



Santee School District

SCHOOLS:

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

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

**BOARD OF EDUCATION
 REGULAR MEETING
 AGENDA
 September 6, 2016**

District Mission

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

	<u>Page #:</u>
A. OPENING PROCEDURES – 7:00 p.m.	5
1. Call to Order and Welcome	
2. District Mission	
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1. Superintendent’s Report	
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<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D. CONSENT ITEMS	15
<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>	

Superintendent

1.1. <u>Approval of Minutes</u>	16
<i>It is recommended that the Board of Education approve meeting minutes with any necessary modifications.</i>	

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

9625 Cuyamaca Street · Santee, California 92071-2674 · (619) 258-2300 · www.santeesd.net

Business Services

- 2.1. Approval/Ratification of Travel Requests** 22
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Approval/Ratification of Revolving Cash Report** 25
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.3. Approval of Consultants and General Service Providers** 27
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.4. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 29
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of July 2016.
- 2.5. Adoption of Resolution No. 1617-06 to Certify 2015-16 Gann Limit Appropriations Recalculation and an Estimated Limit for 2016-17** 32
It is recommended that the Board of Education adopt Resolution No. 1617-06 for the recalculation of appropriation limit and funds subject to the Gann Limit for the fiscal year 2015-16 and an estimate for 2016-17.

Educational Services

- 3.1. Approval of Amended Nonpublic Agency Contract Appendix B with SPOT Kids Therapy for Psycho-Educational Assessments** 34
It is recommended the Board of Education approve the Nonpublic Agency Contract with SPOT Kids Therapy for Psycho-Educational Assessments for the term of July 1, 2016 through June 30, 2017.

Human Resources/Pupil Services

- 4.1. Approval to Increase Work Hours for Identified Classified Non-Management Positions** 35
It is recommended that the Board of Education approve the increase in work hours for identified classified non-management positions.
- 4.2. Personnel, Regular** 36
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.3. Approval of Short Term Position** 39
It is recommended that the Board of Education approve the short term position.
- 4.4. Approval to Renew Agreement and New Rate Structure with Atkinson, Andelson, Loya, Ruud, & Romo** 40
It is recommended that the Board of Education approve to renew the agreement and the new rate structure with Atkinson, Andelson, Loya, Ruud, & Romo (AALRR).
- 4.5. Adoption of Resolution No. 1617-05 to Eliminate a Classified Non-Management Position** 47
It is recommended that the Board of Education adopt resolution no. 1617-05 to eliminate a classified non-management position.

E.	DISCUSSION AND/OR ACTION ITEMS	49
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	Business Services	
1.1.	<u>Approval of 2015-16 Unaudited Actuals Report</u>	50
	It is recommended that the Board of Education approve the 2015-16 Unaudited Actuals Report, including all required State forms.	
	Human Resources/Pupil Services	
2.1.	<u>Approval of Memorandum of Understanding with San Diego State University in Conjunction with Santee's Teaching, Listening and Connecting (TLC) Initiative at Cajon Park School</u>	51
	It is recommended that the Board of Education approve the Memorandum of Understanding with SDSU in conjunction with Santee's TLC Initiative at Cajon Park School.	
2.2.	<u>Acceptance of 2015-2016 School Program Services Year End Report</u>	58
	It is recommended that the Board of Education review and accept the School Program Services 2015-2016 Year End Report.	
	Superintendent	
3.1.	<u>Approval of Appointment of Members to Board Advisory Committees</u>	84
	It is recommended that the Board of Education approve the recommended appointments to Board Advisory Committees.	
3.2.	<u>After School Bussing Contracts</u>	87
	It is recommended that the Board of Education discuss the impacts and effects of After School Bussing Contracts.	
F.	BOARD POLICIES AND BYLAWS	88
1.1.	<u>Second Reading: Board Policy/Administrative Regulation/Exhibit 3350 - Travel Expenses</u>	89
	Board Policy/Administrative Regulation/Exhibit 3350 - Travel Expenses is presented for a second reading and request for approval.	
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	95
H.	CLOSED SESSION	95
1.	<u>Public Employee Discipline/Dismissal/Release</u> (Govt. Code § 54957)	
2.	<u>Conference with Labor Negotiator</u> (Govt. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
3.	<u>Conference with Labor Negotiator</u> (Govt. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	

4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property:
- *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*
 - *Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)*
- Agency Negotiator: Karl Christensen, Assistant Superintendent*
5. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

- I. **RECONVENE TO PUBLIC SESSION** 95
- J. **ADJOURNMENT** 95

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 September 20, 2016, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

Ryan
 Levens-Craig
 El-Hajj
 Fox
 Burns

ITEM A. OPENING PROCEDURES

1. Call to Order and Welcome – 7:00 p.m.
2. District Mission
Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.
3. Pledge of Allegiance
4. Approval of Agenda for the September 6, 2016, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Use of Facilities Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events
2. Spotlight: 7th Annual School Beautification Day Appreciation
3. Spotlight: Maintenance & Operations Department Update
4. Report on 2016 CAASPP Results

Requests For Use Of Facilities - September 6, 2016						
Group	Location	Date	Days	Time	Attendance	Fees Applied
Carlton Hills						
Teachers (Parents) D.C. Trip Information Night	Multi-Purpose	9/8/16	Thursday	6:30 pm - 7:30 pm	35	
Sonshine Haven (Sonshine Club)	Multi-Purpose	9/9/16 - 6/2/17	Friday	11:35 am - 2:45 pm	30	
Sonshine Haven/Higher Ground	Classroom	9/16/16 - 6/9/17	Friday	2:00 pm - 3:30 pm	25	
PTA (Legacy Quilt Guild)	Multi-Purpose	9/15/16 - 6/15/17	Thursday	6:00 pm - 9:00 pm	40 - 50	
Carlton Oaks						
Girl Scouts Troop 6215	Classroom	8/23/16 - 6/6/17	Tuesday	6:00 pm - 8:00 pm	12	
Girl Scouts Troop 5350	Classroom	9/8/16 - 6/8/17	Thursday	6:00 pm - 8:00 pm	12	
Sonshine Haven/Higher Ground	Classroom	9/14/16 - 6/7	Wednesday	2:45 pm - 4:15 pm	25	
Chet F. Harritt						
PTA (PTA Meetings)	Classroom	8/25/16 - 6/15/17	Thursday	5:00 pm - 7:30 pm	25	
Girl Scouts	Classroom	9/7/16 - 6/14/17	Wednesday	6:00 pm - 7:35 pm	20	
PTA (Pacific Hills Chess Academy) chess classes	Classroom	9/9/16 - 6/9/17	Friday	1:40 pm - 3:05 pm	12 - 20	
PTA (Movie Night)	Multi-Purpose	9/30/16 - 5/26/17	Friday	5:00 pm - 8:00 pm	50	
CFF Heartlight San Diego (After School Dance Classes)	K-Yard	10/12/16 - 6/7/17	Wednesday	1:35 pm - 2:35 pm	20	
Pepper Drive						
Sonshine Haven (Sonshine Club)	Classroom	9/14/16 - 5/31/17	Wednesday	2:20 pm - 3:40 pm	30	
Sonshine Haven/Higher Ground	Classroom	9/14/16 - 6/7/17	Wednesday	2:46 pm - 4:15 pm	30	
PRIDE Academy (Prospect Avenue)						
Girl Scouts Troop 5146	Classroom	9/8/16 - 6/1/17	Thursday	6:00 pm - 7:30 pm	20	

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

Santee School District
 ENROLLMENT REPORT
 9/2/2016
 Month 2 Week 1
 School Week 2

SCHOOL	REGULAR ED													SPECIAL ED													Total All						
	TK	EAK 5yo	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	09/02/16	09/11/15	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	09/02/16	09/11/15	# Diff	% Diff	09/02/16	08/26/16	# Diff	
Calton Park			116	95	93	101	117	115	92	109	98	934	952	-18	-1.9%	1	12	2	4	4	10	8	15	9	9	74	57	17	29.8%	1008	1008	0	
Carlton Hills	24		76	73	77	61	44	49	45	62	59	570	542	28	5.2%	3	2	3	4	5	3	8	2	4	34	32	2	6.3%	604	602	2		
Carlton Oaks			83	81	76	67	87	76	97	87	119	773	767	-14	-1.8%	6	4	6	2	7	11	8	3	7	64	54	0	0.0%	827	828	-1		
Chet F. Harritt	22		80	87	83	74	58	52	68	58	64	646	623	23	3.7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	646	643	3	
Hill Creek	23		63	62	79	86	75	72	77	68	88	733	747	-14	-1.9%	1	1	1	4	4	2	0	0	0	13	15	-2	-13.3%	746	741	5		
Pepper Drive	25		112	106	87	141	116	100	112	93	72	964	924	40	4.3%	0	0	0	0	0	0	0	2	4	2	8	5	3	60.0%	972	967	5	
Pride Academy	21		74	66	61	62	75	55	51	59	47	671	683	-12	-2.1%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	671	568	3	
Rio Seco			100	101	106	116	120	124	80	100	101	948	946	2	0.2%	4	1	1	5	9	11	7	9	8	55	58	-3	-5.2%	1003	999	4		
Sycamore Canyon			70	48	48	48	40	47	48	0	0	349	338	11	3.3%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	349	347	2	
SUBTOTAL	115	0	794	739	710	758	732	690	670	636	646	6488	6442	46	0.7%	1	26	10	15	19	35	35	40	27	30	238	221	17	7.7%	6726	6703	23	
Alternative School			3	3	3	1	1	7	3	7	1	29	28	1	3.6%																		
Santee Success									2	3		5	4	1	25.0%											0	0	0	#DIV/0!	5	5	0	
NPS												0	0							1				2	3	4	-1	-25.0%	3	3	0		
SUBTOTAL			3	3	3	1	1	7	3	9	4	34	32	2	6.3%	0	0	0	0	1	0	0	0	2	0	3	4	-1	-25.0%	37	37	0	
TOTAL	115	0	797	742	713	767	733	697	673	646	650	6522	6474	48	0.7%	1	26	10	16	20	36	35	40	29	30	241	226	16	7.1%	6763	6740	23	

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

	PK	EAK 4yo	Total All
Carlton Hills	0	0	604
Chet F Harritt	0	0	646
Hill Creek	0	0	746
Prospect Ave	0	0	571
Sycamore Canyon	44	0	393
Total PK/EAK	44	0	

Total Enrollment Including PK
6807

Schedule of Upcoming Events

Date	Event
September 5	Labor Day Holiday – No School/District Offices Closed
September 6	Board Meeting; 7:00 p.m.
September 10	Salute to Teachers 8:00 p.m. at Balboa Theatre
September 20	Board Meeting; 7:00 p.m.
October 3	Communication Committee; 3:30 p.m., ERC Wellness Committee; 3:30 p.m., DO Library
October 4	Board Meeting; 7:00 p.m.
October 13	District Advisory Committee (DAC); 6:00 p.m., ERC
October 17	Special Education Advisory Committee; 6:00 p.m., ERC
October 18	Board Meeting; 7:00 p.m.
October 20	Budget Advisory Committee; 6:00 p.m., DO Conf. Room
November 1	Board Meeting; 7:00 p.m.
November 11 (Friday)	Veterans' Day Holiday Schools and Departments Closed
November 10	District Advisory Committee (DAC); 6:00 p.m., ERC
November 15	Board Meeting; 7:00 p.m.
November 21 – 25	Schools Closed for Thanksgiving Holiday
December 1-3	California School Boards Association Annual Education Conference
December 5	Communication Committee; 3:30 p.m., ERC
December 5-9	Parent/Teacher Conference Week Schools on Modified Days
December 6	Organizational Board Meeting for 2016; 7:00 p.m.
December 7	Safety/Facilities Advisory Committee; 3:30 p.m., DO Conf. Room
December 15	Budget Advisory Committee; 6:00 p.m., DO Conf. Room
December 19 – January 2	Winter Break

BACKGROUND:

For the past seven years, Pathways Community Church has coordinated an annual volunteer effort to provide valuable service to Santee schools. This annual day has come to be known as School Beautification Day.

The event for this year occurred on Saturday, August 13, 2016. Pathways Community Church again coordinated completion of numerous projects at all nine of the District's and expanded participation to include other local churches and entities.

The volunteers were highly organized in completing numerous projects to make schools ready for opening. Projects worked on included:

- Removing weeds, spreading mulch, sweeping sidewalks, removing cobwebs, cleaning windows, emptying rain gutters, and clearing debris at all schools.
- Re-painting of curbs
- Installation of storm water management areas at 3 schools
- Trimming palm trees at 4 schools
- Installation of chain link fencing at 2 schools
- Installation of chain link fencing privacy shades at 3 schools

Tonight, the Board of Education and Administration would like to formally recognize the efforts of Pathways Church and the many volunteers, and express appreciation for their contributions to maintaining the visual appeal and quality of Santee schools.

FISCAL IMPACT:

Estimated value of labor, materials, tools, and supplies provided at no cost = \$40,000

BACKGROUND:

The Maintenance & Operations department consists of 44 employees providing repair, general maintenance, custodial, warehousing, and grounds maintenance service for nine schools and the district office compound. Under the direction of Christina Becker, the department is divided into functional areas as follows:

- 1 Maintenance Lead oversees and coordinates various maintenance and grounds functions and projects
- 7 Maintenance Craftworkers provide plumbing, electrical, HVAC, welding, mechanical, plumbing, painting, and fencing services
- 29 Custodians clean classrooms, offices, libraries, restrooms, kitchens, auditoriums, and exterior areas
- 4 Groundworkers mow lawns, trim bushes, pull weeds, spread mulch, plant foliage, and irrigate landscaping
- 1 Warehouse Storekeeper/Craftworker sorts, organizes, stores, and delivers; mail, supplies, and equipment to schools and departments
- 1 department secretary provides administrative and clerical support

Tonight, Christina Becker will present the Board of Education a report on activities, accomplishments, and future projects of the Maintenance & Operations department.

Reports and Presentations Item B.4.
Prepared by Dr. Stephanie Pierce
September 6, 2016

Report on 2016 CAASPP Results

BACKGROUND

Tonight Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, Bonner Montler, Director of Assessment and Learning Support, Kristin Baranski, Director of Curriculum and Assessment, and Mimi McGinty, Director of Special Education, will be providing a brief overview of the 2016 California Assessment of Student Performance and Progress (CAASPP) results and next steps in our continuous improvement cycle.

Agenda Item B.4.

