



# Santee School District

## SCHOOLS:

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

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

## BOARD OF EDUCATION REGULAR MEETING AGENDA September 16, 2014

### District Mission

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

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<b>A. OPENING PROCEDURES – 7:00 p.m.</b>	<b>5</b>
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
<b>B. REPORTS AND PRESENTATIONS</b>	<b>6</b>
1. Superintendent's Report	
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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>	
<b>D. PUBLIC HEARING</b>	<b>14</b>
1. Compliance with Education Code Section 60119 (Williams Settlement): K-12 Textbook and Instructional Materials Funding Realignment Program	15

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

<b>E. CONSENT ITEMS</b>	17
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
<b>Superintendent</b>	
1.1. <b><u>Approval of Minutes</u></b>	18
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
<b>Business Services</b>	
2.1. <b><u>Approval/Ratification of Travel Requests</u></b>	28
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. <b><u>Approval/Ratification of Expenditure Warrants</u></b>	30
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of August 2014.	
2.3. <b><u>Approval/Ratification of Purchase Orders</u></b>	32
It is recommended that the Board of Education approve and ratify purchase orders for the month of August 2014 as presented in the item.	
2.4. <b><u>Approval/Ratification of Revolving Cash Report</u></b>	42
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.	
2.5. <b><u>Acceptance of Donations</u></b>	44
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.	
<b>Educational Services</b>	
3.1. <b><u>Certification and Adoption of Resolution of Sufficiency of Instructional Materials 2014-15</u></b>	45
It is recommended that the Board of Education adopt Resolution #1415-08 and Certification of the Statement of Assurance to the Superintendent of Public Instruction.	
3.2. <b><u>Approval of 2015 Early Admittance to Kindergarten Program</u></b>	48
It is recommended that the Board of Education approve the Early Admittance to Kindergarten Program for the period of January 12 to June 17, 2015 to serve children who are five years of age by March 15, 2015. It is further recommended that the program total 210 minutes of instruction each day.	
<b>Human Resources/Pupil Services</b>	
4.1. <b><u>Personnel, Regular</u></b>	51
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.	

4.2.	<b><u>Approval of Memorandum of Understanding for Revisions to Article 18, Health and Welfare Benefits in the Classified Bargaining Agreement</u></b>	54
	It is recommended that the Board of Education approve the MOU revising language in Article 18, Health and Welfare Benefits, of the classified bargaining agreement.	
4.3.	<b><u>Approval of Agreement with CompuClaim to Provide Claims Administration Services for the Medi-Cal Billing Option Program</u></b>	58
	It is recommended that the Board of Education approve the CompuClaim agreement to provide claims administration services for the Medi-Cal billing option program.	
4.4.	<b><u>Adoption of Resolution Authorizing the District to Become a Partner with the County of San Diego's Live Well San Diego Initiative</u></b>	68
	It is recommended that the Board of Education adopt the resolution authorizing the District to become a partner with the County of San Diego's Live Well San Diego Initiative.	
4.5.	<b><u>Approval to Increase Work Hours for Identified Classified Non-Management Position</u></b>	70
	It is recommended that the Board of Education approve the increase in work hours for the identified classified non-management position.	
F.	<b>DISCUSSION AND/OR ACTION ITEMS</b>	71
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	<b>Human Resource/Pupil Services</b>	
1.1.	<b><u>Acceptance of 2013-14 School Program Services Year-End Report</u></b>	72
	It is recommended that the Board of Education review and accept the 2013-14 school program services year-end report.	
	<b>Business Services</b>	
2.1.	<b><u>Revisions to Proposition 39 Five Year Expenditure Plan</u></b>	73
	It is recommended that the Board of Education take the following two actions: <ul style="list-style-type: none"><li>• Approve the Revised Proposition 39 Five Year Expenditure Plan and authorize submission to the California Energy Commission</li><li>• Authorize Administration to make future revisions to the Plan without seeking Board of Education approval so long as criteria listed in the item is met.</li></ul>	
2.2.	<b><u>Possible Funding and Joint Use Partnership for Installation of Grass Field at Pepper Drive School</u></b>	76
	This is an information item. Action, if any, is at the discretion of the Board of Education.	
	<b>Capital Improvement Program</b>	
3.1.	<b><u>Initiation of Process to Obtain Pricing for Construction of the Pepper Drive School Admin/LRC Building</u></b>	85
	This is an information item. Action, if any, is at the discretion of the Board of Education. Administration seeks direction from the Board on next steps.	
G.	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	87

**H. CLOSED SESSION**

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1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Labor Negotiator** (Gov. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
3. **Conference with Labor Negotiator** (Gov. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)  
*Property Addresses:*
  - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
5. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

**I. RECONVENE TO PUBLIC SESSION**

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**J. ADJOURNMENT**

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**Please note:** Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. The next regular meeting of the Board of Education is scheduled for August 5, 2014, 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:

Fox  
 Burns  
 Ryan  
 Levens-Craig  
 El-Hajj

ITEM A. 7:00 P.M. 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. Presentation of the Colors and Pledge of Allegiance

4. Approval of Agenda for the September 16, 2014 regular meeting

Agenda Item A.

## Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
  - 1.1. Developer Fees Collection Report
  - 1.2. Use of Facilities Report
  - 1.3. Enrollment Report
  - 1.4. Schedule of Upcoming Events
2. 5<sup>th</sup> Annual School Beautification Day Appreciation
3. Maintenance and Operations Update



**Requests For Use Of Facilities - September 16, 2014**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attendance</b>	<b>Fees Applied</b>
<b><u>Cajon Park</u></b>						
PTSA (Board Meetings)	Classroom	8/28/14 - 6/11/15	Thursday	5:30 pm - 8:00 pm	15	
Cajon Park Robo-Falcons FLL Team (Meetings)	Classroom	8/26/14 - 6/11/15	Tues & Thurs	2:00 pm - 4:30 pm	10	
<b><u>Carlton Hills</u></b>						
San Diego Science Alliance (Mad Science)	Classroom	10/1/14 - 10/22/14	Wednesday	1:45 pm - 2:45 pm	20	
West Hills Little League (Meetings)	Multi-Purpose & Classroom	10/16/14 - 6/1/15	Mon - Thurs	4:45 pm - 8:00 pm	20	
West Hills Little League (Draft)	Multi-Purpose	1/25/15	Sunday	12:45 pm - 2:00 pm	20	\$71.00
<b><u>Carlton Oaks</u></b>						
Girl Scouts (Troop Meetings)	Classroom	8/26/14 - 6/16/15	Tuesday	6:00 pm - 8:00 pm	15	
Girl Scouts Troop 5335	Classroom	9/4/14 - 6/11/15	Thursday	5:30 pm - 7:00 pm	20	
Teachers/Parents (DC Trip Orientation)	Classroom	9/4/14	Thursday	6:00 pm - 7:00 pm	10 - 20	
Girl Scouts (Bi-Weekly Meetings)	Classroom	9/2/14 - 6/9/15	Tuesday	6:00 pm - 7:00 pm	10 - 20	
Girl Scouts (Leaders Meeting)	Classroom	9/8/14 - 6/8/15	Monday	6:00 pm - 8:00 pm	30	
<b><u>Chet F. Harritt</u></b>						
Girl Scouts (Meetings)	Classroom	10/1/14 - 6/10/15	Wednesday	6:20 pm - 7:40 pm	15	
CFF Heartlight (Children's After School Dance)	Kindergarten Yard	10/8/14 - 6/10/15	Wednesday	1:35 pm - 2:35 pm	20	
<b><u>Hill Creek</u></b>						
Rise City Church (Sunday morning Church Services)	Multi-Purpose & Classrooms	7/6/14 - 6/28/15	Sunday	6:00 am - 1:00 pm	300	\$560.25
<b><u>Pepper Drive</u></b>						
Sonshine Club	Classroom	9/17/14 - 5/27/15	Wednesday	2:35 pm - 3:45 pm	25	
<b><u>Rio Seco</u></b>						
Teachers/Parents (DC Trip Orientation)	Multi-Purpose	9/11/14	Thursday	6:30 pm - 8:30 pm	50	
Pathways Church (After School Club)	Classroom	9/15/14 - 6/8/15	Monday	2:45 pm - 4:00 pm	10 - 40	
Pacific Hills Chess Academy	LRC	9/17/14 - 6/10/15	Wednesday	2:15 pm - 4:00 pm		
SSD Educational Services (Professional Dev.)	Multi-Purpose	9/23/14 - 10/28/15	Tues - Thurs	8:00 am - 3:00 pm	35 - 40	
Girl Scouts Troop 5281 (Meetings)	Classroom	10/1/14 - 6/3/15	Wednesday	4:45 pm - 6:45 pm	15	
Girl Scouts Troop 5295 (Meetings)	Classroom	10/1/14 - 6/3/15	Wednesday	5:30 pm - 6:30 pm	10 - 15	
Girl Scouts Troop 6680 (Meetings)	Classroom	10/6/14 - 6/15/15	Monday	5:15 pm - 7:15 pm	20	
Santee Santas (Meeting)	Grass Fields	8/1/14 - 11/23/14	Tues - Sat	9:00 am - 8:30 pm	70	
<b><u>Sycamore Canyon</u></b>						
Girl Scouts (Recruitment)	Classroom	10/7/14	Tuesday	5:30 pm - 7:30 pm	20	
CFF Heartlight (Children's After School Dance)	Grass Area	10/7/14 - 6/9/15	Tuesday	3:00 pm - 4:00 pm	20 - 30	

Santee School District  
 ENROLLMENT REPORT  
 9/12/2014  
 Month 2 Week 2  
 School Week 3

