



# Santee School District

## SCHOOLS:

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

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

## BOARD OF EDUCATION REGULAR MEETING AGENDA August 4, 2015

### District Mission

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

	<u>Page #</u>
<b>A. OPENING PROCEDURES – 7:00 p.m.</b>	<b>5</b>
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
<b>B. REPORTS AND PRESENTATIONS</b>	<b>6</b>
1. Superintendent's Report	
1.1. Developer Fees and Collection Report	7
1.2. Use of Facilities Report	8
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<b>C. PUBLIC COMMUNICATION</b>	<b>10</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>11</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>	
<b>1.1. <u>Approval of Minutes</u></b>	<b>12</b>
<i>It is recommended that the Board of Education approve meeting minutes with any necessary modifications.</i>	

**Business Services**

- 2.1. Approval/Ratification of Travel Requests** 18  
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Approval/Ratification of Expenditure Warrants** 20  
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of June 2015.
- 2.3. Approval/Ratification of Purchase Orders** 22  
It is recommended that the Board of Education approve and ratify purchase orders for the month of June 2015 as presented in the item.
- 2.4. Approval/Ratification of Revolving Cash Report** 32  
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. Acceptance of Donations** 34  
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.6. Approval of Consultants and General Service Providers** 35  
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 37  
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of June 2015.
- 2.8. Renewal of Memorandum of Understanding with Reinterpret for Long-Term Use of Facilities at Cajon Park Annex** 43  
It is recommended that the Board of Education approve the Memorandum of Understanding with Reinterpret for Use of Facilities at Cajon Park Annex for the 2015-16 fiscal year.
- 2.9. Authorization to Award Bid #1516-090-02, Fresh Produce** 46  
It is recommended that the Board of Education authorize the award of Bid #1516-090-02, Fresh Produce, to Sunrise Produce in the amount of \$134,744.75.
- 2.10. Adoption of Resolution No. 1516-03, Certification for Delivery Account Associated with the 2008 Certificates of Participation (COPs) Debt Reserve Fund Through Pershing LLC** 47  
It is recommended that the Board of Education adopt Resolution No. 1516-03, Certification for Delivery Account Associated with the 2008 Certificates of Participation (COPs) Debt Reserve Fund through Pershing LLC.
- 2.11. Approval/Ratification to Contract with Demsey Filliger & Associates to Update Actuarial Valuation of Other Post Employment Retirement Benefits Required Under GASB 45** 51  
It is recommended that the Board of Education approve/ratify to contract with Demsey Filliger & Associates to conduct a revised actuarial valuation for GASB 45 Post Employment Retirement Benefits in the amount of \$4,500.00.

**Educational Services**

- 3.1. Approval of Nonpublic Agency Master Contract with Dependable Nursing, LLC for Nursing Services** 52  
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Dependable Nursing, LLC for nursing services for the term of August 5, 2015 through June 30, 2016.
- 3.2. Approval of Memorandum of Understanding with Point Loma Nazarene University for Student Teacher Placement** 53  
It is recommended that the Board of Education approve the Memorandum of Understanding with Point Loma Nazarene University for field laboratory classroom placement of student teachers.
- 3.3. Approval of Student Teaching Agreement for the Cal State TEACH Program with California State University; Fresno, Fullerton, Los Angeles and Monterey Bay Campuses for Student Teacher Placement** 58  
It is recommended that the Board of Education approve the Student Teaching Agreement with California State University for the Cal State TEACH Program.

**Human Resource/Pupil Services**

- 4.1. Personnel, Regular** 65  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.

- E. DISCUSSION AND/OR ACTION ITEMS** 69  
*Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.*

**Business Services**

- 1.1. Award of Contract to Commercial & Industrial Roofing Company Inc. for Bid #2015-2016-001, District Office Reroofing** 70  
It is recommended that the Board of Education award Bid #2015-2016-001, District Office Reroofing, to Commercial & Industrial Roofing Co., Inc. in the amount of \$52,796.00.
- 1.2. Award of Contract to GEM Industrial Electric, Inc. for Bid #2015-2016-002, Accessibility Upgrades to the Existing Walkway at the District Office** 72  
It is recommended that the Board of Education award Bid #2015-2016-002, Accessibility Upgrades to the Existing Walkway at the District Office to GEM Industrial Electric Inc. in the amount of \$109,860.00.
- 1.3. Award of Contract to Kirk Paving, Inc. for Bid #2015-2016-003, Demolition of Ball Field Structures at the Former Santee School Site** 74  
It is recommended that the Board of Education award Bid #2015-2016-003, Demolition of Ball Field Structures at the Former Santee School Site, to Kirk Paving, Inc. in the amount of \$29,950.00.

- F. BOARD POLICIES AND BYLAWS** 75

- 1.1. First Reading: Board Policy 4158 – “Employee Security”** 76  
This is a First Reading. The policy will be brought back at a subsequent meeting for a second reading and adoption.

1.2.	<b><u>Second Reading: New Board Policy 4154.2, 4254.2, 4354.2, "Unpaid Accounts for Health and Welfare Benefits"</u></b>	80
	It is recommended that the Board of Education adopt Board Policy 4154.2, 4254.2, 4354.2, Unpaid Accounts for Health and Welfare Benefits.	
G.	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	83
H.	<b>CLOSED SESSION</b>	84
1.	<b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
2.	<b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	
3.	<b><u>Conference with Real Property Negotiators</u></b> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none"><li>• <i>Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)</i></li><li>• <i>10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)</i></li></ul> <i>Agency Negotiator: Karl Christensen, Assistant Superintendent</i>	
4.	<b><u>Public Employee Performance Evaluation</u></b> (Govt. Code § 54957) <i>Superintendent</i>	
I.	<b>RECONVENE TO PUBLIC SESSION</b>	84
J.	<b>ADJOURNMENT</b>	84

**Please note:** Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. The next regular meeting of the Board of Education is scheduled for August 18, 2015, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

## ITEM A. OPENING PROCEDURES

1. Call to Order and Welcome – 7:00 p.m.
2. District Mission  
*Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.*
3. Pledge of Allegiance
4. Approval of Agenda for the August 4, 2015 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. Schedule of Upcoming Events

Agenda Item B.

**DEVELOPER FEES COLLECTION REPORT  
2015-16  
CUMULATIVE THROUGH JULY 22, 2015**

Residential Rate: \$1.98 per square foot over 500 - effective 6/17/12 - 5/4/14; \$2.08 per square foot - effective 5/5/14  
 Commercial Rate: \$0.32 per square foot - effective 6/17/12 - 5/4/14; \$0.33 per square foot - effective 5/5/14  
 Self Storage Rate: \$0.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	8514 Sandstone Drive ***	07/08/15	336	\$0.00	CFH
	X	9907, 9909, 9911 Conejo Road	07/15/15	8,556	\$17,796.48	RS
X		9261 Mission Gorge Road	07/22/15	4,980	\$1,643.40	PA
<b>TOTAL PAGE 1</b>					<b>\$19,439.88</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 - August 4, 2015						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<b>Cajon Park</b>						
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Mon - Fri	4:00 pm - dark	25 - 100	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Sat	8:00 am - dark	25 - 100	
Santana National Little League (Baseball)	Baseball Fields	1/1/15 - 6/30/16	Mon - Sun	8:00 am - 10:00 pm		
<b>Carlton Hills</b>						
CFF Heartlight San Diego	Multi-Purpose	9/15/15 - 6/7/16	Tuesday	1:35 pm - 2:35 pm	20	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Mon - Fri	4:00 pm - dark	25 - 100	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Sat	8:00 am - dark	25 - 100	
PTA (Meetings)	Classroom	9/8/15 - 6/14/16	Tuesday	5:30 pm - 7:30 pm	15	
PTA (Trunk or Treat)	Parking Lot	10/24/15	Saturday	12:00 pm - 4:00 pm	75	
PTA (Mother/Son Event)	Multi-Purpose	11/12/15	Thursday	5:00 pm - 8:30 pm	75	
PTA (Family Nights)	Multi-Purpose	1/27/16 & 4/28/16	Wed & Thurs	5:00 pm - 8:30 pm	75	
PTA (Father/Son Event)	Multi-Purpose	2/11/16	Thursday	5:00 pm - 8:30 pm	75	
PTA (Mother/Daughter Event)	Multi-Purpose	3/10/16	Thursday	5:00 pm - 8:30 pm	75	
PTA (Father/Daughter Event)	Multi-Purpose	5/20/16	Friday	5:00 pm - 8:30 pm	80	
West Hills Little League	Baseball Fields	7/1/15 - 6/17/16	Mon - Sat	8:00 am - 8:00 pm	30	
<b>Carlton Oaks</b>						
West Hills Little League	Baseball Fields	7/1/15 - 6/17/16	Mon - Sat	8:00 am - 8:00 pm	30	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Mon - Fri	4:00 pm - dark	25 - 100	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Sat	8:00 am - dark	25 - 100	
<b>Chet F. Harritt</b>						
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Mon - Fri	4:00 pm - dusk	25 - 100	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Sat	8:00 am - dusk	25 - 100	
Santana National Little League (Baseball)	Ball Fields	7/1/15 - 6/30/16	Mon - Sat	8:00 am - dusk	20	
<b>Hill Creek</b>						
CFF Heartlight San Diego	Grass Field	9/24/15 - 6/9/16	Thursday	1:40 pm - 2:40 pm	20	
San Diego Science Alliance	Classroom	10/7/15 - 10/28/15	Wednesday	1:45 pm - 2:45 pm	20	
<b>PRIDE Academy (Prospect Avenue)</b>						
Santana National Little League (Baseball)	Ball Fields	7/1/15 - 6/30/16	Mon - Sat	8:00 am - dusk	20	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Mon - Fri	4:00 pm - dark	25 - 100	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Sat	8:00 am - dark	25 - 100	
AYSO - Soccer Game	Fields	9/12/15	Sat	7:00 am - 4:30 pm	50 - 75	
<b>Rio Seco</b>						
Santana National Little League (Baseball)	Baseball Fields	1/1/15 - 6/30/16	Mon - Sun	8:00 am - 10:00 pm		
<b>Santee Site (Mission Gorge)</b>						
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Mon - Fri	4:00 pm - dark	25 - 100	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Sat	8:00 am - dark	25 - 100	
<b>Sycamore Canyon</b>						
West Hills Little League	Baseball Fields	7/1/15 - 6/17/16	Mon - Sat	8:00 am - 8:00 pm	30	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Mon - Fri	4:00 pm - dark	25 - 100	
AYSO - Soccer Practices	Grass Field	8/1/15 - 12/31/15	Sat	8:00 am - dark	25 - 100	

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



## **Schedule of Upcoming Events**

<b>Date</b>	<b>Event</b>
August 4	Board Meeting; 7:00 p.m.
August 18	Board Meeting; 7:00 p.m.
September 1	Board Meeting; 7:00 p.m.
September 2	First Day of School for Students
September 7	Labor Day Holiday – No School/District Offices Closed
September 15	Board Meeting; 7:00 p.m.
October 6	Board Meeting; 7:00 p.m.
October 20	Board Meeting; 7:00 p.m.
November 3	Board Meeting; 7:00 p.m.
November 11 (Wednesday)	Veterans' Day Holiday Schools and Departments Closed
November 17	Board Meeting; 7:00 p.m.
November 23-27	Schools Closed for Thanksgiving Holiday

## **Item C. PUBLIC COMMUNICATION**

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

Agenda Item C.

**Item D. 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.*

Agenda Item D.

Consent Item D.1.1.  
Prepared by Cathy A. Pierce, Ed.D.  
August 4, 2015

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- July 7, 2015, regular meeting minutes
- July 7, 2015, 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  
REGULAR MEETING  
OF THE BOARD OF EDUCATION**

July 7, 2015  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Reporting from Closed Session  
President Burns reported the Board of Education met in Closed Session prior to this meeting to discuss Public Employee Matters. It was moved by Member Ryan, seconded by Member Fox, and carried 5-0, to select Dr. Staci Block as Principal of Carlton Oaks School, pending passage of pre-employment requirements.

On behalf of the Board, President Burns extended a welcome to Dr. Block. Dr. Block mentioned she was excited to join Santee School District and begin to work with parents, staff, and students in the implementation of iPads, the Arts, and Professional Development.

2. Call to Order and Welcome  
President Burns called the meeting to order at 7:04 p.m.  
Members present:

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

Administration present:

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

3. President Burns invited the audience to recite the District Mission and then invited Dr. Stephanie Pierce to lead the members, staff, and audience in the Pledge of Allegiance.
4. Approval of Agenda  
It was moved and seconded to approve the agenda.

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

**B. REPORTS AND PRESENTATIONS**

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

**C. PUBLIC COMMUNICATION**

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

**D. CONSENT ITEMS**

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

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel**
- 2.2. **Acceptance of Donations**
- 2.3. **Approval of Consultants and General Service Providers**
- 2.4. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.5. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.6. **Approval of Interdistrict Attendance Agreement**
- 2.7. **Approval of Revision to Security Services Agreement with Santee SD Security for the 2015-16 School Year**
- 2.8. **Authorization to Rescind Award of Fresh Produce Bid # 1516-090-01, Rejection of All Bids, and Authorization to Re-Bid for Fresh Produce Bid #1516-090-02**
- 3.1. **Approval of Nonpublic Agency Master Contract with LC Barnes Therapy for Occupational Therapy**
- 3.2. **Approval of Nonpublic Agency Master Contract with Advantage On Call, LLC for Speech Therapy**
- 3.3. **Approval of 2015-20 Student Teaching Agreement with University of San Diego**
- 4.1. **Personnel, Regular**
- 4.2. **Approval to Accept the United Way of San Diego County Impact Network Grant for Santee Project Primary Success (SPPS)**
- 4.3. **Approval to Accept Education for Homeless Children and Youth (EHCY) Consortium Application**
- 4.4. **Adoption of Resolution No. 1516-02 to Eliminate a Classified Non-Management Position**

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

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

President Burns invited comments from the public on any item listed under Discussion and/or Action.

**Business Services**

**1.1. Approval of Monthly Financial Report**

Mr. Christensen explained this report pertains to cash and budget revision transactions in the General Fund posted through May 31, 2015. The District ended the month of May with a general fund cash balance of a little less than \$8.5 million and will be able to pay for all 2014-15 financial obligations. The Budget Revisions report contains the same data and assumptions for the Estimated Actuals that were included with the 2015-16 Adopted Budget Report. He explained the District is projecting a \$3.4 million operating deficit in the Unrestricted General Fund and estimates the reserve percentage will decline to about 16.5%. The 2015-16 and 2016-17 projected reserve percentages are the same as those presented with the 2015-16 Adopted Budget. Mr. Christensen explained these numbers will change a bit with the final State Budget package; these numbers will be presented in August. Member Ryan moved approval.

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

**1.2. Approval of Quitclaim Deed to Transfer Ownership of 8' Gap Section of Property on the South Side of Braverman Road and the West Side of Jeremy Street Near Hill Creek School**

Karl Christensen explained several months ago, the District was contacted by the Developer who is working on a residential project adjacent to Hill Creek School (on the corner of Braverman and

Jeremy Street). During their title search, they discovered an 8-foot wide by 192-foot long section of property across Jeremy Street from Hill Creek School that was missed in a previous ownership transfer. Mr. Christensen explained this type of situation is contemplated in Education Code which allows a school district to transfer ownership for title cleanup or easements using a Quitclaim Deed process without the requirement for bidding or receipt of consideration. He shared the District's attorney had reviewed this transaction and determined that a Quitclaim Deed process is appropriate in this case. The Developer has agreed to pay the District \$500 to reimburse for expenses associated with the process. Mr. Christensen mentioned Administration recommends approving the Quitclaim Deed and transfer of ownership for this property. Member El-Hajj moved approval.

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

**F. BOARD POLICIES AND BYLAWS**

**1.1. First Reading, BP4154.2, 4254.2, 4354.2, "Unpaid Accounts for Health and Welfare Benefits"**

BP4154.2, 4254.2, 4354.2, "Unpaid Accounts for Health and Welfare Benefits" was presented for a first reading.

**1.2. Second Reading: Board Policy Annual Review**

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

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies were submitted for a second Member Ryan moved to approve the reviews of the listed Board Policies.

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

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Pierce mentioned Supervisor Dianne Jacob was instrumental in making the field at Pepper Drive School come to fruition. She mentioned speaking with Principal Hooks and he suggested holding the dedication ceremony in October after the students were back in school. She mentioned this would allow the students to participate in the ceremony and possibly do some physical education activities on the field. It was the Board's consensus for Administration to work with Supervisor Jacob in finding a convenient date for her to attend the field dedication ceremony in October.

President Burns made reference to a letter, to the San Diego County Taxpayers Educational Foundation (SDCTEF), in response to the School Bond Transparency Scorecard 2015. The Board reviewed the letter and asked that it be sent to the SDCTEF on their behalf.

Superintendent Pierce mentioned she needed direction on for-profit companies on school grounds soliciting District employees. She mentioned there is existing policy that articulates for-profit companies and students. Superintendent Pierce inquired on developing a District policy to make sure there is uniformity throughout the District. Member Ryan mentioned she supported developing a policy similar to the one developed for the Distribution of Advertising and Promotion for Organizations Outside Santee School District. The Board asked Administration to work with Principals and develop a draft of a policy to bring back for the Board's review.

President Burns asked that the Board review upcoming events.

Member El-Hajj made reference to Santee School site and mentioned she has been approached about the unpleasant appearance of the site.