Item C. PUBLIC COMMUNICATION

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

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 16, 2016

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- August 16, 2016, regular 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**

August 16, 2016
MINUTES

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

A. OPENING PROCEDURES

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

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

3. **Pledge of Allegiance**
President Ryan invited Tory Long, Business Services Coordinator, to lead the members, staff, and audience in the Pledge of Allegiance.

4. **Approval of Agenda**
President Ryan welcomed Karl Christensen, Assistant Superintendent, back to work. Superintendent Pierce acknowledged Tory Long, Business Services Coordinator, for assuming additional responsibilities during Mr. Christensen's absence. The Board extended their gratitude towards Mrs. Long.

Member Burns moved approval.

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

B. REPORTS AND PRESENTATIONS

1. **Superintendent's Report**
 - 1.1. Use of Facilities Report
 - 1.2. Schedule of Upcoming Events

2. **Spotlight on Learning: Summer Bridge Program**
Tylene Hicks, Summer School Principal, provided an overview of the Summer Bridge Program (summer school). She shared there were a total of 10 teachers and approximately 200 students that attended the two, two-week sessions. Principal Hicks mentioned the overall student attendance was as high as 91% and 68% on the last day. She shared the curriculum and activities included an emphasis in mathematics, language arts, computer lab, robotics/engineering, and art. Partners and volunteers included the Santee Public Library, Master

Gardeners that assisted with the school garden, and individual and group counseling was available for students.

Member Fox inquired on the number of students that were eligible to attend Summer School. Principal Hicks mentioned 1,200 students were eligible and explained communication to parents was an issue this year; and that a different communication option was being explored for next year. Member Levens-Craig inquired on what criteria was used to select the students. Dr. S. Pierce shared benchmark assessment was used to identify students. Member Burns inquired on funding for summer school. Superintendent Pierce shared it was funded using Local Control Funding Formula (LCFF). Member Burns suggested that the program be open to every student.

The Board extended their gratitude towards Principal Hicks for her work during the Summer Bridge Program.

C. PUBLIC COMMUNICATION

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

Kim Hintz, parent of Chet F. Harritt School students and current PTA treasurer, shared the PTA board contributed over \$30,000 to Chet F. Harritt through fundraising and community donations. She asked that the Board continue their dialogue for a Learning Resource Center at Chet F. Harritt. She mentioned it was something that the Board committed to providing the community.

D. CONSENT ITEMS

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

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Approval of Consultants and General Service Providers
- 2.6. Authorization to Submit Application for 2016-17 Mandated Cost Block Grant
- 2.7. Authorization to Contract with Hollandia Dairy for Milk and Milk By Products through the North County Educational Purchasing Consortium
- 3.1. Approval of Student Teaching Agreement with San Diego State University for the 2016-17 through 2017-18 School Years
- 4.1. Personnel, Regular
- 4.2. Approval of Short Term Position

Member Burns moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Business Services

1.1. District Budget and Multi-Year Projection Update

Karl Christensen, Assistant Superintendent, shared that on June 21, the Board adopted the District's budget; but it was prior to the State budget being adopted. He explained, since then there were a few revenue changes in the final State budget as compared to the May Revise. Additionally, the District has had several expenditure budget changes and some preliminary estimates for closing the books for 2015-16. He proceeded to provide the Board with an update on multi-year projections as follows.

#	Item	2015-16		2016-17		2017-18		2018-19		2019-20	
		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
1	Beginning Fund Balance	9,375,822	684,388	\$12,231,645	\$1,260,927	\$10,003,985	\$626,275	\$8,416,319	\$483,734	\$5,534,154	\$523,209
2	Audit Adjustments	0									
3	Total Income	\$54,049,297	\$7,735,362	\$53,944,707	\$6,745,389	\$53,594,168	\$6,669,600	\$53,869,041	\$6,674,288	\$56,070,510	\$6,574,575
4	Total Outgo	\$51,193,475	\$7,158,533	\$56,172,368	\$7,380,041	\$55,181,834	\$8,812,141	\$56,751,206	\$6,634,812	\$59,102,810	\$8,533,913
5	Change In Fund Balance	\$2,855,822	\$576,829	(\$2,227,659)	(\$634,652)	(\$1,587,666)	(\$142,541)	(\$2,882,165)	\$39,476	(\$3,032,100)	\$40,662
6	Ending Fund Balance	\$12,231,645	\$1,260,927	\$10,003,985	\$626,275	\$8,416,319	\$483,734	\$5,534,154	\$523,209	\$2,502,054	\$563,872
7	Total Reserves	\$13,746,960		\$12,230,784		\$10,651,109		\$7,774,832		\$4,748,171	
8	Reserve as % of Expenditures	23.56%		19.25%		17.18%		12.27%		7.23%	
9											
10	Assumed LCFF Rev Increase (w/ ADA changes):			Amount 5.17%	Value \$2,531,911	Amount 2.46%	Value \$1,268,923	Amount 0.52%	Value \$274,856	Amount 4.15%	Value \$2,201,482
11	Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			Amount 3.79%	Value \$1,857,058	Amount 1.88%	Value \$969,608	Amount 0.44%	Value \$232,838	Amount 3.83%	Value \$1,926,219
12	Estimated Structural Surplus(Deficit):	\$3,640,299		\$474,704		(\$855,706)		(\$2,832,139)		(\$3,032,100)	
13											
14				GAP Funding 54.18%	D: Moderate 46.00%			10.00%		58.00%	
15					Growth Factors 2.46%	1,268,923		0.52%	274,856	4.15%	2,201,482
16	1% Reserve Equivalent		635,365			619,971		633,646		656,732	
17	1% LCFF Increase		489,637			514,958		527,646		530,394	
18	1% Salary Increase Equivalent		425,909			439,405		452,971		463,293	

1.2. District Office HVAC/Ceiling/Lighting Replacement Project

Mr. Christensen explained the replacement of the District Office HVAC system was a project included in the District's five-year Prop 39 expenditure plan. However, due to significant increases in the project estimate, the bid was rejected and the project was postponed. The item was being brought back for discussion at the request of a Board member.

Member Levens-Craig mentioned she had requested the item be brought back for discussion after attending a Foundation meeting in the District office where it was 85 degrees inside the building. Member Levens-Craig mentioned teachers and students would not be expected to be in class in those conditions and neither should other staff. Member Burns added it is the Board's responsibility to maintain all District buildings.

Mr. Christensen mentioned the District needed authorization from the Board to solicit bids with a more flexible timeframe. Once bids were received, they would be brought back to the Board for consideration.

Member Levens-Craig moved to authorize the District to seek bids for the replacement of the District Office HVAC/Ceiling/Lighting Replacement Project.

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

F. BOARD POLICIES AND BYLAWS

1.1. First Reading: Board Policy/Administrative Regulation/Exhibit 3350 – Travel Expenses

Superintendent Pierce explained revised Board Policy/Administrative Regulation/Exhibit 3350-Travel Expenses, was being presented as a first reading at the Board's request. President Ryan inquired on questions and/or concerns from the Board. There were no changes. Board Policy/Administrative Regulation/Exhibit 3350-Travel Expenses will return to the Board for a second reading and request for approval.

1.2. Second Reading: New Board Policy #4121 Temporary Substitute Personnel

New Board Policy 4121-Temporary Substitute Personnel was presented for a second reading and approval. Member Burns moved approval. Members Burns asked that costs be monitored.

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

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared school was about to commence and the enrollment continued to increase. Tim Larson, Assistant Superintendent, shared an update on enrollment and staffing. He mentioned Pepper Drive School showed 967 students enrolled.

Superintendent Pierce shared the joint meeting with the City Council was proposed for August 23 at 4:30 p.m. President Ryan mentioned the City had asked the meeting include an update on Santee School Site. Member Levens-Craig mentioned she had a previous commitment and would have to leave the meeting at 5:00 p.m. Member El-Hajj mentioned she would join the meeting after 5:00 p.m. in Member Levens-Craig's place.

Superintendent Pierce shared that at the July 19 meeting, the Board inquired on holding a Facilities Planning Workshop. She mentioned the recommended workshop goals were: 1) Identify and prioritize Capital Improvement Projects (CIP) eligible for State funding before the election; and 2) Identify, prioritize, and develop a multi-year plan to address other facility needs. Superintendent Pierce mentioned the recommended topics of discussion would include: 1) Review completed CIP projects and costs at each school; 2) Review CIP priority list established in July 2016; 3) Establish CIP projects if the California Public Education Facilities Bond Initiative (Proposition 51) passes in November; 4) Determine next steps for replacing wooden lunch shade structures (safety concern); and 5) Other facility needs. The Board discussed the proposed meeting dates and suggested they meet on a non-Board meeting day to provide more time for discussion. New meeting dates will be provided to the Board.

Member El-Hajj discussed volunteering at the Beautification Day event on Saturday, August 15. She complimented Christina Becker, Director of Maintenance & Operations, and her staff for their work on the new parking lot at the Prospect Pre-school. Member El-Hajj shared the schools look good but was unhappy with the look of the grass due to the drought and watering restrictions.

Member Levens-Craig mentioned she echoed Member El-Hajj's comments; and shared attending the Professional Development in Flip Flops, and Welcome Back event. She mentioned she would be participating in a CSBA webinar and would share her notes with the Board.

Member Burns mentioned he had requested to review the school site budgets and upon review, he found the carry-over amounts to be concerning. He clarified that he understood some schools might have plans for future projects that require some savings. However, he mentioned he is troubled with concerns from teachers who claim not to have enough school supplies. He asked that Administration develop an accountability system to review school budgets. Superintendent Pierce shared Administration has been working with the Principals to develop a detailed budget (to include budget lines) that are reflective of Local Control Funding Formula (LCFF) budget. Member Burns clarified the goal is not to have them expend it, but make the schools accountable. Member Levens-Craig mentioned there was a concern about some schools not having enough supplies to sustain the Arts Attack program. She mentioned some of these schools have carryover funds.

Member Fox shared it was great to see all of the Principals, at the Beautification Day kick-off event, to express their appreciation of volunteers. Member Fox mentioned the Welcome Back event was great and complimented student speakers.

President Ryan expressed her gratitude towards Beatification Day volunteers.

H. CLOSED SESSION

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

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)

3. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)

4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property:
 - 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*Agency Negotiator: Cathy A. Pierce, Superintendent*

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

The Board entered closed session at 8:07 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:15 p.m. and reported no action was taken.

J. ADJOURNMENT

With no further business, the regular meeting of August 16, 2016 was adjourned.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
September 6, 2016

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$4,626, and substitute costs of \$2,415, 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 - September 6, 2016

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Monday, 09/12/16	Michelle Pappalard Jolie Schiering	Pepper Drive Pepper Drive	CPI Training	El Cajon	\$115 \$0	\$23 \$23	Special Education Special Education	This is a training on Crisis Prevention Intervention.
Tuesday, 09/13/16, Wednesday, 09/14/16, Tuesday, 11/08/16	Chris Hiller Chasity Forster	PRIDE/Hill Creek Chet F. Harritt	Teacher Leadership Academy	San Diego	\$0 \$345	\$450 \$450	Title I Title I	This 3-day academy will focus on professional learning for established teachers who want to become more effective coaches and team leaders.
Thursday, 09/22/16, Thursday, 11/10/16, Thursday, 01/26/17	Stephanie Pierce Kristin Baranski Bonner Montler Daniel Prouty Karl Christensen	Educational Services Educational Services Educational Services Educational Services Business Services	Putting It All Together	SDCOE	\$0 \$0 \$0 \$0 \$0	\$245 \$245 \$245 \$245 \$49	Professional Development Professional Development Professional Development Professional Development Professional Development	This multi-day series will focus on disaggregating CAASPP data and an in depth look at LCAP and ESSA accountability measures.
Wednesday, 10/12/16	Debbie Wilson Anissa Bailey Lisa Bodenstadt Julie Lloyd Tony Chiang Lorna Luckinbill Chelsea Clisby Brienne Downing Robin Accardi	Hill Creek Chet F. Harritt Carlton Oaks Rio Seco Carlton Oaks Carlton Oaks Cajon Park Educational Services Sycamore Canyon	Self and Match Introductory Training	San Marcos	\$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115	\$78 \$78 \$78 \$78 \$78 \$78 \$78 \$78 \$78	Special Education Special Education Special Education Special Education Special Education Special Education Special Education Special Education Special Education	This training will provide an increased knowledge of systemic self-monitoring and motivational systems as behavior interventions. NOTE: this travel request was previously approved for estimated expenses of \$33 per person. The actual cost is \$78 per person.
Wednesday-Thursday, 02/01/17 - 02/02/17	Julie Boerman Gillian Ryan Cindy Schulze	PRIDE PRIDE PRIDE	#Project Phenomena	SDCOE	\$230 \$230 \$230	\$150 \$150 \$150	Title I Title I Title I	This 2-day training will focus on engaging phenomena which anchors NGSS instruction.
Wednesday, 02/22/17	Annelise Steen	Santee Success	Activities to Engage Youth In and Out of School	SDCOE	\$0	\$62	Pupil Services	This workshop will focus on ways to increase student engagement, school connectedness, and contribute to a positive school climate.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Sunday-Tuesday, 09/25/16 - 09/27/16	Meredith Riffel Mia Morales	Educational Services Educational Services	Homeless Education Liaison Mandatory Training	Sacramento	\$0 \$0	\$619 \$619	Homeless Grant Homeless Grant	In compliance with the Homeless Grant, this training event is mandatory.
Thursday-Friday, 11/03/16 - 11/04/16	Robin Larson	PRIDE	New Units of Study in Opinion, Information, and Narrative Writing, Grades 3-5	Nashville, TN	\$230	\$199	Title I	This workshop will focus on teaching writing workshops that help students meet and exceed State curricular standards. NOTE: Airfare/Lodging to be paid by R. Larson.

Consent Item D.2.2.
Prepared by Karl Christensen
September 6, 2016

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 #22424 through #22425 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 \$548.04 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.2.2.

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

Date	Number	Name	Memo	Amount
08/04/16	22424	Fox's Pizza Den	Summer camp lunches for OST programs	546.00
08/24/16	22425	Carlos Sanchez	3 mo. Refund of retiree CAP increase	2.04

Total Checks Written

\$548.04

Total to be Reimbursed

\$548.04

Consent Item D.2.3. Approval of Consultants and General Service Providers
Prepared by Karl Christensen
September 6, 2016

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.2.3.