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	09/12/14	09/20/13	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	09/12/14	09/20/13	# Diff	% Diff	09/12/14	09/05/14	# Diff	
Cajon Park			88	105	117	115	99	121	105	121	108	979	991	-12	-1.2%	4	4	3	5	14	6	6	3	7	52	63	-11	-17.5%	1031	1032	-1	
Carlton Hills	24		75	58	50	47	44	45	42	83	68	536	469	67	14.3%	2	4	3	2	5	2	4	6	4	32	34	-2	-5.9%	568	568	0	
Carlton Oaks			73	60	89	69	97	87	100	95	97	767	801	-34	-4.2%	2	8	7	5	5	5	5	5	6	48	51	-3	-5.9%	815	815	0	
Chet F. Harritt	24		81	60	59	60	69	48	64	42	47	554	544	10	1.8%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	554	553	1
Hill Creek	23		81	73	78	74	85	75	89	90	70	738	710	28	3.9%	0	2	1	1	3	3	1	0	0	11	9	2	22.2%	749	748	1	
Pepper Drive	5		68	131	102	95	100	98	68	88	68	823	800	23	2.9%	0	0	0	0	0	0	1	5	0	6	10	-4	-40.0%	829	830	-1	
Prospect Ave	24		66	71	82	64	53	60	52	53	47	572	566	6	1.1%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	572	562	10	
Rio Seco			89	112	107	119	83	102	106	100	111	929	937	-8	-0.9%	1	3	3	11	5	7	8	5	9	52	47	5	10.6%	981	981	0	
Sycamore Canyon			51	51	49	55	54	38	39	0	0	337	327	10	3.1%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	337	337	0	
<b>SUBTOTAL</b>	<b>100</b>	<b>0</b>	<b>672</b>	<b>721</b>	<b>733</b>	<b>698</b>	<b>684</b>	<b>674</b>	<b>665</b>	<b>672</b>	<b>616</b>	<b>6235</b>	<b>6145</b>	<b>90</b>	<b>1.5%</b>	<b>9</b>	<b>21</b>	<b>17</b>	<b>24</b>	<b>32</b>	<b>23</b>	<b>25</b>	<b>24</b>	<b>26</b>	<b>201</b>	<b>214</b>	<b>-13</b>	<b>-6.1%</b>	<b>6436</b>	<b>6,426</b>	<b>10</b>	
Alternative School			5	1	7	2	4	7	3	3	4	36	38	-2	-5.3%																	
Santee Success										1	6	7	1	6	600.0%										0	1	-1	-100.0%	7	5	2	
NPS												0	0								1		2	3	6	1	5	500.0%	6	6	0	
<b>SUBTOTAL</b>			<b>5</b>	<b>1</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>7</b>	<b>3</b>	<b>4</b>	<b>10</b>	<b>43</b>	<b>39</b>	<b>4</b>	<b>10.3%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>2</b>	<b>4</b>	<b>200.0%</b>	<b>49</b>	<b>46</b>	<b>3</b>	
<b>TOTAL</b>	<b>100</b>	<b>0</b>	<b>677</b>	<b>722</b>	<b>740</b>	<b>700</b>	<b>688</b>	<b>681</b>	<b>668</b>	<b>676</b>	<b>626</b>	<b>6278</b>	<b>6,184</b>	<b>94</b>	<b>1.5%</b>	<b>9</b>	<b>21</b>	<b>17</b>	<b>24</b>	<b>32</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>29</b>	<b>207</b>	<b>216</b>	<b>-9</b>	<b>-4.2%</b>	<b>6485</b>	<b>6472</b>	<b>13</b>	

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

	PK	EAK 4yo	Total All
Cajon Park	0	0	1031
Carlton Hills	0	0	568
Chet F Harritt	0	0	554
Hill Creek	0	0	749
Prospect Ave	0	0	572
Sycamore Canyon	33	0	370
<b>Total PK/EAK</b>	<b>33</b>	<b>0</b>	

<b>Total Enrollment Including PK</b>
<b>6518</b>

## Schedule of Upcoming Events

Date	Event
September 17	Board Meeting; 7:00 p.m.
October 7	Board Meeting; 7:00 p.m.
October 11	Salute to Teachers 7:00 – 9:00 p.m. at Balboa Theatre
October 21	Board Meeting; 7:00 p.m.
November 4	Board meets with Principals; 6:00 p.m. Board Meeting; 7:00 p.m.
November 10	Professional Day – No School
November 11	Veterans' Day Holiday Schools and Departments Closed
November 18	Student Forum; 6:00 p.m. Board Meeting; 7:00 p.m.
November 24-28	Schools Closed for Thanksgiving Holiday District Offices closed November 26-28
December 8-12	Parent/Teacher Conference Week Schools on Modified Days
December 13-14 December 14-16	California School Boards Association Delegate Assembly California School Boards Association Annual Education Conference
December 16	Board Meeting; 7:00 p.m. Board Organizational Meeting for 2015
Dec 22 – Jan 5	Schools and Departments Closed for Winter Break
January 5	Students Return from Winter Break
January 16	Professional Day – No School

**BACKGROUND:**

For the past five 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 23, 2014. Pathways Community Church again coordinated completion of numerous projects at seven of the District's nine schools and expanded participation to include other local churches and entities, including college students from San Diego Christian College.

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 schools.
- Re-painting of red curbs at Carlton Oaks, Chet F. Harritt, Sycamore Canyon, and PRIDE Academy
- Relaying of a brick patio at Cajon Park School
- Installation of artificial turf in center area of Rio Seco School
- Installation of playground border around new Kindergarten play structure to complete project
- Installation of a retaining wall at Carlton Oaks School amphitheater
- Replacement of a section of chain link fence between school and mobile home park at Chet F. Harritt School
- Installation of sun shade material at Sycamore Canyon School

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:**

The estimated value of labor, materials, tools, and supplies provided at no cost = \$60,000

Report Item B.3.  
Prepared by Karl Christensen  
September 16, 2014

## Maintenance and Operations Department Update

### **BACKGROUND:**

The Maintenance and Operations department consists of 43 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:

- 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
- 3 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 give the Board of Education a report on activities, accomplishments, and future projects of the Maintenance and Operations department.



