMERICAN MESSAGING	DUTY PAGER	0100	\$ 30.17 075	MAINTENANCE
0000003219	6/9/2017	DAVE BANG ASSOCIATES INC	PLAY EQUIP REPLACEMENT - HC	0100	\$ 1,848.79 075	MAINTENANCE
0000003220	6/9/2017	WESTERN ENVIRONMENTAL & SAFETY	ASBESTOS TESTING & SPECS	1400	\$ 3,470.00 075	MAINTENANCE
0000003225	6/12/2017	ABABA BOLT	SUPPLIES FOR M&O	0100	\$ 61.18 075	MAINTENANCE
0000003226	6/12/2017	PACIFIC HVAC SERVICE	HVAC REPAIRS	0100	\$ 402.50 075	MAINTENANCE
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$ 37.74 075	MAINTENANCE
0000003257	6/14/2017	VALLEY INDUSTRIAL SPECIALTIES	LEAD FILTER KITS - CP	0100	\$ 828.59 075	MAINTENANCE
0000003285	6/16/2017	AARDVARK PEST CONTROL	PEST CONTROL SERVICES	0100	\$ 368.00 075	MAINTENANCE
0000003296	6/22/2017	EWING IRRIGATION PRODUCTS	Irrigation supplies	0100	\$ 1,593.16 075	MAINTENANCE
0000003297	6/22/2017	EWING IRRIGATION PRODUCTS	Fertilizer for PD Upper Field	0100	\$ 224.80 075	MAINTENANCE
0000003300	6/28/2017	HAWTHORNE MACHINERY CO	EQUIPMENT REPAIRS	0100	\$ 463.42 075	MAINTENANCE

0000003302	6/28/2017	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	0100	\$	847.49	075	MAINTENANCE
0000003312	6/28/2017	AARDVARK PEST CONTROL	PEST CONTROL SVCS	0100	\$	225.00	075	MAINTENANCE
					\$	14,393.37	0	<b>MAINTENANCE Total</b>
0000003146	6/1/2017	UNITED PARCEL SERVICE	SHIPPING CHARGES	0100	\$	30.42	076	TRANSPORTATION
0000003155	6/1/2017	DELL MARKETING L.P.	TONER FOR TRANSPORTATION	0100	\$	105.42	076	TRANSPORTATION
0000003184	6/6/2017	G&K SERVICES	UNIFORM SERVICES	0100	\$	130.88	076	TRANSPORTATION
0000003199	6/7/2017	O'REILLY AUTO PARTS	PARTS FOR VEHICLE REPAIRS	0100	\$	493.38	076	TRANSPORTATION
0000003200	6/7/2017	PENSKE FORD	PARTS FOR VEHICLE REPAIRS	0100	\$	83.47	076	TRANSPORTATION
0000003201	6/7/2017	CUSTOM AUTO WRAP	LOGOS FOR DISTRICT VEHICLES	0100	\$	147.08	076	TRANSPORTATION
0000003202	6/7/2017	BOB STALL CHEVROLET	PARTS FOR VEHICLE REPAIRS	0100	\$	85.23	076	TRANSPORTATION
0000003203	6/7/2017	EAST COUNTY TRANSMISSIONS	VEHICLE REPAIRS	0100	\$	620.77	076	TRANSPORTATION
0000003204	6/7/2017	ROADONE	TOWING SERVICES	0100	\$	200.00	076	TRANSPORTATION
0000003205	6/7/2017	EXPRESS PERFORMANCE CENTER	PARTS FOR VEHICLE REPAIRS	0100	\$	407.30	076	TRANSPORTATION
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	0100	\$	72.08	076	TRANSPORTATION
0000003223	6/12/2017	PENSKE FORD	SUPPLIES FOR VEHICLE REPAIRS	0100	\$	187.93	076	TRANSPORTATION
0000003246	6/13/2017	AUTO-AIR-MARINE-ELECTRIC	VEHICLE REPAIRS	0100	\$	654.30	076	TRANSPORTATION
0000003247	6/13/2017	SNAP-ON TOOLS	SHOP SUPPLIES	0100	\$	439.30	076	TRANSPORTATION
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$	528.37	076	TRANSPORTATION
0000003255	6/14/2017	TEAMTALK NETWORK	RADIO SERVICES FOR BUSES	0100	\$	188.70	076	TRANSPORTATION
0000003303	6/28/2017	THE SOCO GROUP INC	OIL FOR ALL VEHICLES	0100	\$	1,577.13	076	TRANSPORTATION
0000003314	6/28/2017	ROADONE	TOWING - REG. ED BUS	0100	\$	180.00	076	TRANSPORTATION
0000003315	6/28/2017	KIRKS RADIATOR	REPAIRS	0100	\$	1,381.54	076	TRANSPORTATION
0000003316	6/28/2017	BRIDGESTONE HOSEPOWER LLC	BUS REPAIRS	0100	\$	222.30	076	TRANSPORTATION
0000003317	6/28/2017	SCHOOL BUS PARTS COMPANY	SUPPLIES FOR BUS REPAIRS	0100	\$	528.28	076	TRANSPORTATION
0000003318	6/28/2017	CALIFORNIA REGISTRATION SERVICES	REGISTRATION FEES	0100	\$	20.00	076	TRANSPORTATION
0000003319	6/28/2017	PECK'S HEAVY FRICTION INC	SUPPLIES FOR BUS REPAIRS	0100	\$	252.61	076	TRANSPORTATION
0000003320	6/28/2017	MARK'S AUTO GLASS SERVICE	VEHICLE REPAIRS	0100	\$	45.00	076	TRANSPORTATION
0000003321	6/28/2017	AUTO ZONE	SUPPLIES FOR BUS REPAIRS	0100	\$	32.27	076	TRANSPORTATION
44 0000003322	6/28/2017	KNIGHT PRODUCTS GROUP	BUS WASH	0100	\$	322.92	076	TRANSPORTATION
0000003323	6/28/2017	O'REILLY AUTO PARTS	SUPPLIES FOR REPAIRS	0100	\$	218.37	076	TRANSPORTATION
0000003324	6/28/2017	AUTO-AIR-MARINE-ELECTRIC	BUS REPAIRS	0100	\$	446.40	076	TRANSPORTATION
0000003325	6/28/2017	INTERSTATE BATTERY OF SAN DIEGO INC	SUPPLIES FOR BUS REPAIRS	0100	\$	21.50	076	TRANSPORTATION
0000003327	6/29/2017	AUTO ZONE	SUPPLIES FOR VEHICLE REPAIRS	0100	\$	38.78	076	TRANSPORTATION
0000003328	6/29/2017	E. F. KLUDDT & SONS, INC.	SUPPLIES FOR BUSES	0100	\$	85.06	076	TRANSPORTATION
					\$	9,746.79	0	<b>TRANSPORTATION Total</b>
0000003146	6/1/2017	UNITED PARCEL SERVICE	SHIPPING CHARGES	0100	\$	0.21	077	FACILITIES MODERNIZATION
0000003313	6/28/2017	BRADY SO CAL INC	TECH/PUBS MOVES	0100	\$	640.00	077	FACILITIES MODERNIZATION
					\$	640.21	0	<b>FACILITIES MODERNIZATION Total</b>
0000003168	6/5/2017	AMAZON.COM	INVENTORY REPLENISHMENT	0100	\$	213.35	078	WAREHOUSE
0000003169	6/5/2017	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	\$	282.84	078	WAREHOUSE
0000003170	6/5/2017	DELL MARKETING L.P.	INVENTORY REPLENISHMENT	0100	\$	4,350.14	078	WAREHOUSE
0000003171	6/5/2017	MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	671.32	078	WAREHOUSE
0000003172	6/5/2017	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	\$	3,015.28	078	WAREHOUSE
0000003174	6/5/2017	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	\$	55.00	078	WAREHOUSE
0000003176	6/5/2017	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	\$	86.14	078	WAREHOUSE
0000003177	6/5/2017	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	922.62	078	WAREHOUSE
0000003178	6/5/2017	STANDARD STATIONERY	INVENTORY REPLENISHMENT	0100	\$	55.39	078	WAREHOUSE
0000003179	6/5/2017	THE TREE HOUSE INC	INVENTORY REPLENISHMENT	0100	\$	53.88	078	WAREHOUSE
0000003206	6/7/2017	WASTE MANAGEMENT OF EL CAJON -	SURPLUS TRASH (ALL SITES)	0100	\$	435.90	078	WAREHOUSE
					\$	10,141.86	0	<b>WAREHOUSE Total</b>
0000003195	6/7/2017	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES	1300	\$	8.92	090	CENTRAL KITCHEN
0000003221	6/9/2017	OFFICE DEPOT INC	SUPPLIES FOR DISTRICT	1300	\$	203.93	090	CENTRAL KITCHEN
0000003301	6/28/2017	CALIFORNIA ELECTRIC SUPPLY	SUPPLIES FOR CNS	1300	\$	10.78	090	CENTRAL KITCHEN
					\$	223.63	0	<b>CENTRAL KITCHEN Total</b>
					\$	1,228,387.03	0	<b>Grand Total</b>

Consent Item D.2.3.  
 Prepared by Karl Christensen  
 July 18, 2017

Approval/Ratification of Expenditure Warrants

**BACKGROUND:**

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

Commercial Warrants issued for the period of June 2017:

<b><u>Fund #/Name</u></b>	<b><u>Warrant #'s</u></b>	<b><u>Amount</u></b>
0100 General	14-267069 TO 14-283506	\$1,105,266.38
0900	N/A	
1200	14-270358 TO 14-281982	\$347.21
1300	14-267067 TO 14-283505	\$141,950.84
1400	14-267884 TO 14-283495	\$101,743.50
2109	N/A	
2139 / 2108	N/A	
2518	N/A	
2538	14-269080 TO 14-283496	\$288,318.69
3500	N/A	
4000	14-267084 TO 14-283507	\$37,284.82
6300	14-267869 TO 14-283505	\$42,106.99
		<b>\$1,717,018.43</b>

Student Body Warrants issued for the period of June 2017:

<b>\$0</b>
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Payroll Warrants issued for the period of June 2017:

<b><u>Fund #/Name</u></b>	<b><u>Amount</u></b>	
01 00	\$4,685,159.18	
12 00	\$22,087.43	
13 00	\$100,386.55	
14 00		
25 18		
63 00	\$199,387.97	
		<b>\$5,007,021.13</b>

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$6,724,039.56 and is disclosed 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.  
 Prepared by Karl Christensen  
 July 18, 2017

Acceptance of Donations

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support the Counseling Program	\$500.00	The Trevor Romain Company	Hill Creek School
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$1,500.00	Pepper Drive School PTA	Pepper Drive School
	\$50.00	Mission Federal Credit Union	Rio Seco School
	\$370.00	Hager Photography	Sycamore Canyon School
Funds for Assemblies	\$1,000.00	Sycamore Canyon School PTA	Sycamore Canyon School
Funds for Bus Transportation to YMCA	\$485.00	Sycamore Canyon School PTA	Sycamore Canyon School
Funds to Purchase Prizes for the Pyramid of Success	\$288.39	Sycamore Canyon School PTA	Sycamore Canyon School
Funds for Attendance Incentives	\$500.00	Sycamore Canyon School PTA	Sycamore Canyon School
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$4,693.39</b>		

**RECOMMENDATION:**

Administration recommends acceptance of the donations listed above for the District and authorization to send a letter of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The donations listed above are valued at \$4,693.39.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.4.

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.5.



**Consultant / General Service Provider Report  
July 18, 2017**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Joaquin Murrieta	Consultant	Arts Attack Coordinator - Cajon Park	1/1/2017 - 6/13/17	\$412.50 (not to exceed)	Cajon Park School	Employee
Dave Molzen	Consultant	Installation of Legacy Pavers at Schools	7/1/17 - 6/30/18	\$5/brick (not to exceed \$500.00)	Santee School District Foundation	Employee
McAlister Institute	General Service Provider	Drug Screening	7/1/17 - 6/30/18	\$15/test (not to exceed \$1,000.00)	Pupil Services	Independent Contractor
California School Employees Association	General Service Provider	True Colors Training	8/18/2017	\$225.00 (not to exceed)	Child Nutrition Services	Independent Contractor

Consent Item D.2.6. Approval/Ratification of Expenditure Transactions  
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)  
July 18, 2017

**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, 2017 through May 31, 2017.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