**Consultant / General Service Provider Report
September 6, 2016**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
SoCal AAC Therapy	General Service Provider	Speech Language Evaluation (AAC)	09/06/16- 12/31/16	Not to Exceed \$1,500	Special Education	Independent Contractor
Angela Van Appelen	General Service Provider	Braille Transcriber	07/01/16- 06/13/17	\$28/hour (Not to Exceed \$10,000)	SELPA-VI Program	Employee
Voc Snyder	General Service Provider	Translation Services	07/01/16- 06/30/17	\$15/Oral Translations; \$20/Written Translations & Testing (Not to Exceed \$1,000)	EIA - LEP	Independent Contractor
Alliance for African Assistance	General Service Provider	Translation Services (various languages)	07/01/16- 06/30/17	\$15/Oral Translations; \$20/Written Translations & Testing (Not to Exceed \$3,000)	EIA - LEP	Independent Contractor
Nada Sawaya	General Service Provider	Translation Services (Arabic, French)	07/01/16- 06/30/17	\$15/Oral Translations; \$20/Written Translations & Testing (Not to Exceed \$2,200)	EIA - LEP	Independent Contractor
Elena Leholm	General Service Provider	Translation Services (Russian)	07/01/16- 06/30/17	\$15/Oral Translations; \$20/Written Translations & Testing (Not to Exceed \$1,000)	EIA - LEP	Independent Contractor
Habiba Habibullah	General Service Provider	Translation Services (Farsi)	07/01/16- 06/30/17	\$15/Oral Translations; \$20/Written Translations & Testing (Not to Exceed \$1,000)	EIA - LEP	Independent Contractor
Zangana Abdulkarim	General Service Provider	Translation Services (Kurdish, Arabic, Turkish)	07/01/16- 06/30/17	\$15/Oral Translations; \$20/Written Translations & Testing (Not to Exceed \$1,000)	EIA - LEP	Independent Contractor

Consent Item D.2.4. Approval/Ratification of Expenditure Transactions
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
September 6, 2016

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period July 1, 2016 through July 31, 2016.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There were 108 transactions totaling \$13,398.73 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160712	ABEL,CATHY	CHILD NUTRITION	DMI* DELL BUS ONLINE	479.58	Printer Toner
20160720	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	181.74	Pump Dispenser, Store N Pour Containers
20160722	ABEL,CATHY	CHILD NUTRITION	WAL-MART #5140	10.81	Express Cart Covers
20160722	ABEL,CATHY	CHILD NUTRITION	SMART AND FINA10809291	56.07	Brushes
20160724	ABEL,CATHY	CHILD NUTRITION	BOXER TOOLS	116.33	Tie Downs
20160724	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	195.49	Store N Pour 1 gal & 1 qt containers
20160726	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	41.61	Binders, Baking Table Covers
20160726	ABEL,CATHY	CHILD NUTRITION	PROEDGE KNIFE	21.00	Knife Sharpening
20160726	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	324.75	Funnels, Ladles, Pumps, Store N Pour Containers
20160729	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT #0673	5.37	Battenes
				1,432.75	
20160701	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	22.65	Name badges for new PLT Members
20160701	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	(5.39)	Return of miscellaneous items
20160701	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	(21.58)	Returned miscellaneous supplies
20160704	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BASKIN #354764 ONLINEC	26.99	Board meeting supplies
20160706	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	22.98	Board meeting supplies
20160707	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Board meeting supplies
20160719	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	RUBIO'S #249	135.00	Catering for Board meeting
20160721	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Board meeting supplies
				190.63	
20160727	AVILA,EVONN	BUSINESS SERVICES	CASBO	42.21	Records Retention Manual
				42.21	
20160703	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	170.01	Summer Supplies - Arts and Crafts
20160704	BAKER,HOPE	OST PROGRAMS	HOBBY-LOBBY #658	66.41	Toys and Hobbies
20160707	BAKER,HOPE	OST PROGRAMS	GTM DISCOUNT GENERAL S	134.71	Equipment, Houseware
20160707	BAKER,HOPE	OST PROGRAMS	SMART AND FINA10809291	131.08	Summer Supplies - Snack
20160708	BAKER,HOPE	OST PROGRAMS	HOBBY-LOBBY #658	48.06	Summer Supplies - Craft Supplies
20160711	BAKER,HOPE	OST PROGRAMS	KOHL'S #0710	70.20	SUMMER SUPPLIES - BOOKS
20160715	BAKER,HOPE	OST PROGRAMS	ORIENTAL TRADING CO	135.98	Summer Supplies - Party Supplies
20160727	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	59.73	OTHER/INSTRUCTIONAL-ART AND CRAFT SUPPLIES
				816.18	
20160728	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	OFFICE DEPOT #908	33.51	Retrofit Lighting Project - Carlton Hills
				33.51	
20160708	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	142.17	Summer Supplies - Arts and Craft Supplies
20160708	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINA10809291	132.60	Summer Supplies - Arts and Crafts
20160714	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	52.98	Summer Supplies- Arts and Craft supplies
20160714	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	213.66	Summer Supplies
20160714	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	127.04	Summer Supplies - Kids Suncare products
20160714	BRASHER,PAMELA	OST PROGRAMS	AMC MISSION VALLEY #02	1,290.00	Admission/Entrance Fees
20160714	BRASHER,PAMELA	OST PROGRAMS	AMC MISSION VALLEY #02	1,037.39	Admission/Entrance Fees
20160715	BRASHER,PAMELA	OST PROGRAMS	DOLLAR TREE	62.64	Summer Supplies - Arts and Craft Supplies
20160719	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3524	156.39	Summer Supplies - Art and Craft supplies
20160720	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING MAT	319.07	Summer Supplies - Super Fun Marble Run
20160721	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	210.69	Summer Supplies - Arts and Crafts
20160722	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	(21.66)	Summer Supplies Refund
20160728	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #2094	49.66	Summer Supplies - Kid supplies
20160728	BRASHER,PAMELA	OST PROGRAMS	PARKWAY BOWL	150.00	Admissions/Entrance Fees
				3,922.63	
20160704	HECK,TERRY	PRIDE ACADEMY	PAYPAL *EBAYINCSHIP	6.57	Postage for shipping of Xerox 8400 ink sticks sold on EBay.
20160720	HECK,TERRY	PRIDE ACADEMY	CUSTOMINK LLC	568.80	Staff t-shirt order
20160725	HECK,TERRY	PRIDE ACADEMY	EBAY INC.	3.64	Postage for shipping of typewriter ribbon and font balls sold on EBay.
				579.01	
20160704	HICKS,TYLENE	CAJON PARK	THE HOME DEPOT 673	24.82	Summer School Supplies-Plastic Sheeting (for under tables)
20160707	HICKS,TYLENE	CAJON PARK	LAKESHORE LEARNING MAT	56.52	Summer School Supplies
20160713	HICKS,TYLENE	CAJON PARK	OFFICE DEPOT #908	24.99	Borders and Paper for Bulletin Boards
20160720	HICKS,TYLENE	CAJON PARK	DMI* DELL BUS ONLINE	112.26	Printer Cartridge for Printer Used in Summer School
20160722	HICKS,TYLENE	CAJON PARK	AMAZON.COM AMZN.COM/BI	10.62	Book about Restorative Practices
				229.21	
20160710	HOOKS,TED A	PEPPER DRIVE	AUTONOMOUS INC	348.00	VP Supplies
				348.00	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160708	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	46.43	Graphics card
20160713	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	104.97	iPad mini cases
20160713	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	24.90	Keyboard - Technology
20160713	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM AMZN.COM/BI	43.14	Graphics Card
20160715	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	53.78	iPad repair tools
20160715	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	179.21	iPad repair tools
20160715	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	33.98	iPad repair tool
20160715	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	17.00	iPad repair tools
20160717	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	67.70	iPad repair tools
20160717	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	38.81	iPad repair tools
20160717	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	281.95	iPad repair tool
20160717	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	69.00	Docking Station
20160718	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	127.05	iPad repair tools
20160718	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	21.95	CP - Signage Power Adapters (50%)
20160718	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	21.95	PA - Signage Power Adapters (50%)
20160720	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security System
20160720	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *WIFITEXAS	5.71	CP Adapter (50%)
20160720	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *WIFITEXAS	5.70	PA Adapter (50%)
20160724	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	10.99	iPad repair tools
20160729	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	46.33	Microphone cable
20160731	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	89.75	Microphone cable
				1,315.29	
20160708	MCGINTY, MIRIAM	SPECIAL EDUCATION	ULINE *SHIP SUPPLIES	25.40	Confidential envelopes
20160710	MCGINTY, MIRIAM	SPECIAL EDUCATION	SALT SOFTWARE	33.08	Split - Testing Protocols (10%)
20160710	MCGINTY, MIRIAM	SPECIAL EDUCATION	SALT SOFTWARE	148.86	Split - Testing Protocols (45%)
20160710	MCGINTY, MIRIAM	SPECIAL EDUCATION	SALT SOFTWARE	148.86	Split - Testing Protocols (45%)
20160712	MCGINTY, MIRIAM	SPECIAL EDUCATION	SUPER DUPER PUBLICATIO	27.40	Split - Testing Protocols (10%)
20160712	MCGINTY, MIRIAM	SPECIAL EDUCATION	SUPER DUPER PUBLICATIO	123.28	Split - Testing Protocols (45%)
20160712	MCGINTY, MIRIAM	SPECIAL EDUCATION	SUPER DUPER PUBLICATIO	123.27	Split - Testing Protocols (45%)
20160713	MCGINTY, MIRIAM	SPECIAL EDUCATION	HAWTHORNE EDUCATIONAL	4.40	Split - Testing Protocols (10%)
20160713	MCGINTY, MIRIAM	SPECIAL EDUCATION	HAWTHORNE EDUCATIONAL	19.80	Split - Testing Protocols (45%)
20160713	MCGINTY, MIRIAM	SPECIAL EDUCATION	HAWTHORNE EDUCATIONAL	19.80	Split - Testing Protocols (45%)
20160717	MCGINTY, MIRIAM	SPECIAL EDUCATION	TLF ALLENS FLOWERS AND	148.97	Flowers for family of deceased student
20160727	MCGINTY, MIRIAM	SPECIAL EDUCATION	VONS STORE00018978	35.59	Flowers for family of deceased student
				858.71	
20160714	MCKINNON, KATHY	EDUCATIONAL SERVICES	PAPER MART	164.08	Professional Development-Supplies Bags for 8/15 PD Day
				164.08	
20160706	MYERS, CHARLES	TRANSPORTATION	SNAP ON TOOLS M MOLAND	58.27	Shop tool, air hammer attachment for brake work
20160707	MYERS, CHARLES	TRANSPORTATION	OFFICE DEPOT #908	89.62	Office supplies, training supplies
				147.89	
20160706	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	77.74	Classroom supplies for JH RSP
				77.74	
20160721	RIFFEL, MEREDITH	PUPIL SERVICES	OFFICE DEPOT #908	172.78	Office chairs
20160721	RIFFEL, MEREDITH	PUPIL SERVICES	WAL-MART #1917	21.47	Printer stand
20160727	RIFFEL, MEREDITH	PUPIL SERVICES	SUPER DUPER PUBLICATIO	209.58	LEA supplies for D. Cartier
				403.83	
20160714	SCHWELLER, JOHN	PUPIL SERVICES	BARNES&NOBLE.COM-BN	51.51	A curriculum to foster self regulation
20160722	SCHWELLER, JOHN	PUPIL SERVICES	B&H PHOTO, 800-606-69	110.00	Software for transcription of recorded statements
				161.51	
20160712	SHEEN, KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	179.50	Summer Supplies - Arts and Crafts and Intern T-Shirts
20160712	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	206.80	Summer Craft Supplies
20160712	SHEEN, KRISTINA D	OST PROGRAMS	DOLLAR TREE	151.20	Summer Supplies - Arts and Crafts
20160713	SHEEN, KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	(7.33)	Summer Supplies - Return
20160715	SHEEN, KRISTINA D	OST PROGRAMS	WALMART.COM	214.69	Summer Supplies - Radios Walkie Talkies
20160715	SHEEN, KRISTINA D	OST PROGRAMS	AMC MISSION VALLEY #02	557.54	Admission/Entrance Fees
20160715	SHEEN, KRISTINA D	OST PROGRAMS	AMC MISSION VALLEY #02	675.00	Admission/Entrance Fees
20160718	SHEEN, KRISTINA D	OST PROGRAMS	VM SUPERCENTER #2253	59.30	Summer Supplies-Arts and Crafts
20160718	SHEEN, KRISTINA D	OST PROGRAMS	BELMONT PARK	478.00	Admission/Entrance Fees
20160718	SHEEN, KRISTINA D	OST PROGRAMS	HOMEDEPOT.COM	35.22	Summer Supplies - Arts and Crafts
20160722	SHEEN, KRISTINA D	OST PROGRAMS	99 CENTS ONLY STORES #	52.83	Summer Supplies-Arts and Crafts
20160724	SHEEN, KRISTINA D	OST PROGRAMS	DOLLAR TREE	71.61	Summer Supplies-Arts and Crafts
20160724	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	52.23	Summer Supplies-Arts and Craft Supplies
				2,726.59	
20160714	SIMPSON, DEBRA	RIO SECO	ALIBRIS BOOKS	(25.52)	Refund for books not delivered before end of school year.
20160714	SIMPSON, DEBRA	RIO SECO	ALIBRIS BOOKS	(25.52)	Refund for books not delivered before end of school year.
				(51.04)	
				13,398.73	

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Consent Item D.2.5.
Prepared by Karl Christensen
September 6, 2016

Adoption of Resolution No.1617-06 to Certify 2015-16
Gann Limit Appropriations Recalculation and an
Estimated Limit for 2016-17

BACKGROUND:

In 1979, California voters approved a spending limit for State and local government agencies including school districts. California State Constitution, Article XIII B, requires that each district annually prepare a resolution for Board approval which reflects the funds subject to the Gann Limit Appropriation for fiscal year 2015-16 and an estimate for fiscal year 2016-17.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1617-06 for the recalculation of appropriation limit and funds subject to the Gann Limit for the fiscal year 2015-16 and an estimate for 2016-17.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The 2015-16 appropriations subject to the Gann limitation are \$36,405,524.91 and the 2016-17 appropriations subject to the Gann limitation are estimated to be \$38,360,501.60.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

**RESOLUTION NO. 1617-06
RESOLUTION OF THE SANTEE SCHOOL DISTRICT
TO CERTIFY THE 2015-16 GANN LIMIT APPROPRIATIONS RECALCULATION
AND AN ESTIMATED LIMIT FOR 2016-17**

On motion of _____ and seconded by _____, the following resolution is hereby adopted:

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2015-16 fiscal year and a projected Gann Limit for the 2016-17 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2015-16 and 2016-17 fiscal years are made in accordance with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2015-16 and 2016-17 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

PASSED AND ADOPTED by the Santee School District Board of Education on the 6th day of September, 2016, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

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

Clerk of the Board of Education

Consent Item D.3.1.