## 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. PUBLIC HEARING

Public Hearing Item D.1.

Compliance with Education Code Section 60119  
(Williams Settlement): K-12 Textbook and  
Instructional Materials Funding Realignment  
Program

Prepared by Dr. Stephanie Pierce  
September 16, 2014

**BACKGROUND:**

Education Code Section 60119 requires that a district post a Notice of Public Hearing for ten (10) days and then hold a public hearing and determine through a board resolution as to whether each pupil in the district has, or will have prior to the end of the fiscal year, sufficient textbooks and/or instructional materials in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State Board.

This public hearing is being held to ensure that the intent of Education Code Section 60119 has been met for the 2014-15 school year.

In Consent Item E.3.1. which is placed later in the agenda, the Board will adopt the resolution certifying assurance with Education Code Section 60119.

The public hearing should convene and permit any interested citizens to raise questions or to provide input to sufficiency of the textbooks and instructional materials provided to students.

**PLEASE POST  
Until September 16, 2014**

NOTICE OF PUBLIC HEARING

FROM THE

SANTEE SCHOOL DISTRICT

FOR

COMPLIANCE WITH EDUCATION CODE SECTION 60019  
K-12 PUPIL TEXTBOOK AND INSTRUCTIONAL MATERIALS  
FUNDING REALIGNMENT PROGRAM

The Santee School District Board of Education shall hold a public hearing to determine whether sufficient textbooks or instructional materials, or both, in each subject area are consistent with the content and cycles of the curriculum framework adopted by the state board.

**DATE:** Tuesday, September 16, 2014

**TIME:** 7:00 p.m.

**PLACE:** Educational Resource Center  
9619 Cuyamaca Street  
Santee, CA 92071

Posted 09/01/14  
Santee City Clerk's Office  
Santee Library  
Educational Resource Center  
Santee Chamber of Commerce  
Santee District School Sites

Item E. CONSENT ITEMS

*Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no Board discussion of these items prior to the vote unless a member of the Board, staff, or public requests specific items be considered separately. Citizens are invited at this time to address the Board about any item listed under Consent.*

Consent Item E.1.1. Approval of Minutes  
Prepared by Cathy A. Pierce, Ed.D.  
September 16, 2014

**BACKGROUND:**

Presented for Board approval –

- August 26, 2014, special meeting minutes
- September 2, 2014, regular meeting minutes

**RECOMMENDATION:**

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

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

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

August 26, 2014  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Fox called the meeting to order at 5:30 p.m.  
Members present:
  - Ken Fox, President
  - Dustin Burns, Vice President
  - Barbara Ryan, Clerk
  - Dianne El-Hajj, Member
  - Elana Levens-Craig, MemberAdministration 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

**B. PUBLIC COMMUNICATION**

There were no members of the public wishing to speak.

**C. 1:1 DIGITAL LEARNING PROGRAM**

- Digital Learning Teacher Instructional Guide

Dr. Pierce shared the components of the digital learning teacher instructional guide. She explained the guide is pre-installed on every teacher iPad and online for easy reference. Dr. Pierce shared the guide would include pre-installed apps which would include links to the CCSS standards, lesson ideas, directions, video tutorials, and examples for teachers.

Eileen Moreno, Director of Curriculum and Assessment, described the types of professional development available to teachers. Ms. Moreno mentioned the principals have agreed to use the Substitute, Augmentation, Modification, Redefinition (SAMR) model. The SAMR model will help them better understand how technology integration impacts teaching and learning; and will help teachers design, develop, and integrate digital learning experiences that utilize technology to transform learning experiences. She shared professional development for iPad 101/102 and classroom demonstrations were conducted in May and June. Professional development in Deambox, Safari Montage, Schoolnet, TPACK are forthcoming. Ms. Moreno mentioned the Curriculum Resource Teachers will have a rotation schedule to go to every school and provide assistance. Additionally, some teachers had offered to open their classroom to provide assistance to their peers. Member Burns shared the San Diego County Office of Education emails tech tidbits on a weekly basis that might be useful. Member El-Hajj shared it would be beneficial to the teachers if the Curriculum Resource Teachers gave the lesson while they observed. Member Burns inquired on professional development for the instructional assistants who work directly with students. He also inquired if there was an expected usage of iPads versus other materials for lessons. Dr. Pierce mentioned there is currently limited digital curriculum available but staff was seeking additional resources. Superintendent Pierce clarified some of the programs like Dreambox do have goals for the students. Member Burns asked that there be district-wide consistency and that the message be clear and consistent to make sure everyone knows the expectations. Member Burns asked if it was possible to provide the Board with how much is being spent on apps. Mr. Christensen mentioned standardizing the process for purchasing apps and assigning a different budget code would assist in compiling the information.

Member Ryan inquired on the response time for work orders and asked if teachers would be able to call for assistance if the technology isn't working. Dr. Pierce explained the Curriculum Resource Teachers would be able to assist. However, the teachers were encouraged to always have an alternate lesson in case technology fails. Superintendent Pierce mentioned some districts have a help desk to answer questions over the telephone.