Member Levens-Craig mentioned she would be attending a budget workshop being presented by Kevin Gordon and would share the information with the Board. She mentioned attending a STEM Conference. Member Levens-Craig mentioned Qualcomm's Thinkabit Lab has a two year wait for schools to attend. However, Santee School District already has two schools scheduled for next year. Member Levens-Craig mentioned University of California-San Diego and STEAM Connect have partnered to host the *STEAM Channel* and they would like to portray a student and her experience of being part of the STEAM program at Chet F. Harritt. Member Levens-Craig also mentioned the YMCA is looking into establishing partnerships with the schools and working together to offer parent engagement nights; or use of their facilities to host events, etc. Superintendent Pierce mentioned the Professional Leadership Team would be holding their retreat at Thinkabit Lab in August.

Member Ryan shared some information from the Chamber of Commerce on upcoming developments for the City of Santee.

President Burns mentioned speaking with Superintendent Pierce on the current immunization law and asked Administration to assist families who choose to transition to home school; pending direction from the California Department of Education.

#### **H. CLOSED SESSION**

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

1. Conference with Labor Negotiator (Gov't Code § 54957.6)  
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and  
Tim Larson, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association*
2. Conference with Labor Negotiator (Gov't Code § 54957.6)  
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and  
Tim Larson, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association*
3. Conference with Real Property Negotiators (Gov't Code § 54956.8)  
*Property:*
  - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as Renzulli site)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
4. Public Employee Performance Evaluation (Gov't Section § 54957)  
*Superintendent*

The Board entered closed session at 7:33 p.m.

#### **I. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 9:15 p.m. No action was reported.

#### **J. ADJOURNMENT**

With no further business, the regular meeting of adjourned at 9:15 p.m.

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Elana Levens-Craig, Clerk

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Cathy A. Pierce, Ed.D., Secretary



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

July 7, 2015  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

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

Members present:

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

Administration present:

Dr. Cathy Pierce, 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. CLOSED SESSION**

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

1. **Public Employment Matters** (Govt. Code § 54957)  
*Principal*

**D. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session and announced it was moved by Member Ryan, seconded by Member Fox, and carried 5-0 to select Dr. Staci Block, as Principal of Carlton Oaks School, pending passage of pre-employment requirements.

**E. ADJOURNMENT**

The July 7, 2015, special meeting was adjourned.

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Elana Levens-Craig, Clerk

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Cathy A. Pierce, Ed.D., Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
August 4, 2015

**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 \$11,156 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 - August 4, 2015**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Thursday, 08/27/15	Valerie Olson Julie Schwartz	CNS CNS	Premier Food Safety	El Cajon	\$0 \$0	\$139 \$139	Child Nutrition Services Child Nutrition Services	This is a food safety training class for the HACCP Managers Certificate.
Thursday, 09/10/15	John Schweiler	Pupil Services	Student Engagement and Attendance	SDCOE	\$0	\$68	Pupil Services	This workshop will focus on strategies to increase student engagement and improve attendance.
Thurs-Sat, 12/03/15 - 12/05/15	Dustin Burns Barbara Ryan Elana Levens-Craig Ken Fox Cathy Pierce Lisa Arreola	Board Board Board Board Superintendent Superintendent	CSBA Annual Education Conference	San Diego	\$0 \$0 \$0 \$0 \$0 \$0	\$604 \$604 \$604 \$604 \$604 \$604	Board Board Board Board Superintendent's Office Superintendent's Office	This 3-day conference provides comprehensive professional development for educational leaders.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Thurs-Fri, 08/06/15 - 08/07/15	Pam Brasher	OST	Science Action Club Training of Trainers	San Francisco	\$0	*\$0	*All Costs Covered by Grant	This 2-day workshop will provide training on the California Academy of Sciences Action Clubs.
Various, 10/01/15 - 05/01/16	Christina Becker	Maint, Opers & Facs	ACSA Training Program	Ontario	\$0	\$7,186	Maint/Operations	The ACSA training program is a series of eight 2-day training sessions focusing on supervisory leadership skills.

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants  
 Prepared by Karl Christensen  
 August 4, 2015

**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 2015:

<b><u>Fund #/Name</u></b>	<b><u>Warrant #'s</u></b>	<b><u>Amount</u></b>
03/06 General	12-420082 TO 12-428146	\$1,759,142.01
09 00	N/A	\$0.00
12 06	12-420136 TO 12-428147	\$6,040.13
13 00	12-420139 TO 12-428149	\$136,388.98
14 00	N/A	\$0.00
21 09	N/A	\$0.00
<b>21 39 / 21 08</b>	<b>N/A</b>	<b>\$0.00</b>
25 18	12-420156 TO 12-427575	\$19,019.10
25 38	N/A	\$0.00
<b>35-00</b>	12-427576	\$200,320.80
40-00	12-425940	\$2,546.08
<b>63 00</b>	12-420157 TO 12-428151	\$16,343.07
		<b>\$2,139,800.17</b>

Student Body Warrants issued for the period of June 2015:

<b>\$11,977.91</b>
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Payroll Warrant #'s beginning 10-465624 through 10-465649 and 10-469086 through 10-469281 and 10-811781 through 10-812028:

<b><u>Fund #/Name</u></b>	<b><u>Amount</u></b>
03 00	\$719,382.89
06 00	\$271,535.32
12 06	\$2,323.43
13 00	\$30,864.73
25-18	\$0.00
63 00	\$155,271.73
<b>\$1,179,378.10</b>	

**RECOMMENDATION:**

Administration recommends that the Board 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 \$3,331,156.18 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.2.

Consent Item D.2.3. Approval/Ratification of Purchase Orders  
 Prepared by Karl Christensen  
 August 4, 2015

**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 2015:

AMOUNT	LOCATION
\$ 6,331.76	PEPPER DRIVE SCHOOL
\$ 6,901.23	CARLTON HILLS SCHOOL
\$ 3,444.25	SYCAMORE CANYON SCH
\$ 349.41	CAJON PARK SCHOOL
\$ 9,154.00	CHET F HARRITT SCH
\$ 2,966.96	CARLTON OAKS SCHOOL
\$ 8,450.77	RIO SECO SCHOOL
\$ 3,288.80	HILL CREEK SCHOOL
\$ 3,109.00	SUPERINTENDENT DEPT
\$ 43,428.74	BUSINESS SERVICES
\$ 12,474.66	HUMAN RESOURCES
\$ 226.76	EDUCATIONAL SERVICES
\$ 5,317.00	SPECIAL EDUCATION
\$ 1,560.00	EDUCATIONAL SERVICES
\$ 3,061.08	PUPIL SERVICES
\$ 11,015.16	PROJECT SAFE
\$ 40,001.62	TECHNOLOGY SERVICES
\$ 16,865.52	MAINTENANCE
\$ 3,311.91	TRANSPORTATION
\$ 23,807.21	FACILITIES MODERNIZATION
\$ 1,251.11	WAREHOUSE
\$ 355.10	PUBLICATIONS
\$206,672.05	<b>Total Purchase Orders – June 2015</b>

**RECOMMENDATION:**

Administration recommends approval of purchase orders #142311 through #142494 issued June 1, 2015 through June 30, 2015.

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 \$206,672.05 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.2.3.

## LOCATION LIST 2015-16

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

M = Monthly Blanket  
A = Annual Blanket  
L = Lottery

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

### Fund Numbers

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



**PURCHASE ORDER EXCEEDED BY 10%  
FOR THE MONTH OF JUNE 2015**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
140049	7/1/2014	03/06	LC BARNES THERAPY	067	OCCUPATIONAL THERAPY SERVICES	\$61,924.00
					INCREASED ANNUAL AMOUNT	\$6,000.00
					NEW TOTAL	\$67,924.00
140133	7/2/2014	03/06	COX COMMUNICATIONS	073	INTERNET SERVICES FOR ENTIRE DISTRICT	\$25,358.00
					INCREASED ANNUAL AMOUNT	\$17,149.07
					NEW TOTAL	\$42,507.07
141466	1/28/2015	03/06	CLUB Z! IN-HOME TUTORING	066	TUTORING SERVICES	\$7,128.00
					INCREASED ANNUAL AMOUNT	\$1,296.00
					NEW TOTAL	\$8,424.00

PURCHASE ORDER LISTING - JUNE 2015  
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
142314	6/2/2015	3	FLORES, ART	DJ SVCS FOR 8TH GR PROMOTION	\$ 200.00	002	PEPPER DRIVE SCHOOL
142345	6/5/2015	3	SUNDANCE STAGE LINES	BUS SVCS TO DISNEYLAND	\$ 2,138.00	002	PEPPER DRIVE SCHOOL
142349	6/8/2015	3	LUCKY CHINESE FOOD	FOOD FOR 8TH GRADE LUNCHEON	\$ 516.24	002	PEPPER DRIVE SCHOOL
142356	6/9/2015	3	SMART & FINAL	SUPPLIES FOR 8TH GR. PROMOTION	\$ 150.00	002	PEPPER DRIVE SCHOOL
142371	6/11/2015	3	YMCA - SANTEE	ADMISSIONS	\$ 580.00	002	PEPPER DRIVE SCHOOL
142383	6/11/2015	3	AMAZON.COM	REFRIGERATOR & FREEZER	\$ 2,747.52	002	PEPPER DRIVE SCHOOL
				<b>TOTAL</b>	<b>\$ 6,331.76</b>		<b>PEPPER DRIVE SCHOOL</b>
142323	6/3/2015	6	CDW GOVERNMENT INC	PROJECTOR LAMPS	\$ 1,068.12	003	CARLTON HILLS SCHOOL
142340	6/5/2015	3	YMCA - SANTEE	ADMISSIONS	\$ 284.00	003	CARLTON HILLS SCHOOL
142346	6/5/2015	3	SUNDANCE STAGE LINES	BUS SVCS TO DISNEYLAND	\$ 1,069.00	003	CARLTON HILLS SCHOOL
142402	6/15/2015	3	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR - CH	\$ 1,989.56	003	CARLTON HILLS SCHOOL
142403	6/15/2015	3	YMCA - SANTEE	ADMISSIONS	\$ 580.00	003	CARLTON HILLS SCHOOL
142404	6/15/2015	3	CARLTON OAKS COUNTRY CLUB	CATERING SVCS - 8TH GR EVENT	\$ 1,008.00	003	CARLTON HILLS SCHOOL
142420	6/19/2015	3	LIFETOUCH PUBLISHING	YEARBOOKS	\$ 902.55	003	CARLTON HILLS SCHOOL
				<b>TOTAL</b>	<b>\$ 6,901.23</b>		<b>CARLTON HILLS SCHOOL</b>
142315	6/2/2015	3	THINKING MAPS INC	CLASSROOM MATERIALS	\$ 1,860.30	004	SYCAMORE CANYON SCH
142316	6/2/2015	3	TIME FOR KIDS	CLASSROOM MATERIALS	\$ 1,583.95	004	SYCAMORE CANYON SCH
				<b>TOTAL</b>	<b>\$ 3,444.25</b>		<b>SYCAMORE CANYON SCH</b>
142341	6/5/2015	3	MISSION JANITORIAL SUPPLIES	CUSTODIAL SUPPLIES	\$ 151.63	006	CAJON PARK SCHOOL
142343	6/5/2015	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 74.96	006	CAJON PARK SCHOOL
142350	6/8/2015	3	JONES SCHOOL SUPPLY CO INC	AWARDS	\$ 122.82	006	CAJON PARK SCHOOL
				<b>TOTAL</b>	<b>\$ 349.41</b>		<b>CAJON PARK SCHOOL</b>
142313	6/2/2015	3	TAITAGUE, RUDY F.	DJ SVCS FOR 8TH GR. PROMOTION	\$ 150.00	007	CHET F HARRITT SCH
142337	6/4/2015	3	SUNDANCE STAGE LINES	BUS SVCS TO DISNEYLAND	\$ 1,156.00	007	CHET F HARRITT SCH
142358	6/10/2015	3	SUNDANCE STAGE LINES	BUS SVCS TO DISNEYLAND	\$ 2,312.00	007	CHET F HARRITT SCH
142370	6/10/2015	3	CARLTON OAKS COUNTRY CLUB	8TH GRADE DANCE VENUE	\$ 966.00	007	CHET F HARRITT SCH
142482	6/29/2015	3	PROJECT LEAD THE WAY	REGISTRATION FEES	\$ 1,500.00	007	CHET F HARRITT SCH
142483	6/29/2015	3	LIFETOUCH PUBLISHING	YEARBOOKS 14/15	\$ 3,070.00	007	CHET F HARRITT SCH
				<b>TOTAL</b>	<b>\$ 9,154.00</b>		<b>CHET F HARRITT SCH</b>
142339	6/4/2015	3	SUNDANCE STAGE LINES	BUS SVCS TO DISNEYLAND	\$ 2,792.00	008	CARLTON OAKS SCHOOL
142464	6/26/2015	3	THE BUTTERFLY PROJECT	MATERIALS FOR PRESENTATION	\$ 174.96	008	CARLTON OAKS SCHOOL
				<b>TOTAL</b>	<b>\$ 2,966.96</b>		<b>CARLTON OAKS SCHOOL</b>
142338	6/4/2015	3	SUNDANCE STAGE LINES	BUS SVCS TO DISNEYLAND	\$ 3,921.00	009	RIO SECO SCHOOL
142342	6/5/2015	3	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR - RS	\$ 4,529.77	009	RIO SECO SCHOOL
				<b>TOTAL</b>	<b>\$ 8,450.77</b>		<b>RIO SECO SCHOOL</b>
142351	6/8/2015	3	SUNDANCE STAGE LINES	BUS SVCS TO DISNEYLAND	\$ 2,138.00	010	HILL CREEK SCHOOL
142382	6/11/2015	3	SCHOLASTIC CLASSRM MAGAZINES	SUBSCRIPTIONS - 15/16	\$ 354.88	010	HILL CREEK SCHOOL

142412	6/16/2015	3	YMCA - SANTEE	ADMISSIONS	\$ 608.00	010	HILL CREEK SCHOOL
142421	6/19/2015	3	TROPHY MASTER	TROPHYS	\$ 25.92	010	HILL CREEK SCHOOL
142425	6/22/2015	3	COPY CORRAL	COPIES/LAMINATING	\$ 162.00	010	HILL CREEK SCHOOL
					<b>TOTAL \$</b>	<b>3,288.80</b>	<b>HILL CREEK SCHOOL</b>
142347	6/8/2015	3	COSTCO	SUPPLIES FOR SAFETY PATROL	\$ 609.00	062	SUPERINTENDENT DEPT
142479	6/29/2015	3	SANTEE CHAMBER OF COMMERCE	CENTER AD IN SANTEE MAGAZINE	\$ 2,500.00	062	SUPERINTENDENT DEPT
					<b>TOTAL \$</b>	<b>3,109.00</b>	<b>SUPERINTENDENT DEPT</b>
142335	6/4/2015	3	CALSTRS - CENTRAL SERVICES	EXCESS SICK LEAVE	\$ 8,142.73	064	BUSINESS SERVICES
142336	6/4/2015	25 18	CAPITOL PUBLIC FINANCE GROUP	DEV. FEE JUSTIFICATION STUDY	\$ 7,500.00	064	BUSINESS SERVICES
142368	6/10/2015	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$ 175.41	064	BUSINESS SERVICES
142390	6/15/2015	63	OFFICE DEPOT INC	SUPPLIES FOR PROJ. SAFE/YALE	\$ 976.97	064	BUSINESS SERVICES
142391	6/15/2015	3	OFFICEMAX CONTRACT INC	SUPPLIES FOR ALL SITES	\$ 2,468.69	064	BUSINESS SERVICES
142398	6/15/2015	3 6	OFFICE DEPOT INC	SUPPLIES - DISTRICT WIDE	\$ 6,227.06	064	BUSINESS SERVICES
142413	6/17/2015	3	AT&T TELECONFERENCE SERVICES	TELECONFERENCING SERVICES	\$ 0.25	064	BUSINESS SERVICES
142414	6/17/2015	3	FAGEN FRIEDMAN & FULFROST	LEGAL SERVICES	\$ 375.00	064	BUSINESS SERVICES
142415	6/17/2015	3	SCHOOL SERVICES OF CALIFORNIA	CONSULTING SERVICES	\$ 1,316.50	064	BUSINESS SERVICES
142419	6/17/2015	3	CALSTRS - CENTRAL SERVICES	EXCESS SICK LEAVE	\$ 8,207.43	064	BUSINESS SERVICES
142429	6/22/2015	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT DELIVERY SERVICES	\$ 845.61	064	BUSINESS SERVICES
142430	6/22/2015	13	FEDERAL EXPRESS CORPORATION	OVERNIGHT SHIPPING CHARGES	\$ 20.50	064	BUSINESS SERVICES
142457	6/25/2015	3	YOUSIF, WASSAN	REPLACE CANCELED WARRANT	\$ 213.10	064	BUSINESS SERVICES
142478	6/29/2015	3	CASTILLO, WILLIAM R.	REPLACE PAYROLL WARRANT	\$ 49.49	064	BUSINESS SERVICES
142485	6/30/2015	14	WEBB CLEFF ARCHITECTURE	PROFESSIONAL SERVICES	\$ 6,910.00	064	BUSINESS SERVICES
					<b>TOTAL \$</b>	<b>43,428.74</b>	<b>BUSINESS SERVICES</b>
142444	6/24/2015	3	SCSEBA	COBRA PAYMENTS	\$ 3,357.66	065	HUMAN RESOURCES
142445	6/24/2015	3	SAN DIEGO COUNTY SCHOOLS	COBRA PAYMENTS	\$ 163.24	065	HUMAN RESOURCES
142446	6/24/2015	3	SCSEBA	COBRA PAYMENTS	\$ 2,238.44	065	HUMAN RESOURCES
142447	6/24/2015	3	SCSEBA	COBRA PAYMENTS	\$ 3,357.66	065	HUMAN RESOURCES
142448	6/24/2015	3	SCSEBA	COBRA PAYMENTS	\$ 3,357.66	065	HUMAN RESOURCES
					<b>TOTAL \$</b>	<b>12,474.66</b>	<b>HUMAN RESOURCES</b>
142424	6/22/2015	12 6	LAKESHORE	SUPPLIES FOR STATE PRESCHOOL	\$ 226.76	066	EDUCATIONAL SERVICES
					<b>TOTAL \$</b>	<b>226.76</b>	<b>EDUCATIONAL SERVICES</b>
142352	6/8/2015	6	INSTITUTE FOR EFFECTIVE	NPS SETTLEMENT	\$ 5,017.00	067	SPECIAL EDUCATION
142389	6/12/2015	6	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	\$ 120.00	067	SPECIAL EDUCATION
142467	6/26/2015	6	NORTH INLAND SELPA	REGISTRATION FEES	\$ 180.00	067	SPECIAL EDUCATION
					<b>TOTAL \$</b>	<b>5,317.00</b>	<b>SPECIAL EDUCATION</b>
142357	6/9/2015	3	EDUCATIONAL TESTING SERVICES	TESTING MATERIALS	\$ 1,500.00	068	EDUCATIONAL PROJECTS
142361	6/10/2015	3	PIROMARI, FAHIMA	CONSULTANT SERVICES	\$ 60.00	069	EDUCATIONAL SERVICES
					<b>TOTAL \$</b>	<b>1,560.00</b>	<b>EDUCATIONAL SERVICES</b>
142325	6/3/2015	6	COMPUCLAIM	MEDI-CAL BILLING	\$ 637.31	070	PUPIL SERVICES
142480	6/29/2015	3	NORTHERN CALIF. MEDI-CAL	ADMIN FEES	\$ 1,298.08	070	PUPIL SERVICES