There were 194 transactions totaling \$22,351.98 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.6.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20170505	ABEL,CATHY	CHILD NUTRITION	SMARTNFINAL92910809291	32.97	Food Lunchline
20170505	ABEL,CATHY	CHILD NUTRITION	SMARTNFINAL92910809291	186.13	Staff Appreciation Supplies
20170508	ABEL,CATHY	CHILD NUTRITION	MONTEREY PLAZA HOTEL A	707.87	Conference
20170512	ABEL,CATHY	CHILD NUTRITION	CENTRAL REST PRODUCTS	31.54	Plunger for Orange Slicer
20170515	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	71.59	Almond Milk, Lactose Free Milk & Gluten Free Food
20170521	ABEL,CATHY	CHILD NUTRITION	SHARPTKESUPPLY.COM	486.74	New Blades for VCM
20170525	ABEL,CATHY	CHILD NUTRITION	RURALKING.COM	(39.99)	Return of Mop Bucket
20170525	ABEL,CATHY	CHILD NUTRITION	RURALKING.COM	(15.46)	Return of Mop Bucket
				<b>1,461.39</b>	
20170503	ALBERT,DIANN L	PRIDE ACADEMY	SMARTNFINAL92910809291	28.96	Staff Appreciation Week
20170504	ALBERT,DIANN L	PRIDE ACADEMY	EINSTEIN BROS BAGELS33	15.99	Staff Appreciation Week
20170512	ALBERT,DIANN L	PRIDE ACADEMY	USPS PO 0570200071	3.39	Postage for mail to Camp Cuyamaca
				<b>48.34</b>	
20170501	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	OFFICE DEPOT #908	15.94	Office supplies
20170503	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL92910809291	6.99	Board meeting supplies
20170505	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON VIDEO ON DEMAND	3.99	Incorrect charge on credit card. Charged is being credited
20170505	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	25.78	Student Forum/Board meeting supplies
20170516	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	23.68	Supplies for PLT meeting
20170516	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	66.54	Board meeting supplies
20170518	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	14.61	Board meeting supplies
20170519	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BESTCANVAS INC	202.50	Supplies for PLT meeting
20170519	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL93110809317	11.36	Board meeting supplies
20170519	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL93110809317	35.37	Board meeting supplies
20170519	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON.COM	88.89	Safety Patrol Luncheon
20170522	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PARTY CITY	89.99	Supplies for Salute to Excellence
20170522	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	82.90	Supplies for Salute to Excellence
20170522	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	COURTYARD BY MARRIOTT	225.26	Incorrect charge for canceled reservation. Charge will be reversed.
20170522	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	17.34	Supplies for Salute to Excellence
20170523	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	7-ELEVEN 20321	7.10	Board meeting supplies
20170523	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	HYATT HOTELS	171.80	Accommodations for B Ryan while attending Delegate Assembly
20170524	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	16.73	Salute to Excellence supplies
20170524	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	14.86	Board meeting supplies
20170525	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON VIDEO ON DEMAND	(3.99)	Credit for incorrect charge on P-card
20170526	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON MKTPLACE PMTS	22.99	Board meeting supplies
20170528	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	26.72	Supplies staff appreciation week
20170528	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	(23.85)	Supplies for PLT
20170531	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	59.11	Board meeting supplies
				<b>1,202.61</b>	
20170516	AVILA,EVONN	BUSINESS SERVICES	DOLLAR TREE	45.79	Office Supplies for Temporary Work Stations
				<b>45.79</b>	
20170508	BAKER,HOPE	OST PROGRAMS	WAL-MART #1700	39.61	SUPPLIES-NAPKINS, SPOONS, FORKS,
20170509	BAKER,HOPE	OST PROGRAMS	SMARTNFINAL92910809291	10.29	SNACK SUPPLIES
20170511	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	115.99	CLEANING SUPPLIES
20170511	BAKER,HOPE	OST PROGRAMS	OTC BRANDS, INC.	133.67	INSTRUCTIONAL-PROMOTION SUPPLIES
20170521	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	56.79	JUICE, SCHOOL SUPPLIES
20170523	BAKER,HOPE	OST PROGRAMS	SD ZOO ADMISSIONS	480.00	ADMISSIONS/ENTRANCE FEE-ZOO
20170524	BAKER,HOPE	OST PROGRAMS	7-ELEVEN 36659	32.11	PS SNACK FOR KIDS
20170525	BAKER,HOPE	OST PROGRAMS	OFFICE DEPOT #908	43.08	OFFICE SUPPLIES
20170525	BAKER,HOPE	OST PROGRAMS	OFFICE DEPOT #908	21.54	OFFICE SUPPLIES
20170526	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 8709	102.78	CLASSROOM SUPPLIES
20170526	BAKER,HOPE	OST PROGRAMS	JOANN FABRIC #1011	39.04	INSTRUCTIONAL SUPPLIES
20170528	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	77.59	CLASSROOM SUPPLIES
20170528	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3207	46.08	CLASSROOM SUPPLIES
20170531	BAKER,HOPE	OST PROGRAMS	AMAZON MKTPLACE PMTS	248.41	INSTRUCTIONAL-SUMMER SUPPLIES
20170531	BAKER,HOPE	OST PROGRAMS	AMAZON MKTPLACE PMTS	32.30	INSTRUCTIONAL-SUMMER SUPPLIES
				<b>1,479.28</b>	
20170503	BENEDETTO,ANGELO	CARLTON HILLS	WAL-MART #1917	13.16	Photos from the Student of the Month Assembly
20170512	BENEDETTO,ANGELO	CARLTON HILLS	WAL-MART #1917	15.76	Photos from our Student of the Month Assembly
				<b>28.92</b>	
20170503	BILLICK,JERI	SYCAMORE CANYON	SD FAIR EXHIBITS	120.00	Entry fee for kids art to the San Diego County Fair
20170508	BILLICK,JERI	SYCAMORE CANYON	99 CENTS ONLY STORES #	86.20	Headphones for SBAC Testing
				<b>206.20</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20170502	BONSER,KRISTEN	HILL CREEK	WAL-MART #4189	151.58	Volunteer luncheon
20170502	BONSER,KRISTEN	HILL CREEK	MICHAELS STORES 3256	6.45	Volunteer luncheon supplies
20170502	BONSER,KRISTEN	HILL CREEK	SMARTNFINAL92910809291	66.20	Volunteer luncheon
20170505	BONSER,KRISTEN	HILL CREEK	VONS STORE00018978	53.57	Volunteer Luncheon Supplies
20170518	BONSER,KRISTEN	HILL CREEK	WALMART.COM	265.59	CAMPUS SUPPLIES
20170524	BONSER,KRISTEN	HILL CREEK	WALMART.COM	(211.92)	REFUND- BROKEN ITEM
20170524	BONSER,KRISTEN	HILL CREEK	WALMART.COM	(5.00)	REFUND- BROKEN ITEM
20170525	BONSER,KRISTEN	HILL CREEK	AMAZON.COM	48.12	SDC CLASSROOM SUPPLIES
20170525	BONSER,KRISTEN	HILL CREEK	KLM BIOSCIENTIFIC	218.89	DISSECTION FROGS
20170525	BONSER,KRISTEN	HILL CREEK	AMAZON MKTPLACE PMTS	(59.39)	REFUNDED ITEM
				<b>534.09</b>	
20170502	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	25.74	ASES KICKBALL SHIRTS SUPPLIES
20170519	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	17.05	SUPPLIES FOR SPECIAL ED STUDENT
20170521	BRASHER,PAMELA	OST PROGRAMS	SP * BLOXELS	490.50	SUMMER TECHNOLOGY SUPPLIES
20170524	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	327.49	INSTRUCTIONAL SUPPLIES, GAMES, TOYS.
				<b>860.78</b>	
20170528	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	AMAZON.COM	284.34	Board meeting supplies
				<b>284.34</b>	
20170504	EDMONSTON,ERICA	RIO SECO	LAKESHORE LEARNING MAT	31.87	Stars for Star Award Recipients and outstanding lunch behavior.
20170508	EDMONSTON,ERICA	RIO SECO	BLINDS.COM #2150	350.69	Blinds for the literacy center.
20170517	EDMONSTON,ERICA	RIO SECO	VONS STORE00018978	25.88	Snacks for final School Site Council meeting.
				<b>408.44</b>	
20170502	HECK,TERRY	PRIDE ACADEMY	EINSTEIN BROS BAGELS08	25.96	Staff Appreciation Week Refreshments
20170507	HECK,TERRY	PRIDE ACADEMY	WAL-MART #1917	107.60	Snacks for CAASP testing
20170507	HECK,TERRY	PRIDE ACADEMY	SMARTNFINAL39810803989	243.35	Snacks for CAASP Testing
20170523	HECK,TERRY	PRIDE ACADEMY	AMAZONPRIME MEMBERSHIP	106.67	Membership cancelled. Charge reversed 6/9
				<b>483.58</b>	
20170505	HICKS,TYLENE	CHET F. HARRITT	4IMPRINT	296.01	Volunteer Gifts - Wrist band key chains
20170507	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	12.91	Fidget Spinners - Math lessons for our Title I students
20170507	HICKS,TYLENE	CHET F. HARRITT	TEACHERSPAYTEACHERS CO	4.75	Fidget Spinner Challenge book to use with our Title I students.
20170507	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	7.40	Fidget Spinners - Math lessons for our Title I students
20170508	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	16.31	Fidget Spinners - Math lessons for our Title I students
20170508	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	4.90	Fidget Spinners - Math lessons for our Title I students
20170508	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	4.68	Fidget Spinners - Math lessons for our Title I students
20170508	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	2.85	Fidget Spinners - Math lessons for our Title I students
20170512	HICKS,TYLENE	CHET F. HARRITT	DOLLAR TREE	9.41	Pretzels for testing. Table cloths for peanut free eating table.
20170512	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM AMZN.COM/BI	17.41	Smart but Scattered Book
20170514	HICKS,TYLENE	CHET F. HARRITT	WALMART.COM	100.33	Set of 12 Cubbies for Risa Farber's Class
20170517	HICKS,TYLENE	CHET F. HARRITT	MOUNTAIN HOME BIOLOGIC	65.10	Owl Pellets for science experiment
20170517	HICKS,TYLENE	CHET F. HARRITT	FEDEXOFFICE 00020602	4.77	Posters made for drama club performance
20170522	HICKS,TYLENE	CHET F. HARRITT	TARGET 00014852	27.44	Table Cloth for 8th grade promotion. Baggies for lanyards.
20170523	HICKS,TYLENE	CHET F. HARRITT	PARTY CITY	264.84	Promotion supplies
20170528	HICKS,TYLENE	CHET F. HARRITT	DOMINO'S 7708	34.60	Pizza for students who won "Lunch with the Principal"
				<b>873.71</b>	
20170519	HOHIMER,KAREN	PEPPER DRIVE	KNOTT'S BERRY FARM	2,400.00	Admission to Knott's Berry Farm for 8th Grade End of Year Excursion
20170529	HOHIMER,KAREN	PEPPER DRIVE	JONES SCHOOL SUPPLY CO	91.05	8th Grade Promotion Awards
				<b>2,491.05</b>	
20170514	JOHNSTON,ANDREW	CARLTON OAKS	SEAWORLD-SAN DIEGO	862.50	Field Trip Entry Fee
20170516	JOHNSTON,ANDREW	CARLTON OAKS	BARNES&NOBLE.COM-BN	64.62	Library Books
				<b>927.12</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20170509	LINDSAY, JERELYN	CARLTON HILLS	SMARTNFINAL39810803989	109.41	Student snacks for testing
20170512	LINDSAY, JERELYN	CARLTON HILLS	SMARTNFINAL93410609345	88.25	Snacks for testing
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	262.88	Books for classrooms
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	91.48	Books for classrooms
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	81.69	Books for classrooms
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	174.46	Books for classrooms
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	14.95	Books for classrooms
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	75.32	Books for classrooms
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	115.18	Books for classrooms
20170514	LINDSAY, JERELYN	CARLTON HILLS	SCHOLASTIC BOOK FAIRS	119.41	Books for classrooms
20170515	LINDSAY, JERELYN	CARLTON HILLS	SMARTNFINAL39810803989	99.21	Snacks for testing
20170517	LINDSAY, JERELYN	CARLTON HILLS	SMARTNFINAL93410609345	51.90	Snacks for testing
20170518	LINDSAY, JERELYN	CARLTON HILLS	SMARTNFINAL93410609345	55.90	Snacks for testing
20170529	LINDSAY, JERELYN	CARLTON HILLS	BIO CORPORATION	38.00	Dissection eyeballs for science
				<b>1,378.04</b>	
20170505	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	10.39	Video Splitter
20170505	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN COM/BI	35.83	iPad Repair Supplies
20170511	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	APL*APPLE ONLINE STORE	99.00	iOS Developer License
20170511	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN COM/BI	88.34	Otterbox Defender Cases
20170517	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	273.45	iPad Collection Supplies
20170517	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	296.88	Supplies for board meeting sound system move
20170521	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security System
20170521	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	155.15	Supplies for DO to ERC Move
20170525	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	APL*APPLE ONLINE STORE	119.95	Developer License
20170526	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	13.99	Replacement ELMO power adapter
20170528	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	GROUP VERTICAL LLC	32.25	iPhone replacement screen
				<b>1,150.22</b>	
20170504	MARTIN, SUZANNE	CHET F. HARRITT	EAST COUNTY YMCA POS 2	100.00	YMCA fieldtrip. Vacation time reading/Dreambox incentive.
20170504	MARTIN, SUZANNE	CHET F. HARRITT	EAST COUNTY YMCA POS 2	65.00	YMCA fieldtrip. Vacation time reading/Dreambox incentive.
20170517	MARTIN, SUZANNE	CHET F. HARRITT	VONS STORE00018978	37.50	CAASPP testing. Student nutrition break- pretzels.
20170518	MARTIN, SUZANNE	CHET F. HARRITT	INTUIT *IN *DESLA CORP	64.11	Volunteer recognition name badges
20170518	MARTIN, SUZANNE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	27.34	Vinyl transfer kit to label "buddy bench".
20170518	MARTIN, SUZANNE	CHET F. HARRITT	WWW COSTCO.COM	161.62	Playground bench (buddy bench).
				<b>455.57</b>	
20170505	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON COM AMZN COM/BI	12.60	File labels for Sp'ed files
20170516	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	51.44	Supplies for Speech Language Pathologist
20170519	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	533.36	Varidesk for Special Education Secretary Desk
20170522	MCGINTY, MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #5125	16.79	Pens for Special Education Department
20170523	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON.COM	64.64	External memory for School Psych computer storage
20170528	MCGINTY, MIRIAM	SPECIAL EDUCATION	WAL-MART #1917	63.70	Folding chairs for mild/moderate special ed. classroom for reading area
				<b>742.53</b>	
20170521	MCKINNON, KATHY	EDUCATIONAL SERVICES	THE WRAPSHACK	138.49	PD - Food - Positive Preventions Training
20170521	MCKINNON, KATHY	EDUCATIONAL SERVICES	SMARTNFINAL92910809291	19.97	PD - Food - Positive Preventions Training
20170523	MCKINNON, KATHY	EDUCATIONAL SERVICES	SANDWICH BAGS	110.00	PD - Food - Positive Preventions Training
				<b>268.46</b>	
20170507	MONTLER, BONNER M	EDUCATIONAL SERVICES	BEST BUY MHT 00011452	78.60	Headphones for Alternative School CAASPP Testing
20170515	MONTLER, BONNER M	EDUCATIONAL SERVICES	VONS STORE00030445	37.86	Supplies for DELAC meeting
				<b>116.46</b>	
20170504	OLANDER, MICHAEL	CAJON PARK	AMAZON.COM	17.21	Overcoming the 5 Dysfunctions of a Team Field Guide
20170522	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	899.99	Portable Sound System for PE
				<b>917.20</b>	
20170512	ORTEGA, KAREN	HUMAN RESOURCES	AWARDS BY NAVAJO	1,392.31	Employee recognition awards for Salute to Excellence
20170517	ORTEGA, KAREN	HUMAN RESOURCES	MICHAELS STORES 3256	74.32	Frames for volunteers of the year certificates for Salute to Excellence
20170519	ORTEGA, KAREN	HUMAN RESOURCES	THE WRAPSHACK	38.57	Lunch for Principal Interviews
20170519	ORTEGA, KAREN	HUMAN RESOURCES	THE WRAPSHACK	8.57	Delivery tip for Lunch for Principal interviews
20170519	ORTEGA, KAREN	HUMAN RESOURCES	AWARDS BY NAVAJO	924.71	Employee recognition awards for Salute to Excellence
				<b>2,438.48</b>	
20170510	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	BARNES&NOBLE.COM-BN	377.50	Library Books for Carlton Hills School
20170510	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	BARNES&NOBLE.COM-BN	97.45	Library Books for Carlton Hills School
20170510	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	BARNES&NOBLE.COM-BN	7.59	Library Books for Carlton Hills School
20170511	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	BARNES&NOBLE.COM-BN	185.27	Library Books for Carlton Hills School
				<b>667.81</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20170518	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON COM	288.90	Wide angle lens for district DSLR camera
20170522	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS	41.99	Replacement laptop battery
				<b>330.89</b>	
20170511	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	40.93	Diaper pail liners for SDC-PS-SC
				<b>40.93</b>	
20170501	ROSA,JIM	HILL CREEK	AMAZON.COM	14.00	SDC Classroom supplies
20170501	ROSA,JIM	HILL CREEK	AMAZON MKTPLACE PMTS	16.59	Volunteer luncheon supplies
20170501	ROSA,JIM	HILL CREEK	AMAZON.COM AMZN.COM/BI	17.78	SDC Classroom materials
20170503	ROSA,JIM	HILL CREEK	HONEY DONUTS	30.00	Catering- Volunteer luncheon
20170505	ROSA,JIM	HILL CREEK	SMARTNFINAL92910809291	30.27	Volunteer Luncheon
20170505	ROSA,JIM	HILL CREEK	AMAZON.COM	61.52	Power strip
20170505	ROSA,JIM	HILL CREEK	AMAZON MKTPLACE PMTS	34.00	Non-stores toner
20170507	ROSA,JIM	HILL CREEK	HOME SCIENCE TOOLS	42.72	Kindergarten classroom supplies
20170510	ROSA,JIM	HILL CREEK	THE HOME DEPOT #0673	26.91	PE Supplies
20170512	ROSA,JIM	HILL CREEK	AMAZON MKTPLACE PMTS	31.80	OFFICE SUPPLIES
20170518	ROSA,JIM	HILL CREEK	AMAZON.COM	26.24	CLASSROOM SUPPLIES
20170524	ROSA,JIM	HILL CREEK	AMAZON MKTPLACE PMTS	20.77	OFFICE SUPPLIES
20170525	ROSA,JIM	HILL CREEK	AMAZON.COM	19.70	OFFICE SUPPLIES
20170525	ROSA,JIM	HILL CREEK	AMAZON.COM	209.30	SUPPLIES FOR OFFICES
20170526	ROSA,JIM	HILL CREEK	AMAZON.COM	209.92	OFFICE FURNITURE
20170528	ROSA,JIM	HILL CREEK	SMARTNFINAL92910809291	43.84	INCENTIVE PRIZES
				<b>835.36</b>	
20170515	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	19.99	Sped Classroom Behavior Incentives
20170515	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	36.93	Sped Classroom Behavior Incentives
20170516	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	29.99	Sped Classroom Behavior Incentives
				<b>86.91</b>	
20170503	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	65.15	OFFICE SUPPLIES, CRAFT SUPPLIES
20170504	SHEEN,KRISTINA D	OST PROGRAMS	DOLLAR TREE	31.25	INSTRUCTIONAL, STORAGE AND PRIZES
20170504	SHEEN,KRISTINA D	OST PROGRAMS	JOANN FABRIC #1011	49.58	ASES KICKBALL SHIRTS
20170517	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #2253	7.48	ASES KICKBALL SHIRTS
20170517	SHEEN,KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	62.45	ASES COSTUMES FOR PLAY
20170518	SHEEN,KRISTINA D	OST PROGRAMS	FOOD4LESS #0349	62.43	STUDENT FOOD FUNDRAISER
20170518	SHEEN,KRISTINA D	OST PROGRAMS	FOOD4LESS #0349	64.79	STUDENT FOOD FUNDRAISER
20170526	SHEEN,KRISTINA D	OST PROGRAMS	CONCEPTIONS CHILDRENS	130.02	YALE TOYS
				<b>473.15</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20170501	SIMKO,JOHANNA	CAJON PARK	AMAZON COM	17.78	Cork Board for Campus Aide announcement board
20170505	SIMKO,JOHANNA	CAJON PARK	SMARTNFINAL92910809291	7.96	Volunteer Breakfast Cups
20170505	SIMKO,JOHANNA	CAJON PARK	SMARTNFINAL92910809291	55.86	Volunteer breakfast Napkins, plates, cutlery and cups
20170505	SIMKO,JOHANNA	CAJON PARK	SMARTNFINAL93110809317	16.32	Ingredients to make slime for "Slime the Admin Team"
20170507	SIMKO,JOHANNA	CAJON PARK	THE HOME DEPOT #0673	14.38	Buckets with lids for slime (Falcon Assembly Admin. Incentive)
20170507	SIMKO,JOHANNA	CAJON PARK	STARBUCKS STORE 05912	31.90	Volunteer Breakfast Coffee
20170510	SIMKO,JOHANNA	CAJON PARK	OTC BRANDS, INC.	55.94	Caught Being Good Drawing Prizes
20170511	SIMKO,JOHANNA	CAJON PARK	AMAZON MKTPLACE PMTS	21.23	Pencils for character counts student awards
20170511	SIMKO,JOHANNA	CAJON PARK	SMARTNFINAL92910809291	80.59	Teacher Appreciation week treats
20170518	SIMKO,JOHANNA	CAJON PARK	AMAZON MKTPLACE PMTS	25.83	Accidental Personal Purchase- Personal check submitted to the District
20170529	SIMKO,JOHANNA	CAJON PARK	AMAZON MKTPLACE PMTS	6.95	Batteries for MPR Microphone
				<u>334.74</u>	
20170502	SOUTHCOTT,STEPHANIE	PEPPER DRIVE AND RIO SECO	AGR*GARDENER SUPPLY CO	459.09	Materials and Supplies Electives
20170508	SOUTHCOTT,STEPHANIE	PEPPER DRIVE AND RIO SECO	APPLE STORE #R040	312.50	Headphones for CAASPP Testing
20170512	SOUTHCOTT,STEPHANIE	PEPPER DRIVE AND RIO SECO	ACE PARKING 0160	8.00	Parking Fee
				<u>779.59</u>	
				<u><u>22351.98</u></u>	

Consent Item D.2.7.  
 Prepared by Karl Christensen  
 July 18, 2017

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, 2017 through June 30, 2017</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, 2017 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.2.7.



Consent Item D.2.8.  
Prepared by Karl Christensen  
July 18, 2017

Approval/Ratification of CUPCCAC Informal Bid  
Award for Flooring Removal and Installation of New  
Flooring at Prospect Avenue Preschool and  
Authorization to File Notice of Completion  
Completion

**BACKGROUND:**

On June 20, 2017, the Board of Education authorized Administration to seek informal bids utilizing the CUPCCAC bid process to remove old flooring and install new flooring at the Prospect Avenue Preschool. Due to the limited time to complete the work before students return in August, the Board also authorized Administration to award the bid and commence the work, as long as the project came in within the established budget of \$50,000. Staff received quotes for the project and the work was contracted to the lowest qualified vendors as follows:

<b>Contractor</b>	<b>Bid Amount</b>
DFS Flooring – Removal & Replacement of Carpet & Tile	\$8,904
Janus Corporation – Abatement Services	\$10,843
Total	\$19,747

In addition to this work, floor abatement for two classrooms and the dining area was also done in June at a cost of \$14,470. Therefore, the total spent on this project is \$34,217, well below the \$50,000 estimate.

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify contract proposals and purchase orders to DFS Flooring for \$8,904 for new flooring and Janus Corporation for abatement and removal of old flooring for \$10,843; with up to 10% for change orders, as needed; and authorize the filing of a Notice of Completion with final contract amounts when work is completed.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

The fiscal impact is \$19,747.00 funded from a combination of Deferred Maintenance and State Preschool Funds

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.8.