Dan Prouty, Coordinator of Education Technology, presented a sample of the student device and spoke on the variety of pre-installed apps available for the students and provided an overview of the categories contained in the parent handbook. Dr. Pierce shared there would be parent orientations to provide parents with the steps they must complete before their child receives an iPad. Karl Christensen shared information on the optional insurance for the device. Member Burns mentioned he wouldn't support a family paying more than \$90 per year to insure multiple devices.

Bernard Yeo, Director of Information Technology, shared every student needs to establish an account with Apple to comply with the Child Online Privacy Protection Act and to verify consent by the parent/guardian. The parent must submit a form to Apple to establish the student account. In return, the parent receives an email from Apple with instructions on how to create a student Apple ID. Mr. Yeo shared schools will have a dedicated location for parents who do not have access to a computer at home.

The Board commended staff for their work.

**D. ADJOURNMENT**

The August 26, 2014 workshop was adjourned at 7:45 p.m.

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Barbara Ryan, Clerk

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Cathy A. Pierce, Ed.D., Secretary



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

September 2, 2014  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

President Fox called the meeting to order at 7:00 p.m.

Members present:

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

2. President Fox invited the audience to recite the District Mission and asked Tim Larson, Assistant Superintendent, to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda

It was moved and seconded to approve the agenda with the removal of Consent Item 4.2. Approval of Agreements for COBRA and Custom Billing Administrative Services for consideration at another meeting.

Member Burns announced the meeting would be adjourned in memory of Andrea Freedman, a former Santee School District employee who passed away on August 26. Ms. Freedman retired from Santee School District in June of 2010, after 37 years of teaching 3<sup>rd</sup> grade at Carlton Oaks. He mentioned her passing leaves a void in the lives of her family and friends as well as many teachers and administrators, but her spirit remains alive through the more than 1,200 students who passed through her classroom over the years. Her love of art was her passion and she shared that love with her students, who will in turn continue to carry it on into the future. The Board extended their deepest sympathy to Andrea's family and friends.

Superintendent Pierce mentioned interviews had been conducted for the vice principal position at Carlton Hills and the committee selected Angelo Benedetto. She introduced Mr. Benedetto and mentioned he is currently employed by Sweetwater Union High School District where he has served as an intervention specialist and an eighth grade English language arts teacher. Mr. Benedetto expressed his gratitude towards the Board of Education for the opportunity to join Santee School District.

President Fox shared Member Burns, Member Ryan, and himself were running unopposed for their seats on the School Board.

**Motion:** Burns  
**Second:** El-Hajj  
**Vote:** 5-0

<b>Fox</b>	<b>Aye</b>	<b>Levens-Craig</b>	<b>Aye</b>
<b>Burns</b>	<b>Aye</b>	<b>El-Hajj</b>	<b>Aye</b>
<b>Ryan</b>	<b>Aye</b>		

## **B. REPORTS AND PRESENTATIONS**

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

### 2. Spotlight: Chet F. Harritt – Green Ventures Summer Program

Andy Johnston, principal, mentioned Chet F. Harritt was awarded a grant from Cuyamaca College and Green Ventures to offer a summer STEAM program to provide students with hands-on skills necessary to build a green garden. Mr. Johnston commended Marybeth Atkinson, Jeanne Johnston, Tory Bryant, and Joan Terhaar, Chet F. Harritt staff for their work in making the summer program a success. Students Brody Snyder and Isabel Lopez were present to share their experience in the program.

Marybeth Atkinson, teacher, explained the grant was awarded through the Green Ventures program at Cuyamaca College. Ms. Atkinson acknowledged Molly Ash, of Cuyamaca College, for their partnership and support of the summer program.

Tori Bryant, teacher, mentioned 5<sup>th</sup> and 6<sup>th</sup> grade students had the opportunity to listen and learn from speakers on STEAM career paths. Isabel Lopez, student, explained she was unsure of what profession to pursue prior to participating in the summer program. She shared she was grateful for the guest speakers because she became interested in pursuing a career in engineering.

Joanie Terhaar shared she enjoyed being the instructional assistant in the program and observing students enjoying and gaining confidence while working on the STEAM projects. Brody Snyder, student, mentioned he learned about pollination, composting, irrigation systems, and cooking with fruit and vegetables. Brody shared pictures of students building raised beds, assembling containers, working with rain gutter gardens, and planting seedlings. Marybeth Atkinson mentioned students went on a field trip to the Cuyamaca water conservation garden where students learned the importance of water conservation and enjoyed the butterfly garden.

President Fox presented Chet F. Harritt staff, Marybeth Atkinson, Jeanne Johnston, Tory Bryant, and Joan Terhaar with certificates for their work during the summer program. Additionally, President Fox presented a certificate of appreciation to Molly Ash for the partnership with Cuyamaca College.

3. Leading the Learning in the 21<sup>st</sup> Century
  - District Benchmark Writing

Dr. Pierce explained that with the implementation of the Common Core State Standards and Smarter Balanced Assessments, this current school year is one with focus on implementation. Implementation provides an opportunity to transform practices, processes, and structures. She commended Kristin Baranski for her assistance in the development of the district benchmarking writing assessments.

Kristin Baranski explained the trimester writing assessments were developed in collaboration with Educational Services staff and teacher leaders. They are aligned to the California Common Core State Standards and address all three of text types: narrative, information, and opinion/argument. Ms. Baranski shared a few of the assessments and explained the resources available for teachers.