Approval of Amended Nonpublic Agency Contract Appendix B with SPOT Kids Therapy for Psycho-Educational Assessments

Prepared by Dr. Stephanie Pierce
September 6, 2016

BACKGROUND:

To determine if a child qualifies or re-qualifies for special education, a school psychologist is required to complete a psycho-educational assessment. Currently, one of the District’s five school psychologists is out on medical leave. In order to continue to meet the assessment timelines, a substitute psychologist is needed during her absence. Spot Kids Therapy can provide a short term psychologist. The Santee School District has a current contract with this agency for speech therapy services and occupational therapy services.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for up to 200 hours for a school psychologist for the term of July 1, 2016 through June 30, 2017. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

Hourly Rate	Total Hours	Total
\$80	200	\$16,000

STUDENT ACHIEVEMENT:

Psycho-educational assessments are required to determine if a child qualifies for special education.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

Consent Item D.4.1. Approval to Increase Work Hours for Identified Classified Non-Management Positions

Prepared by Tim Larson
September 6, 2016

BACKGROUND:

Administration, in conjunction with the CSEA association, is requesting to increase Bus Driver I positions currently under 6.0 hours per day to a minimum of 6.0 hours per day; and increase a Bus Driver II position from 5.0 hours per day to 7.0 hours per day.

If approved, the positions increasing in hours will be filled in accordance with the California School Employees Association (CSEA) collective bargaining agreement.

RECOMMENDATION:

It is recommended that the Board of Education approve to increase work hours for the following positions effective August 22, 2016:

- Increase all Bus Driver I positions currently under 6.0 hours per day to 6.0 a minimum of 6.0 hours per day
- Increase a Bus Driver II position from 5.0 hours per day to 7.0 hours per day

FISCAL IMPACT:

The annual cost to increase Bus Driver positions will be \$52,848 and will be paid by the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

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. Fetty, Justin (replacing Chris Hiller)	Hill Creek	III-01	\$0.00	\$50,504.00	08-15-16
2. Pittman, Natalie (replacing Chasity Forster)	Pepper Drive	III-01	\$0.00	\$50,504.00	08-15-16
3. Wiesner, Brooke	Hill Creek	III-01	\$0.00	\$50,504.00	08-29-16

B. Temporary Rehires:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Anaya, Jenna (replacing Larson and Van Oostende)	Pepper Drive	IV-01	\$48,562.00	<i>\$50,504.00</i>	08-15-16
2. Lopez, Yvette (replacing Kristen Valine)	Alternative School	III-01 to <i>III-02</i>	\$48,562.00	<i>\$25,252.00</i> (.5 FTE)	08-15-16
3. Strickland, Shawna (replacing Stefanie Rasmussen)	Chet F. Harritt	IV-01	\$48,562.00	<i>\$50,504.00</i>	08-16-16

C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Accardi, Robyn	Sycamore Canyon	V-05 to <i>V-07</i>	\$64,242.00	<i>\$66,812.00</i>	08-15-16
2. Brogan-Baranski, Kristin	Educational Services	MGT 5 – MA + 30 to <i>MGT 5 – MA + 45</i>	\$145,936.00	<i>\$146,436.00</i>	07-01-16
3. Schipke, Christina	PRIDE Academy	IV-05 to <i>V-05</i>	\$57,988.00	<i>\$62,190.00</i>	08-15-16
4. Sithideth, Jennifer	Cajon Park	V-06 to <i>VI-06</i>	\$64,501.00	<i>\$69,333.00</i>	08-15-16

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date
1. Buntin, Amy	Hill Creek	V-05	Maternity	Approve	11-08-16 to 12-16-16

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Coe, Abigale (replacing Dan Pajimula)	Hill Creek	Project SAFE Assistant 17.5 A / 3.5 hrs	\$0.00	\$974.31	08-22-16
2. Dice, Brian	Technology	Computer Support Technician I 28.5 A / 8.0 hrs	\$0.00	\$3,924.00	08-12-16
3. Rice, Michael	Transportation	Bus Driver I 25 A / 6.0 hrs	\$0.00	\$2,477.25	08-22-16

Classified Staff - continued

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. Ahumada, Veronica	Transportation	Bus Driver II 26 C / 5.0 hrs to 26 C / 7.0 hrs	\$2,393.12	\$3,350.38	08-22-16
2. Bright, David	Carlton Oaks to <i>Hill Creek</i>	Project SAFE Assistant 17 B / 3.0 hrs	\$876.75	\$876.75	08-29-16
3. Camarada, Patricia	Transportation	Bus Driver I 25 E / 6.42 hrs to 25 E / 6.0 hrs	\$3,226.85	\$3,015.75	08-22-16
4. Cerros, Laura	Transportation	Bus Driver I 25 A / 5.67 hrs to 25 A / 6.0 hrs	\$2,341.16	\$2,477.25	08-22-16
5. Dougherty, Lisa	Transportation	Bus Driver I 25 E / 5.33 hrs to 25 E / 6.0 hrs	\$2,679.00	\$3,015.00	08-22-16
6. Houser, Juliana (replacing Lisa Rosas)	Rio Seco to <i>Hill Creek</i>	Instructional Assistant, Special Ed II 21 C / 6.0 hrs <i>Student Support Assistant</i> 27.5 A / 6.0 hrs	\$2,243.25	\$2,799.00	08-22-16
7. Jarrell, Felicia	Carlton Oaks to <i>Chet F. Harritt</i>	Out-of-School Time Group Leader 19.5 E / 5.75 hrs	\$2,204.55	\$2,204.55	08-23-16
8. Lawrence, Kim (replacing Susan Bosjolie)	PRIDE Academy to <i>Carlton Hills</i>	Student Attendance Clerk 22 E / 3.75 hrs to <i>Health Clerk</i> 27.5 A / 6.0 hrs	\$1,479.20	\$2,799.00	09-06-16
9. Mester, Teri	Transportation	Bus Driver I 25 E / 4.67 hrs to 25 E / 6.0 hrs	\$2,347.45	\$3,015.75	08-22-16
10. Pharoah-Stone, Tracey (replacing Julia Hauner)	Hill Creek to <i>Pepper Drive</i>	Student Attendance Clerk 22 E / 3.75 hrs 22 E / 4.50 hrs	\$1,479.20	\$1,774.43	08-22-16
11. Ryan, Chris	Transportation	Bus Driver I 25 E / 7.42 hrs to 25 E / 7.08 hrs	\$4,177.01	\$3,558.58	08-22-16
12. Schmidtke, Cindy	Transportation	Bus Driver I 25 E / 6.92 hrs to 25 E / 6.50 hrs	\$3,756.41	\$3,267.06	08-22-16
13. Siegfried, Terri	Transportation	Bus Driver I 25 E / 7.5 hrs to 25 E / 6.70 hrs	\$4,071.26	\$3,367.58	08-22-16
14. Stablein, Laura (replacing Eva Gonzalez)	Pepper Driver to <i>Hill Creek</i>	Instructional Assistant, Limited English Proficient 20 E / 3.5 hrs	\$1,374.62	\$1,374.62	08-22-16
15. Stark, Kristina (replacing Jennifer Gasteiger)	Pepper Drive to <i>PRIDE Academy</i>	Food Service Worker I A 20 E / 2.5 hrs to <i>Instructional Assistant I</i> 19 A / 3.0 hrs	\$981.87	\$921.00	09-12-16
16. Watts, Nancy	Transportation	Bus Driver I 25 E / 4.67 to 25 E / 6.0 hrs	\$2,347.45	\$3,017.75	08-22-16

Classified Staff - continued

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
1. Cutler, Judith	Rio Seco	Instructional Assistant, Special Ed I 20 E / 6.25 hrs	Personal	Approve	09-12-16 to 10-24-16
2. Gonia, Melissa	Rio Seco	Project SAFE Assistant 17 A / 3.0 hrs	Personal	Approve	09-12-16 to 12-21-16

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Braswell, Heather	Pepper Drive	Campus Aide	Accepted other employment	08-12-16
2. Gamboa, Jennifer	Hill Creek	Campus Aide	Accepted other employment	08-11-16
3. Hatton, Sherry	Hill Creek	Campus Aide	Personal	08-11-16
4. Hawke, Eric	Child Nutrition Service	Food Service Utility Worker	Personal	09-01-16
5. Luttmers, Vicky	Rio Seco	Campus Aide	Personal	06-23-16
5. Miller, Beverly	Campus Aide	PRIDE Academy	Accepted other employment	06-22-16
6. Smith, Barbara	Campus Aide	Pepper Drive	Moving	09-03-16

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Reason	Effective Date
1. Rodden, Shannon	Rio Seco	Instructional Assistant, Special Ed II I:I		10-21-16

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

BACKGROUND:

Due to temporary situations with special needs children in the Out-of-School Time programs, administration is requesting additional staff support until one of the children is able to enter the EAK program and another child obtains the necessary medical equipment so they can be transported home from school by the transportation department.

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

RECOMMENDATION:

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

- One (1) Early Childhood Group Leader I position for up to 5.75 hours per day from September 7, 2016 – January 9, 2017
- One (1) Instructional Assistant, Special Education II position for 1.0 hours per day from September 7 – October 31, 2016

FISCAL IMPACT:

The approximate cost to the fee-based program to employ a short term Early Childhood Group Leader I position will be \$8,416. The approximate cost to employ a short term Instructional Assistant, Special Education II position will be \$650 and will be paid from the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

Consent Item D.4.4. Approval to Renew Agreement and New Rate Structure with Atkinson, Andelson, Loya, Ruud, & Romo

Prepared by Tim Larson
September 6, 2016

BACKGROUND:

Atkinson, Andelson, Loya, Ruud, & Romo has provided Santee School District with excellent legal and consultant services related to general personnel and legal services with regard to labor relations, collective bargaining issues, and litigation. Other services include, but are not limited to, legal response to complaints and grievances; issues pertaining to interpretation of the Education and Government Codes and Federal statutes; and clarification of proposed and adopted legislation.

At this time, the law firm has notified the District that there will be a modest adjustment to the current rate structure. Provided tonight for approval is the agreement and listed below is a chart providing the rate structure for 2016-2017.

Hourly Rates	2014-2016	2016-2017
Senior Partners	\$235 per hour	\$250.00 per hour
Partner / Senior Counsel	\$225 per hour	\$240.00 per hour
Senior Associates	\$220 per hour	\$235.00 per hour
Associates / Electronic Technology Litigation Specialist	\$215 per hour	\$230.00 per hour
Non-Legal Consultants	\$160 per hour	\$200.00 per hour
Senior Paralegals / Law Clerks	\$150 per hour	\$150.00 per hour
Paralegals / Legal Assistants	\$145 per hour	\$145.00 per hour

RECOMMENDATION:

It is recommended that the Board of Education approve to renew the agreement and new rate structure with Atkinson, Andelson, Loya, Ruud, & Romo for personnel attorney services effective September 1, 2016 through August 31, 2017.

FISCAL IMPACT:

The annual District adopted budget includes an amount not to exceed \$40,000 to provide attorney services.

STUDENT ACHIEVEMENT IMPACT:

Attorney services provide support to administration when making personnel decisions. This allows administration to make decisions in relation to what is best for all students.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

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SAN DIEGO, CALIFORNIA 92127-1671
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(925) 227-9200

RIVERSIDE
(951) 683-1122

SACRAMENTO
(916) 923-1200

OUR FILE NUMBER:

005446.00000
14371923.1

September 2, 2016

PRIVILEGED AND CONFIDENTIAL

Tim Larson, Assistant Superintendent
Human Resources & Pupil Services
Santee School District
9625 Cuyamaca Street
Santee, CA 92071

Re: Agreement for Special Services

Dear Mr. Larson:

Please find enclosed for your consideration the proposed Agreement for Special Services between the District and our firm for the period 2016-2017.

We are proposing a modest rate increase during the term of this Agreement, which still remains very competitive.

Subject to approval, please sign the agreement where indicated and return to my attention. Once received, we will forward a fully executed copy for your records.

If you have any questions or concerns, please do not hesitate to call me directly.

Sincerely,

ATKINSON, ANDELSON, LOYA, RUUD & ROMO



Gerald A. Conradi

GAC/mln
Enclosure

AGREEMENT FOR SPECIAL SERVICES

I. PARTIES

This Agreement for Special Services (the "Agreement") is made this 1st day of September, 2016, between the law firm of ATKINSON, ANDELSON, LOYA, RUUD & ROMO, a Professional Law Corporation, hereinafter referred to as the "Law Firm," and SANTEE SCHOOL DISTRICT, hereinafter referred to as "District".

II. RECITALS; PURPOSE; MATTERS

The District desires to retain and engage the Law Firm to perform legal and, upon request, non-legal consultant services on the District's behalf, and the Law Firm is willing to accept said engagement on the terms and conditions contained in this Agreement. The Law Firm agrees to provide such services to the District, including representation in administrative and court proceedings, as requested by the District. The place and time for such services are to be designated by the Superintendent of the District or designee.

III. TERMS AND CONDITIONS

A. The term of this Agreement shall be for one year, commencing September 1, 2016, through August 31, 2017. For the period September 1, 2016, through August 31, 2017, the District hereby agrees to pay the Law Firm in connection with the above-referenced services as authorized at the following hourly rates:

Senior Partners	\$250.00
Partners/Senior Counsel	\$240.00
Senior Associates	\$235.00
Associates	\$230.00
Electronic Technology Litigation Specialist	\$230.00
Non-Legal Consultants	\$200.00
Senior Paralegals/Law Clerks	\$150.00
Paralegals/Legal Assistants	\$145.00

The Law Firm shall bill in quarter-hour increments. A fixed rate may be established for specially identified projects, subject to prior approval by the District.

B. Agreements for legal fees at other than the hourly rates set forth above may be made by written mutual agreement for special projects or particular scopes of work. In the course of traveling to the District or while providing legal services at the District, it may be necessary for the Law Firm to provide billable services to other clients.