Consent Item D.2.9.  
Prepared by Karl Christensen  
July 18, 2017

Approval/Ratification of Change Orders for Sycamore  
Canyon School Water Well Project and Authorization/  
Ratification to File Notice of Completion

**BACKGROUND:**

At the March 21, 2017 meeting, the Board of Education awarded an informal bid to Cascade Drilling for drilling and installation of a water well at Sycamore Canyon School. The project is now complete and the water well is operational. Notice of Completion documents have been filed with the County Recorder and retention amounts withheld from progress payments will be released after 30 days from the date of recording the Notice of Completion.

Below is a synopsis of final construction costs.

Description	Amount
Original Bid Award	\$141,500.00
Change Order #1 – Additional Casing Materials & Delivery Charges	\$3,961.61
Change Order #2 – Pump System Upgrade	\$6,293.03
Final Construction Costs	\$151,754.64

**RECOMMENDATION:**

It is recommended that the Board of Education approve the final change orders and authorize/ratify the filing of Notice of Completion documents for the Water Well Project at Sycamore Canyon School.

This item supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$151,754.64 from fund 40.

**STUDENT ACHIEVEMENT IMPACT:**

Strong, positive relationships exist between overall building conditions, a positive learning environment, and student achievement.

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

Agenda Item D.2.9.

Consent Item D.2.10.  
Prepared by Karl Christensen  
July 18, 2017

Approval of Agreement with Capitol Public Finance  
Group for Student Generation Rate Study for New  
Housing Developments

**BACKGROUND:**

Every two years, the District conducts a School Fee Justification Study (“SFJS”) to demonstrate a nexus between the levy of Developer Fees and school facility needs. The final report provided to the District includes a composite Student Generation Rate (“SGR”) based on five years of historical data.

While the SGR in the SFJS may be useful for determining school impact for small to medium size residential developments, more detailed analysis is necessary for larger developments, such as the Fanita Ranch Project, which is expected to produce 3,000 homes. It is important that the District fully understand the impact of large residential developments as they relate to the necessary size for a new school or schools to adequately house students generated from these developments.

The District has contracted with Capitol Public Finance Group for many years to conduct studies related to Developer Fees and student generation rates. Administration recommends contracting with them to conduct a more detailed analysis of new housing developments and students likely to be generated from those developments.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Agreement with Capitol Public Finance Group to Conduct a Student Generation Rate Study for New Housing Developments.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$5,000 plus additional, pre-approved services at a rate of \$195 per hour. Estimated cost of \$7,000.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.10.

Consent Item D.2.11.  
Prepared by Karl Christensen  
July 18, 2017

Approval of Agreement with Webb-Cleff Architecture & Engineering for Architectural and Design Services for the Rio Seco School Modular Classroom Addition Project

**BACKGROUND:**

In 2012, Santee School District applied for State funding for modernization of the four portable buildings at Rio Seco School currently used by Project SAFE. The State put a hold on all funding allocations when State Bond funds were exhausted. With passage of Proposition 51, the State Allocation Board is working towards providing funding allocations for projects on the Unfunded Approvals List.

At the June 6, 2017 meeting, the Board of Education gave direction to submit a Request for Priority Funding for the Rio Seco School Modular Classroom Addition Project. In order to be able to submit for funding release when State Bonds are sold in the Fall, it is necessary to renew the projects with the Division of State Architect (DSA) and update plans and drawings to include new building code requirements.

**RECOMMENDATION:**

It is recommended that the Board of Education Approve the Agreement with Webb-Cleff Architecture & Engineering for Architectural and Design Services for the Rio Seco School Modular Classroom Addition Project.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

Services not to exceed \$31,500 to be funded from the Renzulli land sale proceeds in Fund 25-38.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.11.



June 9, 2017

Santee School District  
9625 Cuyamaca Street  
Santee, CA 92071

Attn: Christina Becker, Director of Maintenance, Operations & Facilities

Re: Rio Seco School child care addition project  
Update DSA Application Number 04-112397

Dear Ms. Becker:

Please accept our proposal to create a revision set for DSA and OPSC approval of DSA A# 04-112397. The scope includes updating the drawings for the new code for the two portable buildings. The pre-check drawings for the portable buildings will be provided by Impact Construction Services, however, we will do the floor plans. We will also update the modernization of the existing portable buildings to reflect the new codes. We will include modernization for the boys and girls toilet rooms, and provide ADA upgrades for the site.

There has been significant change to the fire alarm code since this project was previously approved. We will need to add a new fire alarm sub-panel with voice annunciation for the new buildings.

We will work with DSA and OPSC to ensure the funding which is available can still be used by this project, and we will assist in the bidding, construction period services, and closeout of this project.

Our fee for this project is \$31,500.00, which includes site survey and required landscape work necessary for DSA approval. These fees do not include DSA fee checks or printing costs.

If there are any questions or issues, or you'd like to discuss our fee further, please feel free to contact me direct.

Sincerely,

A handwritten signature in black ink that reads "RD Webb". The letters are stylized and cursive.

Robert D. Webb, AIA  
Senior Vice President

Consent Item D.2.12.  
Prepared by Karl Christensen  
July 18, 2017

Award of CUPCCAC Informal Bid for New  
Driveway and Bus Gate at Pepper Drive  
School

**BACKGROUND:**

On May 16, 2017, the Board of Education authorized Administration to seek informal bids utilizing the CUPCCAC bid process for construction of a new driveway and installation of a vehicular gate for the lower parking lot of Pepper Drive School. Notices were sent to A & B contractors who have registered to be on the District's qualified vendors list. Seven vendors attended the job walk on Wednesday June 28, 2017. Bids were received on July 6, 2017 with three bidders submitting bids as follows:

<b>Contractor</b>	<b>Bid Amount</b>
Kirk Paving	\$41,974
LC Paving	\$42,653
Eagle Paving	\$80,799

**RECOMMENDATION:**

It is recommended that the Board of Education award the CUPCCAC informal bid for installation of a New Driveway and Bus Gate at Pepper Drive School to Kirk Paving.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$41,974 funded from the General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.12.

Consent Item D.3.1.

Approval of Quality Preschool Initiative Grant  
for the 2017-2018 School Year

Prepared by Dr. Stephanie Pierce  
July 18, 2017

**BACKGROUND:**

Santee School District offers a State Preschool Program housed at PRIDE Academy at Prospect Avenue School. Seventy-four children, ages three-five years old, are annually enrolled in the State Preschool and eight employees serve these children.

Ongoing professional learning for the eight employees in the State Preschool program is essential and is usually provided through State Preschool funding. For the second year, our State Preschool program has an opportunity to be involved in the Quality Preschool Initiative (QPI) grant with professional learning and program growth funding supported by First 5 and grant administration supported by the San Diego County Office of Education.

QPI grant funding supports ongoing professional learning opportunities, aligned to curriculum, instruction, and assessment expectations for preschool-aged children, for State Preschool teachers, instructional assistants, and program administrators. In addition to professional learning, stipends are provided to State Preschool teachers and instructional assistants as program growth is determined by a County Office of Education evaluation team. Teachers may earn between \$700 - \$3300, depending on their education level and rating improvements between two rating periods. Instructional assistants may earn between \$300 - \$2200, based on the same criteria as the classroom teachers.

Upon Board approval, the County Office of Education will provide District staff with a lead QPI consultant to schedule program reviews, professional learning, and data collection processes.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the Quality Preschool Initiative Grant with the San Diego County Superintendent of Schools for the 2017-18 school year.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.
- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

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

**FISCAL IMPACT:**

QPI grant funding will provide free, County professional learning and networking opportunities for the State Preschool staff. In addition, staff may earn stipends, dependent on staff education level and program evaluation criteria, totaling \$3,200 - \$23,000. Estimated grant funding for Santee School District, \$21,300, will supplement the annual State Preschool budget of \$262,939. If necessary, additional insurance coverage required by the County Office of Education, estimated at \$14,000, will be covered by the grant funding.

**STUDENT ACHIEVEMENT IMPACT:**

Annual program evaluation and ongoing professional learning for all State Preschool staff increases the program's potential to improve student development for three through five-year old children in the State Preschool Program.

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

Agenda Item D.3.1.



Prepared by Dr. Stephanie Pierce  
July 18, 2017

**BACKGROUND:**

The San Diego County Office of Education (SDCOE) has submitted agreements for its Outdoor Education Program to the District for approval. Fees for the Outdoor School Program are \$320 for the 5-day program (or \$270 for 4 days when scheduled during a week including a holiday) for each child in full attendance, which is the same as the 2016-17 fees.

Program charges during the 2016-17 school year for the 5-day program per student was \$345 which included \$320 paid to the San Diego County Office of Education and \$25 for transportation costs and student insurance. For the 2017-18 school year the San Diego County Office of Education has implemented discounts including an equity credit and a discount for 3-year contract. The discounts have been applied across the district resulting in a \$45 decrease per student. The tentative schedule and fees for the Outdoor Education Program are below.

School Site	Departure Date	# of School Days	Cost - Camp, Transportation, Insurance
Chet F. Harritt STEAM	09/25/17	5 days	\$300.00
Cajon Park Pepper Drive	01/08/18	5 Days	\$300.00
Carlton Hills Sycamore Canyon	01/16/18	4 days	\$250.00
Carlton Oaks Rio Seco	01/22/18	5 days	\$300.00
Hill Creek PRIDE Academy	05/29/18	4 days	\$250.00

In addition, fees for the Marine Science Program half-day Floating Lab are \$700.00 per trip, which is an increase of \$2.96 from the 2016-17 fee per trip.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the 2017-18 Outdoor Education Agreements with the San Diego County Office of Education.

This recommendation supports the following District goals:

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

**FISCAL IMPACT:**

The cost per student for the Outdoor School Program is \$300 (5-day program) or \$250 (4-day program), which includes camp fees paid to the San Diego County Office of Education and transportation fees. Student contributions, scholarships, and fundraisers all contribute to funding needed for students to attend camp.

The cost of the Marine Science Floating Lab is \$700.00 per trip paid through student contributions, site categorical funding, and PTA donations. Students needing financial assistance are assured participation through PTA donations and scholarships.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.3.2.

**AGREEMENT FOR PARTICIPATION AND SERVICES 2017-2018  
OUTDOOR EDUCATION PROGRAM**

THIS AGREEMENT is entered into this 6th day of June, 2017 \_\_\_\_\_, by and between the Superintendent of Schools, Office of Education, San Diego County, hereinafter called the OFFICE and \_\_\_\_\_ Santee School hereinafter called the SCHOOL/DISTRICT.

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

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

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

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

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

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

- (1) Pay to the OFFICE a "per pupil fee" less any applicable discounts, based on the number of SCHOOL/DISTRICT student's actual attendance at any time during each encampment.
- (2) In the event that the actual total number of SCHOOL/DISTRICT students attending during the agreement period is less than the minimum guaranteed number of students noted in section III.B., then the SCHOOL/DISTRICT shall pay OFFICE a "per pupil fee" to cover the difference between the guaranteed number and the number in actual attendance. Payments shall be made as noted in section B.(5).
- (3) Pay to the OFFICE, a "teacher fee" for each teacher in actual attendance at the encampment based on the daily Teacher rate stated in the Fee Schedule.
- (4) For purposes of this agreement:
  - (a) "Pupil fee" means that per pupil amount established by the OFFICE for a school year as the cost of a pupil's instruction, food, lodging, and support services.
  - (b) "Teacher fee" means the fee established by the OFFICE for each school year as the cost to cover teacher's food and lodging.
  - (c) Attendance for any portion of a day shall be counted a full day in camp.
  - (d) No refund of fees shall be made for students sent home for disciplinary reasons.**

(5) Payments to OFFICE for all fees under this agreement shall be made as follows:

(a) For San Diego County School Districts and Schools, payment shall be made by way of an auditor's cash transfer initiated by the OFFICE after each student encampment. OFFICE will provide DISTRICT/SCHOOL appropriate detailed backup for all charges.

(b) For private schools and out-of-county schools/districts, or others not subject to an auditor's transfer, OFFICE will invoice the participating schools or districts and payment shall be made to OFFICE within 30 days of invoice. Invoices that are not paid in full within 30 days after invoice will be considered past due and will be subject to a 1.5% per month late fee on any outstanding balance which will compound until paid in full. If collections are necessary, debtor agrees to pay all costs of collection, including but not limited to reasonable attorney's fees, court costs, and third party collection agencies.

(6) Provide transportation for pupils to and from outdoor school. In the event of an emergency closure of the camp facility, the SCHOOL/DISTRICT is responsible to evacuate students from the facility. If the SCHOOL/DISTRICT is unable to provide transportation within the timeframe needed to ensure the safety of students, the OFFICE will provide transportation and invoice the SCHOOL/DISTRICT for the actual cost of transportation.

(7) Secure necessary funding so no child will be denied the outdoor school experience because of inability to pay.

(8) Provide approximately one classroom teacher for every 30 pupils to actively participate in the 24-hour per day program under the direction of the site administrator.

(9) Comply with the outdoor school schedule.

(10) Require each pupil attending an encampment to have the health and accident insurance referred to in I.A.(9) hereof.

(11) Each party shall defend, indemnify and hold the other party and the State of California, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of or resulting from, SCHOOL/DISTRICT's use and occupancy of the premises and facilities and participation in the activities of the Outdoor Education Program under this agreement. The indemnifying party at its own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings, that may be brought or instituted against the other party, its officers, agents, or employees, on any such claim or demand, and pay or satisfy the judgement that may be rendered against the San Diego County Superintendent of Schools, its officers, agents, or employees, in any such action, suit, legal proceedings or result thereof.

Additionally, SCHOOL/DISTRICT shall maintain general liability and property damage insurance in at least the minimum amount of \$2,000,000 to cover all activities under this agreement and provide OFFICE a certificate of insurance naming the OFFICE and State of California as additionally insured under the policy. Coverage under said policies shall not be reduced or canceled without thirty (30) days prior written notice to OFFICE and all required coverage shall be reinstated or replaced prior to expiration/cancellation date and new certificates naming the OFFICE and State of California as additionally insured under the policy shall be issued to OFFICE for the replacement policy or policies.

(12) Provide all required information on the Participation Agreement form for each school that will participate in the OFFICE Outdoor School program. Form shall be completed and submitted to OFFICE by the deadline noted on the application form. Participation Agreement shall be filled out each year of a multi-year agreement.

(13) Provide to OFFICE, on timelines indicated, complete and accurate information for each student, teacher and school on all Outdoor School registration and health forms provided by the OFFICE. Forms are available via SDCOE website. Such information includes, but is not limited to; a complete and accurate list of the students and teachers from each school who will attend the Outdoor School Program. The required student information includes, but is not limited to; the student name, gender, ethnicity code, Child Nutrition program eligibility

status (free, reduced, or paid), complete and accurate student health forms, information on requirements for special meals, authorizations for medications and prescriptions. Parental and physician signatures are required as noted on the forms. The OFFICE is authorized by the State of California Department of Education to obtain from the SCHOOL/DISTRICT all student information required to participate in the State and Federal child nutrition programs, including, but not limited to; each student's child nutrition eligibility status (Free, Reduced, Paid), ethnicity code, and other appropriate demographic or identifying information. **If you choose to not provide this information prior to the encampment the cost per student will increase by \$25.00.**

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

II. Agreement Period and Termination

A. The term of this agreement shall commence on **July 1, 2017** and will continue through **June 30, 2018, 2019, or 2020** based on the option chosen below.

B. **Please initial one of the options below** to determine the number of years for this agreement:

\_\_\_\_\_ a. Option 1 – 1 Year Agreement

\_\_\_\_\_ b. Option 2 – 2 Year Agreement with the base fee and equity credit rate locked in for two years.

\_\_\_\_\_ c. Option 3 – 3 Year Agreement with the base fee and equity credit rate locked in for 3 years and provides a \$10 discount per full fee student.

C. This agreement may be terminated at any time upon mutual agreement of the parties involved.

III. Fees and Minimum Guaranteed Participation

A. The fee schedule is established each year and is adopted by the Board of Education. The applicable adopted fee schedule for fiscal year **2017-2018** is attached and is hereby made a part of this agreement. The fee schedule now includes available discounts which will be applied to the "per pupil fee" when applicable:

5-day Program**	Per student	\$320.00
4-day Program***	Per Student	\$270.00
5-day Program – Out of County	Per Student	\$320.00
4-day Program – Out of County	Per Student	\$270.00
Classroom Teacher Fee	Per Teacher/Per Day	\$ 11.00
Insurance	Per Student/Per Day	\$ .28

\*\* Discounts 5-day Program

Equity Credits: \$90 credit will be applied to the percentage of students in the grade level who have been identified as socioeconomically disadvantaged. The percentage shall be based on the data reported to the CDE for the prior fiscal year.

Introductory Credit: \$10 credit per full fee student

Three Year "Discount" Contract: Locks in Base Fee and Equity Credits for three years and adds a \$10 credit per full fee student.

Two Year "Fee Lock" Contract: Locks in Base Fee and Equity Credits for two years.

September Credit: \$5 credit per student. May be combined with two or three year contracts

\*\*\* Discounts 4-day Program

Equity Credits: \$78 credit will be applied to the percentage of students in the grade level who have been identified as socioeconomically disadvantaged. The percentage shall be based on the data reported to the CDE for the prior fiscal year.

Introductory Credit: \$8 credit per full fee student

Three Year "Discount" Contract: Locks in Base Fee and Equity Credits for three years and adds an \$8 credit per full fee student.

Two Year "Fee Lock" Contract: Locks in Base Fee and Equity Credits for two years.