Member El-Hajj commended staff on the resources being provided to teachers. Member Burns shared hearing from teachers would provide guidance for the future years on what worked and/or requires modification.

## **C. PUBLIC COMMUNICATION**

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

**D. CONSENT ITEMS**

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Fox 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. Acceptance of Donations
- 2.3. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.4. Approval of Consultants and General Service Providers
- 2.5. Adoption of Resolution No. 1415-07 to Certify 2013-14 Gann Limit Appropriations Recalculation and an Estimated Limit for 2014-15
- 2.6. Authorization to Sell/Dispose of Surplus Items
- 3.1. Approval of Supplemental Educational Services Contracts for the 2014-15 School Year
- 3.2. Approval of Memorandum of Understanding Between Santee School District and Lakeside Union School District Regarding Participation in the California Mathematics and Science Participation Grant
- 3.3. Approval of Memorandum of Understanding for Host Teachers with San Diego Christian College
- 4.1. Personnel, Regular
- 4.2. Approval of Agreements for COBRA and Custom Billing Administrative Services – pulled for consideration at another meeting – *removed from agenda for consideration at another meeting*
- 4.3. Adoption of Resolution No. 1415-06 to Eliminate a Vacant Classified Non-Management Position

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

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

**Human Resource/Pupil Services**

**1.1. Granting Tenure to Eligible Certificated Employees**

Tim Larson requested the Board’s approval to grant tenure to certificated employees who have worked two years in the district and have demonstrated quality instructional service. Member Ryan moved approval. President Fox presented the following employees with a certificate.

<u>Name</u>	<u>Site</u>	<u>Name</u>	<u>Site</u>
Kelso, Bonnie	Cajon Park	Boerman, Julie	PRIDE Academy
Lister, Amanda (Collier)	Cajon Park	Fusi, Jera	PRIDE Academy
Sithideth, Jennifer	Cajon Park	Gigliotti, Edward	PRIDE Academy
Stretton, Kirsten	Cajon Park	Houfek, Megan	PRIDE Academy
Butler, Elisabeth	Carlton Hills	Lovell-Wauschek, Denna	PRIDE Academy
Rowan, Heidi	Carlton Hills	Fleischer, Laya	Rio Seco
Ehnis, Morgan	Chet F. Harritt	Helms-Sullivan, Gina	Rio Seco
Thompson, Carrie	Chet F. Harritt	Mahoney, Jennifer	Rio Seco
Treglio, Elizabeth	Chet F. Harritt	Mazzola, Kristen	Rio Seco
Saksa, Daniel	Hill Creek	Ginn, Candace	Sycamore Canyon
Durand, Sarah	Pepper Drive		

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

**1.2. Approval to Conduct California Healthy Kids Survey to Evaluate Department of Defense Educational Activities Grant for Chet F. Harritt and PRIDE Academy**

Tim Larson explained the Santee School District Department of Defense Education Activity grant provides \$135,000 per year for three years to support military-connection with school districts and ease the challenges facing military students at Chet F. Harritt and PRIDE Academy. He explained that in order to measure school connection, the district needs to have students in 6<sup>th</sup> – 8<sup>th</sup> grade complete the student Connectedness questions, and the Military Module of the California Healthy Kids Survey. Mr. Larson mentioned the survey would take approximately 30 minutes and must be conducted in September and June in 2015 and 2016. Parents will be informed and have an opportunity to remove their student from participating in the survey. Member El-Hajj moved approval. Member Burns asked for clarification that the comprehensive California Healthy Kids Survey would be administered in the spring. Mr. Larson clarified it was a different survey and it would be offered in the spring. Member Ryan suggested the survey be readily available to parents on the website.

**Motion:** El-Hajj  
**Second:** Burns  
**Vote:** 5-0

<u>Fox</u>	<u>Aye</u>	<u>Levens-Craig</u>	<u>Aye</u>
<u>Burns</u>	<u>Aye</u>	<u>El-Hajj</u>	<u>Aye</u>
<u>Ryan</u>	<u>Aye</u>		

**Business Services**

**2.1. Approval of 2013-14 Unaudited Actuals Report**

Karl Christensen commended Tory Long, Business Services Coordinator, for her work on compiling the data for the 2013-14 unaudited actuals report. Mr. Christensen explained the General Fund ended with a surplus in the Unrestricted General fund of \$606,000 and \$967,000 in the Restricted General fund. He clarified the majority of the Restricted General Fund surplus was for the common core funds that are being carried over to use in 2014-15.

Mr. Christensen explained the Child Development Fund (State Preschool Fund) had no change in fund balance meaning all the funds were expended. He noted there was not a need for a contribution from the general fund to the child development fund this year. The program's expenditures were less than what was budgeted.

The Cafeteria Fund ended with a \$152,439 deficit. However, a \$270,000 deficit had been anticipated. The revenue was higher and the expenditures lower. Although there is less of a deficit, the district is only allowed to carry-over up to 3 months of expenditures. However, with the smaller deficit the district did carryover approximately \$77,000 more than allowed. The district is expecting a deficit of \$190,000 for 2014-15. It is expect the excess cash resources to be depleted by the end of this year.