C. The Law Firm shall not be obligated to advance costs on behalf of the District; however, for purposes of convenience and in order to expedite matters, the Law Firm reserves the right to advance costs on behalf of the District with the Superintendent or designee's prior approval in the event a particular cost item exceeds \$2,000.00 in amount, and without the prior approval of the District in the event a particular cost item totals \$2,000.00 or less. Typical cost items include, by way of example and not limitation, document preparation and word processing, long distance telephone charges, fax/telecopy charges, copying charges, messenger fees, travel costs, bonds, witness fees, deposition and court reporter fees, transcript costs, expert witness fees, investigative fees, etc. If the Law Firm retains, with authorization from the District, experts or consultants for the benefit of the District, rather than the District contracting directly with any expert or consultant, it is agreed that the District shall pay a five percent (5%) fee ("consultant processing fee") on such expert and consultant costs paid by the Law Firm in order to offset certain costs to the Law Firm resulting from administering and initially paying such expert and consultant fees on behalf of the District.

D. A detailed description of the attorney work performed and the costs advanced by the Law Firm will be prepared on a monthly basis as of the last day of the month and will be mailed to the District on or about the 15th of the following month. Payment of the full amount due, as reflected on the monthly statements, will be due to the Law Firm from the District by the 10th of each month, unless other arrangements are made. In the event there are retainer funds of the District in the Law Firm's Trust account at the time a monthly billing statement is prepared, funds will be transferred from the Law Firm's Trust Account to the Law Firm's General Account to the extent of the balance due on the monthly statement and a credit therefor will be reflected on the monthly statement. Any balance of fees or costs advanced remaining unpaid for a period of 30 days will be subject to a 1% per month service charge.

E. The District agrees to review the Law Firm's monthly statements promptly upon receipt and to notify the Law Firm, in writing, with respect to any disagreement with the monthly statement. Failure to communicate written disagreement with the Law Firm's monthly statement within thirty (30) days of the District's receipt thereof shall be deemed to signify the District's agreement that the monthly billing statement accurately reflects: (a) the legal services performed; and (b) the proper charge for those legal services.

F. The District agrees to fully cooperate with the Law Firm in connection with the Law Firm's representation of the District including, but not limited to, attending mandatory court hearings and other appearances and providing necessary information and documentation to enable the Law Firm to adequately represent the District.

G. The District has the right, at any time, and either with or without good cause, to discharge the Law Firm as the District's attorneys. In the event of such a discharge of the Law Firm by the District, however, any and all unpaid attorneys' fees and costs owing to the Law Firm from the District shall be immediately due and payable.

H. The Law Firm reserves the right to discontinue the performance of legal services on behalf of the District upon the occurrence of any one or more of the following events:

1. Upon order of Court requiring the Law Firm to discontinue the performance of said legal services;

2. Upon a determination by the Law Firm in the exercise of its reasonable and sole discretion, that state or federal legal ethical principles require it to discontinue legal services for the District;

3. Upon the failure of the District to perform any of the District's obligations hereunder with respect to the payment of the Law Firm's fees and costs advanced; or

4. Upon the failure of the District to perform any of the District's obligations hereunder with respect to cooperation with the Law Firm in connection with the Law Firm's representation of the District.

I. In the event that the Law Firm ceases to perform legal services for the District as hereinabove provided, the District agrees that it will promptly pay to the Law Firm any and all unpaid fees or costs advanced, and retrieve all of its files, signing a receipt therefor. Further, the District agrees that, with respect to any litigation where the Law Firm has made an appearance in Court on its behalf, the District will promptly execute an appropriate Substitution of Attorney form.

J. The Law Firm maintains errors and omissions insurance coverage applicable to the services to be rendered.

K. It is understood and agreed that the Law Firm, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

IV. SPECIALIZED LEGAL SERVICES

For specialized litigation and transactional services in the areas of construction, procurement, technology, prevailing wage, real property, intellectual property, CEQA, mitigation negotiations, school and college finance, tax, bankruptcy, copyright, trademark, non-profit organizations, immigration, and appellate law, the District agrees to pay the Law Firm at rates higher than the standard hourly rates for special projects or particular scopes of work. The Law Firm shall inform the District of the rates for specialized services and the Superintendent or designee shall agree to such rates in writing prior to any billings for specialized legal services by the Law Firm.

V. RELATED POST-INVESTIGATION SERVICES

If an attorney who conducted an investigation for the District is subsequently asked or required to prepare for and/or testify, including, without limitation, at deposition, trial, arbitration or any other proceeding, because of services rendered under this Agreement, and/or if the investigating attorney must respond to subpoenas or discovery or otherwise respond or perform services with respect to any matter relating to or arising out of services performed for the

District, the District agrees to pay the Law Firm for all time expended (including preparation time) at the investigating attorney's then current regular hourly rate and to reimburse the Law Firm for reasonable costs and expenses incurred.

VI. CONSENT TO JOINT REPRESENTATION

The District acknowledges that from time to time Law Firm may be asked to perform legal services on a matter affecting two or more public education local agencies. In such situations before proceeding with representation, Law Firm shall provide the District with a written disclosure of the relevant circumstances and of the actual and reasonably foreseeable adverse consequences to the District, and shall seek separate written consent to joint representation from all involved parties if permissible according to ethical principles applicable to attorneys. The District acknowledges that it is often in the best interest of the District for such representation to commence without undue delay which may result from waiting until a regularly-scheduled Board meeting. Therefore, the Governing Board of the District hereby delegates to the Superintendent or designee authority to consent to joint representation in the circumstances described in this paragraph, and to execute such written consent on behalf of the Board and District.

VII. SERVICES PERFORMED BY LAW FIRM-PROVIDED NON-LEGAL CONSULTANTS

The Law Firm has an affiliation with non-legal education consultants who are available to assist the District in areas including, but not limited to, personnel/business office audits, human resources/collective bargaining consultation, public/employee relations surveys and communications, media and public relations, budget analysis/support services, instructional coaching/counseling at school improvement sites, special education, student discipline, leadership coaching, board/superintendent relations and best practices, and interim management placement.

Because the Law Firm has a financial interest in the District's use of these affiliated non-legal consultants, the rules of the State Bar of California require that the District provide its informed written consent to this arrangement prior to utilizing these services. Execution of this Agreement shall be deemed "informed consent" for the purposes of this paragraph. The District is hereby advised that it may seek the advice of an independent attorney of its choice prior to providing such written consent.

Please also be advised that because the services of these non-legal consultants are provided to the District outside of the attorney-client relationship, communications with these non-legal consultants will not be protected from disclosure by the attorney-client privilege.

VIII. CONSENT TO LAW FIRM COMMUNICATION

As part of our commitment to client service, the Law Firm will send the District periodic alerts on case developments and legislative changes, and notices of Breakfast Briefings,

conferences, and other training opportunities designed to help the District with daily legal concerns. The Law Firm will send those and other additional service notices to the District via regular mail and/or electronic mail at the email address which you designate or the email used in your daily communications with us. These email notices are a convenient way to keep the District administrators apprised of important legal changes. By execution of this Agreement, the District and designated contact(s) consent to receive such communications by electronic mail subject to the right to unsubscribe at any time.

IX. BINDING ARBITRATION

If any dispute arises out of, or related to, a claimed breach of this Agreement, the professional services rendered by attorneys, or any other disagreement of any nature, type, or description, regardless of the facts or the legal theories which may be involved, including attorney malpractice, such dispute shall be resolved by binding arbitration by a single arbitrator. Each side will bear its own costs and attorney fees. The parties agree to waive their right to a jury and to an appeal.

X. DURATION

This Agreement shall be effective September 1, 2016, through August 31, 2017, and thereafter shall continue from month-to-month at the then current hourly rate set forth herein until modified in writing by mutual agreement or terminated by either party upon thirty (30) days' written notice.

XI. EXECUTION DATE

This Agreement is entered into this 1st day of September, 2016.

“Law Firm”

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

Dated: _____

By: _____
GERALD A. CONRADI

“District”

SANTEE SCHOOL DISTRICT

Dated: _____

By: _____

Consent Item D.4.5.

Adoption of Resolution No. 1617-05 to Eliminate a Classified Non-Management Position

Prepared by Tim Larson
September 6, 2016

BACKGROUND:

The Child Nutrition Services Department has determined that because the participation in the breakfast program at Chet F. Harritt is very low, there is no longer a need for a Food Service Worker III-A position to support that position.

RECOMMENDATION:

It is recommended that the Board of Education approve to eliminate the Food Service Worker III-A effective November 14, 2016.

FISCAL IMPACT:

The savings for eliminating the Food Service Worker III-A position will be \$5,710.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.5.

**SANTEE SCHOOL DISTRICT
Resolution No. 1617-05**

**ELIMINATION OF A
CLASSIFIED NON-MANAGEMENT POSITION**

WHEREAS, it has been determined that there is no longer a need for a Food Service Worker III-A position due to a decrease in participation in the breakfast program at Chet F. Harritt;

NOW, THEREFORE, BE IT RESOLVED that as of the 6th day of September 2016, the Governing Board of Santee School District approved to eliminate the following vacant position effective September, 2016:

- One (1) 1.25-hour Food Service Worker III-A position

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

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 6th day of September 2016, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 9/6/16

Clerk, Board of Education

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. Approval of 2015-16 Unaudited Actuals Report
Prepared by Karl Christensen
September 6, 2016

BACKGROUND:

State Law requires the Board of Education to submit its annual financial results to the County Office of Education (COE) by September 15 of each year. The financial results for the fiscal year ending June 30, 2016 are summarized in the District's 2015-16 Unaudited Actuals Report. This report includes all required State forms and schedules.

The District's 2015-16 Unaudited Actuals are submitted and reviewed by the County Office of Education ("COE") in accordance with State law. The District expects an opinion letter on the District's Unaudited Actuals Report from the COE sometime in September 2016. Additionally, the Unaudited Actuals are subject to audit by the District's independent auditor. The auditor's opinion is due in December.

Administration will provide a brief report highlighting financial results for the 2015-16 fiscal year and the updated Multi-Year Projection.

RECOMMENDATION:

It is recommended that the Board of Education approve the 2015-16 Unaudited Actuals with all required State forms.

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:

Financial results for the 2015-16 fiscal year and revised projections for the two subsequent years will be provided at the Board meeting.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.1.1.
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Consent Item E.2.1. Approval of Memorandum of Understanding with San Diego State University in Conjunction with Santee's Teaching, Listening and Connecting (TLC) Initiative at Cajon Park School

Prepared by Tim Larson
September 6, 2016

BACKGROUND:

Santee School District was awarded funding for a collective impact grant at Cajon Park School to develop strategic ways to improve attendance and academics for kindergarten through third grade students using collective impact approach. This initiative is called Santee TLC which stands for teaching, learning and connecting.

As part of that initiative, San Diego State University Nursing program would like to bring a section of their Nursing 415 Community/Public Health Nursing class to Cajon Park School. These student nurses are registered nurses completing their BSN in nursing. The students are supervised by two professors, Renee Bertken and Dorothy Zirkle that will instruct the students on campus each week. As part of their field work in public health nursing, these nursing students will be available seven hours each Monday to help students and their families with any public health concern. This could include: parent education, information and referral for parents on health issues, classroom instruction on health topics such as hygiene, help with attendance concerns, infectious diseases, health promotion and home visits. They can provide small group support for students and provide routine nursing support.

San Diego State University's Center for Counseling and Community Engagement (CCCE) would also like to partner with Santee TLC. CCCE is a non-profit community center providing low-cost counseling services to individuals, couples, and families in San Diego. CCCE is a counselor training facility operated by San Diego State University (SDSU) offering hands-on education for pre-licensed graduate students in the fields of Marriage and Family Therapy (MFT) and community-based counseling. The counselors are supervised by licensed therapists and members of SDSU's Counseling and School Psychology faculty. CCCE would send 2-3 students each semester to Cajon Park School to provide support to students, families and staff. These students would have two hours each week of supervision by their professors at a minimal cost to the grant program.

RECOMMENDATION:

It is recommended that the Board of Education approve the San Diego State University Memorandum of Understanding to bring additional resources to Santee TLC.

FISCAL IMPACT:

There is no fiscal impact to the Santee School District. All materials needed will be covered by the nursing students or the Santee TLC grant initiative with United Way of San Diego County. Cost for MFT students is less than \$2,800 per year and would cover the cost of supervision for CCCE students and will be paid by the Santee TLC grant.

STUDENT ACHIEVEMENT:

Providing support for students will better prepare them to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Service-Learning Agreement

University and Learning Activity Site

This Agreement entered into and effective this 22 day of July, 2016 between the Trustees of the California State University on behalf of San Diego State University, (College of Health and Human Services / Department Nursing, referred to as “University,” and Cajon Park School, referred to as “Learning Activity Site.”

I. General Provisions

A. Program Activities

1. The Learning Activity Site will provide the University’s student(s) with a student-focused learning experience that also meets the stated needs of the Learning Activity Site.
2. The Learning Activity Site and the University will meet as necessary to facilitate a mutually beneficial experience for all involved, or at the request of any of the parties involved.
3. The University will work closely with the Learning Activity Site to meet the expectations and priorities of the Learning Activity Site as well as the student outcomes.

B. Safe and Productive Learning Environment

1. To achieve its desire to provide a safe and productive environment for the University’s student(s), the Learning Activity Site will:
 - a. Give student(s) a tour of the site as necessary and provide information regarding all emergency procedures.
 - b. Provide information on the unique nature of the population of the program.
 - c. If appropriate, discuss with students the reasonably foreseeable risks associated with the Learning Activity Site and the tasks and responsibilities the student(s) have been assigned.
 - d. Determine **IF** a student(s) must be fingerprinted. **If** fingerprinting is necessary, the Learning Activity Site will obtain the fingerprints, request criminal background clearance from the appropriate agency(ies), and maintain the confidentiality of any results as required by federal or state law. University or Students shall be financially responsible for the cost of any fingerprinting or criminal background checks required.
 - e. Notify the University’s Office of Risk Management (619-594-5631) and the supervising faculty as soon as is reasonably possible of any injury or illness to a student(s) participating in a learning activity offered by the Learning Activity Site.
2. University will advise the student(s) of following:
 - a. To abide by Learning Activity Site rules and regulations while on site and working with Learning Activity Site clients.
 - b. That his/her interactions with clients are expected to be appropriate.
 - c. To maintain the confidentiality of the Learning Activity Site’s proprietary information, records and information concerning its clients.