September Credit: \$5 credit per student. May be combined with two or three year contracts

B. The SCHOOL/DISTRICT guarantees payment of the "per pupil fee" to the Office for not less than 85% of the total projected participation from all schools from the district as noted below during the school year. For multi-year contracts, the second and third year numbers cannot fluctuate more than 15% of the original year contract. In the event of a major change in the District that affects a school, you may contact OFFICE to discuss the contract terms. Minimum number of students per school as follows:

School	Scheduled	Guaranteed	Days	Week of
Cajon Park	85	72	5	1/8/2018
Carlton Hills	45	38	4	1/16/2018
Carlton Oaks	80	68	5	1/22/2018
Chet F Harritt STEAM	50	42	5	9/25/2017
Hill Creek	60	51	4	5/29/2018
Pepper Drive	80	68	5	1/8/2018
PRIDE Academy	40	34	4	5/29/2018
Rio Seco	110	93	5	1/22/2018
Sycamore Canyon	47	40	4	1/16/2018

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

Santee  
School/District

By \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

County Superintendent of Schools  
San Diego County Office of Education



\_\_\_\_\_  
Authorized Signature  
Senior Director, Outdoor Education  
Title  
June 6, 2017  
Date

Authorized or ratified by the Board of Education on:

\_\_\_\_\_

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

San Diego County Office of Education

SCIENCE OUTREACH PROGRAM  
FIELD TRIP AGREEMENT – 2017-2018

THIS AGREEMENT, made this July 1, 2017 and which will terminate on June 30, 2018, by and between San Diego County Superintendent of Schools, hereinafter called the "County", and Santee School District hereinafter called the "District/School/Organization", mutually agree as follows:

1. **Basis of Agreement**

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

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

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

2. **Scope of Agreement**

A. General

The County will make available and provide by this contractual agreement the following programs with pricing for school year 2017-2018:

- 1) Green Machine  
\$455.00 per trip, serving up to four 1-hour classes of up to 30 students each  
The Green Machine curriculum aligns with the California Science Content Standards for grades K-4. The presentation describes the journey from seed to dinner table through hands-on learning stations that enable students to learn where their food comes from. A musical and dramatic wrap-up reinforces the learning.
- 2) Splash Science Mobile Lab  
\$670.00 per trip, serving up to four 1-hour classes of up to 36 students each  
The Splash Science Mobile Lab curriculum aligns with the California Science Content Standards for grades 4-6. The presentation offers hands on learning opportunities for students at multiple learning stations; watershed/storm drain, GIS examination of local watersheds, water conservation, San Diego estuary, and microscope.
- 3) Marine Science Floating Lab  
\$700.00 per morning trip and \$670 per afternoon/ twilight trip, serving up to 40 people on one of two boats. This program consists of half-day field trip on San Diego Bay with hands-on science instruction and materials.

B. County agrees to provide:

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

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

3. **Authorization to Copy Materials**

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

4. **Confidentiality of Service or Work**

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



5. **Independent Contractor**

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

6. **Hold Harmless**

Each party agrees to hold harmless, defend, and to indemnify the other, its officers, agents, and employees from every claim, demand, or liability which may be made by reason of:

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

7. **Insurance Requirements**

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

8. **Compliance With Laws**

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

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

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

10. **Termination**

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

11. **Audit**

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

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

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

Santee School District

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Authorized or ratified by the Board of Education  
on \_\_\_\_\_

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

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

SAN DIEGO COUNTY OFFICE OF EDUCATION  
 OUTDOOR EDUCATION PROGRAM  
 FEES AND CHARGES 2017-18

<u>PROGRAM NAME</u>	<u>UNIT BASE FOR CHARGE</u>	<u>NOTES</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
<b><u>OUTDOOR SCHOOL PROGRAM</u></b>					
5-day Program**	Per student	(8)	\$320.00	\$320.00	\$320.00
4-day Program***	Per student	(3) (8)	270.00	270.00	270.00
5-day Program-Out of County	Per student		380.00	380.00	320.00
4-day Program-Out of County	Per student	(3)	320.00	320.00	270.00
Classroom Teachers-Food Serv Ops	Per Teacher/Per Day		11.10	11.00	11.00
Insurance	Per Student/Per Day	(1)	0.28	0.28	0.28

**\*\* Discounts**

**Equity Credit:** \$90 credit will be applied to the percentage of students in the grade level who have been identified as socioeconomically disadvantaged. The percentage shall be based on the data reported to the CDE for the prior fiscal year.

**Introductory Credit:** \$10 credit per full fee student.

**Three Year "Discount" Contract:** Locks in Base Fee and Equity Credits for three years and adds a \$10 credit per full fee student.

**Two Year "Fee Lock" Contract:** Locks in Base Fee and Equity Credits for two years.

**September Credit:** \$5 credit per student. May be combined with two or three year contracts.

**\*\*\*Discounts**

**Equity Credit:** \$78 credit will be applied to the percentage of students in the grade level who have been identified as socioeconomically disadvantaged. The percentage shall be based on the data reported to the CDE for the prior fiscal year.

**Introductory Credit:** \$8 credit per full fee student.

**Three Year "Discount" Contract:** Locks in Base Fee and Equity Credits for three years and adds an \$8 credit per full fee student.

**Two Year "Fee Lock" Contract:** Locks in Base Fee and Equity Credits for two years.

**September Credit:** \$5 credit per student. May be combined with two or three year contracts.

**OUTREACH PROGRAMS**

Marine Science Floating Lab	Per Morning Trip				700.00
Marine Science Floating Lab	Per Afternoon/Twilight Trip				670.00
Splash Science Mobile Lab	Per Day	(9)	670.00	676.83	670.00
Green Machine Mobile Classroom	Per Day	(9)	450.00	454.59	455.00

**ALL PROGRAMS**

Visitor Meal - Food Service Operations	Per Meal/Min 3 Meals		8.10	8.18	8.18
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**SITE RENTAL PROGRAM**

		(4) (5)			
One overnight with 3 meals	Per Guest		72.30	74.00	74.00
Two overnights with 4 meals	Per Guest		116.40	118.00	118.00
Three overnights with 10 meals	Per Guest		195.00	197.00	197.00
Four overnights with 13 meals	Per Guest		229.30	232.00	232.00
Overnights without meals	Per Guest/Per Night	(10)	51.00	52.00	52.00
Kitchen access for self-prep meals	Per Scheduled Meal	(10)	180.00	182.00	182.00
Plus State Park Fee (Cuyamaca and Palomar only)	Per Guest/Per Night	(2)	2.00	3.00	3.00

Consent Item D.3.3.

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

Prepared by Dr. Stephanie Pierce  
July 18, 2017

**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, 2017 through June 30, 2018. 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 2017-18 school year should not exceed \$100,000. 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.3.3.

Consent Item D.3.4.

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

Prepared by Dr. Stephanie Pierce  
July 18, 2017

**BACKGROUND:**

As part of a student’s Individual Education Program (IEP), speech therapy is necessary for some students with disabilities to demonstrate educational progress. Currently, there is a Santee School District posting for 1.0 FTE Speech Language Pathologist. Until a permanent employee is hired, Spot Kids Therapy is able to provide 1.0 FTE Speech Language Pathologist to fully support our needs.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for a 1.0 FTE Speech Language Pathologist for the term of July 1, 2017 through June 30, 2018. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

FTE	Hourly Rate	Hours Per Day	Days Per Year	Total
1.0	\$75	6.5	185	\$90,187.50

**STUDENT ACHIEVEMENT:**

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

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

Agenda Item D.3.4.

Consent Item D.3.5. Approval of Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for Educationally Related Mental Health Services (ERMHS)

Prepared by Dr. Stephanie Pierce  
July 18, 2017

**BACKGROUND:**

In an effort to reduce costs associated with day treatment placements for students with mental health needs and educate these students in Programs for Students with Emotional Disturbance (ED) located in the Santee School District, Vista Hill Learning Assistance Center and GPS Services is able to provide mental health support through assessments and therapy provided by a licensed therapist for the 2017-18 school year. The licensed therapist will provide group and individual therapy to students as prescribed by their Individual Education Programs (IEPs) in the three ED programs (primary and intermediate ED programs at Hill Creek School; junior high ED program at Pepper Drive School). Mental health assessments are required to determine the level of mental health support each student requires to demonstrate educational progress. We have contracted with this agency for ERMHS services since the 2015-16 school year.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for ERMHS for the term of July 1, 2017 through June 30, 2018. The Nonpublic Agency Master Contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The terms of the Master Contract are as follows:

<b>Nonpublic Agency</b>	<b>ERMHS</b>	<b>Term of Service</b>	<b>Annual Cost</b>	<b>Total Cost</b>
GPS Services	25 Mental Health Assessments	7/1/17-6/30/18	\$1,625.00 per assessment	\$40,625.00
Licensed Therapist	1.0 FTE Licensed Therapist	7/1/17-6/30/18	\$97,000 00	\$97,000.00
		<b>GRAND TOTAL</b>		\$137,625.00

\*Vista Hill endorses a 220 day work calendar.

**STUDENT ACHIEVEMENT:**

Some students require mental health support to demonstrate educational progress.

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

Agenda Item D.3.5.

Consent Item D.3.6.

Approval of Nonpublic School Individual Services Agreement with Aseltine School for Children Nonpublic School Services

Prepared by Dr. Stephanie Pierce  
July 18, 2017

**BACKGROUND:**

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. An additional student with disabilities requires enrollment at Aseltine School beginning June 5, 2017 and continuing for the 2017-18 school year to address the student’s unique needs.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic School Individual Services Agreement with San Diego Center for Children School for this student for the period of June 5, 2017 through June 30, 2017 and for the 2017-2018 school year. These contracts will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The terms of the Master Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Aseltine School	1 student	210 days including 7 days of ESY instruction	\$205.57	\$43,169.70
		6/5/17-6/16/17	\$194.28	\$1,942.80

**STUDENT ACHIEVEMENT:**

Some students require alternative settings to demonstrate educational progress.

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

Agenda Item D.3.5.



Consent Item D.3.7.

Approval of Nonpublic School Master Contract with The Institute for Effective Education for Nonpublic School Services

Prepared by Dr. Stephanie Pierce  
July 18, 2017

**BACKGROUND:**

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. Two students with disabilities requires enrollment at The Institute for Effective Education for the 2017-18 school year to address their unique needs.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic School Master Contract with The Institute for Effective Education for two students for the term of July 1, 2017 through June 30, 2018. These contracts will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The terms of the Master Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
The Institute for Effective Education (TIEE)	1 student	7/1/17-6/30/18 including ESY	\$292.42	\$61,408.20
	1 student	7/1/17-6/30/18 including ESY & Intensive Individual Instruction	\$419.42	88,078.20
TOTAL				\$149,486.40

**STUDENT ACHIEVEMENT:**

Some students require alternative settings to demonstrate educational progress.

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

Agenda Item D.3.7.

Consent Item D.3.8.

Approval of Nonpublic School Master Contract with Springall Academy for Nonpublic School Services

Prepared by Dr. Stephanie Pierce  
July 18, 2017

**BACKGROUND:**

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. Two students with disabilities require enrollment at Springall Academy for the 2017-18 school year to address their unique needs per their individual settlement agreements. One student also attended 5 days of ESY in the 2016-17 school year from June 26 through June 30, 2017.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic School Master Contract with Springall Academy for these students for the 2017-18 school year. These contracts will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The terms of the Master Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Springall Academy	1 student	204 days including ESY	\$186.29	\$38,003.16
		11 Counseling Sessions	\$56.00	\$616.00
		<b>Total</b>		<b>\$38,619.16</b>
	1 student	210 days including ESY	\$186.29	\$39,120.90
		11 Counseling Sessions	\$56.00	\$616.00
		5 days ESY (2016-17) 6/26/17-6/30/17	\$177.66	\$888.30
		<b>Total</b>		<b>\$40,625.20</b>

**STUDENT ACHIEVEMENT:**

Some students require alternative settings to demonstrate educational progress.

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

Agenda Item D.3.8.

Consent Item D.3.9. Approval of Amended Nonpublic School Master Contract with Stein Center for Nonpublic School Services  
 Prepared by Dr. Stephanie Pierce  
 July 18, 2017

**BACKGROUND:**

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. Two students with disabilities require enrollment at Stein Center for the 2017-18 school year to address their unique needs. A contract was approved for Stein Center at the June 20, 2017 Board Meeting for 210 days. The amended contract is for 221 days.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the amended Nonpublic School Master Contract with Stein Center for two students for the term of July 1, 2017 through June 30, 2018. These contracts will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The terms of the Master Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Stein Center	2 students	221 days, 7/1/17–6/30/18, including ESY	\$248.02	\$109,624.81
	1:1 aides for two students	221 days, 7/1/17–6/30/18, including ESY	\$95.48	\$42,202.16
			<b>TOTAL</b>	\$151,826.97

**STUDENT ACHIEVEMENT:**

Some students require alternative settings to demonstrate educational progress.

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

Agenda Item D.3.9.

Consent Item D.3.10.

Approval of Nonpublic Master Contract with Devereux Advanced Behavior Health for Residential Treatment Center Services and Nonpublic School Services

Prepared by Dr. Stephanie Pierce  
August 1, 2017

**BACKGROUND:**

At times, students with disabilities also demonstrate significant mental health needs. These students may require enrollment in a Residential Treatment Center (RTC) and nonpublic school (NPS) due to their need for intensive mental health intervention and to demonstrate educational progress. Room and Board and Mental Health Services are reimbursed to the District from the SELPA.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Master Contract with Devereux Advanced Behavior Health (NPS) for one student for the term beginning on July 1, 2017 through June 30, 2018. The Nonpublic 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:**

Devereux RTC	Number of Students	Duration of Service	Cost per Month/Day	Total Cost
Non-Public School	1	250	\$141.46	\$35,365.00
Room and Board	1	297	\$177.90	\$52,836.30
Mental Health Service	1	297	\$65.41	19,426.77
Speech + Language	1	30 minutes/week	\$135.00/hour	\$3,510.00
Occupational Therapy	1	30 minutes/week	\$270.00/hour	\$6,480.00
Reimbursement for Parent visits				\$15,000.00
<b>TOTAL</b>				<b>\$132,618.07</b>

**STUDENT ACHIEVEMENT:**

Some students require alternative settings and mental health intervention to demonstrate educational progress.

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

Agenda Item D.3.10.

**BACKGROUND:**

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

**Certificated Staff**

A. New Appointments:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Minutelli, Dawn (replacing Kristin Baranski)	Educational Resource Center	MGMT 05 + (MA+30)	\$0.00	\$139,463.00	07-01-17

B. Temporary Rehires:

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

C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Albert, Diann (replacing Suzanne Martin)	PRIDE Academy to <i>Chet F. Harritt</i>	Vice Principal MGT 05	\$112,692.00	\$112,692.00	07-01-17
2. Atkinson, Marybeth (replacing Rebecca Jenkins)	Chet F. Harritt to <i>Sycamore Canyon</i>	VI-21 to VI-22	\$96,226.00	\$96,226.00	08-14-17
3. Bonser, Kristen (replacing Diann Albert)	Hill Creek to <i>PRIDE Academy</i>	Vice Principal MGT 01	\$96,916.00	\$96,916.00	07-01-17
4. Fernandes-Perez, Tracie	Human Resources / Pupil Services	V-04 to VI-05	\$59,879.00	<i>\$66,812.00</i>	08-14-17
5. Frank, Jennifer (replacing Joanna Droegemeier)	Cajon Park to <i>Hill Creek</i>	VI-17 to VI-18	\$92,024.00	<i>\$94,125.00</i>	08-14-17
5. Gourley, Kristina (replacing Rachel McKee)	Rio Seco to <i>PRIDE Academy</i>	IV-02 to IV-03	\$51,685.00	<i>\$53,768.00</i>	08-14-17
3. Martin, Suzanne (replacing Stephanie Southcott)	Chet F. Harritt to <i>Hill Creek</i>	Vice Principal MGMT (VP) 05 + MA to <i>Principal MGT 03 + MA</i>	\$112,692.00	<i>\$120,219.00</i>	07-01-17
5. Pittman, Natalie (replacing Denise Peters)	Pepper Drive to <i>Carlton Oaks</i>	III-01 to III-02	\$50,504.00	\$50,504.00	08-14-17
6. Poirier, Shani (replacing Elizabeth McCune)	Sycamore Canyon to <i>Carlton Hills</i>	VI-13 to VI-14	\$86,982.00	<i>\$89,503.00</i>	08-14-17
4. Rosa, James (replacing Kristen Bonser)	Hill Creek	Principal (Interim) MGMT 03 to <i>Vice Principal MGT 05</i>	\$119,719.00	<i>\$112,192.00</i>	07-01-17
5. Schulze, Cynthia (replacing Tonya Hendrix)	PRIDE Academy to <i>Rio Seco</i>	VI-11 to VI-12	\$81,939.00	<i>\$84,461.00</i>	08-14-17
5. Southcott, Stephanie (replacing Jerelyn Lindsay)	Rio Seco / Pepper Drive to <i>Carlton Hills</i>	Principal MGT 05	\$132,990.00	\$132,990.00	07-01-17
6. Zurmuhle, Lori	Chet F. Harritt	V-10 (0.5 FTE) to V-11 (1.0 FTE)	\$73,745.00	<i>\$76,056.00</i>	08-14-17

## Certificated Staff continued

### D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date
1. Larkin, Andrea	Carlton Oaks	VI-19	Medical	Deny	08-14-17

### E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

### F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

### G. Dismissals:

Employee	Location	Class/Step	Effective Date

## Classified Staff

### H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Johnson, Tiara (replacing Anthony Ciaccio)	Transportation	Van Driver 22 A / 5.0 hrs	\$0.00	\$1,780.00	06-14-17
2. Lause, Makaylah (replacing Melissa Gonia)	Rio Seco	Project SAFE Assistant 17 A / 3.0 hrs	\$0.00	\$835.12	06-14-17
3. Romero, Gabriel (replacing Bernita Affeldt)	Sycamore Canyon	Project SAFE Assistant 17 A / 3.5 hrs	\$0.00	\$974.31	06-23-17

### I. Rehires:

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

### J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Beckwith, Cecelia	Hill Creek	Custodian II 23 E / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$4,080.16	\$4,225.88	07-01-17
2. Biesel, Robert	Rio Seco	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$4,747.96	\$4,747.96	07-01-17
3. Borts, Katherine (replacing Ramon Martinez)	Cajon Park to Human Resources	Secretary II (School) 27 A / 8.0 hrs to Secretary I (Department) 24 B / 8.0 hrs	\$3,317.31	\$3,303.00	07-17-17
4. Boyles, Ursula	Carlton Hills	Custodian II 23 E / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$3,643.00	\$3,643.00	07-01-17
5. Carr, Ben	Pepper Drive	Custodian II 23 A / 4.0 hrs / 11 mos to 23 B / 4.0 hrs / 12 mos	\$1,495.50	\$1,571.00	07-01-17
6. Cruz, Edward	Carlton Hills	Custodian II 23 E / 4.0 hrs / 11 mos to 23 E / 4.0 hrs / 12 mos	\$1,821.50	\$1,821.50	07-01-17
7. Cruz, Zachary	Carlton Hills	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$3,829.00	\$3,829.00	07-01-17
8. Dallmann, Kathleen	Sycamore Canyon	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$3,829.00	\$3,829.00	07-01-17