142481	6/29/2015	6	COMPUCLAIM	MEDI-CAL BILLING SVCS	\$ 1,125.69	070	PUPIL SERVICES
				<b>TOTAL</b>	<b>\$ 3,061.08</b>		<b>PUPIL SERVICES</b>
142330	6/4/2015	63	YMCA - SANTEE	ENRICHMENT PROG. PROJ. SAFE	\$ 1,085.00	072	PROJECT SAFE
142331	6/4/2015	63	SMART & FINAL	SUPPLIES FOR PROJ SF - SUMMER	\$ 800.00	072	PROJECT SAFE
142332	6/4/2015	63	SMART & FINAL	SUPPLIES - PROJ. SAFE - SUMMER	\$ 800.00	072	PROJECT SAFE
142333	6/4/2015	63	S&S WORLDWIDE	SUPPLIES - PROJ. SAFE - SUMMER	\$ 800.00	072	PROJECT SAFE
142334	6/4/2015	63	ORIENTAL TRADING COMPANY INC	SUPPLIES - PROJ. SAFE - SUMMER	\$ 463.15	072	PROJECT SAFE
142348	6/8/2015	63	SMART & FINAL	SUPPLIES FOR YALE	\$ 800.00	072	PROJECT SAFE
142417	6/17/2015	63	ADVERTISING EDGE INC	T-SHIRTS FOR OST PROGRAM	\$ 3,618.56	072	PROJECT SAFE
142427	6/22/2015	63	AMERICAN EXPRESS	PROJ. SAFE SUPPLIES	\$ 2,494.49	072	PROJECT SAFE
142428	6/22/2015	6	AMERICAN EXPRESS	ASES SUPPLIES	\$ 153.96	072	PROJECT SAFE
				<b>TOTAL</b>	<b>\$ 11,015.16</b>		<b>PROJECT SAFE</b>
142324	6/3/2015	3	TECH4LEARNING	SOFTWARE LICENSES	\$ 2,680.00	073	TECHNOLOGY SERVICES
142359	6/10/2015	3	BARCODES LLC	LABELING MATERIALS	\$ 190.61	073	TECHNOLOGY SERVICES
142418	6/17/2015	3	SEHI COMPUTER PRODUCTS INC	COMPUTER NOTEBOOK	\$ 778.44	073	TECHNOLOGY SERVICES
142426	6/22/2015	3	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$ 18.22	073	TECHNOLOGY SERVICES
142443	6/24/2015	3	ISQUAD REPAIR	iPAD REPAIRS	\$ 734.35	073	TECHNOLOGY SERVICES
142452	6/24/2015	3	APPLE INC	REPAIR SERVICES	\$ 600.00	073	TECHNOLOGY SERVICES
142455	6/25/2015	3	APPLE COMPUTER INC	APPLE APPS	\$ 35,000.00	073	TECHNOLOGY SERVICES
				<b>TOTAL</b>	<b>\$ 40,001.62</b>		<b>TECHNOLOGY SERVICES</b>
28 142311	6/2/2015	3	A-DISCOUNT VACUUM	VACUUMS	\$ 3,196.80	075	MAINTENANCE
142312	6/2/2015	3	A-DISCOUNT VACUUM	VACUUM PARTS	\$ 1,716.34	075	MAINTENANCE
142344	6/5/2015	6	AIS SPECIALTY PRODUCTS INC	MAINT. SUPPLIES - STOCK	\$ 318.50	075	MAINTENANCE
142353	6/8/2015	3	LAKESIDE EQUIPMENT SALES AND	EQUIPMENT RENTAL - GROUNDS	\$ 324.90	075	MAINTENANCE
142354	6/9/2015	25 18	LAKESIDE EQUIPMENT SALES AND	EQUIPMENT RENTAL	\$ 140.40	075	MAINTENANCE
142372	6/11/2015	25 18	LOWE'S STORE #1661	TEMP OFFICE - LRC PD	\$ 40.93	075	MAINTENANCE
142373	6/11/2015	6	LOWE'S STORE #1661	EMERGENCY REPAIRS - PD	\$ 46.37	075	MAINTENANCE
142374	6/11/2015	3	LOWE'S STORE #1661	IPAD STORAGE SUPPLIES	\$ 50.54	075	MAINTENANCE
142375	6/11/2015	3	VALLEY INDUSTRIAL SPECIALTIES	SUPPLIES - PD RMS 19-21 & 16	\$ 969.02	075	MAINTENANCE
142376	6/11/2015	3	DUNN EDWARDS CORPORATION	SUPPLIES FOR RMS 16-21 & 3-8	\$ 36.20	075	MAINTENANCE
142377	6/11/2015	25 18	HOME DEPOT COMMERCIAL ACCOUNT	PD LRC/ADMIN TEMP OFFICES	\$ 58.66	075	MAINTENANCE
142378	6/11/2015	25 18	HOME DEPOT COMMERCIAL ACCOUNT	PD LRC/ADMIN TEMP OFFICES	\$ 33.18	075	MAINTENANCE
142379	6/11/2015	25 18	HOME DEPOT COMMERCIAL ACCOUNT	SAFETY SUPPLIES - TEMP OFF. PD	\$ 11.23	075	MAINTENANCE
142380	6/11/2015	25 18	HOME DEPOT COMMERCIAL ACCOUNT	PD LRC/ADMIN TEMP LIBRARY	\$ 60.48	075	MAINTENANCE
142381	6/11/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	PD RMS 21 & A	\$ 18.28	075	MAINTENANCE
142385	6/12/2015	25 18	LOWE'S STORE #1661	PD LRC/ADMIN TEMP. OFFICE	\$ 119.32	075	MAINTENANCE
142386	6/12/2015	25 18	LOWE'S STORE #1661	PD LRC/ADMIN TEMP. OFFICE	\$ 47.15	075	MAINTENANCE
142387	6/12/2015	25 18	LOWE'S STORE #1661	PD - LRC/ADMIN TEMP. OFFICE	\$ 25.37	075	MAINTENANCE
142388	6/12/2015	3	CLARK SECURITY PRODUCTS,	IPAD STATION LOCKS	\$ 718.09	075	MAINTENANCE
142393	6/15/2015	3	GB'S FENCE COMPANY	IPAD SUPPLIES	\$ 865.00	075	MAINTENANCE

142394	6/15/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR PD RM 16	\$	30.82	075	MAINTENANCE
142395	6/15/2015	3	VALLEY INDUSTRIAL SPECIALTIES	SUPPLIES - PD RMS 16-21	\$	934.07	075	MAINTENANCE
142396	6/15/2015	6	ABABA BOLT	SUPPLIES FOR STOCK	\$	35.44	075	MAINTENANCE
142397	6/15/2015	6	HOME DEPOT COMMERCIAL ACCOUNT	VANDALISM - OLD SANTEE SITE	\$	59.71	075	MAINTENANCE
142399	6/15/2015	6	ARI ALLIED REFRIGERATION INC	HVAC SUPPLIES	\$	44.57	075	MAINTENANCE
142400	6/15/2015	6	ABABA BOLT	SUPPLIES FOR STOCK	\$	41.80	075	MAINTENANCE
142401	6/15/2015	6	AIRE FILTER PRODUCTS CA	VANDALISM - SC	\$	284.65	075	MAINTENANCE
142406	6/16/2015	3	CRITTER GITTERS PEST MGMT INC	PEST CONTROL - CFH	\$	65.00	075	MAINTENANCE
142407	6/16/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	IPAD STATIONS	\$	212.66	075	MAINTENANCE
142408	6/16/2015	6	ONESOURCE DISTRIBUTORS	ELECTRICAL SUPPLIES-DIST. WIDE	\$	409.08	075	MAINTENANCE
142409	6/16/2015	25 18	ONESOURCE DISTRIBUTORS	PD - LRC/ADMIN TEMP. OFFICES	\$	457.05	075	MAINTENANCE
142410	6/16/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	IPAD STATIONS	\$	35.82	075	MAINTENANCE
142411	6/16/2015	6	ONESOURCE DISTRIBUTORS	ELECTRICAL SUPPLIES - STOCK	\$	155.98	075	MAINTENANCE
142416	6/17/2015	3	CALIFORNIA ELECTRIC SUPPLY	IPAD STATIONS SUPPLIES	\$	86.16	075	MAINTENANCE
142422	6/19/2015	25 18	CALIFORNIA ELECTRIC SUPPLY	PD - TEMP OFFICES ADMIN	\$	110.51	075	MAINTENANCE
142423	6/19/2015	3	CALIFORNIA ELECTRIC SUPPLY	IPAD STATIONS	\$	112.06	075	MAINTENANCE
142431	6/22/2015	3	CALIFORNIA ELECTRIC SUPPLY	IPAD STATIONS	\$	30.18	075	MAINTENANCE
142432	6/22/2015	3	CALIFORNIA ELECTRIC SUPPLY	IPAD STATIONS	\$	16.20	075	MAINTENANCE
142433	6/22/2015	25 18	HOME DEPOT COMMERCIAL ACCOUNT	PD - TEMP OFFICE LRC/ADMIN	\$	146.17	075	MAINTENANCE
142434	6/22/2015	6	FIRE ETC	VANDALISM - SC	\$	88.76	075	MAINTENANCE
142435	6/22/2015	25 18	VALLEY INDUSTRIAL SPECIALTIES	PD - TEMP. HEALTH OFFICE	\$	126.38	075	MAINTENANCE
142436	6/23/2015	6	CALIFORNIA METALS SUPPLY	MAINTENANCE SUPPLIES	\$	158.41	075	MAINTENANCE
142438	6/24/2015	25 18	CALIFORNIA ELECTRIC SUPPLY	PD LRC/TEMP POWER MDF RM	\$	37.80	075	MAINTENANCE
142439	6/24/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	IPAD STATIONS	\$	33.38	075	MAINTENANCE
142440	6/24/2015	3	FERGUSON ENTERPRISES INC	PD - RM 16	\$	105.27	075	MAINTENANCE
142441	6/24/2015	3	FERGUSON ENTERPRISES INC	PD - RM 16	\$	225.87	075	MAINTENANCE
142442	6/24/2015	25 18	FERGUSON ENTERPRISES INC	PD - TEMP OFFICES	\$	364.66	075	MAINTENANCE
142449	6/24/2015	6	PACIFICA GLASS CO., INC.	VANDALISM - CO (OOST	\$	263.67	075	MAINTENANCE
142450	6/24/2015	3	DUNN EDWARDS CORPORATION	PD - RM 16	\$	85.83	075	MAINTENANCE
142451	6/24/2015	3	LOWE'S STORE #1661	REPAIRS/REPL - ONSITE - CO	\$	481.35	075	MAINTENANCE
142453	6/25/2015	3	PACIFICA GLASS CO., INC.	IPAD STORAGE	\$	385.00	075	MAINTENANCE
142454	6/25/2015	6	PACIFICA GLASS CO., INC.	VANDALISM - CO PROJ SAFE	\$	204.40	075	MAINTENANCE
142458	6/26/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	PD - RM 16	\$	22.77	075	MAINTENANCE
142459	6/26/2015	6	PACIFICA GLASS CO., INC.	VANDALISM - CH	\$	370.87	075	MAINTENANCE
142460	6/26/2015	3	ONESOURCE DISTRIBUTORS	IPAD STATIONS	\$	162.51	075	MAINTENANCE
142461	6/26/2015	6	SAFE-T-LITE	MAINT. SUPPLIES - CFH	\$	138.88	075	MAINTENANCE
142462	6/26/2015	6	WASTE MANAGEMENT OF EL CAJON -	PD - LRC/ADMIN TEMP OFFICES	\$	182.36	075	MAINTENANCE
142463	6/26/2015	6	WILLY'S ELECTRONIC SUPPLY-SD	ELEC. SUPPLIES - CH & PA	\$	33.72	075	MAINTENANCE
142465	6/26/2015	6	COMMERCIAL & INDUSTRIAL	ROOF REPAIRS - CP	\$	352.00	075	MAINTENANCE
142466	6/26/2015	6	MCKILLICAN - EL CAJON	MAINTENANCE SUPPLIES - PA	\$	75.55	075	MAINTENANCE

142468	6/29/2015	3	LOWE'S STORE #1661	CO ON-SITE REPAIRS SUPPLIES	\$	41.39	075	MAINTENANCE
142476	6/29/2015	3	CRITTER GITTERS PEST MGMT INC	PEST CONTROL SERVICES - PD	\$	215.00	075	MAINTENANCE
142477	6/29/2015	3	CRITTER GITTERS PEST MGMT INC	PEST CONTROL SERVICES - HC	\$	215.00	075	MAINTENANCE
142493	6/30/2015	3	CRITTER GITTERS PEST MGMT INC	PEST SERVICES AT PD	\$	215.00	075	MAINTENANCE
142494	6/30/2015	3	CRITTER GITTERS PEST MGMT INC	PEST SERVICES AT HILL CREEK	\$	215.00	075	MAINTENANCE
					<b>TOTAL</b>	<b>\$ 16,865.52</b>		<b>MAINTENANCE</b>
142317	6/2/2015	3	GROSSMONT UNION HIGH	BUS REPAIRS & MAINTENANCE	\$	190.75	076	TRANSPORTATION
142318	6/2/2015	3	NORTH COUNTY REBUILDERS	BUS REPAIRS & MAINTENANCE	\$	517.32	076	TRANSPORTATION
142319	6/2/2015	3	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE	\$	23.63	076	TRANSPORTATION
142320	6/2/2015	6	KIRKS RADIATOR	M&O VEHICLE REPAIRS	\$	206.00	076	TRANSPORTATION
142321	6/2/2015	3	PENSKE FORD	BUS REPAIRS & MAINTENANCE	\$	103.31	076	TRANSPORTATION
142322	6/2/2015	3	6 O'REILLY AUTO PARTS	REPAIRS & MAINTENANCE	\$	254.66	076	TRANSPORTATION
142362	6/10/2015	3	NORTH COUNTY REBUILDERS	BUS REPAIRS & MAINTENANCE	\$	113.40	076	TRANSPORTATION
142363	6/10/2015	6	KIRKS RADIATOR	M&O VEHICLE REPAIRS	\$	297.00	076	TRANSPORTATION
142364	6/10/2015	6	AUTO ZONE	M&O VEHICLE REPAIRS	\$	34.54	076	TRANSPORTATION
142365	6/10/2015	3	FRAME & AXLE SERVICE OF	BUS REPAIRS & MAINTENANCE	\$	428.20	076	TRANSPORTATION
142366	6/10/2015	3	ALL STAR GLASS	BUS REPAIRS & MAINTENANCE	\$	69.00	076	TRANSPORTATION
142367	6/10/2015	3	CREATIVE BUS SALES INC	BUS REPAIRS & MAINTENANCE	\$	43.54	076	TRANSPORTATION
142469	6/29/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	BUS REPAIRS & MAINTENANCE	\$	20.46	076	TRANSPORTATION
142470	6/29/2015	3	ROADONE	TOWING SERVICES	\$	240.00	076	TRANSPORTATION
142471	6/29/2015	3	AUTO ZONE	BUS REPAIRS & MAINTENANCE	\$	10.79	076	TRANSPORTATION
142472	6/29/2015	3	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$	65.28	076	TRANSPORTATION
142473	6/29/2015	3	FRAME & AXLE SERVICE OF	BUS REPAIRS & MAINTENANCE	\$	42.40	076	TRANSPORTATION
142474	6/29/2015	3	EAST COUNTY TRANSMISSIONS	BUS REPAIRS & MAINTENANCE	\$	179.13	076	TRANSPORTATION
142475	6/29/2015	3	GROSSMONT UNION HIGH	BUS DRIVER RENTAL	\$	472.50	076	TRANSPORTATION
					<b>TOTAL</b>	<b>\$ 3,311.91</b>		<b>TRANSPORTATION</b>
142355	6/9/2015	25	18 ESCONDIDO REPROGRAPHICS	LARGE FORMAT PRINT'G-LRC PD	\$	537.71	077	FACILITIES MODERNIZATION
142392	6/15/2015	25	18 AMAZON.COM	REFRIGERATOR - PD	\$	1,000.00	077	FACILITIES MODERNIZATION
142437	6/23/2015	25	18 DEPARTMENT OF GENERAL SERVICES	PLAN CK FEES - CFH SNACK BAR	\$	569.50	077	FACILITIES MODERNIZATION
142456	6/25/2015	6	DEPARTMENT OF GENERAL SERVICES	SOLAR PROP 39 PLAN CK FEES	\$	18,500.00	077	FACILITIES MODERNIZATION
142484	6/30/2015	25	18 WEBB CLEFF ARCHITECTURE	PROFESSIONAL SERVICES	\$	3,200.00	077	FACILITIES MODERNIZATION
					<b>TOTAL</b>	<b>\$ 23,807.21</b>		<b>FACILITIES MODERNIZATION</b>
142326	6/3/2015	3	LAMINATION DEPOT INC	STORES SUPPLIES	\$	76.88	078	WAREHOUSE
142327	6/3/2015	3	WAXIE SANITARY SUPPLY	STORES SUPPLIES	\$	41.47	078	WAREHOUSE
142328	6/3/2015	3	CAL SCHOOL & SPORT	STORES SUPPLIES	\$	252.59	078	WAREHOUSE
142329	6/4/2015	3	US GAMES	STORES SUPPLIES	\$	131.41	078	WAREHOUSE
142384	6/11/2015	3	CDW GOVERNMENT INC	SCANNER	\$	518.56	078	WAREHOUSE
142405	6/16/2015	3	DELL MARKETING L.P.	PRINTER	\$	230.20	078	WAREHOUSE
					<b>TOTAL</b>	<b>\$ 1,251.11</b>		<b>WAREHOUSE</b>
142360	6/10/2015	3	CDW GOVERNMENT INC	SOFTWARE LICENSE	\$	355.10	092	PUBLICATIONS

TOTAL \$ 355.10

PUBLICATIONS

\$ 206,672.05

Consent Item D.2.4.  
Prepared by Karl Christensen  
August 4, 2015

## Approval/Ratification of Revolving Cash Report

### **BACKGROUND:**

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

### **RECOMMENDATION:**

Administration recommends approval of checks #22381 through #22386 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

#### **Fiscal Accountability**

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

### **FISCAL IMPACT:**

The fiscal impact is \$1,020.91 as disclosed on the following report.