Mr. Christenson noted there was \$101,825 carryover in the Deferred Maintenance fund. Member Levens-Craig inquired on the carryover. Mr. Christenson mentioned there were some unused funds in an asphalt project and some projects that didn't get completed in 2013-14 that would be completed in 2014-15.

Fund 17 is the special reserve fund. He clarified the reserve that is calculated in the general fund includes this amount. Special Reserve Fund 40 is the account for the Hill Creek solar project. The Building Fund accounts for the bond funds and these funds have been completely expended as of the end of the 2013-14 fiscal year. The Capital Facilities Fund includes the former RDA funds of approximately \$242,000 which are used for a portion of the COPS payment, \$105,500 for the deposit received for the Renzulli land sale, and developer fees which are used for capital improvement projects and facility projects. The County School Facilities Fund are state grants the district receives and those have been expended leaving a zero ending fund balance. Enterprise Fund 63 is a merge of the YALE and Project SAFE funds. Mr. Christensen explained Project SAFE completely paid the General Fund earlier than projected. Project SAFE ended the year with \$115,195 in surplus. Because of this, Project SAFE was able to pay the General Fund back two years earlier than anticipated. Mr. Christensen mentioned Project SAFE is attempting to create a reserve in this fund of two months of operating expenses which equates to \$286,000. Project SAFE is expecting a surplus of \$158,000; which should get them close to this goal. YALE ended with a \$95,000 surplus and is attempting to create a reserve in this fund of two months of

operating expenses which equates to approximately \$143,000. It is anticipated YALE will have a \$21,000 surplus at the end of 2014-15 which should help meet the goal.

Member Burns expressed his concern on the fluctuation of surplus/deficit of Project SAFE and YALE budgets. He mentioned the rates in Project SAFE were recently increased and that employee discounts are not feasible. However, both programs ended in surplus. Mr. Christensen explained staff does its best in projecting the programs' revenue and staff has been working with Pam Brasher on a month-to-month basis to reduce expenditures. He explained it is essential that staff has a good model for projecting revenue and collecting all the available revenue; and some of the expenditures were high. Ms. Brasher worked on eliminating some expenditures and being more conservative with staffing. Mr. Christensen mentioned staff takes all the projected staffing, projected supplies and materials and develops a projected budget. He explained the projects should be able to sustain column and step salary increases, and be self-sustainable in the event enrollment decreases.

Mr. Christensen shared the estimated actuals to the unaudited actuals. He made reference to the estimated actuals in the unrestricted general fund projecting an \$840,000 deficit. However the district ended the year with a \$606,000 surplus. Mr. Christensen went on to explain the steps taken to produce a savings in the unrestricted general fund. The district was projecting a 23.37% reserve. The district ended with a 26% reserve.

Mr. Christensen shared a comparison of the updated multi-year projection and the one that was presented with the adopted budget. He noted a lot of revisions were incorporated after the budget was adopted. He explained the only thing not factored in was the one-time mandated cost reimbursement funds that were in the state's adopted budget. It is estimated to be approximately \$66 per ADA or \$400,000 for Santee. Because of the uncertainty of how the funds would be allocated, School Services recommended not including in the budget until districts are given an amount. These one-time funds would reduce the deficit in 2014-15 and increase the reserve percentage. Member Burns moved approval.

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

### Capital Improvement Program

#### 3.1. Consideration of Bidding the Pepper Drive School Admin/LRC Building Project and Obtaining a Joint Use State Grant

Mr. Christensen provided a review of remaining projects under the original Capital Improvement Program that have not been completed. He explained this item was being brought forth for discussion in that the district currently has a joint use grant for the Pepper Drive Admin/LRC building that is funded and allocated by the State Allocation Board. The District was awarded a joint use grant for constructing the Admin/LRC building at Pepper Drive in the amount of \$1,063,026. To qualify for these funds, the district executed a joint use agreement with Grossmont Union High School District Adult Education Program and also designated it as a Teacher training facility.

The grant has been funded and allocated to the district. However, in order for the district to be awarded the funds, it requires contracting for at least the amount of the grant on or before December 18, 2014 or the funds expire.

He reminded the Board the item was bid in 2012 for the classroom addition and the Admin/LRC concurrently. But the bid was higher than estimated and the project was suspended. The district worked with the architect and Balfour Beatty Construction in looking for ways to lower the cost.

With the prospect of obtaining funds from the Renzulli land sale, and the joint-use grant the district would like to begin the bidding process in order to be ready to award at the December 16<sup>th</sup> meeting.

Mr. Christensen explained this item required two authorizations, 1) Authorization to use a traditional bidding process for the Admin/LRC building; 2) Authorization to conduct the bidding process now for possible award at the December 16<sup>th</sup> Board meeting. He explained the previous capital improvement projects were done through a lease/lease back agreement with Balfour Beatty. However, staff and the architect believe that the district can get better pricing with the traditional bid process because it is a small project and it has already been valued engineered, redesigned, and scoped. A traditional bid process would allow us to get costs. At the same time, staff would procure the services of attorney Laura Romano to craft a contingency plan. Ms. Romano has expertise in facilities and can provide valuable expertise to ensure the district is protected. Mr. Christensen explained the best scenario would be to have the Renzulli land sale proceeds in the bank prior to awarding a contract for the full project at the December 16<sup>th</sup> meeting. However, if the district does not have the Renzulli revenue in the bank by December 16<sup>th</sup> but have reasonable assurance that we may have it within a month or two, the district would consider ways to protect the district financially but still award the contract at the December 16<sup>th</sup> meeting to retain the grant.