## Classified Staff Continued

J. Change of Status/Location continued:

9. Delorenzo, Deborah	Chet F. Harritt	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$3,982.16	\$4,135.32	07-01-17
10. Graham, Robert	Chet F. Harritt	Custodian II 23 A / 8.0 hrs / 11 mos to 23 B / 8.0 hrs / 12 mos	\$2,243.25	\$2,356.50	07-01-17
11. Gerrard, Cindy (replacing Kathy Jones)	Out-of-School Time	Out-of-School Time Regional Leader 25 E / 6.0 hrs to Secretary II (Department) 27 D / 8.0 hrs	\$3,618.90	\$5,067.99	07-03-17
12. Gutierrez Jr., Ernesto	Pepper Drive	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$3,982.16	\$3,982.16	07-01-17
13. Gutierrez, Ernesto	Cajon Park	Custodian II 23 E / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$4,080.16	\$4,080.16	07-01-17
14. Hepner, Bonnie	Rio Seco	Custodian II 23 E / 8.0 hrs / 11 mos 23 E / 8.0 hrs / 12 mos	\$3,643.00	\$3,643.00	07-01-17
15. Hepner, Travis	Cajon Park	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$3,829.00	\$3,829.00	07-01-17
16. Keys, Larry	Pepper Drive	Custodian II 23 C / 8.0 hrs / 11 mos to 23 D / 8.0 hrs / 12 mos	\$3,303.00	\$3,465.00	07-01-17
17. Madueno, Eufrazio	Cajon Park	Custodian II 23 A / 8.0 hrs / 11 mos to 23 A / 8.0 hrs / 12 mos	\$2,991.00	\$2,991.00	07-01-17
18. Malott, Homer	Carlton Oaks	Custodian II 23 B / 8.0 hrs / 11 mos to 23 C / 8.0 hrs / 12 mos	\$3,142.00	\$3,303.00	07-01-17
19. Malott, Sonja	Carlton Oaks	Custodian II 23 E / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$4,517.32	\$4,517.32	07-01-17
20. Marrujo, William	PRIDE Academy	Custodian II 23 D / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$3,465.00	\$3,643.00	07-01-17
21. Martin, Steven	Chet F. Harritt	Custodian II 23 A / 6.0 hrs / 11 mos to 23 B / 6.0 hrs / 12 mos	\$2,243.25	\$2,356.50	07-01-17
22. Meza, Cynde	Rio Seco	Custodian II 23 E / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$4,517.32	\$4,517.32	07-01-17
23. Meza, Diane	Hill Creek	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$4,594.00	\$4,594.80	07-01-17
24. Miranda, Ruth	Rio Seco	Custodian II 23 A / 4.0 hrs / 11 mos to 23 B / 4.0 hrs / 12 mos	\$1,495.50	\$1,571.00	07-01-17
25. Osborn, Danny	Sycamore Canyon	Custodian II 23 E / 6.0 hrs / 11 mos to 23 E / 6.0 hrs / 12 mos	\$2,732.25	\$2,732.25	07-01-17
26. O'Steen, Carol	PRIDE Academy	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$4,747.96	\$4,747.96	07-01-17
27. Said-Habibullah, Habiba	Cajon Park	Custodian II 23 A / 4.0 hrs / 11 mos to 23 B / 4.0 hrs / 12 mos	\$1,495.50	\$1,571.00	07-01-17
28. Schultheiss, Hailey	Cajon Park	Custodian II 23 A / 4.0 hrs / 11 mos to 23 A / 4.0 hrs / 12 mos	\$1,495.50	\$1,495.50	07-01-17
29. Shelton, Juan	Carlton Oaks	Site Custodian 24 E / 8.0 hrs / 11 mos to 24 E / 8.0 hrs / 12 mos	\$3,829.00	\$3,829.00	07-01-17

**Classified Staff Continued**

J. Change of Status/Location continued:

30. Villareal, Benjamin	Pepper Drive	Custodian II 23 E / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$3,643.00	\$3,643.00	07-01-17
31. Wagner, Thomas	Hill Creek	Custodian II 23 E / 8.0 hrs / 11 mos to 23 E / 8.0 hrs / 12 mos	\$3,643.00	\$3,643.00	07-01-17

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Dias, Maria	Carlton Oaks & Carlton Hills	Instructional Assistant, Limited English Proficient Services	Accepted outside employment	06-14-17
2. Madueno, Eufrazio	Cajon Park	Custodian II	Accepted outside employment	07-08-17

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date
1. Rice, Michael	Transportation	Bus Driver I	06-28-17
2. Romero, Gabriel	Sycamore Canyon	Project SAFE Assistant	07-12-17

**RECOMMENDATION:**

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

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

Agenda Item D.4.1.



Consent Item D.4.2.

Approval to Increase Work Hours for Identified  
Classified Non-Management Position

Prepared by Tim Larson  
July 18, 2017

**BACKGROUND:**

After reviewing classroom and bell to bell coverage for the Special Education programs, the Director of Special Education is recommended to increase work hours for an Instructional Assistant, Special Education I position.

**RECOMMENDATION:**

It is recommended that the Board of Education approve to increase work hours for the following position effective August 21, 2017:

- Increase one (1) Instructional Assistant, Special Education I position from 5.75 hours to 6.25 hours at Cajon Park School

**FISCAL IMPACT:**

The annual cost to increase work hours for the Instructional Assistant, Special Education position will be \$4,466 and will be paid for by the Special Education department.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.4.2.

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 18, 2017

**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:**

It is recommended that the Board of Education approve this Memorandum of Understanding with Rady Children's Hospital and Health Center for the EPSDT program for the 2017-2018 school year.

**FISCAL IMPACT:**

There is no cost to the 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, 2017**, 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, 2017** through **June 30, 2018**.

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: **Margareta E. Norton**

Date 5/29/17

Signature: 

Title: **Executive Vice President & Chief Administrative Officer**

DISTRICT: Santee School District \_\_\_\_\_

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

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

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

Consent Item D.4.4.  
Prepared by Tim Larson  
July 18, 2017

## Approval of Short Term Positions

### **BACKGROUND:**

Summer programs impact the ability to provide essential deep cleaning for certain school sites necessary for the health and well-being of staff and students. Additional custodian support is required to complete the deep cleaning process during July 21 through August 22, 2017 to ensure the cleanliness and assist with classroom moves.

Education Code section 45103 allows a governing Board to employ "short term employees" by designating the classification needed and a start and end time for the service. Presented tonight for Board approval are several short term employment opportunities.

### **RECOMMENDATION:**

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

- Up to two (2) custodian II positions for up to eight (8) hours per day, per person; July 21 – August 22, 2017 for custodial support

### **FISCAL IMPACT:**

The cost to employ a short term mover position will be approximately \$151 per person, per day, and will be paid from the General Fund.

### **STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.4.4.

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

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

Discussion and/or Action Item E.1.1.

Approval of the 2017 East County SELPA Local Plan

Prepared by Kristin Baranski  
July 18, 2017

**BACKGROUND:**

Special Education is a program mandated by the Individuals with Disabilities Educational Act (IDEA). This legislation was originally passed in 1997 and underwent revision in 2004. California laws comply with federal statutes.

California has divided regions of the state into Special Education Local Plan Areas (SELPA's). SELPA's are large unified districts or consist of a specific group of local educational agencies (LEA's) charged with the responsibility of providing a free appropriate public education (FAPE) to qualified students with special needs within its area. Both federal and state special education funds are directed to the SELPA, and the member LEA's collaborate to meet the needs of its students and to devise a method for equitable distribution of funds.

SELPA and LEA's are required to meet State and Federal education laws and remain in compliance with these laws. If a SELPA or LEA does not remain in compliance with these laws, funds can be withheld at the SELPA or local level.

The first level of compliance is establishing and maintaining a Local Plan. This Local Plan contains statements from IDEA that briefly summarize major elements of IDEA. It also includes the governance structure of the East County SELPA, the charter school policy, and a copy of the Interagency Agreement with Early Start. Local school boards, the County Superintendent of Schools, and the State School Board must approve all items of the Local Plan. All additional policies and procedures that define the way that the East County SELPA operates shall be maintained on file at the SELPA Office with copies in each LEA. Each LEA shall supplement the Local Plan, SELPA policies and SELPA procedures with its own policies and procedures, such as parent and teacher handbooks.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the 2017 East County SELPA Local Plan.

**FISCAL IMPACT:**

Local education agencies are required to approve the 2017 SELPA Plan in order to provide funding for all 11 local agencies within the East County Regional SELPA.

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



## EAST COUNTY

### SPECIAL EDUCATION LOCAL PLAN AREA (SELPA)

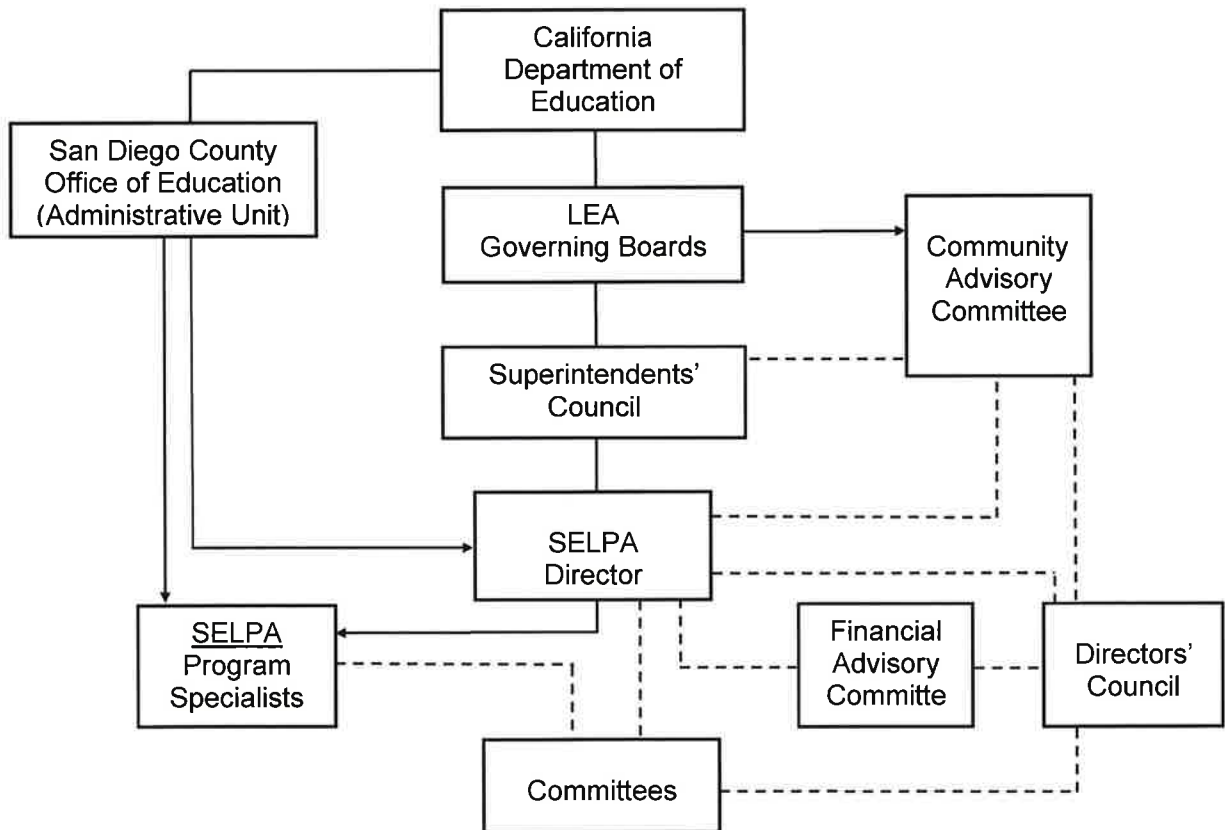
924 East Main Street \* El Cajon, CA 92021 \* Phone: (619) 590-3920 \* Fax: (619) 579-7699

#### GOVERNANCE AND ADMINISTRATION

The governance structure of the Special Education Local Plan Area (SELPA) is established by agreement among the governing boards of the member Local Educational Agencies (LEAs). It consists of the Superintendents' Council, which sets policy, the Directors' Council, the Financial Advisory Committee (FAC), and the Community Advisory Committee (CAC). The CAC is appointed by the LEAs and makes recommendations to the Superintendents' Council and other administrative bodies. The FAC and the Directors' Council direct the details of program operations.

A SELPA Director is employed who, through the utilization of SELPA staff and appropriate committees, carries out the activities and duties assigned by the Superintendents' Council. The following chart and narrative describe in detail a system for determining responsibilities of the governing board, superintendent and special education administrator of each member LEA, and the San Diego County Office of Education (SDCOE). It also describes procedures for determining the responsibilities of each participating agency

#### ORGANIZATIONAL CHART





## **A. RESPONSIBILITIES OF EACH GOVERNING BOARD**

1. Approval of the Local Plan.
2. Exercise authority over the programs they directly maintain consistent with the Local Plan for the SELPA and individual LEA policies. Such programs may include students with special education needs who reside in other LEAs or SELPAs.
3. Review and adopt acceptable policies recommended by the Superintendents' Council. If not approved, the Governing Board shall indicate the reasons for such disapproval and may appeal unacceptable provisions as prescribed in the appeals policies.
4. Appoint members to the Special Education Community Advisory Committee (CAC) in accordance with CAC bylaws and LEA policies.
5. Encourage parental involvement through the members of CAC, receive and consider requests and recommendations from their CAC representatives and other parent groups.
6. Review formal complaints forwarded by the respective LEA Superintendents as outlined in the LEA's Uniform Complaint Procedures.
7. Address questions and concerns of the public, including parents or guardians of individuals with exceptional needs who are receiving services under the Local Plan.
8. Notify the California Department of Education, impacted LEAs, SELPAs and participating county offices of the intent to elect an alternative option from those specified in California Code, Section 56195.1, at least one year in advance.

## **B. RESPONSIBILITIES OF LEA SUPERINTENDENT**

### **1. LEA Superintendent's Responsibility**

Each Superintendent, as chief administrative officer of the LEA, is responsible for implementation of the Local Plan in that LEA. If it is someone other than the LEA's Special Education Director/Coordinator, the Superintendent shall designate in writing to the SELPA Director, a Directors' Council representative for each fiscal year. Any Superintendent may change said designee during the fiscal year based upon personnel changes within the LEA. The delegation of authority and responsibility is from the Superintendent through the chain of command to each Director or designee for LEA matters and from the Superintendents' Council to the SELPA Director for regional matters.

### **2. Superintendents' Council Responsibility**

The Superintendents' Council for the SELPA recommends policy for adoption by Governing Boards and allocates SELPA resources in accordance with the Local Plan. It also determines, under the Local Plan, the responsibility of each LEA for providing special education services and assures access to special education

and services for all individuals with exceptional needs residing in the SELPA. All meetings of the Superintendents' Council are open to the public and all persons are permitted to attend and address those meetings in accordance with Government Code Section 54950-54961 (Brown Act).

- a. The Superintendents' Council is composed of a Superintendent from each LEA in the SELPA. It is chaired by one of its members who is responsible for establishing meeting dates and times. An annual organizational meeting will be held by June of each year. The chair is elected at the annual organizational meeting and assumes responsibility at the first scheduled meeting in the subsequent fiscal year. If the chair is unable to attend, he/she may delegate another superintendent or designee to chair the meeting.
- b. A superintendent may send a designee to represent him/her, but this individual may not be the Director or Coordinator of Special Education. A superintendent may give a proxy vote to another member of the Superintendents' Council. A Special Education Director or Coordinator may attend as a non-voting advisor at the request of the LEA Superintendent.

**3. Superintendents' Council Voting Criteria**

- a. The voting configuration is calculated annually at the beginning of each fiscal year, using California Longitudinal Pupil Achievement Data System (CALPADS) information from the prior fiscal year. Voting decisions are based on a simple majority of votes cast pursuant to meetings duly called in accordance with the established practice of the Superintendents' Council. Representatives of half the LEAs, plus one additional LEA, (or rounded to the next whole number) constitute a quorum.
- b. Votes will be assigned based on the following criteria:

PRIOR YEAR'S DISTRICT CALPADS COUNT	NUMBER OF VOTES
0 to 500	.5
501 to 1,000	1
1,001 to 5000	2
5,001 to 10,000	3
10,001 to 20,000	4
20,001 to 30,000	5
30,001 and over	6

**4. Superintendents' Council Functions**

The Superintendents' Council performs the following functions:

- a. Provides leadership for development of statements of philosophy, policies, goals, priorities, and plans for comprehensive services and programs to the special education students of the SELPA.
- b. Recommends special education policy to each governing board for consideration and adoption.

- c. Makes decisions regarding implementation, administration and operation of regional special education programs and services in accordance with the Local Plan.
- d. Instructs the SELPA Director and Directors' Council regarding the implementation, administration and operation of the Local Plan.
- e. Approves the Allocation Plan for the distribution of federal, state and local funds allocated for special education programs.
- f. Approves procedures, which ensure the participation of each Governing Board in regional planning.
- g. Ensures equal access to programs and services for all individuals with exceptional needs within the SELPA.
- h. Provides input on the hiring, supervision, evaluation and discipline of the administrator of the SELPA to the Administrative Unit.
- i. Annually evaluates the SELPA Director subject to the legal responsibility of the Administrative Unit (San Diego County Superintendent of Schools) as employer. The Superintendents' Council provides input on the annual evaluation of the SELPA Director upon request of the County Superintendent/designee.
- j. Establishes policies and approves procedures to ensure compliance by LEAs with the Local Plan, state and federal laws and regulations. These policies and procedures can be requested through the SELPA office.

## **5. Assurances of Functions**

The Superintendents' Council shall assure that all regionalized operations and services listed below are performed in accordance with the Local Plan:

- a. Coordination of the SELPA and administration of the Plan.
- b. A coordinated system of identification and assessment.
- c. A coordinated system of procedural safeguards.
- d. A coordinated system of staff development and parent education.
- e. A coordinated system of curriculum development and alignment with the core curriculum.
- f. A coordinated system of internal program review, evaluation of the effectiveness of the Local Plan, and implementation of a Local Plan accountability mechanism.
- g. A coordinated system of data collection and management.
- h. Coordination of interagency agreements, as required by legal mandate and to support the implementation of the Local Plan. Copies of these agreements can be requested from the SELPA office

- i. Coordination of services to medical facilities.
- j. Coordination of services to licensed children's facilities and foster homes.
- k. Preparation and transmission of the required SELPA reports.
- l. Fiscal and logistical support of the CAC.
- m. Coordination of transportation services for individuals with exceptional needs.
- n. Coordination of career and vocational and transition services.
- o. Means by which full educational opportunity is ensured.
- p. Fiscal administration and the allocation of state and federal funds pursuant to 56836.01.
- q. Direct instructional support that may be provided by program specialists in accordance with section 56368.