### **STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.4.



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

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
06/29/15	22381	County Clerk	Notice of Intent Fee on Santee School Property	50.00
07/09/15	22382	State Board of Equalization	Exempt Bus Operator Diesel Fuel Tax	44.95
07/27/15	22383	Kathryn Pederson	Travel Advance - Teacher's College Reading & Writing-PD	230.00
07/27/15	22384	Kim Sellers	Travel Advance - Teacher's College Reading & Writing-PD	230.00
07/27/15	22385	Susan Nugent	Travel Advance - Teacher's College Reading & Writing-PD	230.00
07/27/15	22386	Jennifer Mahoney	Travel Advance - Teacher's College Reading & Writing-PD	230.00
		<b>Total Checks Written</b>		<b>\$1,014.95</b>
05/31/15		Bank Fee - May, 2015		3.07
06/30/15		Bank Fee - June, 2015		2.89
		<b>Total to be Reimbursed</b>		<b>\$1,020.91</b>

Consent Item D.2.5. Acceptance of Donations  
 Prepared by Karl Christensen  
 August 4, 2015

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support the Lorene Foster Children's Fund	\$500.00	Santee Administrators' Association	Districtwide
<b>TOTAL DONATIONS RECEIVED</b>	\$500.00		

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The donation above is valued at \$500.00.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.5.

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.6.

**Consultant / General Service Provider Report**  
**August 4, 2015**

<b>Vendor Name</b>	<b>Type (Consultant or General Service Provider)</b>	<b>Description of Services</b>	<b>Date(s) of Service</b>	<b>Amount</b>	<b>Funding</b>	<b>Payment Type (Independent Contractor or Employee)</b>
Patricia Hodge	Consultant	Evaluation of Santee project Primary Success	8/5/15 - 6/30/16	\$2,500.00 (not to exceed)	United Way Grant: Santee Project Primary Success	Independent Contractor
Community Action, Service, and Advocacy (CASA)	Consultant	Development, Translation, and Implementation Services Related to Santee Project Primary Success	8/5/15 - 11/30/15	\$12,000.00 (not to exceed)	United Way Grant: Santee Project Primary Success	Independent Contractor
Game Truck Inland Empire	General Service Provider	Laser Tag Activity for OST	8/14/2015	\$1,120.00 (not to exceed)	OST	Independent Contractor
White Dragon of East County	General Service Provider	Assembly for Yale Preschool	8/5/2015	\$200.00 (not to exceed)	OST	Independent Contractor

**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 June 1, 2015 through June 30, 2015.

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 235 transactions totaling \$30,480.25 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.7.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150504	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	31.95	Gluten Free Food
20150507	ABEL,CATHY	CHILD NUTRITION	DISNEY RESORTS	472.26	Travel
20150510	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	24.95	Gluten Free Food
20150514	ABEL,CATHY	CHILD NUTRITION	GTM DISCOUNT GENERAL S	68.03	Vacuum for Central Kitchen
20150518	ABEL,CATHY	CHILD NUTRITION	SMARTNFINAL39810803989	45.84	Classified Appreciation luncheon supplies
20150518	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	388.27	Office Supplies
20150520	ABEL,CATHY	CHILD NUTRITION	EL POLLO LOCO 3749	711.61	Classified Appreciation luncheon
20150521	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	40.95	Toaster Ovens Special Diet Students School Sites
20150522	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	11.87	Office Supplies desk calendar
20150522	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	32.42	Gluten Free Food, Special Diet Students
20150527	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5101	80.95	Desk Calendars
20150529	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	47.69	Site kitchen supplies
20150531	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	37.14	Gluten Free Food
				<b>1,993.93</b>	
20150504	ALBERT,DIANN L	PRIDE ACADEMY	JETBLUE AIRWAYS (JETBLUE)	714.60	Airfare for Writing Institute
				<b>714.60</b>	
20150501	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	RUBIO'S #249 ECOM	102.60	Catering for Special Board meeting
20150505	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL39810803989	28.41	Supplies for Board meeting
20150505	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	22.97	Supplies for Board meeting
20150507	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Supplies for Board meeting
20150511	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	OFFICE DEPOT #908	75.56	Office supplies
20150513	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	99 CENTS ONLY STORES #	15.12	Supplies for Staff Appreciation
20150513	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	6.99	Supplies for Staff Appreciation
20150514	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	166.32	Supplies for Staff Appreciation
20150514	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS 05702095524902264	19.60	Purchase of postage stamps
20150520	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON MKTPLACE PMTS	26.03	Board meeting supplies
20150520	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	21.98	Board meeting supplies
20150521	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Board meeting supplies
20150521	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON MKTPLACE PMTS	62.50	Board meeting supplies
20150522	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	99 CENTS ONLY STORES #	6.47	PLT meeting supplies
20150528	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	OGGI'S PIZZA & BREWING	128.38	Catering for Special Board Meeting
20150528	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Supplies for Board meeting
20150528	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PARTY CITY	29.16	Supplies for Salute to Excellence
				<b>727.06</b>	
20150527	AVILA,EVONN	BUSINESS SERVICES	NATL/PADGET 8006825061	640.00	Training Courses (K. Christensen, T. Long, K. Lippert, D. Brown)
				<b>640.00</b>	
20150520	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	238.80	Instructional Supplies
20150521	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	50.71	Instructional Art Supplies
				<b>289.51</b>	
20150508	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	EXTENDED STAY	115.49	BARD Workshop Training Seminar - John Rademaker A/C
20150511	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	ACE PARKING PS #1223	10.00	Parking - SD Convention Center Spring Next Gen Symposium Sponsored by CASH Dir. Group
				<b>125.49</b>	
20150524	BILLICK,JERI	SYCAMORE CANYON	MICHAELS STORES 3256	134.08	Volunteer breakfast items
20150525	BILLICK,JERI	SYCAMORE CANYON	DOLRTREE 3194 00031948	16.47	Volunteer breakfast items
20150525	BILLICK,JERI	SYCAMORE CANYON	TARGET 00014852	55.68	Volunteer breakfast items
				<b>206.23</b>	
20150501	BRASHER,PAMELA	OST PROGRAMS	HYPERKIN INC	804.32	PS- DDR Bundle Kit (Console and accessories) (50%)
20150501	BRASHER,PAMELA	OST PROGRAMS	HYPERKIN INC	804.31	ASES- DDR Bundle Kit (Console and accessories) (50%)
20150519	BRASHER,PAMELA	OST PROGRAMS	AMAZON MKTPLACE PMTS	31.72	PS- Lapel microphone
20150521	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	393.55	PS- Office supplies, games, instructional supplies RS
20150521	BRASHER,PAMELA	OST PROGRAMS	TARGET 00014852	142.04	PS- Snacks and instructional supplies PD
20150521	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	250.25	PS- Instructional art supplies and office supplies SC
20150521	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	99.48	PS- Instructional supplies CFH
20150521	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	83.16	PS- Instructional supplies CP
20150521	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	186.13	ASES- Instructional supplies and office supplies
20150522	BRASHER,PAMELA	OST PROGRAMS	HOMEDEPOT.COM	172.67	PS- Rubber floor mats HC
20150527	BRASHER,PAMELA	OST PROGRAMS	FORMUFIT PVC PRODUCTS	70.77	PS- PVC Piping
				<b>3,038.40</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150501	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	53.72	Toner for classroom printer
20150501	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	45.76	Toner for classroom printer
20150501	BROGAN-BARANSKI,K	CARLTON OAKS	REI*GREENWOODHEINEMANN	75.05	Interactive Read-Alouds - Grade 4
20150503	BROGAN-BARANSKI,K	CARLTON OAKS	DELTA	628.20	Flight for Lindsay Benedetto to Writer's Workshop in New York
20150503	BROGAN-BARANSKI,K	CARLTON OAKS	DELTA	628.20	Flight for Angie Shinsky to attend Writer's Workshop in New York
20150503	BROGAN-BARANSKI,K	CARLTON OAKS	SD FAIR EXHIBITS	60.00	San Diego County fair Arts and Crafts Processing Fee for grades K-4
20150505	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	30.17	Toner (50%)
20150505	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	30.17	Toner (50%)
20150513	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	59.18	Projector lamp for classroom projector
20150522	BROGAN-BARANSKI,K	CARLTON OAKS	TASSEL DEPOT	313.95	Tassels for 8th grade promotion - to be billed to C.O. ASB
20150527	BROGAN-BARANSKI,K	CARLTON OAKS	LIGHTSPEED TECHNOLOGIE	15.12	Replacement batteries for classroom microphone
20150531	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	69.99	Toner for classroom printer
				<b>2,009.51</b>	
20150517	GRIFFIN,DEBRA	TRANSPORTATION	WAL-MART #1917	39.87	Seat cushions for buses
20150518	GRIFFIN,DEBRA	TRANSPORTATION	SMART AND FINA10805810	9.38	Mints for table decorations -Classified Employee Luncheon - MFCU donation
20150519	GRIFFIN,DEBRA	TRANSPORTATION	PARTY CITY 0229	62.60	Table coverings/ new decorations-Classified Employee Luncheon - MFCU donation
20150520	GRIFFIN,DEBRA	TRANSPORTATION	WAL-MART #1917	(26.96)	Returned one seat cushion
20150520	GRIFFIN,DEBRA	TRANSPORTATION	LEON MFG COMPANY INC	181.26	New rollers for Ram-Rod grounds equipment
				<b>266.15</b>	
20150506	HECK,TERRY	PRIDE ACADEMY	SP * IOGRAPHER	502.82	Tech enhancements for iPads
20150510	HECK,TERRY	PRIDE ACADEMY	VONS STORE00018978	14.03	Flowers for Bonnie Jackson, Leadership in Biliteracy Symposium
20150511	HECK,TERRY	PRIDE ACADEMY	SMART AND FINA10805810	162.86	Snacks for students during CAASPP testing
20150515	HECK,TERRY	PRIDE ACADEMY	SMARTNFINAL39810803989	169.10	Snacks for student testing
20150519	HECK,TERRY	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	56.14	iPad styluses for 2nd grade
20150519	HECK,TERRY	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	436.99	Headphones for grade 1
20150519	HECK,TERRY	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	56.14	iPad styluses for 1st grade
20150519	HECK,TERRY	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	147.29	50 headphones for grade 1
20150528	HECK,TERRY	PRIDE ACADEMY	SMART AND FINA10805810	27.58	J.H. Honor Roll luncheon
20150529	HECK,TERRY	PRIDE ACADEMY	SUBWAY 00999912	78.00	J.H. Honor Roll luncheon
				<b>1,650.95</b>	
20150501	HICKS,TYLENE	CAJON PARK	SD FAIR EXHIBITS	12.00	Teacher/Class Project Entry into SD Fair
20150501	HICKS,TYLENE	CAJON PARK	SD FAIR EXHIBITS	12.00	Teacher/Class Project Entry into SD Fair
20150504	HICKS,TYLENE	CAJON PARK	JETBLUE AIRWAYS (JETBLUE)	714.60	Flight to New York Writing Conference - Tylene Hicks
20150508	HICKS,TYLENE	CAJON PARK	DELTA	748.20	Flights for Mike Olander & Sheila Harris to New York for the Writing Conference
20150508	HICKS,TYLENE	CAJON PARK	DELTA	109.00	Flights for Mike Olander & Sheila Harris to New York for the Writing Conference
20150508	HICKS,TYLENE	CAJON PARK	DELTA	109.00	Flights for Mike Olander & Sheila Harris to New York for the Writing Conference
20150508	HICKS,TYLENE	CAJON PARK	DELTA	748.20	Flights for Mike Olander & Sheila Harris to New York for the Writing Conference
20150508	HICKS,TYLENE	CAJON PARK	DELTA	109.00	Flights for Mike Olander & Sheila Harris to New York for the Writing Conference
20150508	HICKS,TYLENE	CAJON PARK	DELTA	109.00	Flights for Mike Olander & Sheila Harris to New York for the Writing Conference
				<b>2,671.00</b>	
20150514	HOHIMER,KAREN	HILL CREEK	SD ZOO EDUCATION	90.00	Field Trip 2nd grade
20150515	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	326.15	Jr high frames for posters
20150525	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	10.07	Supplies for Jr. High PE
20150527	HOHIMER,KAREN	HILL CREEK	SHI*SMARTPRACT#1755357	25.70	Supplies for promotion
20150531	HOHIMER,KAREN	HILL CREEK	JETBLUE AIRWAYS (JETBLUE)	273.07	NY Workshop airfare
20150531	HOHIMER,KAREN	HILL CREEK	DELTA	223.10	NY Workshop airfare
20150531	HOHIMER,KAREN	HILL CREEK	DELTA	223.10	NY Workshop mileage
20150531	HOHIMER,KAREN	HILL CREEK	JETBLUE AIRWAYS (JETBLUE)	273.07	NY Workshop airfare
				<b>1,444.26</b>	
20150501	HOOKS,TED A	PEPPER DRIVE	IN *THE LITTLE SIGN CO	58.00	Parking lot signage (General)
20150505	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	64.75	Student chair (general)
20150505	HOOKS,TED A	PEPPER DRIVE	AMAZON COM	46.96	Professional Development texts (Title I)
20150515	HOOKS,TED A	PEPPER DRIVE	MANSION	306.17	PE Equipment (Title I)
20150515	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	354.32	PE Equipment (Title I)
20150518	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	177.16	PE Equipment (Title I)
20150521	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	75.55	Alternative student seat (General)
				<b>1,082.91</b>	
20150513	LINDSAY,JERELYN	CARLTON HILLS	WAL-MART #1917	46.61	Frames for student awards
				<b>46.61</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150503	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WWW NEWEGG COM	40.75	RS - Replacement Keyboard
20150505	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	BEST BUY MHT 00004382	134.94	iPad Setup Supplies
20150506	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	APPLE STORE #R040	313.20	iPad Setup Supplies
20150513	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	539.96	Security Cameras for iPads
20150518	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *NES SALES	222.98	iPad Repair gear
20150518	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *ROSCOE	113.92	iPad Repair gear
20150520	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	MINECRAFTEDU	329.00	Minecraft Software for CP
20150520	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL COM	71.27	Memory for PD
20150522	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WWW.SIMPLISAFE.COM	24.99	Security System
20150522	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WAL-MART #3524	9.63	iPad processing labels
20150522	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WWW.SIMPLISAFE.COM	284.94	Security System
20150522	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WAL-MART #1917	195.50	iPad processing supplies
20150524	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT 673	19.41	iPad processing supplies
20150526	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	337.92	Audio Mic system for HC
				<b>2,638.41</b>	
20150505	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON COM	21.65	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	37.78	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	65.34	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON COM	30.88	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	49.56	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	56.04	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	64.00	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	9.48	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON COM	15.44	HM Reading Books - IMFRP
20150506	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	38.76	HM Reading Books - IMFRP
20150507	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	59.82	HM Reading Books - IMFRP
20150513	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	15.64	HM Reading Books - IMFRP
20150513	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	11.40	HM Reading Books - IMFRP
20150514	MCKINNON, KATHY	EDUCATIONAL SERVICES	SCHED ORG	99.00	Sched Event - PD Supplies
20150517	MCKINNON, KATHY	EDUCATIONAL SERVICES	UW CENTER FOR ED LEADE	55.00	Books - PD Supplies
20150519	MCKINNON, KATHY	EDUCATIONAL SERVICES	ALS SPORT SHOP	9.71	Supplies (Engraving) - ERC Admin
20150520	MCKINNON, KATHY	EDUCATIONAL SERVICES	OFFICE DEPOT #908	3.83	Supplies - ERC Admin
20150522	MCKINNON, KATHY	EDUCATIONAL SERVICES	OFFICE DEPOT #908	35.39	Supplies - ERC Admin
				<b>678.72</b>	
20150508	MICHEL, HOPE	SPECIAL EDUCATION	OFFICE DEPOT #5125	30.22	OT - Rubber Name Stamps/McNeil/O'Day
20150512	MICHEL, HOPE	SPECIAL EDUCATION	PRO ED INC	79.20	PSYCH - TAPS Protocols M/M (45%)
20150512	MICHEL, HOPE	SPECIAL EDUCATION	PRO ED INC	79.20	PSYCH - TAPS Protocols M/S (45%)
20150512	MICHEL, HOPE	SPECIAL EDUCATION	PRO ED INC	17.60	Percentage charged to regular ed (10%)
20150512	MICHEL, HOPE	SPECIAL EDUCATION	PRO ED INC	41.54	SPEECH - SLDT Elementary Forms (90%)
20150512	MICHEL, HOPE	SPECIAL EDUCATION	PRO ED INC	4.61	Percentage charged to Regular Ed (10%)
20150517	MICHEL, HOPE	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	56.43	LifeProof iPad cover for M/S student Perkins
20150527	MICHEL, HOPE	SPECIAL EDUCATION	MICHAELS STORES 3256	64.75	MISC - 5 picture frames (4 returned)
20150527	MICHEL, HOPE	SPECIAL EDUCATION	OFFICE DEPOT #908	66.91	MISC - Picture frames for retirees certificates
20150527	MICHEL, HOPE	SPECIAL EDUCATION	MICHAELS STORES 3256	(51.80)	MISC - Return 4 out of 5 picture frames
20150531	MICHEL, HOPE	SPECIAL EDUCATION	PRO ED INC	115.83	SPEECH - Testing Protocols TOPL/TOLD (90%)
20150531	MICHEL, HOPE	SPECIAL EDUCATION	PRO ED INC	12.87	Percentage charged to regular ed (10%)
				<b>517.36</b>	
20150508	MONTLER, BONNER M	EDUCATIONAL SERVICES	SWA INFLIGHT WIFI	8.00	1 day subscription for WiFi use on airline flight. State testing support via email while traveling.
				<b>8.00</b>	
20150518	ORTEGA, KAREN	HUMAN RESOURCES	MICHAELS STORES 3256	73.41	Frames for employee recognition certificates - Salute to Excellence 5/28/15
20150522	ORTEGA, KAREN	HUMAN RESOURCES	AWARDS BY NAVAJO	2,318.28	Employee recognitions 2014-2015
20150525	ORTEGA, KAREN	HUMAN RESOURCES	HYATT HOTELS	10.00	PARKING - CEDR/Ed-Join Conference - Hyatt Regency Orange County 5/21-5/22/15
20150525	ORTEGA, KAREN	HUMAN RESOURCES	HYATT HOTELS	151.12	CCEDR/Ed-Join Conference - Hyatt Regency Orange County 5/21-5/22/15
20150531	ORTEGA, KAREN	HUMAN RESOURCES	THINGS REMEMBERED 0709	52.07	40-years recognition for R. Randall
20150531	ORTEGA, KAREN	HUMAN RESOURCES	AWARDS BY NAVAJO	31.41	Employee recognitions 2014-2015
				<b>2,636.29</b>	
20150506	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	WAL-MART #1917	29.05	Misc items for Staff Appreciation
20150507	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	PARTY CITY	23.67	Misc items for Staff Appreciation
20150531	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	MIMIS CAFE 86	31.96	Meeting with Board member
				<b>84.68</b>	
20150527	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	DELTA	629.30	Travel(Writing Institute) - PD
				<b>629.30</b>	



PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150508	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON COM	13.49	iPad carry bag
20150508	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	SALES@AIRSQUIRRELS.COM	62.99	Upgrade software license (5 quantity) for Reflector 2 (teacher iPad presentation software)
20150514	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	121.41	Laptop bags for P.D
20150514	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	121.41	Laptop bags for P.D
20150514	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	121.41	Laptop bags for P.D
20150515	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	121.41	Laptop bags for P.D
20150515	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	60.44	Laptop bags for P.D
				<b>622.56</b>	
20150513	RIFFEL,MEREDITH	PUPIL SERVICES	ALBERTSONS #6710	36.00	bus pass for homeless student
20150515	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	31.30	wipes for Habich & Chadwick class
20150521	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	3.99	supplies for Board Hearing
				<b>71.29</b>	
20150506	ROSA,JIM	RIO SECO	DELL SALES & SERVICE	129.59	Replacement Ink Cartridges
20150506	ROSA,JIM	RIO SECO	BANNERSONTHECHEAP.COM	52.19	Banners for the school
20150508	ROSA,JIM	RIO SECO	AMAZON.COM	47.50	PE Equipment
20150528	ROSA,JIM	RIO SECO	DELL SALES & SERVICE	129.59	Replacement ink cartridges
20150531	ROSA,JIM	RIO SECO	AMERICAN AIRLINES	365.46	Airfare for Rebecca Brodeen for Writer's Workshop in June in New York, NY
20150531	ROSA,JIM	RIO SECO	AMERICAN AIRLINES	427.16	Airfare for Rebecca Brodeen for Writer's Workshop in June in New York, NY
				<b>1,151.49</b>	
20150508	SCHOLDER,TAMMY	PEPPER DRIVE	03SOMBREROGRAVES	31.74	Lunch for the campus supervisor meeting
				<b>31.74</b>	
20150501	SCHWELLER,JOHN	PUPIL SERVICES	MILE HIGH NET STORE	13.24	Materials for M. Rashap
20150501	SCHWELLER,JOHN	PUPIL SERVICES	BARNES&NOBLE*COM	38.39	Books for SSP
20150510	SCHWELLER,JOHN	PUPIL SERVICES	EB GIRL WORLD UNDERST	48.47	Seminar (33.33%)
20150510	SCHWELLER,JOHN	PUPIL SERVICES	EB GIRL WORLD UNDERST	48.47	Seminar (33.33%)
20150510	SCHWELLER,JOHN	PUPIL SERVICES	EB GIRL WORLD UNDERST	48.47	Seminar (33.34%)
20150510	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	49.43	Supplies for C. Chadwick class
20150511	SCHWELLER,JOHN	PUPIL SERVICES	LAKESHORE LEARNING MAT	37.34	Materials for M. Rashap
20150512	SCHWELLER,JOHN	PUPIL SERVICES	SUPER DUPER PUBLICATIO	67.40	Materials for M. Rashap
20150512	SCHWELLER,JOHN	PUPIL SERVICES	PRO ED INC	217.30	Materials for E. Starr
20150514	SCHWELLER,JOHN	PUPIL SERVICES	LAKESHORE LEARNING MAT	67.18	Materials for C. Chadwick
20150515	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	14.00	Supplies for M. Rashap
20150517	SCHWELLER,JOHN	PUPIL SERVICES	TARGET 00014852	31.26	Clothes for homeless student
20150522	SCHWELLER,JOHN	PUPIL SERVICES	TARGET 00014852	(10.78)	Returned item
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	6.78	Supplies for R. Pabis
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	14.74	Supplies for R. Pabis
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	40.92	Materials for M. Rashap
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	4.23	Supplies for R. Pabis
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	43.19	Supplies for SSP
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	14.00	Materials for M. Rashap
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	20.98	Supplies for R. Pabis
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	14.84	Materials for R. Pabis
20150527	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	18.91	SSP supplies
20150528	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	10.09	Materials for R. Pabis
20150528	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	11.99	Materials for R. Pabis
20150529	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	15.87	Materials for R. Pabis
				<b>886.71</b>	
20150503	SHEEN,KRISTINA D	OST PROGRAMS	SAN DIEGO MUSEUM OF MA	120.00	PS- ADMISSION/ENTRANCE FEES
20150503	SHEEN,KRISTINA D	OST PROGRAMS	SAN DIEGO MUSEUM OF MA	120.00	PS- ADMISSION/ENTRANCE FEES
20150503	SHEEN,KRISTINA D	OST PROGRAMS	SAN DIEGO MUSEUM OF MA	120.00	PS- ADMISSION/ENTRANCE FEES
20150513	SHEEN,KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	52.23	PS- Instructional art supplies
20150521	SHEEN,KRISTINA D	OST PROGRAMS	TARGET 00014852	531.77	PS- Office supplies, games and instructional supplies.
				<b>944.00</b>	
20150504	SIMPSON,DEBRA	RIO SECO	HOMEDEPOT.COM	160.92	Medication storage cart for Health Clerk
20150506	SIMPSON,DEBRA	RIO SECO	PAPERWRISTBANDS	36.83	Instructional Supplies for RSP Teacher
20150528	SIMPSON,DEBRA	RIO SECO	READ NATURALLY INC	279.40	Paper wristband reminders for students
				<b>477.15</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150501	SOUTHCOTT,STEPHANIE	HILL CREEK	EL POLLO LOCO 3749	453.05	Food for Volunteer luncheon
20150503	SOUTHCOTT,STEPHANIE	HILL CREEK	DIFFERENT ROADS TO LEA	40.90	SDC - Classroom supplies
20150503	SOUTHCOTT,STEPHANIE	HILL CREEK	ACCO BRANDS DIRECT	27.33	Principal - planner
20150504	SOUTHCOTT,STEPHANIE	HILL CREEK	WALMART.COM	129.28	Headphones for testing
20150505	SOUTHCOTT,STEPHANIE	HILL CREEK	WALMART.COM	35.08	Supplies for health office
20150505	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	54.00	Labels for Ident-a-kid check in
20150507	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	24.02	Frames for MS building
20150507	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	72.06	Frames for MS building
20150507	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	72.06	Frames for MS building
20150507	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	72.06	Frames for MS building
20150507	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	72.06	Frames for MS building
20150511	SOUTHCOTT,STEPHANIE	HILL CREEK	HOMEDEPOT.COM	64.78	Playground supplies
20150513	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	(21.15)	Return of incorrect item
20150513	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	(21.16)	Return of incorrect item
20150513	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	(42.31)	Return of incorrect item
20150513	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	(63.48)	Return of incorrect item
20150527	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	(24.02)	Return of incorrect item
20150527	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	(13.88)	Return of incorrect item
20150527	SOUTHCOTT,STEPHANIE	HILL CREEK	JONES SCHOOL SUPPLY	62.50	Supplies for promotion
20150527	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	(24.02)	Return of incorrect item
20150529	SOUTHCOTT,STEPHANIE	HILL CREEK	EVERMINE-MYOWNLABELS	29.96	Supplies for promotion
				<b>927.06</b>	
20150512	STARKEY,MARK	INFORMATION TECHNOLOGY	APPLE STORE #R040	205.20	Replacement power cords for student iPads - 10
20150514	STARKEY,MARK	INFORMATION TECHNOLOGY	WWW.WARESDIRECT.COM	294.64	Clorox wipes to clean iPads
20150527	STARKEY,MARK	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	368.84	Equipment and cabling for security camera installation
20150528	STARKEY,MARK	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	29.99	Replacement filter for Bernard's office
20150529	STARKEY,MARK	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	51.98	Replacement filter for Bernard's office
20150531	STARKEY,MARK	INFORMATION TECHNOLOGY	WAL-MART #1917	37.77	Wireless usb adapter for Jerelyn Lindsay
20150531	STARKEY,MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	219.99	Large screen monitor for Pepper Drive
20150531	STARKEY,MARK	INFORMATION TECHNOLOGY	CRUCIAL.COM	60.47	Memory for K. Emery PC
				<b>1,268.88</b>	
				<b>30,480.25</b>	

Consent Item D.2.8.  
Prepared by Karl Christensen  
August 4, 2015

Renewal of Memorandum of Understanding  
with Reinterpret for Long-Term Use of Facilities  
at Cajon Park Annex

**BACKGROUND:**

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

This Memorandum of Understanding extends the current arrangement with Reinterpret for the 2015-16 fiscal year.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Memorandum of Understanding with Reinterpret for Use of Facilities at Cajon Park Annex for the 2015-16 fiscal year.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.8.

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

This Memorandum of Understanding (“MOU”) is entered into this 4<sup>th</sup> day of August, 2015, by and between SANTEE SCHOOL DISTRICT (“DISTRICT”) and REINTERPRET (“ENTITY”) (collectively referred to as “the Parties”).

**RECITALS**

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

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

WHEREAS, the Parties desire to continue the partnership arrangement.

**AGREEMENT**

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

1. Recitals. The recitals set forth above are true and correct.
2. Term. This MOU shall be in effect for the period from July 1, 2015 through June 30, 2016, unless an extension is agreed to, in writing, by both Parties.
2. Use of Facilities. ENTITY may use room 38 of the Facilities for storage and distribution of materials and have access to the room from 8am to 9pm, Monday through Saturday. ENTITY may periodically and temporarily use the center meeting room of the Facilities for conducting workshops for teachers at times when it does not conflict with use by other DISTRICT programs and services or other outside entities using the room under a Use of Facilities agreement with the DISTRICT. ENTITY may charge nominal fees or collect monetary donations for participation in workshops in accordance with their established fee schedule.
3. Other Terms and Conditions. DISTRICT shall waive any and all Use of Facilities fees that would normally be charged in exchange for the following:
  - a. DISTRICT teachers shall be provided membership in ENTITY free of charge.
  - b. ENTITY shall maintain the Facilities in a neat, clean, and orderly fashion at all times.
4. Insurance. ENTITY shall maintain in full force and effect during the entire term of this MOU General Liability insurance with minimum coverage limits of \$1,000,000 per occurrence. ENTITY shall name DISTRICT as an additional insured on their policy and provide a copy of said policy to the DISTRICT upon request. ENTITY shall also maintain in full force and effect during the entire term of this MOU workers compensation insurance for all of its employees with the minimum coverage limits required by law.

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

**AGREED:**

**SANTEE SCHOOL DISTRICT**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Karl Christensen  
Assistant Superintendent, Business Services

**ENTITY**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Judith Toepel  
President

Consent Item D.2.9.  
Prepared by Karl Christensen  
August 4, 2015

Authorization to Award Bid # 1516-090-02,  
Fresh Produce

**BACKGROUND:**

At its June 2, 2015 meeting, the Board of Education authorized the publication of Bid #1516-090-02, Fresh Produce. This was in response to rejecting all bids for a previous produce bid due to the apparent low bidder withdrawing after discovery of an error. Bids were opened on July 20, 2015, at 11:00 a.m. with four (4) vendors responding. Bid results are as follows:

<b>Bidder</b>	<b>Total Bid</b>
Sunrise Produce	\$134,744.75
Diamond Jack	\$140,510.75
American Produce Distributors	\$146,651.25
Eden Tropics	\$158,346.35

Sunrise Produce was the lowest bidder with a bid of \$134,744.75. The bid has been reviewed and the references have been checked.

**RECOMMENDATION:**

It is recommended that the Board of Education authorize the award of Bid #1516-090-02, Fresh Produce, to Sunrise Produce in the amount of \$134,744.75.

This recommendation supports the following District goal:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$134,744.75 from the Child Nutrition Fund.

**STUDENT ACHIEVEMENT IMPACT:**

Child Nutrition Services programs including school lunch and breakfast programs are important to the health of students and support the educational goals of Santee School District.

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

Agenda Item D.2.9.

Consent Item D.2.10.  
Prepared by Karl Christensen  
August 4, 2015

Adoption of Resolution No. 1516-03, Certification for  
Delivery Account Associated with the 2008  
Certificates of Participation (COPs) Debt Reserve  
Fund Through Pershing LLC

**BACKGROUND:**

In September 2008, the District issued Certificates of Participation (COPs) with an aggregate principal amount of \$23,699,849.35 to fund projects associated with the Capital Improvement Program (CIP). In accordance with a Trust Agreement with Wells Fargo Bank (Trustee), the District is required to establish and maintain a Reserve Fund for the entire term of the COPs equal to the lesser of (a) 10% of the principal amount of Certificates, or (b) the maximum amount of Lease Payments coming due in the current or any future year, or (c) 125% of average Lease Payments. The Reserve Fund was initially established with a deposit of \$2,041,498.27. Earnings on the Reserve Fund are used to offset the amount of Lease Payments paid from the District's General Fund.

Investments in the Reserve Fund (generally Certificates of Deposit) are managed and overseen by the Arbitrage Investment Management Group (AIM Group) under First Allied Securities Inc. in accordance with a separate agreement. As investments mature and proceeds are reinvested, the new investments are deposited into a Delivery Account to eventually be accepted and withdrawn by the Trustee for deposit to the Reserve Fund. The Delivery Account was originally established through JP Morgan but JP Morgan recently notified the District that they would no longer be offering this service and are transferring the Delivery Account service to Pershing LLC, a wholly owned subsidiary of the Bank of New York Mellon.

To affect this transfer, it is necessary to execute the attached Corporate Resolution Certification.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No. 1516-03, Certification for Delivery Account Associated with the 2008 Certificates of Participation (COPs) Debt Reserve Fund through Pershing LLC.

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:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.10.

# Corporate Resolution Certification

JPMCC:

65450045

## STEP 1. ACCOUNT INFORMATION

Account Title

Santee School District 2008 Rsv

Account Number

## STEP 2. CERTIFICATION

I HEREBY CERTIFY that at a meeting, duly called, of the Board of ~~Directors of~~ Santee School District, ~~a Corporation~~, at which said meeting a quorum was present and acting throughout, the following preamble and resolution was adopted and ever since has been and now is in full force and effect.