II. Structure and Support of Service-Learning Student(s)

- A. **Site Supervision.** Prior to the start of the learning activity, the Learning Activity Site will inform the student(s) who will be responsible for their supervision and safety while on site. The supervisor will meet with the student(s) as necessary to facilitate the student(s) learning experience and professional development, provide support and review progress on assignments and activities. The supervisor will communicate as necessary during the semester with the University staff or faculty member who assigned the learning activity.
- B. **Training and Orientation.** The Learning Activity Site will provide student(s) with a general orientation and any specific training needed prior to their working with clients or providing service.
- C. **Work Space.** Student(s) will have an appropriate space at the Learning Activity Site site in which to conduct their assigned work. The Learning Activity Site will provide access and training for any and all equipment necessary for student(s) to fulfill their service role.
- D. **Evaluation.** The Learning Activity Site supervisor will fill out survey(s) regarding quality of service performance of the student(s) if requested by the University or the student.
- E. **Payment** (*If Applicable – For paid positions only*) – The LEARNING ACTIVITY SITE will pay student(s) according to applicable law including any required withholding and reporting whether payment is wage, stipend, or payment under a grant. If required by law, the LEARNING ACTIVITY SITE shall consider student(s) employees and, as such, shall provide workers' compensation insurance.

III. Length of Agreement Term

This agreement shall become effective upon execution and shall continue until terminated by either party after giving the other party 30 days advance written notice of the intention to so terminate; provided further, however, that any such termination by LEARNING ACTIVITY SITE shall not be effective against any STUDENT who at the date of mailing of said notice by LEARNING ACTIVITY SITE was participating in said program until such STUDENT has completed the program as mutually agreed upon provided such student is performing satisfactorily. If either party wishes to terminate due to non-performance or failure to meet expectations, the party requesting termination shall consult with the other party to seek resolution prior to termination.

It is the responsibility of all parties to review the agreement annually to ensure that the agreement terms are current. Any changes to this agreement must be in writing via amendment and executed by all parties.

Notices

All notices and correspondence herein provided to be given, or which may be given by either party to the other, shall be sent to the following:

To the Learning Activity Site:	Agency Name	Cajon Park School
	Street Address	9619 Cuyamaca Street (Santee Educational Resource Center)
	City State Zip	Santee, CA 92071
	<u>Attention</u>	Meredith Riffel
To SDSU :		San Diego State University
		5500 Campanile Dr.
		San Diego CA 92182-1616
	<u>Attention</u>	SDSU Department Chair And Contract and Procurement Management AD116

The attached General Provisions, consisting of two pages, is incorporated by reference and made a part of this agreement.

This document reflects my understanding of the relationship.

LEARNING ACTIVITY SITE

Santee School District-Cajon Park School
Agency Name

Authorized Signatory

Tim Larson
Print Name

Date

9625 Cuyamaca Street
Street Address

Santee CA 92071
City State Zip

Tim.Larson@santeesd.net
Email

(619) 258-2308
Phone

(619) 258-2305
Fax

SAN DIEGO STATE UNIVERSITY

5500 Campanile Dr.
San Diego, CA 92182

Department Chair

Print Name

Date

Associate Dean

Print Name

Date

Contract and Procurement Management

Print Name

Date

General Provisions

Indemnification

The learning activity site shall be responsible for damages caused by the negligence of its directors, officers, agents, employees and duly authorized volunteers occurring in the performance of this agreement. San Diego State University shall be responsible for damages caused by the negligence of its directors, officers, employees and duly authorized volunteers occurring in the performance of this agreement. It is the intention of the Learning Activity Site and the University that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective directors, officers, employees and duly authorized volunteers.

Insurance

The Learning Activity Site shall procure and maintain General Liability Insurance, comprehensive or commercial form with \$1,000,000.00 minimum limit for each Occurrence and minimum limit of \$2,000,000.00 General Aggregate, as mutually agreed upon for this placement.

The California State University system has elected to be insured for its General Liability exposure through the self-insured CSU Risk Management Authority.

The State of California has elected to be self-insured for its vehicle liability and Workers' Compensation and property exposures. As a State agency, the California State University, Office of the Chancellor, the Trustees, and the CSU system of campuses are included in this self-insured program.

The University shall provide professional and personal general liability coverage for students performing community service or volunteer work for academic credit, through the Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). The coverage limits under this program are \$1,000,000.00 for each Loss and \$2,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

The University shall provide professional, personal general liability, and educator's errors and omissions liability coverage for students enrolled in Nursing, Allied Health, Social Work, or Education credential programs performing community service or volunteer work for academic credit, through the Student Professional Liability Insurance Program (SPLIP). The coverage limits under this program are \$1,000,000.00 for each Loss and \$3,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

Insurance International

In the event the Learning Activity Site is an international location, the above referenced SAFECLIP or SPLIP coverage for the students does not apply. The University will advise the student that they will be required to procure insurance. It will be the students responsibility to procure adequate insurance for the Learning Activity Site's experience. Information for obtaining insurance coverage may be obtained from the following web-site http://www.isc.sdsu.edu/study_abroad/health-insurance-prosp.html.

Status of Students

Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the University.

Governing Law

All contracts and purchase orders shall be construed in accordance with, and their performance governed by, the laws of the State of California. Further, Learning Activity Site shall comply with any state or federal law applicable to Learning Activity Site's performance under this Contract.

Assignments

Without written consent of the CSU, this agreement is not assignable by the Learning Activity Site either in whole or in part.

Agreement Alterations & Integration

No alteration or variation of the terms of the agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Endorsement

Nothing contained in this Agreement shall be construed as conferring on any party hereto any right to use the other party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore nothing in this Agreement shall be construed as endorsement of any commercial product or service by the University, its officers or employees.

Survival

Upon termination of this contract for any reason, the terms, provisions, representations and warranties contained in this agreement shall survive expiration or earlier termination of this agreement.

Severability

If any provision of this agreement is held invalid by any law, rule, order of regulation of any government or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.

Entire Agreement

This agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supercedes all prior agreements, arrangements, and understandings with respect thereto. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied herein, and no party shall be bound by or liable for any alleged representation, promise, inducement, or statement not set forth herein.

Discussion and/or Action Item E.2.2. Acceptance of 2015-2016 School Program Services Year End Report

Prepared by Tim Larson
September 6, 2016

BACKGROUND:

Annually, the Pupil Services Department provides a year-end report on various aspects of our student population. Presented this evening for Board acceptance is the year-end report for the 2015-2016 school year. Copies of the report will be made available for public review at the Board meeting.

RECOMMENDATIONS:

It is recommended that the Board of Education review and accept the School Program Services 2016-2017 Year End Report.

FISCAL IMPACT:

Fiscal impact varies with the programs implemented. The year-end report is a valuable tool for potential grant applications.

STUDENT ACHIEVEMENT IMPACT:

Many aspects of this report are summarized to provide data about or to evaluate the effectiveness of various programs within the District.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

SANTEE SCHOOL DISTRICT

**PUPIL SERVICES
School Program Services**



**YEAR END REPORT
2015-2016**

**SCHOOL PROGRAM SERVICES YEAR-END REPORT
2015-2016**

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SANTEE SCHOOL DISTRICT
"Where Young Minds Meet Open Doors"

Adopted May 1, 2012

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.

Vision

Santee School District will be an innovative leader in education, inspiring students to realize their unique potential.

Belief Statements

Children are our first priority. Therefore we believe....

1. All students can learn.
2. Student growth, academic performance, and positive personal development are the highest measures of student and district success.
3. Trust, integrity, respect, citizenship, honesty, responsibility, commitment, and pride are the foundations on which our district is built.
4. Students should understand and respect the origin of the nation, the law of the land, and the principles of our democracy.
5. Parent and community involvement in our schools is crucial to the academic success of our students.
6. Knowledgeable, motivated, and inspired employees assure the success of our students.
7. Everyone has the right to learn and work in a safe, healthy, orderly, and clean environment.
8. The district operates efficiently and effectively through focused leadership, fiscal responsibility, and open communication, with a strong academic program as the top priority.

BOARD GOALS

Educational Achievement

Assure the highest level of educational achievement for all students.

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.

Staff Development

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

Student Well-Being

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

**Ethnic Distribution within District
By Student Population
2015-2016**

Ethnicity	American Indian or Alaskan Native		Chinese		Japanese		Korean		Vietnamese		Asian Indian		Laotian	
	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16
School														
Cajon Park	12	10	3	3	9	9	1	1	0	0	3	2	1	0
Carlton Hills	9	8	7	8	6	7	2	5	5	2	2	2	0	1
Carlton Oaks	12	12	14	13	4	6	1	1	6	6	2	2	3	4
Chet F. Harritt Hill	8	14	1	2	4	4	1	1	3	4	2	2	2	2
Creek	14	18	1	3	7	4	0	0	4	3	2	2	2	1
Pepper Drive	11	14	2	4	3	4	0	0	8	8	0	0	4	4
PRIDE Academy	11	8	5	3	2	3	0	0	6	5	2	1	0	2
Rio Seco	12	14	12	11	4	5	4	4	12	9	4	4	0	0
Sycamore Canyon	9	10	0	0	5	4	2	0	1	3	1	1	1	0
Alternative School														
Santee Success														
District Totals	98	108	45	47	44	46	11	12	45	40	18	16	13	14

**Ethnic Distribution within District
By Student Population
2015-2016**

Ethnicity	Cambodian		Other Asian		Native Hawaiian		Guamanian		Samoan		Tahitian		Other Pacific Islander	
	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16
School														
Cajon Park			11	13	5	5	1	3	1	2			4	3
Carlton Hills	1	0	8	6		1				1			3	4
Carlton Oaks			4	3			3	4					5	5
Chet F. Harritt Hill Creek			3	3				2						
Pepper Drive			2	6	3	3	3	3					2	2
PRIDE Academy				8	2	4	7	10					4	7
Rio Seco			3	6	4	2			3	2				
Sycamore Canyon	2	3	5	4	2	2	2	3					5	5
Alternative School			3	4	1	1	1	3	1		1	1		
Santee Success District		1												
Totals	3	4	39	53	17	18	17	28	5	5	1	1	23	26

**Ethnic Distribution within District
By Student Population
2015-2016**

Ethnicity	Filipino		Hispanic		African American		White		Hmong		Unknown/Declined to State		Unclassified	
	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16	14-15	15-16
School														
Cajon Park	17	20	214	199	37	22	649	643			9	7	56	53
Carlton Hills	11	13	120	135	23	21	360	363			5	4	29	16
Carlton Oaks	23	20	162	190	8	11	490	486			10	7	63	65
Cher F. Barritt	22	25	166	32	23	32	290	313			3	2	56	40
Hill Creek	23	21	198	207	14	17	443	444			3	2	59	50
Pepper Drive	21	23	282	303	42	43	347	400			3		81	75
PRIDE Academy	13	10	227	218	34	40	295	257			3	3	42	36
Rio Seco	28	29	253	272	26	36	539	514			6	5	80	72
Sycamore Canyon	10	12	88	81	11	11	225	236	1	2	3	1	53	40
Alternative School			16	12		1	18	17						3
Santee Success District			5	3		1	6	5						
Totals	168	173	1731	1652	218	235	3662	3678	1	2	45	31	519	450

**CAL WORKS AND FREE/REDUCED LUNCH RANKING
2015-2016**

SCHOOL	STUDENTS ENROLLED	# Cal Fresh Students	Rank % AFDC	% Cal Fresh Students	# F & R Students	Rank % F & R	% F & R Students
CAJON PARK	998	222	4	22.00%	338	7	34.00%
CARLTON HILLS	610	131	5	21.00%	266	5	44.00%
CARLTON OAKS	848	101	9	12.00%	244	9	29.00%
CHEF F. HARRITT	649	130	6/tie	20.00%	324	4	50.00%
HILL CREEK	786	160	6/tie	20.00%	288	6	37.00%
PEPPER DRIVE	907	288	3	32.00%	552	3	61.00%
PRIDE	648	240	2	37.00%	399	2	62.00%
RIO SECO	994	155	7	16.00%	326	8	33.00%
SYCAMORE CANYON	412	57	8	14.00%	105	10	25.00%
SANTEE SUCCESS PROGRAM	10	6	1	60.00%	8	1	80.00%
DISTRICT TOTALS	6862	1490	----	----	2850	----	----

Numbers as of 6/8/16
Report by Cathy Abel, Child Nutrition Services

**TITLE 1
2015-2016**

School	Total Enrollment	Students Participating in Title 1 Program	Percent Participating
Carlton Hills	596	155	26%
Chet F. Harritt	642	178	28%
Pepper Drive	907	268	30%
PRIDE Academy	570	240	42%
Santee Success	10	1	10%

Title 1 = A federal program to provide additional educational services in schools serving areas with high concentrations of poverty in the area.

**TRANSITIONAL SECOND LANGUAGE PROGRAM
MARCH 2016**

Districtwide English Learners Count (EL)/Fluent English Proficient Count (FEP)

School	EL	FEP	Needs DELAC	Serving	Albanian	All other	Arabic	Assyrian	Cantonese	Chaldean	Dutch	Farsi	Filipino (Tagalog)	French	German	Hmong	Indonesian	Japanese	Khmer	Kurdish	Korean	Lao	Mandarin	Polish	Portuguese	Punjabi	Rumanian	Russian	Samoan	Somali	Spanish	Thai	Turkish	Vietnamese	
CP	91	37	Y	91	2	5	12			35		6	5	1				2	2	19			1		1		1	4			31	1			
CH	67	30	Y	67		2	14		2	16			6	2			1	3		6	1	1	1		1		1	1			37			2	
CO	28	18	Y	28		1	4						2		1		4	1		1		1	1		1		1			23				5	
CFH	53	33	Y	53		5	6	2		1		1	9					3				1	1	1			3	2			47			4	
HC	54	20	Y	54		2	9			1		3	4				1	2		3	1	1				2	1			43				1	
PD	137	72	Y	137	1	9	23	4		11	1	2	3	3				3		22								2		118		1		6	
PA	92	35	Y	92	1	3	7		2	7			3					2		12				1			2			83	2			2	
RS	65	41	Y	65	1	8	11		1	1		1	3					1	2	1	2		9		2		3			53	1			6	
SC	18	2	N	18			3									2		1						1	3			1		6	3				
ALT	1	2	N	1										2																1					
SSP	1		N	1																1															
Total	607	290	-	607	5	35	89	6	5	72	1	13	35	8	1	2	6	18	4	65	4	4	13	3	8	2	4	16	2	0	442	7	1	26	

100% of our EL students have ELD instruction and 12% of our EL students receive special education services.

English Learners (EL) - students whose primary language is not English and who require additional services to learn English and become successful in school.

Fluent English Proficient - (FEP) students whose primary language is not English, but who have met criteria to be designated Fluent English Proficient.

District English Language Advisory Committee (DELAC) - schools needing committee members.