## **C. RESPONSIBILITIES OF EACH LEA DIRECTOR**

### **1. LEA Director's Responsibility**

(Any reference to Director will refer to the person assigned to act as the LEA's administrator for special education).

The function of each LEA Director is to provide leadership in the development, implementation, evaluation and improvement of special education programs and services within the LEA. The Director is also expected to work cooperatively with other LEAs to plan and coordinate educational programs and services for all individuals with exceptional needs within the SELPA. In addition, the Director shall facilitate communication between the CAC representatives from the LEA and other community and parent groups.

### **2. Directors' Council Responsibilities**

The Directors' Council consists of one designee from each LEA and the SELPA Director. It is responsible for recommending procedures and funding allocations to the Superintendents' Council for implementing special education programs throughout the Local Plan Area. It is the intent of the Directors' Council to function as a cooperative unit and work toward obtaining consensus on issues whenever possible.

### **3. Directors' Council Voting Criteria**

- a. Upon request of any member, individual votes shall be cast and recorded. Each LEA shall have one vote. However, when there may be contrasting points of views, two recommendations may be forwarded to FAC and Superintendents' Council. One recommendation will be identified as the majority and the other as one minority position.

- b. Only the designee of each LEA present at the meeting may vote.
  - c. No single individual may vote for more than one LEA.
  - d. All LEAs are eligible and encouraged to have representation on the Directors' Council. An LEA employee shall represent each LEA with a total CBEDS enrollment of over 2,500 pupils on the Directors' Council. If a small LEA, below 2,500 CBEDS, is unable to provide an LEA employee because of fiscal constraints, such LEA may appoint the Regional Program Specialist serving such LEA as its designee.
  - e. If a decision affecting funding allocations is pending before the Directors' Council, which another LEA considers of significant importance, such LEA may, in writing to the SELPA Director at least ten days before the Directors' Council meeting, request that each LEA be represented by an LEA employee.
  - f. It is the responsibility of the SELPA Director to notify the LEAs of a Special Representation Request so that appropriate arrangements can be made for LEA representation.
4. In order to carry out its responsibilities, the Directors' Council performs the following functions:
- a. Gathers, interprets and reports special education program data and quality indicators regarding current program operations and effectiveness.
  - b. Provides leadership for cooperative action among LEAs pertaining to the implementation, administration and operation of the Local Plan.
  - c. Recommends allocation of resources within the SELPA in accordance with the Local Plan and the East County SELPA Allocation Plan.
  - d. Recommends policy for consideration by the Superintendents' Council.
  - e. Establishes, modifies and implements procedures for the operation of the Local Plan.
  - f. Establishes specific guidelines and procedures to implement state and federal eligibility criteria.
  - g. Recommends modification of program objectives and curriculum for special education programs, if appropriate.
  - h. Establishes regional in-service training for personnel, as appropriate.
  - i. Establishes guidelines and procedures to insure that each individual with exceptional needs has access to appropriate programs and services, regardless of his/her LEA of residence.

## **D. FINANCIAL ADVISORY COMMITTEE**

### **1. Responsibilities:**

The Financial Advisory Committee (FAC) develops recommendations regarding financial topics for the East County SELPA member LEAs. Topics may include, but are not limited to:

- a. Utilization and allocation of revenues.
- b. Distribution of funds to member LEAs and the SELPA.
- c. Excess costs for East County SELPA regional programs.
- d. Excess costs for inter-SELPA and Juvenile Court and Community (JCCS) programs.

The FAC works collaboratively with the SELPA Director who chairs the meetings, develops the agendas, and ensures meeting minutes are generated. Recommendations from the FAC are communicated to the Directors' Council and forwarded to the Superintendents' Council for approval. The FAC develops and regularly reviews the funding allocation plan, which delineates the distribution of state, federal and property tax revenue to LEAs and the SELPA office.

Funds for low incidence equipment, materials, and supplies as well as for low incidence services are restricted to support students in the following disability categories: hard of hearing, deaf, visual disability, severely orthopedically impaired, and deaf-blind. The funds are disbursed through the East County SELPA as specified in the East County Funding Allocation Plan. Districts are required to follow all applicable laws and regulations related to low incidence funding to include receipt of funds, expenditure of funds in accordance with applicable sections of the California Education Code.

### **2. Membership:**

The FAC consists of one designee, which is typically the Chief Business Official (CBO), from each LEA and the SELPA Director. Each LEA may bring an additional staff member as non-voting guests, at their discretion.

The Directors' Council will appoint three (3) Special Education Directors to the FAC, who will serve as non-voting advisors to the committee.

In the case where SDCOE is considered as an LEA for fiscal purposes, the SELPA Fiscal Analyst shall serve as the CBO representing SDCOE.

### **3. Voting:**

Each LEA may have one vote on the FAC. Representatives of half the LEAs, plus one additional LEA, (rounded to the next whole number) constitute a quorum.

## **E. OTHER SELPA COMMITTEES**

### **1. Early Start Committee**

The Early Start Committee assists LEAs in providing a comprehensive continuum of services and programs for children birth through age three. It also addresses ongoing issues and concerns.

It is comprised of LEA Special Education Directors (or their designees), Program Specialists, staff members from LEAs that provide infant services, and a SELPA representative who chairs the meeting. Other agencies that provide services through California Early Start may also be invited.

This Committee will meet on a quarterly basis. One of the meetings through the year shall be held jointly with the Preschool Committee to discuss the transition from Part C to Part B to ensure a smooth transition for students.

### **2. Preschool Committee**

The Preschool Committee assist LEAs in providing a comprehensive continuum of services and programs for children ages three through five. It also address ongoing issues and concerns.

The Preschool Committee is comprised of LEA Special Education Directors (or their designees), Program Specialists, staff members from LEAs that provide preschool services and a SELPA staff representative, who chairs the meeting.

One of the meetings through the year shall be held jointly with the Early Start Committee, to discuss the transition from Part C to Part B to ensure a smooth transition for students.

### **3. Low Incidence Disability Committee**

The Low Incidence Disability Committee meets to address the needs of programs serving students who are Visually Impaired, Orthopedically Impaired and Deaf/Hard of Hearing. This committee addresses the operation of regional services in these low incidence disability areas.

Committee members include an administrator from each LEA that runs a low incidence program, a SELPA representative and instructional staff from each program. The committee meets when there is a need noted by an LEA or the SELPA staff.

### **4. Post-Secondary Transition Committee**

The Post-Secondary Transition Committee will meet to assist in the coordination of services to students once they leave the high school setting. Membership of this committee includes representatives from districts that serve high school students and other public agencies who provide services to adults with disabilities. This committee shall meet twice per year, unless otherwise determined by the committee members.

## **5. Ad-Hoc Committee**

Committees are formed as needed to address current issues. Membership on these committees is designed to fulfill a particular task within a specified time frame. SELPA personnel or selected representatives will serve as chairperson of ad hoc committees.

## **F. RESPONSIBILITIES OF THE SAN DIEGO COUNTY OFFICE OF EDUCATION (SDCOE)**

### **1. Administrative Unit Responsibilities**

The SDCOE is designated as the Administrative Unit (AU) for the East County SELPA. It shall be responsible for functions such as, but not limited to:

- a. Receipt and distribution of special education funds to LEAs and SELPA accounts for the operation of special education programs and services.
  - b. Provisions for administrative support.
  - c. Employment of SELPA staff to coordinate implementation of the plan.
2. When the SDCOE provides special education services, the relevant contracts between the county office and its employees governing wages, hours, and working conditions shall supersede the like provisions contained in a plan submitted by an LEA or SELPA receiving such services.
  3. The SDCOE may provide for the education of individual pupils in special education programs maintained by other LEAs or counties, and may include within the special education program pupils who reside in other LEAs or counties.

## **G. PROCEDURES TO CHANGE GOVERNANCE STRUCTURE**

### **1. Addition of an LEA**

A request by a charter school to participate as an LEA in the East County SELPA will not be treated differently from a similar request made by a school district. In reviewing and approving such a request, the following requirements shall apply:

- a. The new LEA shall participate in state and federal funding for special education and will receive the funding in the same manner as other LEAs of the SELPA as specified in the SELPA funding allocation plan.
- b. The new LEA shall participate in the governance of the SELPA in the same manner as other LEAs of the SELPA.

### **2. Withdrawal of an LEA**

Any LEA in East County SELPA may request to withdraw from the East County SELPA. The procedures for such action follow:



- a. The Superintendent of the LEA requesting withdrawal must submit written notice to the SELPA Director on or before September 1 of the school year preceding the school year in which the LEA anticipates withdrawing.
- b. The SELPA Director will notify the Superintendents' Council, the San Diego County Office of Education, and the California State Department of Education.
- c. The SELPA Director and/or staff will review the application and make a written recommendation within 60 days of receipt of the application.
- d. The Superintendents' Council will receive copies of the written recommendation at least 10 days prior to the item appearing on an agenda.
- e. The Superintendents' Council will take action to approve or disapprove the LEA withdrawing from the SELPA within 100 days of application.
- f. If approved, the withdrawal will become effective on July 1 of the next fiscal year.
- g. If an LEA withdraws from the SELPA, a committee will be established by the Superintendents' Council to develop a plan for the distribution of SELPA assets within the LEA.
- h. The committee will be composed of the following representatives:
  1. Superintendent, Special Education Director, and Chief Business Officer of the withdrawing LEA
  2. One Superintendent selected by a majority vote of the Superintendents' Council
  3. Two Directors of Special Education selected by a majority vote of the Directors' Council
  4. Two Chief Business Officers selected by a majority vote of the Financial Advisory Committee
  5. SELPA Director

## **H. PROCEDURES FOR CONFLICT RESOLUTION**

### **1. Individual LEA Complaint**

- a. A superintendent who disagrees with the contents of the Local Plan, a policy or a specific decision made by the Superintendents' Council, or who experiences an inter-LEA disagreement, may present the issue to his/her respective Governing Board. Based upon procedures adopted by the Governing Board of each LEA, any individual may address his/her Governing Board. Each Governing Board has the right to initiate an appeal to the SELPA Appeals Board.
- b. When a Governing Board initiates an appeal, a SELPA Appeals Board shall consist of three members. The appealing Governing Board shall select one

member and the Superintendents' Council shall select one member. The third member shall be a mediator agreed upon by both parties. The Governing Board that initiates the appeal and the SELPA shall share costs of the mediator equally. If there is disagreement upon the selection of the third member, the Superintendent of San Diego County Office of Education shall appoint the third member, who shall not have prior relationship or bias with respect to the issue to be arbitrated.

- c. The Superintendents' Council shall select its representative on the Appeals Board by a majority vote.
- d. Each member of the Appeals Board has one vote. Final decision must be approved by a majority vote (two) of the members of the Appeals Board. Decisions made by the Appeals Board are binding on both the appealing Governing Board and the Superintendents' Council, except to the extent adjudicated by a State or Federal Court to be in violation of the Local Plan or State or Federal Law. A decision shall be made within thirty (30) calendar days of the appointment of the Appeals Board members. There shall be no action on the issue being appealed until after the Appeals Board has adjudicated it.
- e. An LEA may appeal a decision of the Appeals Board to the appropriate court of competent jurisdiction.

## **2. Inter-LEA Complaints**

If two LEAs are in disagreement and the respective Directors cannot resolve the problem, the following course of action will be taken:

- a. Directors of the two opposing LEAs shall present the issues to each of their respective Superintendents (or Assistant Superintendents) who will attempt to resolve the issue. They may request assistance/consultation from the SELPA Director.
- b. If the conflict cannot be resolved between the respective Superintendents, either Director of one of the two opposing LEAs can present the issue in writing, to the SELPA Director who, unless a longer time is agreed upon, will attempt to resolve the problem within two weeks. The written correspondence should specify the nature of the complaint and the requested action, if any. The Superintendent (or Assistant Superintendent) shall be kept informed of resolution efforts by their respective Director in writing.
- c. If this course of action fails, either Superintendent, or designated Assistant Superintendent, may present a written request to the SELPA Director or Superintendents' Council Chairperson for placement of the issue on the Superintendents' Council agenda.
- d. The Chairperson of the Superintendents' Council shall place the item on the next Superintendents' Council agenda. If the nature of the conflict requires immediate resolution, the Chairperson of the Superintendents' Council will call a special Superintendents' Council meeting.
- e. The Superintendents' Council may resolve the disagreement or refer the parties to the appeals process delineated in the Local Plan.

- f. If the conflict involves a parental complaint, the parents, or their designated advocate or CAC representative may address the Superintendents' Council.

## **I. DESCRIPTION OF ADMINISTRATIVE FUNCTIONS**

### **1. SELPA Director's Functions**

The SELPA Director, who assists the Directors' Council in the performance of duties and responsibilities, carries out the administration functions necessary for the implementation of the Local Plan. In cooperation with the Directors' Council, the SELPA Director is responsible for coordinating the delivery of appropriate special education programs and services for individuals with exceptional needs within the SELPA. The SELPA Director works with the SDCOE to assure the Local Plan is compatible with other Local Plans in the county and any contiguous counties, but which would also accommodate local differences.

### **2. SELPA Director's Selection**

The following process will be used to select a SELPA Director:

- a. Actively recruit, using the services of the San Diego County Office of Education, to select the most highly qualified person.
- b. Screen applications and interview selected candidates as determined by a joint committee which may include members of the Directors' Council, the Financial Advisory Committee, the Superintendents' Council and a member of the Community Advisory Committee.
- c. Submit the names of the three highest rated candidates interviewed to the Superintendents' Council for final selection and recommendations to the County Superintendent for employment according to adopted equal opportunity and affirmative action standards.

### **3. SELPA Director's Responsibilities**

- a. The SELPA Director assures equal access to all programs and services in the SELPA and provides advice to the public, including parents or guardians of individuals with exceptional needs who are receiving services under the Local Plan, on the availability of established due process and legal service options and procedures. In cooperation with the California Department of Education, the SELPA Director provides information to ensure that all special education pupils receive due process of law.
- b. The SELPA Director supervises and evaluates any teachers who are employed by the County in its role as a program operator for the SELPA. He/she also represents the County on the Directors' Council for programs and services provided by those teachers.
- c. Plans, organizes, coordinates, directs, and manages program activities and services related to Local Plan implementation.

- d. Provides proactive leadership on legislative issues impacting SELPA programs.
- e. Coordinates various agencies involved with providing services for individuals with exceptional needs.
- f. With the advice and consent of the Directors' Council, develops goals, objectives, policies, and procedures for review and approval by the Superintendents' Council and implements such goals, objectives, policies and procedures in accordance with Superintendents' Council direction.
- g. Develops, organizes and implements a management information system to communicate the status of program activities and services.
- h. Maintains and participates in Community Advisory Committee activities.
- i. Provides technical assistance to each LEA's due process and complaint procedures and in related special education areas, when requested.
- j. Provides for a comprehensive continuum of services and programs for individuals with exceptional needs.
- k. Hires, supervises, evaluates and disciplines the staff employed by the administrative unit in support of the Local Plan.
- l. Provides appropriate staff development programs for designated staff and other related personnel.
- m. Develops and maintains SELPA regulations and procedures.
- n. Under the direction of the Superintendents' Council, develops, implements and administers the SELPA budget for the establishment of designated services.
- o. Monitors activities to ensure effective and efficient services delivery to meet state Coordinated Compliance Reviews and Local Plan evaluations.
- p. Administers the allocation of resources to the SELPA and member LEAs.
- q. Serves as an ex-officio member of all committees.
- r. Assures procedural safeguards by developing regional standards or guidelines for forms and procedures for assessment, identification, and placement.

#### **4. SELPA Director's Evaluation**

Refer to the Superintendents' Council Functions for details on the evaluation process.

## **J. PROGRAM SPECIALISTS' SERVICES**

A Program Specialist is a pupil services employee possessing (or eligible for) one of the following California credentials: Special Education, Clinical Rehabilitative Services, Adapted Physical Education, or School Psychology. He/she shall also have an in-depth knowledge of specific disabilities, preschool, and/or vocational development, depending upon the needs of the SELPA.

### **1. Program Specialists' Services and Responsibilities**

Program Specialists' services shall be available to all individuals with exceptional needs, their families, and LEA staff. Program Specialists' services and responsibilities may include:

- a. Assure that individuals with exceptional needs have full educational opportunity regardless of LEA of residence.
- b. Plan, direct, coordinate and evaluate instructional programs in accordance with state and federal regulations.
- c. Provide direct instructional support, as directed.
- d. Identify needs and develop short and long-range plans for staff development, curriculum development, and program effectiveness.
- e. Provide staff development and training for general and special education administrators and staff.
- f. Represent the San Diego County Office of Education on committees.
- g. Coordinate student placements across LEA and SELPA boundaries.
- h. Develop and disseminate forms, policies and procedures throughout the SELPA and County.
- i. Monitor services and programs in nonpublic schools.
- j. Provide direction to LEAs regarding complaints filed with the State or the Office of Civil Rights.
- k. Develop and submit proposals for grants and research projects.
- l. Provide support to LEAs in the area of staff evaluation.
- m. Assure appropriate coordination of general and special education instructional resources for students.
- n. Serve as LEA representatives and commit LEA resources, as appropriate.
- o. Interpret and implement new laws and regulations (Federal and State).
- p. Design and implement alternative dispute resolution strategies.
- q. Coordinate mediation and due process issues for LEAs as requested.

- r. Serve as liaison with other public agencies (such as: San Diego Regional Center, San Diego County Health and Human Services).
- s. Provide support to LEAs in the area of positive behavior intervention.
- t. Coordinate program reviews and the effectiveness of the Local Plan.
- u. Assist in the preparation, implementation and follow-up of reviews by the state including those that are part of the Focused Monitoring and the Quality Assurance Process.
- v. Conduct audits or reviews for the LEAs as requested.

## **2. Allocation**

- a. Each LEA individually decides on its allocation of staff who perform the duties of program specialists as listed above.
- b. The services of the Program Specialists, employed by San Diego County Office of Education at the request of the SELPA, shall be allocated annually by mutual agreement of the SELPA Director and the Superintendents to serve SELPA-wide needs.
- c. LEAs may request to enter into an MOU on an individual basis for the services of a Program Specialist with their LEA.
- d. LEA Program Specialists, and Administrators who perform Program Specialists' duties, shall work in a cooperative manner meeting regularly to discuss and plan activities to meet the needs of the SELPA's individuals with exceptional needs. They help to coordinate the delivery of services by serving on SELPA committees that deal with topics such as staff development, infant and preschool services, low incidence services, transition between districts and the SELPA's CAC.