WHEREAS this Corporation is duly authorized and permitted by its Charter and Bylaws to:

- Engage in cash ~~and/or margin~~ transactions in ~~any and all forms of securities including, but not limited to,~~ stocks, options, mutual funds, ~~stock options, stock index options, short sales, foreign currency options and~~ debt instrument options, bonds, bond debentures, ~~annuities, notes, scrips,~~ participation certificates, ~~rights to subscribe, warrants, certificates of deposit, mortgages, choses in action,~~ evidences of indebtedness, commercial paper certificates or indebtedness, ~~and certificates of interest~~ of any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates or otherwise.
- Receive on behalf of the Corporation or deliver to the Corporation or third parties, ~~including but not limited to the President, Vice President, Treasurer or any other authorized officer or person listed in Step 3 below~~ giving such instruction, monies, stocks, bonds, and other securities. To sell, assign, and endorse for transfer, certificates representing stocks, bonds, or other securities now registered or hereafter registered in the name of the Corporation.
- Establish and maintain an asset management account with debit card, check writing and margin privileges, from which account funds are directly spent, the responsibility for which is entirely that of the Corporation.
- ~~Borrow money or make any contract the effect of which is to borrow money, and secure such obligations by mortgages or other liens upon Corporate property; borrow, guarantee and/or pledge any Corporate assets as collateral, as the case may be, with respect to a loan, guarantee a borrowing of money or to make any contract the effect of which is to guarantee a borrowing, and secure such obligations by mortgages or other liens upon any Corporate property.~~

Unless indicated otherwise here, the Corporation will be assumed to have all powers listed above.

LIST ANY POWERS NOT AUTHORIZED HERE: Items stricken through are not authorized.

NOW THEREFORE BE IT RESOLVED that this Corporation opened an account or accounts in its name with **First Allied Securities, Inc.**

Name of Introducing Firm

and that the individuals named in Step 3 below ("Authorized Person") or any one of them acting individually, may, on behalf of this Corporation, be and they hereby are and each of them hereby is authorized and empowered to (1) give written or oral orders in the said account or accounts for the purchase, sale, or other disposition of ~~stocks, bonds, and other securities,~~ (2) deliver to and receive from Pershing LLC (Pershing), on behalf of this Corporation monies, ~~stocks, bonds, and other securities,~~ (3) ~~establish and maintain an asset management account with debit card, check writing and margin privileges from which account funds are directly spent with each authorized person as indicated in the separate asset management account agreement having check writing and debit card privileges,~~ (4) order the transfer or delivery of funds, monies or securities to any other person whatsoever, ~~including the President, Vice President, Treasurer or any other authorized officers or persons indicated below~~ giving such instructions, (5) sign acknowledgements of the correctness of all statements of accounts, and (6) make, execute, and deliver under the corporate seal any and all written endorsements, releases and documents necessary or proper to effectuate the authority hereby conferred; the within authorization to each of said officers to remain in full force and effect until written notice of the revocation thereof shall have been received by

**First Allied Securities, Inc.**

and Pershing.

Name of Introducing Firm





# Corporate Resolution Certification


Account Number :

JPMCC:

65450045

## STEP 3. CERTIFICATION AND SIGNATURES

I FURTHER CERTIFY that the following are the names, titles and signatures of the officers (or others) authorized by the foregoing resolution to act for this Corporation:

Printed Name <b>Karl Christensen</b>	Date
Title <b>Assistant Superintendent, Business Services</b>	
Signature 	

Printed Name	Date
Title	
Signature 	

Printed Name	Date
Title	
Signature 	

Printed Name	Date
Title	
Signature 	

Printed Name	Date
Title	
Signature 	

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal, if any, of said Corporation

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

[ AFFIX COMPANY SEAL HERE IF CORPORATION USES A SEAL ]

# Corporate Resolution Certification

Account Number

JPMCC:

65450045

## Principal Signer of Certification

This individual may or may not be listed in the authorized persons box above.

Printed Name <b>Elana Levens-Craig</b>	Date <b>August 4</b>
Title <b>Clerk, Santee School District Board of Education</b>	
Signature X	

If the Principal Signer above is empowered to act for the Corporation pursuant to these resolutions and certifications, but is not a Managing Member, a Managing Member of the Corporation as set forth above must fill in and execute the Additional Certification in Step 4 below.

If the Corporation has only one sole Managing Member, that Managing Member must make the certification immediately above indicating his or her company title in addition to filling in and executing the Additional Certification in Step 4 below.

## STEP 4. ADDITIONAL CERTIFICATION

A Managing Member to complete only if the Principal Signer in Step 3 above is authorized to act pursuant to the foregoing resolutions, but is not a Managing Member, or if the Corporation has only one Managing Member.

### Check one:

- I FURTHER CERTIFY that the Principal Signer in Step 3 above is authorized by the foregoing resolutions and its operating documents to act hereunder.
- I FURTHER CERTIFY that the Corporation has only one sole Managing Member and that I am that sole Managing Member and authorized to execute legal and binding documents in the name of and on behalf of the Corporation pursuant to its governing documents.

<del>Managing Member</del> Printed Name <b>Cathy Pierce</b>	Date
Title <b>Superintendent / Board Secretary Santee School District</b>	
Signature X	

Consent Item D.2.11.  
Prepared by Karl Christensen  
August 4, 2015

Approval/Ratification To Contract with Demsey Filliger  
& Associates To Update Actuarial Valuation of Other  
Post Employment Retirement Benefits Required  
Under GASB 45

**BACKGROUND:**

In June 2004, the Government Accounting Standards Board (GASB) issued its final accrual accounting standards for retiree benefits, GASB 43 and GASB 45. GASB 45 requires school districts to conduct an actuarial valuation of Post-Employment Retirement Benefits every two years and to report the value of the liability on its financial statements. Santee was required to report this liability beginning July 1, 2009.

In June 2007, Demsey Filliger & Associates conducted the initial valuation. At that time, the actuarial liability was determined to be \$20,116,393. Demsey Filliger & Associates updated the valuation study in 2009, 2011, and 2013. In accordance with GASB 45 requirements, the valuation must be updated every two (2) years.

The valuation study is due to be updated for inclusion in 2015-16 financial reports. Demsey Filliger & Associates submitted a proposal for this work and Administration recommends contracting with them to perform the actuarial valuation update.

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify to contract with Demsey Filliger & Associates to conduct a revised actuarial valuation for GASB 45 Post Employment Retirement Benefits in the amount of \$4,500.00.

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 will be \$4,500 from the General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.11.

Consent Item D.3.1.

Approval of Nonpublic Agency Master Contract with Dependable Nursing, LLC for Nursing Services

Prepared by Dr. Stephanie Pierce  
August 4, 2015

**BACKGROUND:**

School districts are required to have nurses to promote and maintain optimal student health. School nurses participate in the following activities: promote and assist in the control of communicable diseases; develop Care Plans/Orders with student’s physician and parents; educate and train school staff (e.g., teachers, instructional assistants, health clerks, administrators) regarding student health matters and procedures; serve as a health professional liaison between home, school and community; and conduct vision and hearing screenings for special education evaluations. Additionally, when district-employed nurses are absent, we must have appropriately-trained nurse substitutes. We contracted with this nonpublic agency for nursing services in the 2014-15 school year.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with Dependable Nursing, LLC for nursing services for the term of August 5, 2015 through June 30, 2016. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

Type of Nurse	Hourly Rate	Hours Per Day	Days Per Year	Total
Credentialed RN	\$66	7	19.5	\$9,009

**STUDENT ACHIEVEMENT:**

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

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

Agenda Item D.3.1.

Consent Item D.3.2.                      Approval of Memorandum of Understanding with Point Loma Nazarene University for Student Teacher Placement  
Prepared by Dr. Stephanie Pierce  
August 4, 2015

**BACKGROUND:**

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers and interns. Santee School District has received a Memorandum of Understanding for a Student Teacher Placement Agreement with Point Loma Nazarene University for this purpose. The term of this agreement shall commence on September 1, 2015 and terminate on August 31, 2020.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the Memorandum of Understanding for a Student Teacher Placement Agreement with Point Loma Nazarene University for teacher education fieldwork.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There is no fiscal impact to the District general fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item D.3.2.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into and executed as of **September 1, 2015** by and between **Point Loma Nazarene University ("PLNU")**, referred to here as the University, and **Santee School District**, referred to here as the District with respect to the following matters:

- A. The Parties to this MOU desire to set forth their respective responsibilities concerning the delivery of post-baccalaureate programs offered by PLNU which may include the following: Intern Credential the Level I Preliminary and the Level II Professional Clear Credentials for Special Education (Mild-Moderate and Moderate Severe Education Specialist Credentials), the Preliminary and Clear Administrative Services credential, the Pupil Personnel Services Credential, and the Master of Arts in Education with concentrations in Teaching and Learning, Educational Leadership, Counseling, The Master of Arts in Special Education degree, and Early Student Teaching Field Experience/Clinical Practice. The selected programs in any given academic year will be referred to as the PLNU Partnership Programs.

NOW THEREFORE, the parties agree as follows:

B. Program Description

The *PLNU Partnership Programs* will be operated in accordance with the following:

1. Under the terms and conditions in this agreement, PLNU will provide California Commission on Teacher Credentialing (CCTC) approved programs. This may include the Preliminary Credentials in Multiple Subject, Single Subject, and Education Specialist both Mild-Moderate and Moderate Severe for teachers teaching with Intern Credentials and Professional Clear Credentials for the Education Specialist (Mild-Moderate and Moderate Severe.) Additional CCTC approved programs may include the Preliminary and Professional Credentials in Administrative Services and the Pupil Personnel Services Credential, Early Student Teaching Field Experience/Clinical Practice.
2. Under the terms and conditions of this agreement, PLNU will also provide Master of Arts in Education courses of study with concentrations in Teaching and Learning and Special Education that incorporate and augment the BTSA Induction standards to the graduate-M.A. level. **District** teachers will be provided the instruction and support to present BTSA evidence of proficiency aligned with induction standards to meet specific PLNU course requirements.

3. **The District** will validate the completion of BTSA/Induction requirements at a proficient level for candidates seeking graduate course credit for meeting BTSA formative assessment and induction standards.

C. Tuition

Each participating teacher will be responsible for paying his/her own assessed tuition rate to PLNU according to a specified schedule.

D. Termination

This MOU may be terminated by either party with a written notice from the party initiating the termination. The termination notice may only apply to future PLNU semester or quad, for which this MOU applies, and the MOU cannot be terminated for the semester or quad currently being taught at the time notice of termination is given. In such cases, PLNU and **District** teachers enrolled in the PLNU Partnership Program will establish a new agreement between PLNU and the respective candidates. In the event that the Program is terminated for any reason, PLNU will extend every effort to ensure candidates will be able to complete the program at the mutually agreed upon rate. Any tuition discount associated with this Partnership Program ends with the termination of this agreement. New candidates will not be permitted to enroll or receive the discount rate.

E. General Liability Insurance

The DISTRICT does not furnish workers' compensation insurance for PLNU students participating in this program. COLLEGE/UNIVERSITY, at its discretion, may maintain at its sole expense workers' compensation and employers liability for students who are participating in this program.

The University shall provide and maintain commercial general liability insurance acceptable to the District in the minimum amount of \$1,000,000 per occurrence for bodily injury, personal injury, and property damage, with an aggregate limit twice the occurrence limit. The University shall furnish to the District, upon request, proof of the above coverage in the form of certificates of insurance.

The District shall provide and maintain: commercial general liability insurance acceptable to the District in the minimum amount of \$1,000,000 per occurrence for bodily injury, personal injury, and property damage, with an aggregate limit twice the occurrence limit. The District shall furnish to the University, upon request, proof of the above coverage in the form of certificates of insurance.

F. Indemnification

The University shall hold harmless, defend, and indemnify the District and its officers, employees, and agents from any and all losses, demands, claims, damages (including costs and attorneys fees), or causes of action arising from any negligent or willful act of the University, its officers, employees, agents or student teachers incurred in the performance of this Agreement.

The District shall hold harmless, defend, and indemnify the University and its officers, employees, and agents from any and all losses, demands, claims, damages (including costs and attorneys fees), or causes of action arising from any negligent or willful act of the District, its officers, employees, or agents incurred in the performance of this Agreement

G. Term

The term of this MOU shall be for a term beginning **September 1, 2015**. Each party shall be bound from the date signed by both parties until **August 31, 2020** (end of the PLNU academic year then in progress). The MOU will be reviewed and extended for the next academic year by mutual agreement if there are no substantive changes that would require action by either entity governing bodies.

H. Miscellaneous.

Entire Agreement

This MOU constitutes the final, complete and exclusive statement of the terms of the agreement between the parties pertaining to the PLNU credential and advanced degree programs identified in this agreement. The MOU supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement.

Amendment The provisions of the MOU may be modified only by mutual agreement of the parties. No modification shall be binding unless it is in writing and signed by the party against whom enforcement of the modification is sought.

Waiver Any of the terms or conditions of this MOU may be waived at any time by the party entitled to the benefit of the term or condition, but no such waiver shall affect or impair the right of the waiving party to require observance, performance or satisfaction either of that term or condition as it applies on a subsequent occasion or any other term or condition of this MOU.

Assignment Neither party may assign any rights or benefits or delegate any duties under this MOU without the written consent of the other party or parties. Any purported assignment without written consent shall be void.

Parties in Interest Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or by reason of this MOU on any person other than the parties to it and their respective successors and assigns, nor is anything in this MOU intended to relieve or discharge the obligation or liability of any third persons to any party of this MOU.

Severability If any provision of this MOU is held by a court or arbitrator of competent jurisdiction to be invalid or unenforceable, the remainder of the MOU



*Memorandum of Understanding – PLNU and Santee School District*

shall continue in full force and effect and shall in no way be impaired or invalidated.

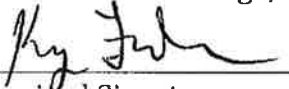
Governing Law The rights and obligations of the parties and the interpretation and performance of this MOU shall be governed by the laws of California, excluding any statute which directs the application of the laws of another jurisdiction.

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

**For Point Loma Nazarene University:**

Name: Kerry D. Fulcher, Ph.D.

Title: Provost and Chief Academic Officer  
Address: Point Loma Nazarene University  
3900 Lomaland Dr.  
San Diego, CA 92106

 Date 6-25-15  
Authorized Signature

**PLNU Contact:**

Name: Deborah E. Erickson, Ed.D.  
Title: Dean, School of Education  
Address: Point Loma Nazarene University  
4007 Camino Del Rio South, Suite 400  
San Diego, CA 92108

**Partner**

Name:

Title: \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Signature

Consent Item D.3.3. Approval of Student Teaching Agreement for the Cal State TEACH Program with California State University; Fresno, Fullerton, Los Angeles and Monterey Bay Campuses for Student Teacher Placement

Prepared by Dr. Stephanie Pierce  
August 4, 2015

**BACKGROUND:**

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers and interns. Santee School District has received a Student Teaching Agreement for the Cal State TEACH Program with California State University; Fresno, Fullerton, Los Angeles and Monterey Bay Campuses for this purpose. The terms of this open-ended agreement shall commence on the date of execution.

**RECOMMENDATION:**

Administration recommends that the Student Teaching Agreement with California State University for the Cal State Teach Program be approved by the Board of Education.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There is no fiscal impact to the District general fund.

**STUDENT ACHIEVEMENT IMPACT:**

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



CalStateTEACH and the \_\_\_\_\_ School District

**About CalStateTEACH:** CalStateTEACH is a multiple subject credential program of the California State University. Its goal is to prepare creative, collaborative and reflective teachers for California’s future. It offers an Intern as well as a Student Teaching option and is managed through Regional Centers located on the following CSU campuses: Fresno, Fullerton, Los Angeles and Monterey Bay.

**Purpose of the Agreement:**

To engage the \_\_\_\_\_ School District and CalStateTEACH in a partnership to provide support for the preparation of CalStateTEACH candidates in the District. This partnership will be concentrated in the activities of three individuals: the CalStateTEACH Field Experience Participant / Student Teacher, the faculty representative of the CSU, hereinafter referred to as the assigned Faculty, and a mentor teacher from the School, hereinafter referred to as the Cooperating Teacher or Master Teacher. CalStateTEACH does not demand or require any exclusive arrangement with the District. The District is obligated only to provide appropriate support for the CalStateTEACH credential candidate and staff to reach the common goal of placing fully credentialed teachers in California classrooms.

**Overview of this Agreement:**

CalStateTEACH agrees to provide multiple subjects coursework, student professional liability insurance, and university supervision for each participating candidate, and the District agrees to provide them with a faculty mentor and appropriate support.

**CalStateTEACH agrees to do the following:**

1. Give highest priority in admissions to qualified applicants whom the District may ultimately wish to offer position(s) as a Multiple Subjects teacher(s).
2. Provide candidates with student professional liability insurance through the CSU Student Professional Liability Insurance Program which shall cover general liability, professional liability, and educator’s errors & omissions liability.
3. Ensure that candidates hold a current Certificate of Clearance and appropriate medical clearance.
4. Cooperate to the fullest extent possible to assist the School and District to reach its goals of providing quality educational experiences for its students by conducting all activities with respect to preparing candidates in an unobtrusive, efficient, and supportive manner.
5. Provide a subject-matter competence evaluation of the applicant’s transcripts, an on-line diagnostic to determine candidates’ subject matter preparation or candidates’ readiness to pass CSET.
6. Provide assistance to all candidates who are not yet subject matter qualified to reach subject matter competence.
7. Provide each candidate with a high quality program of study which integrates program assignments with the candidate’s classroom teaching.
8. Establish a Central Advisory Board for the CalStateTEACH program and encourage the District to participate on the Board.