**Special Education Statistics
2015-2016**

School	M/M Special Day Class	M/S Special Day Class	Resource Specialist Instruction	DIS Speech and Language Instruction	DIS DHH Only and DHH with Speech
Alternative School					
Cajon Park	53	8	64	35	1
Carlton Hills		35	28	30	1
Carlton Oaks	53		63	18	
Chet F. Harritt			36	22	
Hill Creek		17	52	23	
Pepper Drive		6	32	18	
PRIDE Academy			36	32	
Rio Seco	60		45	18	2
Santee Success			1		
Sycamore Canyon	39	10	24	48	3
Non Public/ Day School	10				
TOTAL	215	76	381	244	7

**GATE STUDENTS
2015-2016**

School	Participating	Non- Participating	Total Identified
Alternative School	4	0	4
Cajon Park	145	2	147
Carlton Hills	30	0	30
Carlton Oaks	103	1	104
Chet F. Harritt	24	0	24
Hill Creek	54	0	54
Pepper Drive	69	3	72
PRIDE Academy	18	0	18
Rio Seco	66	0	66
Sycamore Canyon	21	2	23
Santee Success	0	0	0
TOTALS	534	8	542

Students qualify for GATE based on multiple measures that include California Standards Test (CST), the RAVEN Standard Progressive Matrices, and Gifted Behavior Characteristics teacher checklist.

**Interdistrict Attendance Permits
Between Santee Other Districts
2015-2016**

Interdistrict Permits by School

	<i>In</i>	<i>Out</i>	<i>Difference</i>
Cajon Park	138	29	109
Carlton Hills	58	14	44
Carlton Oaks	105	17	88
Chet F. Harritt	102	25	77
Hill Creek	150	36	114
Pepper Drive	398	83	315
PRIDE Academy	83	36	47
Rio Seco	147	36	111
Sycamore Canyon	48	11	37
Alternative School	11	0	11
Santee Success Program	0	0	0
<i>Total</i>	1240	287	953

Reasons for Transfers

	<i>In</i>	<i>Out</i>
A/B) Senior Student or Continuing Student	581	85
C) Social Adjustment/Academic Adjustment	61	2
D) Special Courses or Training	23	87
G) Child Care	197	14
E) Change or Planned Change of Residence	103	20
F) Employment Related	87	23
I) Sibling Currently Enrolled in District	188	56
<i>Total</i>	1240	287

Interdistrict Attendance Permits 2015-2016

Interdistrict Permits by School District

To(-) From(+) Difference

Alpine	4	13	9
Cajon Valley	42	584	542
Chula Vista	4	6	2
Coronado		2	2
Dehesa	7	1	-6
Escondido		2	2
Jamul		2	2
Julian		1	1
La Mesa/Spring Valley	44	76	32
Lakeside	137	416	279
Lemon Grove	2	13	11
Mountain Empire		4	4
National City		1	1
Oceanside		2	2
Ramona	2	11	9
San Diego Unified	45	104	59
Sweetwater		1	1
Vista		1	1
Total	-287	+1240	+953

**Intradistrict Attendance Permits 2015-2016
(Between Schools in Santee)**

<i>Schools</i>	<i>In</i>	<i>Out</i>	<i>Difference</i>
Cajon Park	322	147	175
Carlton Hills	219	238	-19
Carlton Oaks	328	91	237
Chet F. Harritt	130	177	-47
Hill Creek	208	295	-87
Pepper Drive	39	262	-223
Prospect Avenue	140	260	-120
Rio Seco	339	270	69
Sycamore Canyon	151	168	-17
Santee Success	22	0	22
Alternative School	10	0	10
<i>Total</i>	1908	1908	0

**Net Gains and Losses of INTRADISTRICT & INTERDISTRICT Attendance Permits
2015-2016**

<i>Schools</i>	<i>Intradistrict</i>	<i>Interdistrict</i>	<i>Total Difference</i>
Cajon Park	175	109	284
Carlton Hills	-19	44	25
Carlton Oaks	237	88	325
Chet F. Harritt	-47	77	30
Hill Creek	-87	114	27
Pepper Drive	-223	315	92
PRIDE Academy	-120	47	-73
Rio Seco	69	111	180
Sycamore Canyon	-17	37	20
Santee Success	22	0	22
Alternative School	10	11	21
Total	0	953	953

**Independent Study Contracts
2015-2016**

<i>School</i>	<i>Number of Contracts</i>	<i>Total Days</i>	<i>Average Number of Days</i>	<i>Days Credited</i>	<i>% Credit Total Days</i>
Cajon Park	111	867	7.81	826	95%
Carlton Hills	42	102	2.43	97	95%
Carlton Oaks	71	475	6.69	422	89%
Chet F. Harritt	54	316	5.85	277	88%
Hill Creek	74	448	6.05	426	95%
Pepper Drive	60	412	6.87	355	86%
Prospect Avenue	50	327	6.54	274	84%
Rio Seco	78	523	6.71	471	90%
Sycamore Canyon	59	408	6.92	381	93%
TOTAL	599	3878	6.47	3529	91%

**Habitual Truants
2015-2016**

SCHOOL	11-12	12-13	13-14	14-15	15-16
Cajon Park	17	15	19	23	38
Carlton Hills	2	5	8	14	29
Carlton Oaks	14	10	10	8	25
Chet F. Harritt	8	8	11	13	25
Hill Creek	12	20	23	34	34
Pepper Drive	4	14	29	37	39
PRIDE Academy	28	38	32	49	57
Rio Seco	13	18	22	39	54
Sycamore Canyon	1	0	4	5	1
Santee Success	0	0	0	2	6
<i>TOTAL</i>	99	128	158	224	308

For school years 2014-15 on, habitual truants are comprised of 9+ attendance codes A,G,V,T.

HOME TUTOR REPORT 2015-2016

Student's Home School	
Cajon Park	2
Carlton Hills	1
Carlton Oaks	
Chet F. Harritt	1
Hill Creek	1
Pepper Drive	
PRIDE Academy	1
Rio Seco	
Santee Success	
Sycamore	1
Alternative School	
TOTAL	7

# of Students	# of Days
1	25
1	71
1	72
1	81
1	109
1	180
1	195
Total Days	733

Grade	
Kindergarten	
First	
Second	1
Third	
Fourth	
Fifth	2
Sixth	1
Seventh	
Eighth	3
TOTAL	7

Reason	
Administrative	
Medical	7
TOTAL	7

School Site Suspensions 2015-2016 (7/1/15 - 06/30/16)												
INCIDENTS											TOTAL DAYS OF SUSPENSION	
	CP	CH	CO	CFH	HC	PD	PA	RS	SC	SSP		
Drug/Alcohol Offense:												
Use/Possession of Alcohol		2										10
Use/Possession of Drugs	2	1					1	3				28
Tobacco Offense:												
Use/Possession of Tobacco/Drug Paraphernalia		1	1									10
Crimes Against Persons:												
Sexual Harassment/Assault	5		2		4	4		3				37
Bullying/Aiding/Abetting/Hazing	6					3		3		1		31
Cause, Attempt to Cause, Threaten to Cause, Physical Injury	18	1	4	5	12	28	2	13	7	1		141
Hate/Terrorist Threats	1					1						4
Intimidation					1			1		1		4
Willful force	2	13	2			15		1				56
Property Crimes:												
Theft/Attempt Theft/ Received		1						1				3
Cause, Attempt to Cause, Damage To School/Private Property			1		3			2				14
Other:												
Disruptive Behavior	5	4	3		3		2			3		21
Obscene Act/Profanity	4	4		3	8	2	1		2			44
Possession of Weapons	1	3	2			4	2	5				49
Total Days of Suspension	103	58	32	11	47	97	17	67	13	7		452
Total Suspensions	44	30	15	8	31	57	8	32	9	6		240

Yearly Comparisons of Student Suspensions 2015-2016

SCHOOL	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Cajon Park	30	47	49	32	44
Carlton Hills	27	17	24	42	30
Carlton Oaks	19	13	23	16	15
Chet F. Harritt	20	24	14	16	8
Hill Creek	45	42	51	38	31
Pepper Drive	56	90	62	50	57
PRIDE Academy	20	25	29	14	8
Rio Seco	36	27	20	9	32
Sycamore Canyon	5	0	8	4	9
Santee Success	2	7	1	13	6
<i>TOTAL</i>	260	292	281	234	240

Santee School District - Discipline Report 2015-2016 - Reporting Period 7/1/15-06/30/16																																				
INCIDENTS	GRADE LEVEL								Gender		Ethnicity					WEAPON Type				Admin Review		TOTALS										TOTAL DATES OF SUSPENSION				
	K	1	2	3	4	5	6	7	8	M	F	(20)	(40)	(60)	(80)	Other	Lighter	Knife	Exp.	Other	M	F	CP	CH	CO	CPH	HC	PD	PA	RB	BC		BBP			
Use/Possession of Alcohol								2		2				1	1						2	2		2												10
Use/Possess Drugs					1		2	4	3	4			3	3	1					3	2	5	2	1						1	3				28	
Use/Possess of Tobacco/Paraphernalia						1		1	2				2							2		2		1	1										10	
Sexual Harassment/Assault	1			3	3	3	6	2	16	2	2		10	6						2	2	4	5	2		4	4		3					37		
Mutual Fight/Att. Assault/Threat	11	6	1	12	5	9	14	16	17	83	8		11	55	18	7					2	3	5	18	1	4	5	12	28	1	14	7	1	141		
Willful Force or Violence	8		4	2	2	2	3	5	6	30	2	1	5	19	7						3		3	2	13	2			15	1				56		
Bullying/Intimidation/Hate/Threats				1	2		7	9	13	6	1	3	8	4	3					5	1	6	7			1	4		4		2		39			
Theft/ Attempted Theft/ Received				1			1		2				2											1						1			3			
Cause/Attempt Cause Dmg to School/Priv. Prop.	1	1			1	1	2		3	3			1	4	1					2	2			1		3		2					14			
Disruptive Behavior			1	1	1	1	5	3	8	16	4	1	3	10	4	2									5	4	3		3	2		3	21			
Obscene Act/Profanity	2	3			2	4	9	4	19	5		3	19	2						5	2	7	4	4		3	8	2	1	2		44				
Weapons Possession			1		5	4		5	2	13	4	1	3	9	4		5	5	2	5	6	2	8	1	3	2		4	2	5		49				
TOTALS	19	10	11	15	18	25	31	56	55	200	40	6	28	138	53	15					28	16	44	30	15	8	31	57	7	33	9	6	452			
Total Suspensions																							240													
Administrative Reviews	2		1	6	1	6	11	17												44	11	9		1	4	8	2	8	1							
Expulsion Hearings							2	3	1	4										5	1	2							2							

SUSPENSIONS/EXPULSIONS 2015-2016

SCHOOL	SUSPENSIONS	ADMIN REVIEWS	EXPULSION HEARINGS	SUSPENDED EXPULSIONS	NOT EXPELLED	EXPELLED
Cajon Park	44	11	1	1		
Carlton Hills	30	9	2	2		
Carlton Oaks	15	0*				
Chet F. Harritt	8	1				
Hill Creek	31	4				
Pepper Drive	57	8				
PRIDE Academy	8	2				
Rio Seco	32	8	2	1		1
Sycamore	9	1				
SSP	6					
TOTAL	240	44	5	4		1
* 2 AR's cancelled as students left district						

Report on Suspected Child Abuse 2015-2016

Incidence by Age		Reasons for Referral	
Years	Incidence	Physical	14
5	1	Mental Anguish	
6	6	Sexual	4
7	7	Neglect	13
8	6	Other	3
9			
10	4		
11	2		
12	3		
13	2		
14	3		

Student Identification of Suspected Abuse Source		By School Location	
Parents	6	Cajon Park	9
Mother	10	Carlton Hills	
Father	10	Carlton Oaks	
Stepmother	1	Chet F. Harritt	10
Stepfather	1	Hill Creek	7
Mother's Boyfriend	1	Pepper Drive	5
Family Friend		PRIDE Academy	2
Other Student		Rio Seco	1
Brother		Sycamore Canyon	
Sister		SSP	
Uncle		Alt. School	
Aunt		NPS	
Grandfather			
Unidentified	5	TOTAL	34

TOTAL INCIDENTS	
2011-12	43 (Increase of 11)
2012-13	44 (Increase of 1)
2013-14	30 (Decrease of 14)
2014-15	25 (Decrease of 6)
2015-16	34 (Increase of 9)

**Report of Communicable Diseases
2015-2016**

SCHOOL	CP	CH	CO	CFH	HC	PD	PA	RS	SC	TOTAL
Chicken Pox			1	1	1					3
Conjunctivitis	12	7	4	20	3	16	1	11	11	85
E-Coli										
Fifth's Disease		1							1	2
Hand, Foot, & Mouth	3	3	2							8
Hepatitis										
Impetigo		1			3	2			2	8
Mirsa										
Mononucleosis						1				1
Mumps									1	1
Pediculosis	27		11	32	20	30	11	61	3	195
Pertussis		35								35
Pinworm					1			1		2
Ringworm		1			1				1	3
Rubella										
Rubeola										
Scabies				1			2			3
Scarlet Fever					1					1
Shigella										
Shingles										
Staph Infection										
Strep Infection	19	8	17	23	51	11	16	49	20	214
Tuberculosis										
Viral/Bacterial Meningitis										
Whooping Cough					1			1		2
TOTAL BY SCHOOL	61	56	35	77	82	60	30	123	39	563

Santee School District - Suicide Risk Notifications 2015-2016																			
INCIDENTS	GRADE LEVEL										Gender				Total By School				
	K	1	2	3	4	5	6	7	8	Gender		Black	White	Hispanic		Other	14-15	13-14	12-13
										M	F								
Cajon Park																	2	2	
Carlton Hills																	1	1	
Carlton Oaks					1				2	3			3				3	4	1
Chet F. Harritt																	1	1	
Hill Creek							1			1			1				1		3
Pepper Drive						1				1				1			1	2	4
PRIDE						1			1	2				2			2	3	4
Rio Seco								1		1	1						1		7
Sycamore Canyon																			
Santee Success																			
TOTALS					1	2	1	1	3	5	3		1	4	3		8	13	19

BACKGROUND:

Applications for membership on Board Advisory Committees were distributed to parents, employees, and were available on the District's and School's web and Facebook pages. Submitted applications have been accepted and the Superintendent assigned applicants based on priorities and openings to membership on Board Advisory Committees to fill current vacancies. Membership on a Board Advisory Committee is a one-year term.