## **3. Selection**

- a. LEA Program Specialists are selected according to policies and regulations established by each LEA.
- b. SELPA Program Specialists, employed by San Diego County Office of Education (SDCOE), are responsible to the SELPA Director. They are selected according to policies and regulations established by the SDCOE. LEA Superintendents and/or Directors participate in the selection of program specialists assigned to their LEA.
- c. The San Diego County Office of Education and LEAs follow established personnel procedures relative to equal opportunity and affirmative action.

#### **4. Evaluation**

- a. LEA Program Specialists are supervised and evaluated according to policies and regulations established by each LEA.
- b. SELPA Program Specialists and administrators who perform Program Specialist duties are supervised and evaluated according to policies and regulations established by the SDCOE. LEA Superintendents and/or Directors assist in the evaluation of program specialists assigned to their LEAs.

### **K. AMENDMENTS TO THE LOCAL PLAN**

#### **1. Amendments to the Permanent Sections of the Local Plan**

Changes or amendments to the permanent portion of the Local Plan may be considered during the annual service and budget plan process. The Superintendents' Council may adopt amendments to the permanent portion of the Local Plan on an interim basis, not to exceed one school year. Amendments approved in this manner shall become permanent upon subsequent approval by all LEAs' governing boards and the State Board of Education.

#### **2. Amendments to the Annual Service and Budget Plans**

The governing boards of the LEAs agree to designate authority to the Superintendents' Council to approve SELPA-wide Annual Service and Budget Plans and any subsequent modifications.

- a. Annual Budget Plan

The SELPA shall adopt an annual budget plan at a public hearing scheduled at a Superintendents' Council Meeting in compliance with all legal mandates. The annual budget plan shall identify expected income and expenditures as required by state and federal laws.

- b. Annual Service Plan

The SELPA shall adopt an annual service plan at a public hearing scheduled at a Superintendents' Council Meeting in compliance with all legal mandates. The service plan provides an overview of the program and services available within the SELPA.

#### **3. Groups Forming the Local Plan Committee for Input**

- a. Special Education Teachers - Selected to serve by their LEA bargaining unit.
- b. General Education Teachers - Selected to serve by their LEA bargaining unit.
- c. Administrators - Selected to serve by the Superintendents' Council.
- d. Special Education Director- Selected to serve by the Directors' Council.

- e. Charter Schools - Contacted by SELPA to provide a representative.
- f. Preschools - Contacted by SELPA to provide a representative.
- g. Community Advisory Committee - Participants selected by the CAC Executive Committee.

#### **4. Roles in the Development of the Local Plan**

- a. The SELPA Director/designee shall be responsible for the coordination of the development of the Local Plan. The SELPA Director/designee shall form a committee that includes representatives of charter schools, preschools, general education and regular education teachers selected by the groups they represent. The role of the committee in the development of the Local Plan is to:
  - 1. Provide input.
  - 2. Review drafts.
  - 3. Make recommendations to the SELPA's governing bodies.
- b. The Community Advisory Committee (CAC) membership includes: special education parents, regular education teachers, representatives from community agencies, support staff, and administrators. The role of the CAC in the development of the Local Plan is to:
  - 1. Select representatives to serve from the CAC on the Local Plan Writing Committee.
  - 2. Provide input.
  - 3. Provide a forum for members of the public, including parents or guardians of individuals with exceptional needs who are receiving services under the plan to address questions or concerns.
  - 4. Review drafts.
  - 5. Make recommendations to the SELPA's governing bodies.
- c. The Directors' Council membership includes special education administrators/designee of each LEA. The role of the Directors' Council in the development of the Local Plan is to:
  - 1. Select a representative to serve on the Local Plan Writing Committee.
  - 2. Review the input of the CAC.
  - 3. Review drafts.
  - 4. Provide input.
  - 5. Make recommendations to the Superintendents' Council.



6. Review the final draft of the Local Plan before submission.
- d. The Superintendents' Council membership includes a Superintendent's representative from each of the LEAs of the East County SELPA. The role of the Superintendents' Council in the development of the Local Plan is to:
    1. Select a representative to serve on the Local Plan Writing Committee.
    2. Review the recommendations of the CAC and the Directors' Council.
    3. Review drafts.
    4. Provide input.
    5. Seek input from the governing boards of their respective LEAs.
    6. Review and approve the final draft of the Local Plan for submission to the local governing boards for approval.

## **L. EVALUATION OF THE EFFECTIVENESS OF THE LOCAL PLAN**

1. The Local Plan will be reviewed and evaluated on an ongoing basis to determine the effectiveness of its implementation.
2. Evaluation methods may include, but will not be limited to:
  - a. Review of the Annual Budget Plan by the Superintendents, Directors, CAC, and other interested parent, community or educational groups.
  - b. Review of the Annual Service Plan by the Superintendents, Directors, CAC, and other interested parent, community or educational groups.
  - c. Review of the SELPA LEAs' Annual Performance Indicators by Superintendents, Directors, CAC, and other interested parent, community or educational groups.
  - d. Review of pertinent special education data/reports by LEA Administrators.
  - e. Review of the Funding Allocation Plan by the FAC prior to the distribution of yearly funds to LEAs.
  - f. Evaluation of services offered by the SELPA Office, to be completed in the spring of each year by the LEA Special Education Directors.
  - g. Completion of a needs survey in the spring, by LEAs' personnel, to help determine SELPA-wide training.
  - h. LEAs will review compliance with state and federal special education laws during compliance reviews and other CDE monitoring activities.

## **M. ADDITIONAL ELEMENTS OF THE LOCAL PLAN**

### **1. Reading Criteria**

In order to improve the education results for students with disabilities, the local educational agencies (LEA) in the East County Special Education Local Plan Area (SELPA) shall ensure that all students who require special education participate to the extent appropriate in state-approved reading curriculum. The core curriculum, alternative curriculum and supplemental curriculum will be provided to students based on their unique educational needs. In order that teachers may implement these programs with fidelity, special education instructional personnel will participate in staff development in-service opportunities in the areas of English Language Arts, including but not limited to:

- Information about current literacy and learning research that aligns with the state-adopted standards and framework.
- Research-based instructional strategies for teaching language arts to a wide range of diverse learners.
- State-adopted standards and frameworks.

Examples of staff development opportunities may include, but are not limited to, phonemic awareness, phonics instruction, fluency, comprehension, vocabulary development, multi-modality instruction, reading fluency, writing, California Standard of Personnel Development (C.S.P.D.), AB 75 and AB 466 trainings, as well as practice aligned with the California Standard for the Teaching Profession workshops. Some training opportunities are offered at the local level, while others are offered outside the districts. The specific needs of special education personnel are identified early, and personnel participate in staff development activities based on their individual needs for continued professional development.

The goals of special education literacy include:

- Increased academic achievement in the area of literacy.
- Increased participation of special education students in statewide assessments.

### **2. Access to Core Curriculum**

To help obtain higher standards in reading, special education students shall have full access to:

- All required core curriculum, including state-adopted core curriculum and textbooks.
- Alternative curriculum and textbooks, and supplementary curriculum and textbooks.
- Instructional materials to blind students or other students with print disabilities in a timely manner according to state-adopted National Instructional Materials Accessibility Standard.
- Other state, county or LEA instructional materials and support services.

### **3. Programs for Early Childhood Special Education**

Early Education Services are provided for all eligible infants, toddlers, and preschool children by member local educational agencies (LEAs) through:

- Cooperative agreements within the Special Education Local Plan Area (SELPA) wherein infant programs are operated by Lakeside Union, La Mesa-Spring Valley, and Cajon Valley Union School Districts
- Interagency Agreements with San Diego Regional Center for the Developmentally Delayed
- LEA preschool programs

The *Local Interagency Agreement for the California Early Start Program* describes specific policies, procedures, roles and responsibilities for serving infants and toddlers. The SELPA Annual Service and Budget Plans describe the specific funding and location of services.

Member LEAs of the East County SELPA follow transition procedures identified in the *Local Interagency Agreement for the California Early Start Program*. Through the Early Start Committee, staff members from each LEA meet quarterly with representatives from other public agencies to monitor the transition of specific students, discuss the implementation of the Interagency Agreement, and develop priorities for staff development.

### **4. Oversight of Nonpublic School Placements**

Each LEA that contracts with a nonpublic, nonsectarian school shall evaluate the placement of its pupil(s) in such schools on at least an annual basis as part of the annual IEP review. The LEA representative shall review the master contract, the individual services agreements, and the IEP to ensure that all services agreed upon and specified in the IEP are provided.

Nonpublic, nonsectarian schools are required by the master contract and the IEP to annually evaluate the pupils to determine if they are making appropriate educational progress. The LEA representative shall collaboratively review with the nonpublic, nonsectarian school the evaluations conducted by the nonpublic, nonsectarian school to ensure that they were appropriate and valid for measuring pupil progress. The LEA may choose to administer additional assessments as necessary, with parent consent where required, to determine whether the pupil is making adequate educational progress.

### **5. Utilization of General Education Resources**

Each LEA shall ensure that a pupil is referred for special educational instruction and services only after the resources of the general education program have been considered and, where appropriate, utilized. Such resources may include, but not limited to, response to intervention models, student success teams, early literacy programs, and remedial programs.

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report  
Prepared by Karl Christensen  
July 18, 2017

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period May 1 through May 31, 2017 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$13,303,591; cash receipts of \$5,293,021; and disbursements of \$5,143,145 are reflected for the period of May 1, through May 31, 2017 resulting in an ending cash balance of \$13,453,467 as of May 31, 2017.

**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*
Beginning Cash Balance as of May 1, 2017		\$13,303,591	\$13,303,591
<b>INCOME</b>			
A. Local Control Funding Formula			
State Aid	\$ 2,591,525		
Property Taxes	<u>1,698,180</u>	4,289,705	
B. Federal Income			
Federal Funding	<u>566,674</u>	566,674	
C. State Income	-	-	
D. Local Income			
Other Local Income	104,086		
Spec Ed	269,449		
Interest	<u>5,580</u>	379,115	
E. Due to/Due from other funds		57,527	
F. Debt Proceeds		-	
<b>TOTAL INCOME</b>		<b>\$5,293,021</b>	<b>\$4,929,924</b>
Beginning Balance Plus Income		<b>\$18,596,612</b>	<b>\$18,233,515</b>
<b>DISBURSEMENTS</b>			
G. Commercial Warrants	\$ 462,465		
H. Salary and Benefits	4,629,295		
I. Other Outgo	51,385		
J. Interfund Borrowing Out	-		
K. Budget Adjustments	<u>-</u>		
<b>TOTAL DISBURSEMENTS</b>		<b>\$5,143,145</b>	<b>\$7,571,983</b>
Ending Cash Balance as of May 31, 2017		<b>\$13,453,467</b>	<b>\$10,661,532</b>

\* Based on Cash Flow Projection at Estimated Actuals FY 2016-17

**Budget Revisions  
Through May 31, 2017  
2016-17 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	12,665,955	966,446	13,632,401
<b>Estimated Income</b>	47,475,725	15,214,469	62,690,194
<b>Estimated Expenditures</b>	49,884,125	15,841,881	65,726,006
<b>Change in Fund Balance</b>	(2,408,400)	(627,412)	(3,035,812)
<b>Projected Ending Fund Balance</b>	10,257,555	339,034	10,596,589
<b>Less: Restricted Program Carryovers</b>	-	339,034	339,034
<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>	54,828	-	54,828
<b>Less: Assigned Vacation Carryover</b>	251,095	-	251,095
<b>Assigned Site Carryover Balances</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	1,971,780	-	1,971,780
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	7,583,983	-	7,583,983
<b>Fund 17 Projected End of Year Balance</b>	2,926,919	-	2,926,919
<b>Projected Reserves</b>	12,482,682	-	12,482,682
	<u>May</u>	<u>April</u>	
<b>Projected Reserve % 2016-17<sup>1</sup></b>	18.99%	18.99%	
<b>Projected Reserve % 2017-18<sup>2</sup></b>	17.49%	15.67%	
<b>Projected Reserve % 2018-19<sup>2</sup></b>	11.92%	9.32%	

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

Based on Multi-Year Projection at 2016-17 Estimated Actuals- June 2017<sup>2</sup>

Discussion and/or Action Item E.2.2.  
Prepared by Karl Christensen  
July 18, 2017

Award of CUPCCAC Informal Bid for Grass  
Field Reseeding and Irrigation System  
Improvements at Sycamore Canyon School

**BACKGROUND:**

On May 16, 2017, the Board of Education authorized Administration to seek informal bids utilizing the CUPCCAC bid process for reseeding and irrigation improvements for grass fields at Sycamore Canyon and Pepper Drive. Notices for the Sycamore Canyon project were sent to vendors who have registered to be on the District's qualified vendors list. Three vendors attended the job walks on June 5, 2017 and June 20, 2017. The bids were received on June 29, 2017 with two vendors submitting bids for the Sycamore Canyon project as follows:

<b>Contractor</b>	<b>Bid Amount</b>
Blue Pacific Engineering & Construction	\$69,800
Premier West Landscape	\$72,800

At the September 26, 2016 facilities workshop, the Other Non-CIP Facilities Needs Provisional Plan presented to the Board included the Sycamore Canyon and Pepper Drive projects with estimates of \$25,000 each; or \$50,000 total. These estimates were based on "materials only," since at that time it was assumed the projects would be done with self-forces.

Given the magnitude of the projects, it was later determined to be more feasible to contract for the work. However, the estimate provided at the May 16, 2017 Board meeting, when solicitation of informal bids was authorized, was not revised. The Sycamore Canyon field area is 43,000 sq. ft. and the low bid is \$1.63/sf. Administration believes this is a good value bid.

Solicitation of informal bids for the Pepper Drive Field Improvement Project is being postponed pending the outcome of further research needed to establish scope, cost estimates, and potential alternative funding sources.

**RECOMMENDATION:**

It is recommended that the Board of Education Award the CUPCCAC informal bid for Grass Field Reseeding and Irrigation System Improvements at Sycamore Canyon School to Blue Pacific Engineering & Construction.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$69,800 funded from Fund 40.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.



Discussion and/or Action Item E.2.3.  
Prepared by Karl Christensen  
July 18, 2017

Award of CUPCCAC Informal Bid for Drilling of  
Water Well at Carlton Oaks School

**BACKGROUND:**

On February 7, 2017, the Board of Education authorized Administration to seek informal bids utilizing the CUPCCAC bid process for the Carlton Oaks School Water Well Project. The project was divided into two informal bids; one for drilling and one for installation of the pump system.

Notices were sent to vendors who have registered to be on the District's qualified vendors list. Three vendors attended the job walk on Wednesday June 28, 2017. The bids were due on July 6, 2017 and one bidder submitted a bid for the drilling portion as follows:

<b>Contractor</b>	<b>Bid Amount</b>
Cascade Drilling, L.P.	\$96,760

**RECOMMENDATION:**

It is recommended that the Board of Education Award the CUPCCAC informal bid to Cascade Drilling, L.P. for drilling of the water well at Carlton Oaks School.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

\$96,760.00 funded from Fund 40.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.3.

Discussion and/or Action Item E.2.4.  
Prepared by Karl Christensen  
July 18, 2017

Award of CUPCCAC Informal Bid for Installation  
of Pump System for Carlton Oaks School  
Water Well

**BACKGROUND:**

On February 7, 2017, the Board of Education authorized Administration to seek informal bids utilizing the CUPCCAC bid process for the Carlton Oaks School Water Well Project. The project was divided into two informal bids; one for drilling and one for installation of the pump system.

Notices were sent to vendors who have registered to be on the District's qualified vendors list. Three vendors attended the job walk on Wednesday June 28, 2017. The bids were due on July 6, 2017 and two bidders submitted bids for the pump system as follows:

<b>Contractor</b>	<b>Bid Amount</b>
Hidden Valley Pump Systems Inc.	\$44,385
Cascade Drilling, L.P.	\$59,950

**RECOMMENDATION:**

It is recommended that the Board of Education Award the CUPCCAC informal bid to Hidden Valley Pump Systems Inc. for installation of a pump system for the Carlton Oaks School Water Well.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$44,385 funded from Fund 40.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.4.

Discussion and/or Action Item E.2.5.  
Prepared by Karl Christensen  
July 18, 2017

Adoption of Resolution No. 1718-02 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 Water Line Located on the Rio Seco Elementary School Site Property

**BACKGROUND:**

In 2010, the City of Santee constructed Town Center Community Park ("Park"). The City of Santee is in the process of finalizing utility easements for the Padre Dam Municipal Water District ("Padre Dam") and requests that the District convey to Padre Dam an easement for construction and maintenance of a water line on a portion of Rio Seco Elementary School. The easement area involves a six-square foot section over a sliver of property primarily used for parking and access road improvements serving the Park.

To convey property, the Board of Education must declare its intent to do so by adoption of a resolution with a 2/3 vote threshold, hold a public hearing at a subsequent meeting, and then adopt a final resolution to convey the easement after the public hearing. The public hearing and final resolution adoption is scheduled for August 1, 2017.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No.1718-02 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 Water Line Located on the Rio Seco Elementary School Site Property.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

The fiscal impact estimated is \$1,000 for attorney services.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.5.



**RESOLUTION NO. 1718-02**

**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 WATER  
LINE LOCATED ON THE RIO SECO ELEMENTARY  
SCHOOL SITE PROPERTY**

**WHEREAS**, the Padre Dam Municipal Water District ("Padre Dam") has requested that the Santee School District ("District") dedicate a water utility easement to Padre Dam upon a portion of the School District's property at Rio Seco Elementary 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 water line on the Rio Seco Elementary School property in conformance with the 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 August 1, 2017, 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 18th day of July, 2017.