9. Provide each candidate with an assigned Faculty member who will make regular visits to the classroom, evaluate lessons and give specific feedback, confer with the principal and staff as needed, and act as program advisor.
10. Provide orientation materials and training to both the school cooperating or master teacher and the principal.
11. Communicate regularly with the principal and the school cooperating or master teacher, as well as provide the opportunity for them to give feedback on any aspect of the program and staff.
12. Provide an on-going, faculty-facilitated online forum for all candidates in the group, with regular opportunities for discussion, problem solving, peer interaction and access to the assigned Faculty member.
13. Assist District candidates in processes related to enrollment, financial aid, and ultimately a preliminary credential application.

**The School and District agree to do the following:**

1. Nominate a fully credentialed teacher with at least 3 years teaching experience and authorization to work with English learners to serve as a cooperating or master teacher for each participating candidate. This should be a current elementary teacher in the School.
2. Ensure that cooperating or master teachers have sufficient opportunity to observe, coach and guide the candidate.
3. Upon the request of the assigned Faculty, assure the participation of the school principal in specific CalStateTEACH candidate progress reviews or evaluations.
4. Provide additional resources (such as staff development, exemplary classroom observations, additional mentoring) as needed to promote the success of candidates in difficult assignments.
5. Ensure that each candidate has access to technological resources available at the school site.

**Assurances:**

The \_\_\_\_\_ School District shall defend, indemnify, and hold the Board of Trustees of the California State University, 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 the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the School District, its officers, employees or agents.

The Board of Trustees of the California State University shall defend, indemnify, and hold the School District, 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 the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of CSU, its officers, employees or agents.

\_\_\_\_\_  
Signature of School Principal, District Superintendent,  
or Authorized Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of the CalStateTEACH Regional Director

\_\_\_\_\_  
Date Signed



California State University Risk Management Authority

## Student Professional Liability Insurance Program (SPLIP) July 1, 2014 – July 1, 2015

**Insurer:**

Lloyd's of London

**Insureds:**

- California State University (CSU)
- All campuses of the CSU
- Employees, Faculty, Staff of the CSU
- CSU Students enrolled in Nursing, Allied Health, Social Work, or Education credential programs of the CSU

\*Enrolled Students mean students who are enrolled and in good standing while completing an internship and registered/enrolled in a course that requires the internship experience, including academic breaks during the policy period. Enrolled Students also include students who have not received a letter grade in a course (e.g., assigned an "Incomplete"), but remain registered for that course until the Incomplete objectives are met, but for no more than one (1) year from the granting of the Incomplete.

**Additional Insureds:**

Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy.

**Coverage:**

- A. General Liability
- B. Professional Liability
- C. Educator's Errors & Omissions Liability

**Coverage Description:**

Covers General Liability and Professional Liability of CSU students enrolled in a Health Profession practicum, Social Welfare program, Social Work program, or Education Credential program of the CSU who are required by a host institution to obtain general liability and/or professional liability insurance for participation in the institution's affiliation program.

**Limits:**

- \$2,000,000 Each Loss
- \$4,000,000 Aggregate for all Covered Parties, and not per student

**Member's Deductible:**

\$0 Per Claim

**Premium Rate:**

\$20.00 per student in Nursing, Allied Health, Social Work, or Education

This flat rate is non-refundable, and is not subject to a prorated premium return if student is enrolled for less than one year.

*While we believe this Summary of Insurance fairly represents the terms, conditions and exclusions found in your insurance policies, in the event of any differences between the policies themselves and this summary, the policy provision will direct any resolution. This summary is not intended to replace or supersede any of your insurance contracts.*

**Student Professional Liability Insurance Program (SPLIP)  
July 1, 2014 – July 1, 2015**

**Coverage Extension:**

1. **Legal Representation:** defense cost included for covered claims.
2. **Personal Injury Liability:** protects up to the Coverage Limits against covered claims arising from charges of privacy violation, libel, slander, assault & battery, and other alleged personal injuries.
3. **School Grievance/ Academic Disciplinary Hearings:** reimburses for expenses incurred for defense of a school grievance or academic disciplinary hearing or proceeding; \$5,000 per proceeding; \$100,000 aggregate.
4. **Damage to Property of Others:** for damage caused accidentally by a Covered Party to the property of others at your location; \$5,000 per incident; \$100,000 aggregate.
5. **Assault Coverage:** covers your medical expenses or reimburses you for damage to your property if you are assaulted at your location; \$5,000 per incident; \$100,000 aggregate.
6. **Medical Payments:** reimbursement of medical expenses to others injured on your location; \$5,000 per incident; \$100,000 aggregate.
7. **First Aid Expenses:** for expenses you incur in rendering first aid to others: \$5,000 per defendant; \$100,000 aggregate.
8. **Defendant Expense Benefit:** reimburses you for lost wages and other expenses incurred when you attend a required trial, hearing or proceeding as a defendant in a covered claim: \$5,000 per defendant; \$100,000 aggregate.

**No Exclusion for:**

- Sexual Harassment
- Abuse or Molestation
- Corporal Punishment

**Comments / Conditions:**

1. This is a “claims- made” policy. Coverage is only provided for claims which are both: (1) first made against the Insured during the Policy Period; and (2) reported to the Carrier as soon as practicable, but not later than 3 years after the Policy Period. Coverage is only provided for claims arising from Professional Services which are rendered or Incidents which occurred during the Policy Period.
2. Students enrolled in Nursing, Allied Health, Social Work, or Education credential programs of the CSU who also perform community service or volunteer work for academic credit are covered by this Student Professional Liability Insurance Program (SPLIP) at no additional premium.
3. Other CSU students performing community service or volunteer work for academic credit and students enrolled in radio, television or film academic programs of the CSU are separately covered by the Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). Please refer to SAFECLIP summary for details.

*While we believe this Summary of Insurance fairly represents the terms, conditions and exclusions found in your insurance policies, in the event of any differences between the policies themselves and this summary, the policy provision will direct any resolution. This summary is not intended to replace or supersede any of your insurance contracts.*

**COVERED PROFESSIONS, Including but not limited to:**

**NURSING PROFESSIONS**

Case Manager  
 Geriatric Nursing Assistant  
 Nurses Aide - Facility Setting  
 Nurses Aide - In-home Setting  
 Nursing Assistant - Facility Setting  
 Nursing Assistant - In-home Setting  
 Home Health Aide  
 LPN/LVN  
 Nurse - Anesthetists  
 Nurse - Midwives  
 Registered Nurse

Nurse Practitioner:  
 Geriatric/Adult/Family Planning-GYN  
 OB-GYN/Acute Critical Care OB-GYN  
 Pediatric/Neonatal/Family Practice/Acute Care  
 Psychiatric

**ALLIED HEALTH PROFESSIONS**

Art Therapist  
 Athletic Trainer  
 Audiologist  
 Blood Bank Technician  
 Bio-Medical Technician  
 Cardiographic Technician  
 Cardiology Technician  
 Case Manager  
 Certified Laboratory Technician  
 Certified Medical Assistant  
 Certified Occupational Therapy Assistant  
 Chiropractic Assistant  
 Circulation Technician  
 Clinical Laboratory Technician  
 Community Health Assistant  
 Community Health Technician  
 Corrective Therapist  
 Dance Therapist  
 Dental Hygienist  
 Diagnostic Medical Sonographer  
 Dialysis Technician  
 Dietitian  
 EEG (Electroencephalogram) Technician  
 EKG (Electrocardiogram) Technician  
 Optometry Assistant/Technician  
 Orthopedic Assistant  
 Pedorthist  
 Perfusionist  
 Personal Trainer

Electrologist  
 EMT- Paramedic  
 EMT- Basic/Intermediate  
 EMT- Volunteer  
 Enterostomal Therapist  
 Exercise Physiologist  
 Health Educator  
 Histologic Technician  
 Hospital Pharmacy Technician  
 Kinesiologist/Kinesiotherapist  
 Laboratory Aide  
 Massage Therapist  
 Medical Assistant  
 Medical Laboratory Technician  
 Medical Records Administrator  
 Medical Records Technician  
 Medical Technician  
 Medical Technician Assistant  
 Mental Retardation Worker  
 Music Therapist  
 Nuclear Medical Technician  
 Nutritionist  
 Occupational Therapist  
 Occupational Therapist Assistant  
 Rehabilitation Assistant  
 Rehabilitation Therapist  
 Respiratory Care Practitioner  
 Respiratory Care Provider  
 Respiratory Therapist

*While we believe this Summary of Insurance fairly represents the terms, conditions and exclusions found in your insurance policies, in the event of any differences between the policies themselves and this summary, the policy provision will direct any resolution. This summary is not intended to replace or supersede any of your insurance contracts.*



California State University Risk Management Authority

Pharmacist  
Pharmacist Technician  
Physical Therapist  
Physical Therapist Assistant  
Physician Assistant Podiatric Assistant  
Psychologist  
Radiation Therapist  
Radiological Technician  
Recreation Therapist

Respiratory Therapist Technician  
Speech Hearing Therapist  
Speech Language Pathologist  
Sports Medicine Instructor  
Sports Medicine Therapist  
Surgical Technician  
Vascular Technologists  
X-Ray Machine Operator

**SOCIAL WORK / SOCIAL WELFARE PROFESSIONS**

Alcohol/Drug Counselor  
Bodywork Counselor  
Career Counselor  
Case Manager  
Clinical Counselor  
Counselor Educator  
Forensic Counselor  
Genetic Counselor  
Licensed Professional Clinical Counselor

Licensed Professional Counselor  
Life Coach Counselor  
Marriage/Family Counselor  
Mental Health Counselor  
Pastoral Counselor  
Psychological Counselor  
Rehabilitation Counselor  
Social Worker

**EDUCATION / TEACHING PROFESSIONS**

School Administration:

Admittance  
Desegregation  
Enrollment  
Expulsion  
Extracurricular Activities  
Integration

Educational Instruction:

Career Guidance  
Guidance Counseling  
School Counselor  
Student Consumerism  
Teaching Assistants

*While we believe this Summary of Insurance fairly represents the terms, conditions and exclusions found in your insurance policies, in the event of any differences between the policies themselves and this summary, the policy provision will direct any resolution. This summary is not intended to replace or supersede any of your insurance contracts.*



Consent Item D.4.1. Personnel, Regular

Prepared by Tim Larson

August 4, 2015

**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. Block, Staci (Replacing Kristin Baranski)	Carlton Oaks	MGT-05 + Doctorate	\$0.00	\$121,598.00	08-07-15
2. Brownell, Sara (Replacing Alex Harper)	Rio Seco	IV-01	\$0.00	\$46,694.00	08-26-15
3. Dow, Stephanie (Replacing Dianna Danley)	Special Education	VI-01	\$0.00	\$52,448.00	08-26-15
4. Farmer, Kelly (Replacing Allwyn Gazi)	Cajon Park	III-01	\$0.00	\$46,694.00	08-26-15
5. Goro, Susan (Replaced Julie Napie)	Hill Creek	IV-01	\$0.00	\$46,694.00	08-26-15
6. Gourley, Kristina (Replacing Colleen Peterson)	Rio Seco	III-01	\$0.00	\$46,694.00	08-26-15
7. Lara, Sharon	Rio Seco	VI-04	\$0.00	\$59,441.00	08-26-15
8. Lincoln, Tracie (Replacing Jean Setzer)	Sycamore Canyon	III-01	\$0.00	\$46,694.00	08-26-15
9. Magnolia, Sarah	Sycamore Canyon	V-01	\$0.00	\$48,951.00	08-26-15
10. Maloy, Molly (Replacing Gordon Hjalmarson)	Hill Creek	VI-01	\$0.00	\$52,448.00	08-26-15
11. McPhillips, Christina (Replacing Jennifer Diogostine)	Sycamore Canyon	VI-03	\$0.00	\$57,110.00	08-26-15
12. McPhillips, Kevin (Replacing Laya Fleischer)	Rio Seco	IV-02	\$0.00	\$47,786.00	08-26-15
13. Ninteman, Robin	Chet F. Harritt	III-01	\$0.00	\$46,694.00	08-26-15
14. Orsinelli, Kelcie (Replacing Morgan Ehnis)	Chet F. Harritt	III-01	\$0.00	\$46,694.00	08-26-15
15. Quan, Joanne (Replacing Valerie Spencer)	<i>Sycamore Canyon to PRIDE Academy</i>	Permit Teacher – 01	\$0.00	\$29,138.00	08-26-15
16. Roque, Monica (Replacing Cheryl Tade)	Chet F. Harritt	III-01	\$0.00	\$46,694.00	08-26-15
17. Schour, Lauren	Sycamore Canyon	III-01	\$0.00	\$46,694.00	08-26-15
18. Stanley, Charlene	Hill Creek	VI-01	\$0.00	\$52,448.00	08-26-15
19. Starkey, Susan (Replacing Jennifer Mahoney)	Rio Seco	III-05	\$0.00	\$50,117.00	08-26-15
20. Torres, Nicole (Replacing Michelle Meyer)	Pepper Drive	III-02	\$0.00	\$46,694.00	08-26-15

B. Temporary Rehires:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Bryant, Victoria (Replacing Cindy Robinson)	Pepper Drive	<i>IV-02 to IV-03</i>	\$47,786.00	\$49,728.00	08-26-15
2. Buntin, Amy (Replacing Susan Kiley)	Hill Creek	<i>V-03 to V-04</i>	\$53,225.00	\$55,362.00	08-26-15

## Certificated Staff – continued

### B. Temporary Rehires - continued:

3. Fetty, Jolene	Hill Creek	IV-01	\$46,694.00	\$46,694.00	08-26-15
4. Fuller, Kiersten (Replacing Effie Oatman)	Hill Creek	IV-01 to IV-02	\$46,694.00	\$47,786.00	08-26-15
5. Gibson, Casey	Carlton Hills	IV-01 to IV-02	\$46,694.00	\$47,786.00	08-26-15
6. Isaacson, Laura	Rio Seco	VI-07 to VI-08	\$66,434.00	\$68,765.00	08-26-15
7. Lafuze, Jamie	Cajon Park	VI-06 to VI-07	\$64,103.00	\$66,434.00	08-26-15
8. McMahon, Meghan	PRIDE Academy	III-02 to III-03	\$46,694.00	\$46,694.00	08-26-15
9. McNearney, Michelle	Pepper Drive	III-02 to III-03	\$46,694.00	\$46,694.00	08-26-15
10. Nelson, Allison (Replacing Pamela Cameron)	PRIDE Academy	III-01	\$46,694.00	\$46,694.00	08-26-15
11. Ropple, Kimberly	Carlton Hills	III-02 to III-03	\$46,694.00	\$46,694.00	08-26-15
12. Toups, Brittany	Carlton Hills	IV-01	\$46,694.00	\$46,694.00	08-26-15

### C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Barbary, Lawrence (Replacing Richard Mitchell)	<i>Cajon Park to Chet F. Harritt</i>	VI-22	\$88,968.00	\$88,968.00	08-26-15
2. Barker, Adrienne (Temporary to Probationary)	Special Education	V-01 to V-02	\$48,951.00	\$51,088.00	05-05-15
3. Boulais, Alicen (Replacing Kristen Mazolla)	Rio Seco	III-07	\$53,613.00	\$55,362.00	08-26-15
4. Frank, Jennifer (Replacing Kasey Rutherford)	<i>Rio Seco to Cajon Park</i>	VI-16	\$85,082.00	\$85,082.00	08-26-15
5. Reed, Katyrose (Temporary to Probationary)	Pepper Drive	VI-01 to VI-02	\$52,448.00	\$54,779.00	05-05-15
6. Register, Celina (Replacing Stacy Roberts)	<i>Rio Seco to Cajon Park</i>	VI-07 to VI-08	\$66,434.00	\$68,765.00	08-26-15
7. Roberts, Stacy (Replacing Katy Hammack)	<i>Cajon Park to Educational Services</i>	VI-15	\$85,082.00	\$85,082.00	08-26-15
8. Schmelzlen, Allison (Temporary to Probationary)	Carlton Oaks	VI-04 to VI-05	\$59,441.00	\$61,772.00	05-05-15
9. Sutera, Joseph	<i>Carlton Oaks to Chet F. Harritt</i>	VI-12	\$78,089.00	\$78,089.00	08-26-15
10. Thom, Stephen (Temporary to Probationary)	Carlton Hills	VI-06 / .50 FTE to VI-07 / .50 FTE	\$32,051.47	\$33,217.00	05-05-15

### D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

### E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Boutwell, Mary	Pepper Drive	VI-04	Position in another District	07-09-15
2. Schult, Nicholle	Pepper Drive	IV-01	Position in another District	07-17-15

### 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. Devine, Lucia (Replacing Samantha Smith)	Sycamore Canyon	Early Childhood Assistant II / 18 A 3.75 hrs.	\$0.00	\$1,011.81	09-02-15
2. Enslow, Erin (Replacing Carol Robles)	Rio Seco	Instructional Assistant, Special Ed I 20 A / 5 hrs.	\$0.00	\$1,490.62	09-02-15
3. Garcia, Jamie (Replacing Cindy Wolf)	PRIDE Academy	Campus Aide CA A / 2 hrs.	\$0.00	\$404.25	09-02-15
4. Gibson, Catherine	Carlton Hills and Cajon Park	Licensed Vocational Nurse / 25.5 A / 5.5 hrs.	\$0.00	\$2,151.87	09-02-15
5. Hawke, Eric (Replacing Carlos Sanchez)	Child Nutrition Services	Food Service Utility Worker / 24 A / 8 hrs.	\$0.00	\$2,905.00	07-27-15
6. O'Neal, Shelby (Replacing Judith Rodriguez)	Sycamore Canyon	Instructional Assistant, Special Ed I 20 A / 3 hrs.	\$0.00	\$894.37	09-02-15

### 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. Conway, Susan	<i>Cajon Park to Carlton Hills</i>	Instructional Assistant, Special Ed II 21 E / 5.75 hrs.	\$2,195.21	\$2,195.21	09-02-15
2. Ketchpaw, Mary (Replacing Jill Lenihan)	Carlton Hills	Instructional Assistant, Special Ed II / 21 E / 6 hrs.	\$2,290.50	\$2,290.50	09-02-15
3. Lenihan, Jill (Replacing Calleen Gaer)	<i>Carlton Hills to Carlton Oaks</i>	<i>Instructional Assistant, Special Ed II 21 E + PGI 2 / 6.0 hrs. to Instructional Assistant, Visually Impaired 23 E + PGI 2 / 6.0 hrs.</i>	\$2,290.50	\$2,553.00	09-02-15
4. Leon, Denise	Hill Creek to Carlton Hills	<i>Early Childhood Group Leader I / 19.5 E / 8hrs. to Early Childhood Group Leader II / 22 D / 8.0 hrs.</i>	\$2,905.00	\$3,054.00	09-02-15
5. Owens, Elizabeth	Carlton Hills	<i>Instructional Assistant, Special Ed II 21 B / 3.25 hrs. to Instructional Assistant, Special Ed II 21 B / 3.0 hrs.</i>	\$1,069.52	\$987.37	09-02-15
7. Schwendinger, Heidi	Rio Seco	<i>Instructional Assistant, Special Ed II 21 E / 3.0 hrs. Instructional Assistant, Special Ed II 21 E / 5.5 hrs.</i>	\$1,145.25	\$2,099.62	09-02-15

### K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

### L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Quan, Joanne	Sycamore Canyon	Early Childhood Group Leader I	Accepted position as Preschool Teacher at PRIDE Academy	08-26-15

## Classified Staff - continued

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

Employee	Location	Position/Class/Hours			Effective Date
1. Farmer, Cynthia	<i>PRIDE Academy to Chet F. Harritt</i>	Instructional Assistant, I 19 E / 3.5 hrs. to 3.0 hrs.	\$1,209.68	\$1,036.87	09-02-15

**N. Dismissals:**

Employee	Location	Position	Effective Date
1. Rones, Kimberly	Sycamore Canyon	Instructional Media Technician	06-18-15

**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.

**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.*

Agenda Item E.