The Board advisory committees with vacant positions to be filled are:

- Budget Advisory Committee (BAC)
- Calendar Committee
- Character Education Committee
- Communication Committee
- District Advisory Committee (DAC)
- District English Learner Advisory Committee (DELAC)
- Facilities/Safety Committee
- Special Education Advisory Committee
- Wellness Committee

Budget Advisory Committee focuses on the District's budget and fiscal solvency. Members include 9 community members/parents, 1 Board member, 2 District Administrators, Employee Association members.

Calendar Committee provides recommendations to the Board of Education for the District school calendar. This committee is usually comprised of Employee Association members, District employees, and Board of Education members. Community membership is encouraged.

Character Education Committee develops and monitors programs that promote student character. Membership on this committee consists of community members/parents, 1 Board member, 2 District Administrators, and Employee Association members.

Communication Committee expands the communication links in the District so a broader range of constituents have an opportunity to clarify, discuss, and hear the latest information in the District and report it accurately back to the stakeholders they represent. Membership on this committee consists of 9 employees and 9 parents (one from each school site), 1 Board member, 2 District Administrators, and Employee Association members.

District Advisory Committee (DAC) reviews curriculum and instruction, focuses discussions about quality student achievement, reviews recommended curriculum and instructional policies, and discusses issues that affect and promote student well-being. Membership on this committee consists of 9 parents and 9 teachers (one from each school site), 4 District Administrators, and Employee Association members.

District English Learner Advisory Committee (DELAC) provides information on programs and services for English learners. Membership on this committee consists of 9 parents, 9 teachers, 4 District Administrators, Employee Association members.

Facilities/Safety Committee reviews safety concerns and facility issues in the District. Membership on this committee consists of 9 parents/community members, Employee Association members, 1 Board member, and 2 District Administrators.

Special Education Advisory reviews and discusses special education issues in order to work collaboratively with staff and parents to resolve concerns. Membership on this committee consists of 9 parents of students with diverse disabilities and from various schools, a special education teacher, a classified employee, 2 District Administrators, 2 Board members, and Employee Association members.

Wellness Committee provides recommendations to the Board of Education for the development and evaluation of the local wellness policy. Membership on this committee consists of 9 parents (one from each school site), 1 Board member, 2 District administrators, Employee Association members, community members, and organizations.

The Superintendent has assigned the applicants based on their priority choices listed on their applications and recommends appointments as assigned in the attached chart. Administration will continue to recruit membership in Board Advisory Committees to assure parent and community input is received.

RECOMMENDATION:

Administration recommends that the Board approve the Superintendent's committee assignments and appoint these applicants to fill vacancies on the various Board Advisory Committees. The applicants represent a variance of schools throughout the District.

FISCAL IMPACT:

There is usually a negligible fiscal impact dependent on the committee's needs. Any costs are paid from department operating budgets.

STUDENT ACHIEVEMENT IMPACT:

Board Advisory Committees provide the Board with valuable input and information from all stakeholders when making decisions that impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

2016-17 Board Advisory Committee Assignments

			Budget	Calendar	Character Education	Communication	DAC	DELAC	Facilities/ Safety	Special Ed	Wellness
<i>Total vacancies for 2016-17</i>			9	Open	9	Open	9	9	9	9	9
First Name	Last Name	Represents									
Adriana C.	Albrecht	Parent - HC								X	
Charlene	Alsbaugh	Parent - CP/HC	X							X	
Erin	Asahara	Parent - CFH								X	
Laura	Barker	Employee/Parent - CH/CP								X	
Joseph	Beaverley	Parent - RS									X
Nikki M	Chavez	Parent - CO					X				
Mary	DeMaria	Parent - SC				X			X		
Sharon	Dollar	Parent - CP					X				
Laura	Evans	Business Partner									X
Guimel	Garcia	Parent - PD				X		X			
Majia Yvette	Gonzalez	Parent - PA			X		X				
Hilary	Heth	Parent - CO			X					X	
Maria Eugenia	Jimenez	Employee/Parent - RS						X			
Kathy	Kakacek	Grandparent - CO					X				
Amy	Leavitt	Parent - CFH							X		
Neil	Lugo	Parent - CO	X			X					
Jennifer	Madsen	Parent - CP									X
Tricia	Mattingly Robertson	Parent - RS				X				X	
Lisa and Bryce	McAllister	Parent - HC									X
Thomas H	Moller	Parent - CO			X	X					
Jennifer	Morse	Parent - RS								X	
Sidni	Olea	Parent - HC					X				
James T	Olson	Parent - CFH									X
Mani	Ouidiani	Parent - CFH	X								
Anastasia	Pentzakoff	Parent - CO	X								
Hasmik	Petrosian	Santee Citizen		X			X				
Quyen	Phan	Parent - RS	X						X		
Jason	Piske	Parent - CP	X		X						
Donna	Provost	Employee/GrndPrnt- CFH/HC					X				
Farah	QoQa	Parent - PA						X			
Corinne	Reed	Parent - HC									X
Jay	Renard	Community Member				X					
Joe	Reynolds	Parent - CH	X						X		
Jamie	Robinson	Parent - PA	X								
Rose	Rowe	Parent - HC							X		X
Candace	Schmitthenner	Parent - CH/Yale								X	
Yolanda	Stuart	Community Member					X				
Natalie	Taylor	Parent - CFH							X		
Katherine	Thornton-Sissini	Parent - CO									X
Jeri	Thronburg	Parent - CFH				X			X		
Teresa	VanDevere	Parent - PD					X			X	
Michelle	Vergne	Parent - CO	X								
Ed	Wise	Parent - RS			X						X
Lisa	Worthen	Parent - CFH							X		
Robyn	Wright	Employee		X							

Discussion and/or Action Item E.3.2.
Prepared by Dr. Cathy A. Pierce
September 6, 2016

After School Bussing Contracts

BACKGROUND:

Certain agencies contract with Santee School District to provide students after school transportation to other organizations. Tonight, the Board will have the opportunity to discuss the impacts and effects of After School Bussing Contracts.

Upon discussion, the Board will have an opportunity to provide Administration with direction as to what additional information is required to continue the dialogue at a future meeting.

RECOMMENDATION:

Administration recommends that the Board discuss the impacts and effects of After School Bussing contracts.

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

Item F. BOARD POLICIES AND BYLAWS

Board Policies and Bylaws Item F.1.1.

Second Reading: Board Policy/Administrative Regulation/Exhibit 3350 – Travel Expenses

Prepared by Dr. Cathy A. Pierce
September 6, 2016

BACKGROUND:

At the June 21st meeting, the Board discussed meal reimbursement for employees and Board members attending a District business event not requiring an overnight stay. The Board Policy (BP), Administrative Regulation (AR), and Exhibit (E) 3350 were revised to reflect the Board’s recommendations and Internal Revenue Service regulations. The Board Policy, Administrative Regulation, and Exhibit 3350 were presented for a first reading and discussion at the August 16 meeting.

RECOMMENDATION:

Board Policy/Administrative Regulation/Exhibit 3350 is being submitted as a second reading and request for approval. Action is at the discretion of the Board.

FISCAL IMPACT:

Fiscal impact would be determined based on the number of meal reimbursement requests submitted.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____

Second: _____

Vote: _____

Agenda Item F.1.1.

TRAVEL EXPENSES

The Governing Board shall authorize payment for actual and necessary expenses, including travel, incurred by any employee performing authorized services for the district.

Executive Council or the Superintendent may approve employee travel request requisitions to attend meetings, workshops, and/or conferences in accordance with the adopted budget and will submit travel request requisitions to the Board for approval or ratification in accordance with Exhibit 3350, Travel Authorization Decision Matrix.

Travel Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims. He/she may authorize an advance of funds to cover necessary expenses in accordance with AR 3350.

The Board may establish an allowance on either a mileage or monthly basis to reimburse authorized employees for the use of their own vehicles in the performance of assigned duties. All other mileage expenses will be reimbursed in accordance with this Board policy.

All out-of-state travel shall have Board approval. Travel expenses not previously budgeted also shall be approved on an individual basis by the Board.

Authorized employees may use district credit cards while attending to district business. Under no circumstances may personal expenses be charged on district credit cards.

~~Executive Council Mileage and Travel Expense Reimbursement~~

~~Executive Council members shall receive a monthly travel allowance of three hundred and fifty dollars (\$350.00) for all travel expenses within San Diego County. Mileage costs incurred outside San Diego County shall be reimbursed at a rate determined annually by the Board.~~

~~Executive Council members receiving this monthly allowance will include:~~

- ~~Assistant Superintendent, Business Services~~
- ~~Assistant Superintendent, Human Resources~~
- ~~Director II, Educational Services~~
- ~~Executive Assistant~~

Legal Reference:

- EDUCATION CODE
- 44016 Travel expense
- 44032 Travel expense payment
- 44033 Automobile allowance
- 44802 Student teacher's travel expenses

Policy adopted: March 3, 2009
Revised: May 7, 2013

SANTEE SCHOOL DISTRICT
Santee, California

Santee School District Travel**BACKGROUND INFORMATION:**

In accordance with Policy 3350, employees may be directed or permitted to attend conferences, meetings of 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 interests of the school district.

PROCEDURE:

1. Determine authorizations and forms required for the travel that is being requested (E 3350).
2. Employees must endeavor to minimize costs while traveling on District business.
3. Requests for travel that has registration fees but which do not require air travel and/or an overnight stay and which are not out of the State may be approved by the immediate administrative supervisor, and submitted for approval ratification from Executive Cabinet and the Board of Education.
4. All overnight travel, travel out of the state, or travel requiring transportation by air shall be pre-approved by the Executive Cabinet or Superintendent and submitted to the Board of Education for approval prior to the travel date.
5. The following steps refer to all travel requiring Executive Cabinet and Board of Education approval:
 - a. Complete form 64-550 "Travel Request Requisition."
 - b. Obtain approval from immediate supervisor and program director with budget authority.
 - c. When registration fees are to be prepaid by the District or hotel reservations require a purchase order, submit the registration form and/or hotel information along with the travel request.
 - d. Travel requests and accompanying documents must be submitted to the Business Services Department at least Ten (10) working days prior to the Board meeting for review by Executive Cabinet. Refer to the Travel Request Requisition Submission Deadlines document, which will be updated annually by Business Services and can be obtained via the District website.
 - e. If advance funds are required, a minimum of 14 days after Board of Education approval is necessary to issue a warrant.
6. Advance funds may be granted to cover necessary expenses of the trip. The minimum amount of advance is \$35.00. Funds will be advanced for:
 - a. Full conference registration (NOTE: Although registration forms may include provisions for simultaneous payment of membership dues in the sponsoring organization, the District will not pay for the cost of membership dues for individuals regardless of whether discounts apply.)

- b. Public transportation.
- c. Meals at \$46.00 per diem (see section #7).
- d. Lodging – copy of preregistration form must accompany request for estimated lodging cost.

Advance funds remaining after completion of any travel are to be returned to the District accounting office within five (5) working days of the employee's return.

- 7. Employees should endeavor to minimize costs while traveling on District business. However, it is not the District's intent that the employee should undergo hardship while traveling.
- 8. In keeping with this policy, the District will reimburse for meals for travel requiring an overnight stay, documented with original, itemized receipts, up to the following maximum rates:

Breakfast	\$ 9.00
Lunch	13.00
Dinner	<u>24.00</u>
Daily Maximum	\$ 46.00

Reimbursement for meals shall not exceed the daily maximum and shall not include expense for alcoholic beverages purchased.

- 9. ~~Meals in connection with trainings not requiring an overnight stay, will not be reimbursed.~~ *An Employee or Board member may opt to be reimbursed for meals as long as the following criteria are met:*

- *District Business event does not require an overnight stay*
- *District Business event occurs outside of District boundaries*
- *The event is scheduled for a minimum of five (5) hours*

These meal reimbursements will be treated as wages and are subject to all applicable state, federal, and employment taxes. Reimbursements for meals while traveling for District business not requiring an overnight stay will be reported as earned income and reported on the employee's W-2. Employees are strongly encouraged to consult a tax professional before requesting reimbursement.

- 10. A Travel Reimbursement Claim, Form 64-551, must be completed and submitted to the immediate supervisor for all travel requiring a Travel Requisition, Form 64-550. Original itemized receipts are required for registration fees, lodging, transportation, meals, and parking. Form 64-551 is to be returned to Business Services within ten (10) working days after returning from travel.

If travel expenses incurred exceed original Board approved amount by \$50.00 or 10%, whichever is higher, the additional expenses will be resubmitted to Executive Council and the Board of Education for approval prior to reimbursement.

Legal Reference:

EDUCATION CODE

44016 Travel expense

44032 Travel expense payment

44033 Automobile allowance

44802 Student teacher's travel expense

Board Policy Reference: BP 3350

Adopted: November 19, 1985

Regulation Revised: November 1, 2005; April 17, 2007;
July 1, 2010; May 7, 2013; May 29, 2013; March 16, 2015

SANTEE SCHOOL DISTRICT
Santee, California

Travel Authorization Decision Matrix

Exhibit 3350

Costs	Location / Decision Point	Travel Requisition Form Needed	Site Administrator *		Executive Cabinet *		Board of Education *	
			Pre-Approval	Ratification	Pre-Approval	Ratification	Pre-Approval	Ratification
<input checked="" type="checkbox"/> No Costs, or <input checked="" type="checkbox"/> Mileage [^] and/or Sub Costs only ^A mileage reimbursement form must be completed for claimed mileage	In SD County	NO	X	N/A				
	Out of SD County	NO	X	N/A				
	Out of State	YES	X	N/A	X		X	
Costs	Location / Decision Point	Travel Requisition Form Needed	Site Administrator		Executive Cabinet		Board of Education	
			Pre-Approval	Ratification	Pre-Approval	Ratification	Pre-Approval	Ratification
<input checked="" type="checkbox"/> Registration Fee; Other Conf. Costs ----- If any of the below: <input checked="" type="checkbox"/> Overnight Stay with Meal Costs** <input checked="" type="checkbox"/> Overnight Stay without Meal Costs <input checked="" type="checkbox"/> Airfare / Train	In SD County	YES	X	N/A		X		X
	Out of SD County	YES	X	N/A	X		X	
	Out of State	YES	X	N/A	X		X	

* Generally, no expenses should be incurred (paid for) until all approval levels are completed. Exceptions must be approved by a District Cabinet member.

~~** Meals may not be claimed without an overnight stay.~~

Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

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

Item I. RECONVENE TO PUBLIC SESSION

Item J. ADJOURNMENT