SANTEE SCHOOL DISTRICT

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

By \_\_\_\_\_  
Diane El-Hajj, Board Vice President

By \_\_\_\_\_  
Ken Fox, Board Clerk

By \_\_\_\_\_  
Dustin Burns, Board Member

By \_\_\_\_\_  
Barbara Ryan, Board Member

I, Ken Fox, Clerk of the Board of Education of the Santee School District, do hereby certify that the foregoing Resolution No. 1718-02 was regularly introduced and adopted by the District Board of Education at a duly-noticed regular meeting held on the 18th day of July, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Clerk of the Board of Education  
Santee School District

**ATTACHMENT I**

Proposed Easement

Recording requested by, and  
After recordation, mail to:  
Padre Dam Municipal Water District  
P. O. Box 719003  
Santee, California 92072-9003

Documentary Transfer Tax:  
None

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APN: 381-051-04  
DWG #: 7820-W

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, 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 City of Santee, County of San Diego, State of California, and is more particularly described as follows:

**That real property, identified as Parcel B, described in Exhibit "A" and depicted in Exhibit "B," both of which are attached hereto and incorporated herein by this reference.**

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 increase or decrease or permit 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 should need to be repaired or maintained in any way, Grantor shall







**EXHIBIT "A"**

**LEGAL DESCRIPTION  
WATER EASEMENT**

**PARCEL "B"**

All that portion of Lot 3 of Block 2 of the Subdivision of Lots "H" and "O" of Rancho El Cajon, in the City of Santee, County of San Diego, State of California, according to Map thereof No. 817, filed in the Office of the County Recorder of San Diego County, April 2, 1896, lying within the land described in that certain grant deed in favor of the Santee School District filed in the Office of the Recorder of said San Diego County May 22, 1962 as Doc.# 87357, more particularly described as follows:

**COMMENCING** at "Point A" as described in Parcel No. 99-0039-A1 of Doc.# 2002-0089243 filed in the Office of the Recorder of said San Diego County February 1, 2002; thence along the Westerly line of the land described in said document South 00°15'06" West, 30.29 feet to a point on the Southerly line of the right-of-way of Riverwalk Drive, a 60.00 foot right of way, formerly Hoffman Lane; thence along the Southerly line of said Riverwalk Drive, North 82°15'06" East, 19.66 feet to the beginning point of a tangent 25.00 foot radius curve, concave Southwesterly; thence Southeasterly along the arc of said curve, through a central angle of 32°12'15", a distance of 14.05 feet to the beginning point of a 40.00 foot radius reverse curve, concave Northerly, a line radial to said point bears South 24°27'22" West; thence Easterly along the arc of said curve, through a central angle of 43°39'14", a distance of 30.48 feet; thence leaving said Southerly line of Riverwalk Drive, South 00°00'00" East, 568.38 feet; thence South 45°00'00" West, 76.29 feet; thence South 00°00'00" East, 190.18 feet; thence South 18°27'59" West, 40.13 feet to a point on the Westerly line of said land described in said Doc. # 2002-0089243, said point being the **TRUE POINT OF BEGINNING**; thence continuing South 18°27'59" West, 2.59 feet; thence South 03°46'39" East, 11.51 feet to a point on said Westerly line; along said Westerly line, North 00°15'06" East, 13.94 feet to the **TRUE POINT OF BEGINNING**.

Said parcel contains 6 sq. ft.

This legal description was prepared by me, or under my direction, in accordance with the Land Surveyor's Act this February 16, 2017.




Gregory A. Helmer, P.L.S. 5134



See Plat, Attached Hereto and Made a Part Hereof.


**LEGEND:**


 WATER EASEMENT ACQUIRED  
 PARCEL "A" = 25,646 SQ.FT., OR 0.589 AC.  
 PARCEL "B" = 6 SQ.FT.

T.A.P. = TAX ASSESSOR'S PARCEL

P.O.C. = POINT OF COMMENCEMENT

T.P.O.B. = TRUE POINT OF BEGINNING

 =  
 DEED IN FAVOR OF  
 CITY OF SANTEE  
 REC. 02/01/2002 AS  
 DOC. 2002-0089243 O.R.

 =  
 DEED IN FAVOR OF  
 SANTEE SCHOOL DISTRICT  
 REC. 05/22/1962 AS  
 DOC. 87357 O.R.



SCALE: 1"=200'

MISSION CREEK DR.

CUYAMACA STREET



  
 GREGORY A. HELMER, PLS 5134

**PSOMAS**

401 B Street, Suite 1800  
 San Diego, CA 92101  
 (619) 961-2800  
 www.peomas.com

POR. LOT 3  
 BLK 2  
 MAP 817

MAP 15388

RIVERWALK DRIVE  
 (FORMERLY HOFFMAN LANE)  
 RS1670

P.O.C. = "POINT A" PER  
 PAR. 99-0039-A1  
 DOC. 2002-0089243 O.R.  
 REC. 02/01/2002

LOTS H & O  
 RANCHO EL CAJON  
 MAP 817

BLOCK LOT 3 2

SEE SHEET 2  
 381-051-09

T.A.P. LOT 3 2

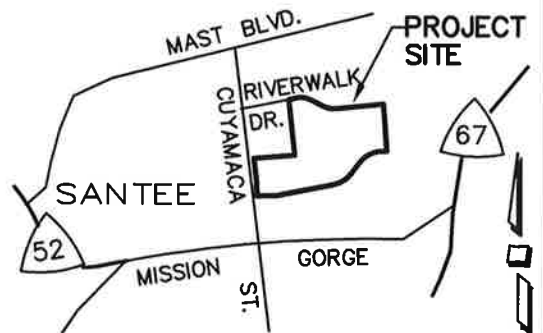
T.A.P. 381-051-04



SEE SHEET 3  
 381-051-14

MESA AVE.  
 CLOSED

BLOCK 3



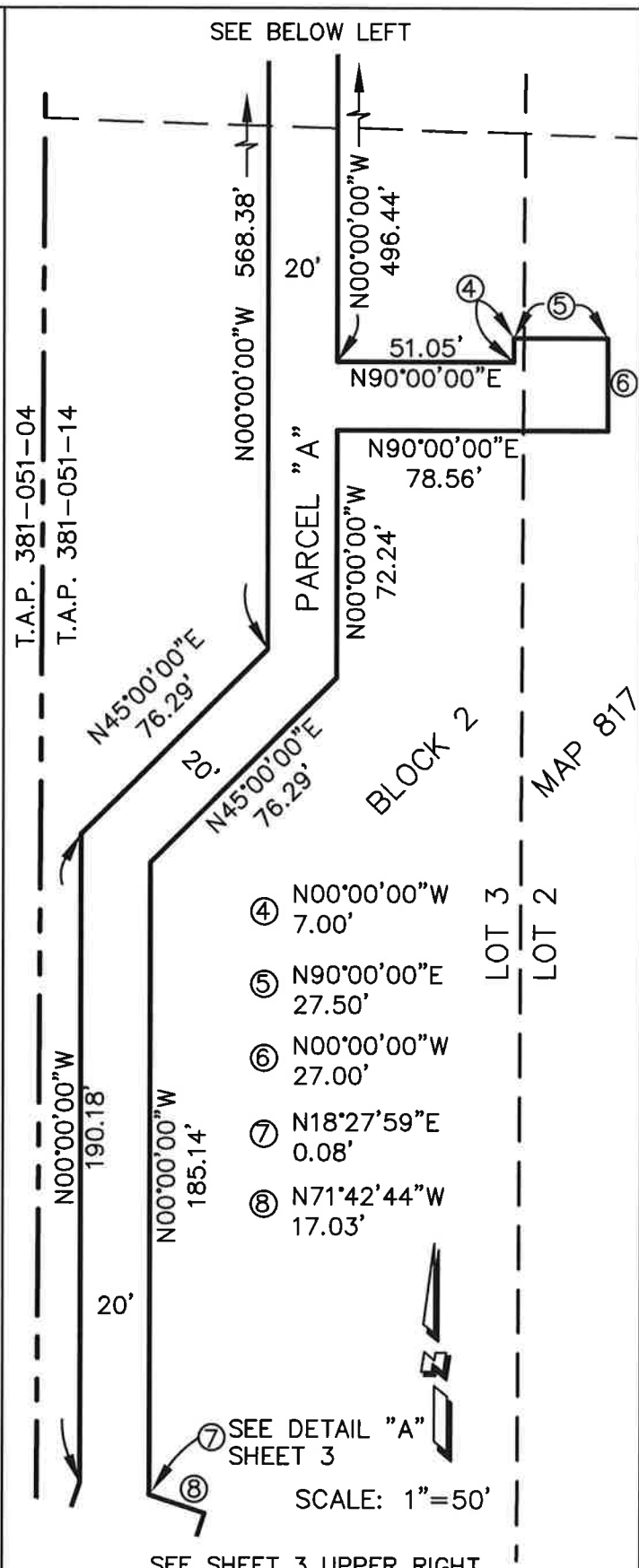
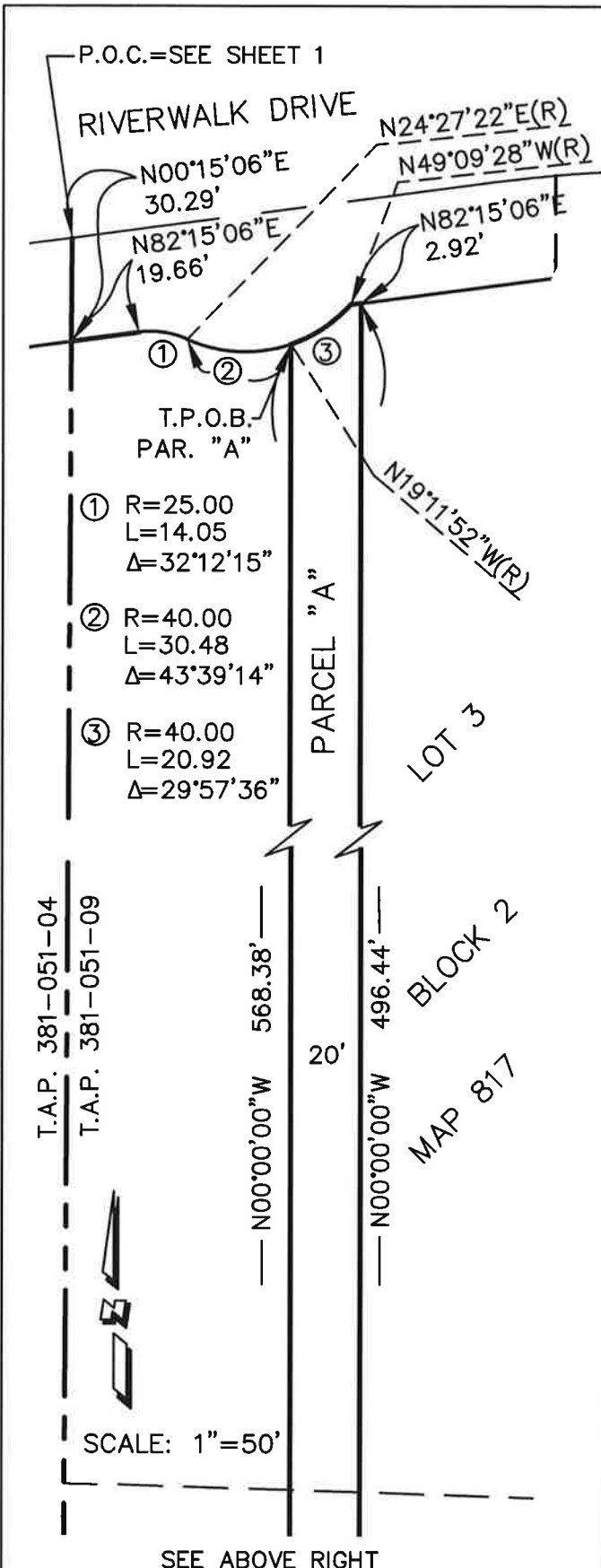
**PADRE DAM MUNICIPAL WATER DISTRICT**

**SANTEE TOWN CENTER  
 COMMUNITY PARK**

DRAWING

DRN.	CKD.	REV.
wmj		

DATE	JOB#	SHEET
02/16/17	5SAN0902	1 OF 3

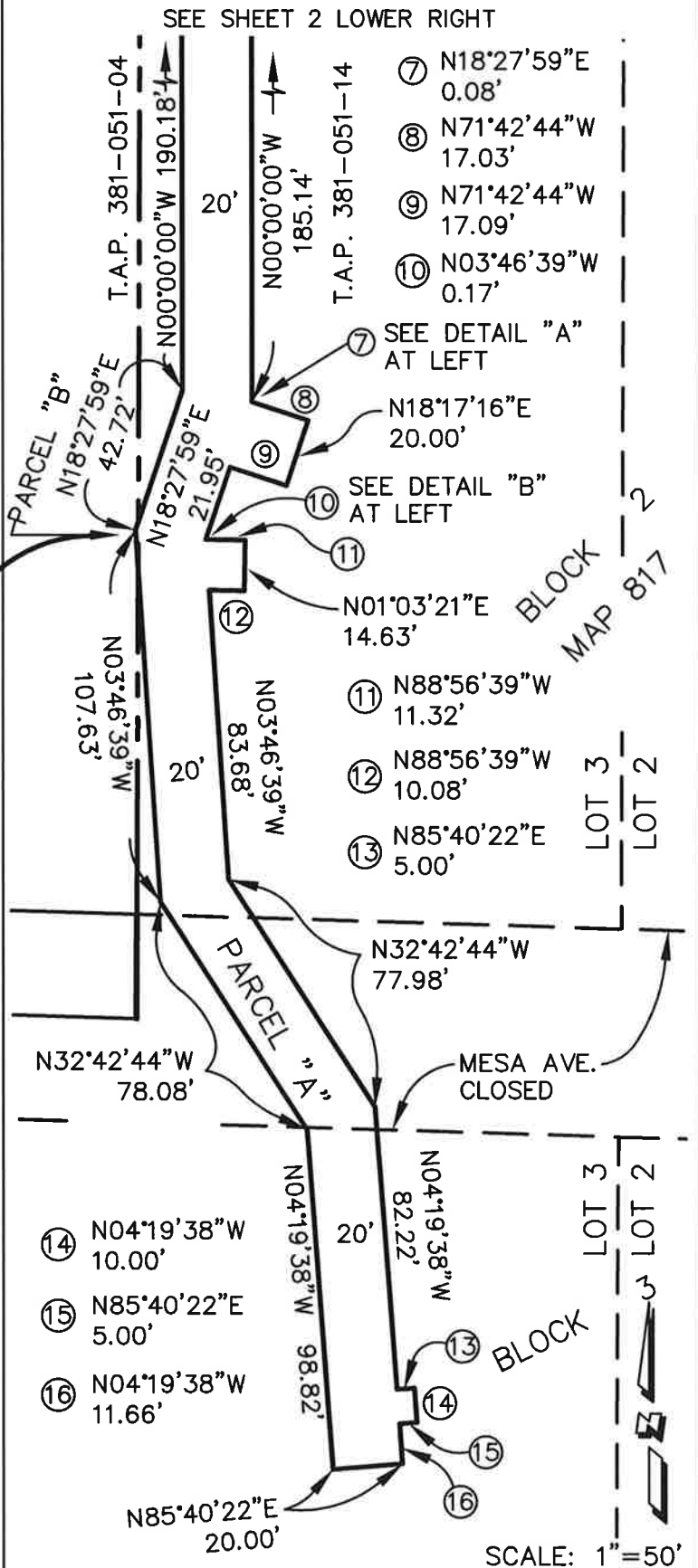
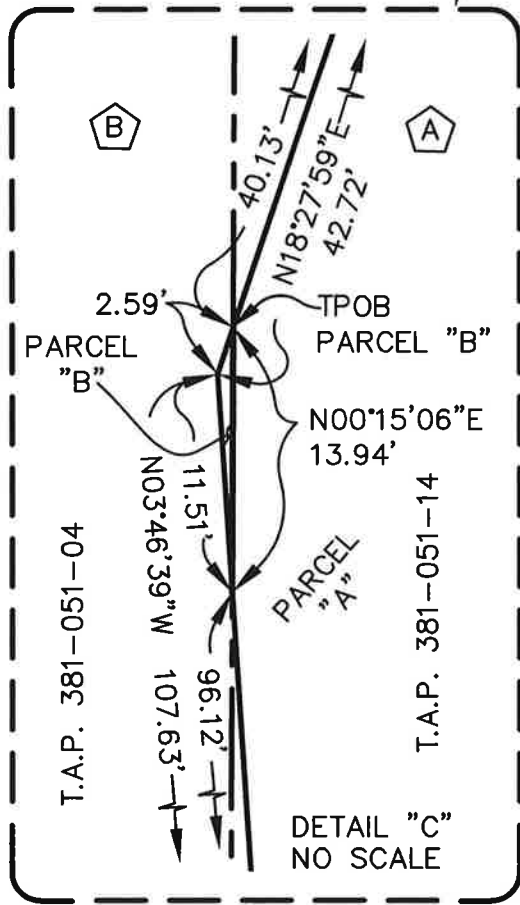
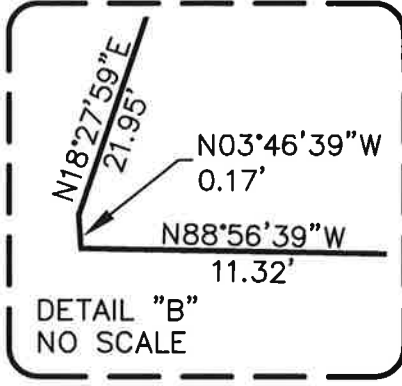
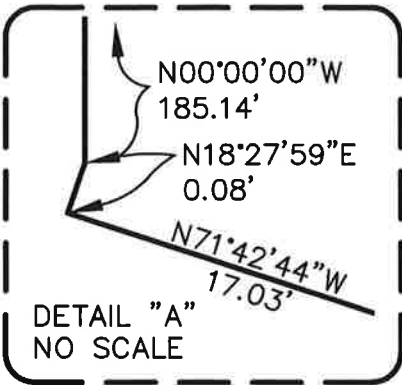


**PADRE DAM MUNICIPAL WATER DISTRICT**

**SANTEE TOWN CENTER COMMUNITY PARK**

DRAWING

DRN.	CKD.	REV.	DATE	JOB#	SHEET
wmj			02/16/17	5SAN0902	2 OF 3



**PADRE DAM MUNICIPAL WATER DISTRICT**

**SANTEE TOWN CENTER COMMUNITY PARK**

DRAWING

DRN.	CKD.	REV.
wmj		

DATE	JOB#	SHEET
02/16/17	SSAN0902	3 OF 3

## Item F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

### Item G. CLOSED SESSION

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

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

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference with Legal Counsel – Anticipated Litigation**  
(Govt. Code § 54956.9)
  - *One Case*
3. **Conference with Legal Counsel – Existing Litigations**  
(Govt. Code § 54956.9)
  - *OAH Case Number: 2017061194*
4. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
5. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
6. **Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

### Item H. RECONVENE TO PUBLIC SESSION

### Item I. ADJOURNMENT

Agenda Items F, G, H and I.