Discussion and/or Action Item E.1.1.  
 Prepared by Karl Christensen  
 August 4, 2015

Award of Contract to Commercial & Industrial  
 Roofing Company Inc. for Bid 2015-2016-001,  
 District Office Reroofing

**BACKGROUND:**

On June 2, 2015, the Board of Education discussed possible District Office renovations and staff was authorized to seek bids for a new roof at the District Office building. Bids were posted and CUPCCAC contractors were notified on Tuesday, June 30, 2015. The mandatory job walk was held on Tuesday, July 7, 2015, with fifteen (15) potential bidders present. Six (6) bidders submitted bids.

The bid opening was held on Tuesday, July 21, 2015, and results are as follow:

<b>Contractor</b>	<b>Total Base Bid</b>	<b>Alternate #1 - Unit Cost for 32 Sq. Ft. Additional Plywood Replacement</b>	<b>Total Bid (Including Alternate #1)</b>
<b>Commercial &amp; Industrial Roofing Co., Inc.</b>	\$52,700.00	\$96.00	\$52,796.00
<b>J. P. Witherow Roofing Co.</b>	\$76,800.00	\$7,700.00	\$84,500.00
<b>A Good Roofer Inc.</b>	\$96,100.00	\$1,500.00	\$97,600.00
<b>Fordyce Construction Inc.</b>	\$110,021.00	\$90.00	\$110,111.00
<b>Best Contracting Services Inc.</b>	\$131,750.00	\$159.00	\$131,909.00
<b>Sylvester Roofer</b>	\$145,000.00	\$225.00	\$145,225.00

**RECOMMENDATION:**

It is recommended that the Board of Education award Bid #2015-2016-001, District Office Reroofing, to Commercial & Industrial Roofing Co., Inc. in the amount of \$52,796.00.

This recommendation supports the following District goal:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of \$52,796.00 is to be funded from Deferred Maintenance.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.1.1.

Discussion and/or Action Item E.1.2.  
Prepared by Karl Christensen  
August 4, 2015

Award of Contract to GEM Industrial Electric, Inc. for Bid 2015-2016-002, Accessibility Upgrades to the Existing Walkway at the District Office

**BACKGROUND:**

On June 2, 2015, the Board of Education discussed possible District Office renovations and staff was authorized to seek bids for an accessible path to the existing lobby entry at the District Office building. Bids were posted and CUPCCAC contractors were notified on Tuesday, June 30, 2015. The mandatory job walk was held on Tuesday, July 7, 2015, with six (6) potential bidders present. Four (4) bidders submitted bids.

The bid opening was held on Tuesday, July 21, 2015, and results are as follows:

<b>Contractor</b>	<b>Total Bid</b>
GEM Industrial Electric Inc.	\$109,860.00
Kirk Paving Inc.	\$133,585.00
Visionary Construction & Consulting Inc.	\$138,000.00
Fordyce Construction Inc.	\$173,311.00

The District's original estimate for this project was \$25,000. However, this assumed a simple walkway attached to the building using the building's footings to support part of the load. During design, the structural engineer determined that the new walkway foundations and retaining wall had to support itself independently and could not load the existing original building footing. Consequently, prior to bidding, the engineer's estimate for the work was \$150,000.

Installation of the walkway is necessary to comply with ADA accessibility requirements. Staff recommends award so an appropriate accessible path to the District Office entrance is available.

**RECOMMENDATION:**

It is recommended that the Board of Education award Bid #2015-2016-002, Accessibility Upgrades to the Existing Walkway at the District Office to GEM Industrial Electric Inc. in the amount of \$109,860.00.

This recommendation supports the following District goal:

**Learning Environment**

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

**Fiscal Accountability**

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



**FISCAL IMPACT:**

The fiscal impact is \$109,860.00 to be funded from Deferred Maintenance funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.1.2.

Discussion and/or Action Item E.1.3.  
Prepared by Karl Christensen  
August 4, 2015

Award of Contract to Kirk Paving, Inc. for  
Bid 2015-2016-003, Demolition of Ball Field  
Structures at the Former Santee School Site

**BACKGROUND:**

Recently, the District has experienced vandalism and unauthorized use of vacated Ball Field structures at the Former Santee School Site on Mission Gorge Road. Administration posted notification of informal bids for demolition of these structures as a possible remedy. CUPCCAC contractors were notified on Thursday, July 2, 2015. A mandatory job walk was held on Friday, July 10, 2015, with six (6) potential bidders present. Four (4) bidders submitted bids.

The bid opening was held on Tuesday, July 21, 2015, and results are as follows:

<b>Contractor</b>	<b>Total Bid</b>
Kirk Paving Inc.	\$29,950.00
Dimond Construction Inc.	\$32,817.00
Trio Construction Group Inc.	\$37,889.00
R. E. Schultz Construction	\$44,860.00

**RECOMMENDATION:**

It is recommended that the Board of Education award Bid #2015-2016-003, Demolition of Ball Field Structures at the Former Santee School Site, to Kirk Paving, Inc. in the amount of \$29,950.00.

This recommendation supports the following District goal:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$29,950.00 to be funded from the General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.1.3.

**Item F. BOARD POLICIES AND BYLAWS**

Agenda Item F.

Board Policies and Bylaws Item F.1.1.  
Prepared by Cathy A. Pierce, Ed.D.  
August 4, 2015

First Reading: Revised Board Policy 4158  
Employee Security

**BACKGROUND:**

Revised Board Policy 4158 is presented to the Board of Education for a first reading. The revisions update the Board Policy to current CSBA language.

The proposed revisions are attached for Board review.

**RECOMMENDATION:**

Revised Board Policy 4158, Employee Security, is presented for a first reading. No action is requested at this time.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Effective governance has a positive impact on student achievement.

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

**EMPLOYEE SECURITY**

The Governing Board desires to provide a safe, orderly working environment for all employees. As part of the district's comprehensive school safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for providing them with necessary assistance and support when emergency situations occur, assisting them in the event of an emergency situation.

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. The Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace. In addition, the Superintendent or designee may initiate legal proceedings against any individual to recover damages for injury caused by the willful misconduct of that individual to the person or property of an employee or another person on district premises.

(cf. 3320 - Claims and Actions Against the District)  
(cf. 3515.4 - Recovery for Property Loss or Damage)

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques, and crisis resolution.

(cf. 4131 - Staff Development)  
(cf. 4231 - Staff Development)  
(cf. 4331 - Staff Development)

The Superintendent or designee shall ensure that employees are informed, in accordance with law, regarding crimes and offenses by students who may pose a danger in the classroom.

The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, communication devices that would enable two-way communication with law enforcement and others when emergencies occur.

(cf. 5141 - Health Care and Emergencies)

When violence is directed against an employee by any individual and the employee so notifies the Superintendent or designee, the Superintendent or designee shall take steps to ensure that appropriate legal measures are instituted. When the employee notifies the Superintendent or designee of a threat of bodily harm, the district shall take appropriate measures to enable the employee to request assistance if a threat occurs on school grounds.

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques and crisis resolution.

## All Personnel

BP 4158 (b)  
4258  
4358

## EMPLOYEE SECURITY

The Board recognizes that access to two-way communications devices allows employees to call for assistance from their supervisor or law enforcement in the event of a threat of violence or medical emergency. The district shall provide such communications devices in classrooms to the extent possible.

*(cf. 5141 - Health Care and Emergencies)*

Employees may not carry or possess pepper spray on school property or at school activities. On a case-by-case basis, however, the Superintendent or designee may allow the possession of a pepper spray weapon that meets the requirements of Penal Code 12403.7 when justified by unusual dangerous circumstances. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

### Reporting of Injurious Objects

The Board requires school employees to take immediate action upon being made aware that any person is in possession of an injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately call 911 notify the local law enforcement agency and the principal

*(cf. 5131.7 - Weapons and Dangerous Instruments)*

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

#### *Legal Reference:*

#### EDUCATION CODE

32210-32212 *Willful disturbance, public schools or meetings*

32225-32226 *Communication devices*

~~35204 *Contract with attorney in private practice or use of administrative advisor*~~

~~35205 *Contract for legal services*~~

35208 *Liability insurance*

35213 *Reimbursement for loss, destruction or damage of school property*

44014 *Report of assault by pupil against school employee*

44807 *Duty concerning conduct of students*

48201 *Transfer of student records*

48900-48926 *Suspension or expulsion Grounds for suspension or expulsion*

**All Personnel**

BP 4158 (c)  
4258  
4358

**EMPLOYEE SECURITY**

*Legal Reference: (see next page)*

49079 *Notification to teacher; student who has engaged in acts constituting grounds for suspension or expulsion*

49330-49335 *Injurious objects*

CIVIL CODE

51.7 *Freedom from violence or intimidation*

CODE OF CIVIL PROCEDURE

527.8 *Workplace violence safety act*

GOVERNMENT CODE

995-996.4 *Defense of public employees*

3543.2 *Scope of representation*

PENAL CODE

71 *Threatening public officers and employees and school officials*

~~240-246.3~~ *Definition of assault* **Assault and battery, including:**

~~Assault on school or park property against any person~~

241.3 *Assault against school bus drivers*

241.6 *Assault on school employee includes board member*

*Definition of battery*

242 ~~\_\_\_\_\_~~ *Battery; definition of "injury" and "serious bodily injury"*

243.2 ~~\_\_\_\_\_~~ *Battery on school or park property against any person*

243.3 *Battery against school bus drivers*

243.6 *Battery against school employee includes board member*

245.5 *Assault with deadly weapon; school employee includes board member*

290 *Registration of sex offenders*

601 *Trespass by person making credible threat*

**626-626.11 School Crimes**

626.9 ~~\_\_\_\_\_~~ *Gun-Free School Zone Act of 1995*

626.10 ~~\_\_\_\_\_~~ *Exceptions to bringing weapons on school grounds*

646.9 *Stalking*

12403.7 *Weapons approved for self defense*

WELFARE AND INSTITUTIONS CODE

827 *Juvenile court proceedings; reports; confidentiality*

828.1 *District police or security department, disclosure of juvenile records*

COURT DECISIONS

*City of San Jose v. William Garbett, (2010) 190 Cal. App. 4<sup>th</sup> 526*

*Management Resources:*

CDE CORRESPONDENCE

0401.01 *Protecting Student Identification in Reporting Injurious Objects* WEB

SITES

*CDE, Safe Schools and Violence Prevention Office: <http://www.cde.ca.gov/spbranch/safety/safetyhome>*

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

Policy adopted: May 5, 2009  
Revised:

**SANTEE SCHOOL DISTRICT**  
Santee, California

Board Policies Item F.1.2.  
Prepared by Karl Christensen  
August 4, 2015

Second Reading: New Board Policy 4154.2, 4254.2,  
4354.2, "Unpaid Accounts for Health and Welfare  
Benefits"

**BACKGROUND:**

The District provides access to health and welfare benefits through group coverage for active employees, former employees qualifying for extended benefits under the Consolidated Omnibus Budget Reconciliation Act (COBRA), and retirees. The portion of premiums paid by the District and those paid by the individual will vary from year to year depending on changes in premium costs initiated by carriers and/or 3<sup>rd</sup> party administrators, provisions of collective bargaining agreements, applicable laws and regulations, and Board policies.

The District will pay its portion of premium costs using established procedures for remittance through payroll and/or commercial warrant transactions. The individual may be responsible for payment of all, or a portion of, the monthly premium costs for single coverage exceeding established CAPs, if applicable, and/or covered dependents. In general, the District remits the individual's portion of premium costs for health and welfare benefits to vendors on behalf of the individual. New Board Policy 4154.2, 4254.2, 4354.2 provides the procedures related to the handling of unpaid accounts for health and welfare benefits when an individual's payment is late or delinquent.

**RECOMMENDATION:**

It is recommended that the Board of Education review and adopt the proposed Board Policy 4154.2, 4254.2, 4354.2, "Unpaid Accounts for Health and Welfare Benefits."

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:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.1.2.



**Business and Noninstructional Operations**

**UNPAID ACCOUNTS FOR HEALTH AND WELFARE BENEFITS**

The District provides access to health and welfare benefits through group coverage for active employees, former employees qualifying for extended benefits under the Consolidated Omnibus Budget Reconciliation Act (COBRA), and retirees. The portion of premiums paid by the District and those paid by the individual will vary from year to year depending on changes in premium costs initiated by carriers and/or 3<sup>rd</sup> party administrators, provisions of collective bargaining agreements, applicable laws and regulations, and Board policies.

The District will pay its portion of premium costs using established procedures for remittance through payroll and/or commercial warrant transactions. The individual may be responsible for payment of all, or a portion of, the monthly premium costs for single coverage exceeding established CAPs, if applicable, and/or covered dependents. In general, the District remits the individual's portion of premium costs for health and welfare benefits to vendors on behalf of the individual using the following methods:

<b>Group</b>	<b>Primary Payment Method</b>	<b>Secondary Payment Method</b>
<i>Active Employees</i>	Automatic Payroll Deduction Remitted to Vendor	Direct Remittance to Vendor with Invoice Issued to Individual Requesting Advance Payment or Reimbursement: <i>(used when an employee's monthly pay is not sufficient to cover the employee's payment responsibility)</i>
<i>Former Employees Qualifying for COBRA Benefits</i>	Direct Remittance to Vendor with Invoice Issued to Individual for Advance Payment	None
<i>Retirees</i>	Direct Remittance to Vendor with Invoice Issued to Individual for Advance Payment	None

When an individual's payment is late or delinquent, the following actions shall be taken to encourage payment:

<b>Follow-Up Method</b>	<b>Action</b>	<b>Time Period</b>
1	Courtesy Notice emailed OR mailed to work location OR residence/PO Box	Payment thirty (30) calendar days past due
2	Phone call placed to attempt personal contact	Payment forty-five (45) calendar days past due

<b><u>Follow-Up Method</u></b>	<b><u>Action</u></b>	<b><u>Time Period</u></b>
3	Notice of Pending Termination of Coverage emailed AND mailed to work location AND residence/PO Box	Payment fifty (50) calendar days past due
4	Referral to a Collection Agency	Payment sixty (60) or more calendar days past due

The billing cycles and grace periods related to the individual's portion of premium costs shall be as follows:

<b><u>Group</u></b>	<b><u>Billing Cycle</u></b>	<b><u>Grace Period Allowed Before Termination of Coverage</u></b>
<i>Active Employees</i>	Monthly As Due	Single coverage never terminated while actively employed. 60 calendar days after District remittance for dependent coverage.
<i>Former Employees Qualifying for COBRA Benefits</i>	Monthly in Advance	30 calendar days after District remittance for single and dependent coverage.
<i>Retirees</i>	Monthly in Advance	30 calendar days after District remittance for single and dependent coverage.

The District may terminate coverage for COBRA participants, retirees, and dependents of Active Employees after expiration of the Grace Period.

*Legal Reference:*

*Education Code Section 7000: Retiree Benefits  
29 U.S. Code Sections 1161-1168: COBRA*

Policy  
adopted:

**SANTEE SCHOOL DISTRICT**  
Santee, California

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

Agenda Item G.

## Item H. 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. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
  
2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
  
3. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)  
*Property Addresses:*
  - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
  
4. **Public Employee Performance Evaluation (Gov. Code § 54957)**  
*Superintendent*

## Item I. RECONVENE TO PUBLIC SESSION

## Item J. ADJOURNMENT