The Board discussed the bidding process, options, and inquired about potential savings and risks, and the working relationship with Balfour Beatty Construction. Mr. Christensen explained he would have to thoroughly investigate all the options and ensure the district is protected prior to making any recommendation to award a contract at the December 16<sup>th</sup> meeting. The item will be brought back for the Board's consideration at the next meeting. No action was taken.

#### F. BOARD POLICIES AND BYLAWS

##### 1.1. Second Reading: Revised BP 6163.4 - Student Use of Technology

Superintendent Pierce presented BP 6163.4 – Student Use of Technology as a second reading with the suggested changes. Member Burns moved approval. Member Burns clarified he did not support the Administrative Regulation that states iPads can go home with students immediately.

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

#### G. BOARD COMMUNICATION

Tim Larson provided a staffing update. He shared the 2013-14 CBEDS enrollment was 6,146. The current CBEDS enrollment is 6,224. The current enrollment is 6,502. Staffing in grades K-3 is 124.5; staffing in grades 4-8 is 103.5. The K-3 staffing average across the district is 23.41 with ten classes of 25. There is an average of 31.97 in grades 4-8 with two classes at 36 and three at 35 and all others at 34 or below. District wide, there are fifteen K-3 combination classes, nineteen in grades 4-8, and one 3/4 combination class.

Superintendent Pierce shared the Board Advisory Committee application and shared the application would be available online. She shared proposed dates for principal meetings with the Board and Student Forums; and the LCAP annual review. Member Ryan suggested the LCAP annual review might be too early for parents to attend at 5:00 p.m., and suggested inquiring with PTA on the best start time.

Member Burns shared being at Cajon Park and Hill Creek for the first day of school; and shared observing the students' excitement on the first day of school. Member Burns asked that the Principals avoid scheduling Back-to-School nights that conflict with Board meetings.

Member Levens-Craig mentioned she would be hosting a community coffee at her house the morning of October 11.

Member El-Hajj mentioned she had volunteered to be on the smarter balanced review panel but was not selected.

**H. CLOSED SESSION**

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

1. Public Employee Discipline/Dismissal/Release (Gov. Code § 54956)
2. Conference with Labor Negotiator (Gov't Code § 54956.8)  
Agency Negotiators: Karl Christensen, Assistant Superintendent; and Tim Larson, Assistant Superintendent  
Employee Organization: Santee Teachers Association
3. Conference with Labor Negotiator (Govt Code § 54956.8)  
Agency Negotiators: Karl Christensen, Assistant Superintendent; and Tim Larson, Assistant Superintendent  
Employee Organization: Classified School Employees Association
3. Conference with Real Property Negotiators (Govt. Code § 54956.8)  
Property Addresses:
  - Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)
  - 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)Agency Negotiator: Karl Christensen, Assistant Superintendent
4. Public Employee Performance Evaluation (Govt Section § 54957)  
Superintendent

The Board entered closed session at 8:50 p.m.

**I. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:00 p.m. No action was reported.

**J. ADJOURNMENT**

The September 2, 2014 regular meeting adjourned at 10:00 a.m. The meeting was adjourned in memory of Andrea Freedman, a retired teacher.

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Barbara Ryan, Clerk

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Cathy A. Pierce, Ed.D., Secretary

Consent Item E.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
September 16, 2014

**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 \$6,741 as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.1.



**Board Travel Report - September 16, 2014**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Wednesday, 09/17/14	Shannon Modica	CFH	Everyone's a Reader Workshop	SDCOE	\$0	\$140	Title I	This workshop will provide training for the Community Liaison.
Sat-Sun, 10/04/14 - 10/05/14	Jennifer Rolf Tiffani Brown Katy Hammack Kristen Eveland Kelly Eveland	Ed Services Ed Services Ed Services Ed Services Ed Services	EdTechTeam San Diego Summit featuring Google for Education	Coronado	\$0 \$0 \$0 \$0 \$0	\$288 \$288 \$288 \$288 \$288	Prof. Dev. Block Grant Prof. Dev. Block Grant Prof. Dev. Block Grant Prof. Dev. Block Grant Prof. Dev. Block Grant	This workshop will focus on deploying, integrating, and using Google Apps for education.
Thursday, 10/23/14	Mary Gatavasky	CFH	Professional Growth Day for Librarians	SDCOE	\$0	\$90	Title I	This workshop will focus on educational technology, common core standards, and school library advocacy.
Thurs-Sat, 11/06/14 - 11/08/14	Karl Christensen	Business Services	ACSA 2014 Leadership Summit	San Diego	\$0	*\$199	*ACSA will reimburse District	The ACSA Leadership Summit provides opportunities for valuable networking and professional development. Mr. Christensen will be a presenter at the Summit and ACSA will reimburse the District for the cost of the registration fee.
<b>Travel Requests That Require Airfare/Trainfare; Overnight Stay; and/or Travel Outside of the State of California</b>								
Mon-Tues, 09/15/14 - 09/16/14	Elana Levens-Craig	Board	California School Boards Association Fall Conference	San Francisco	\$0	\$1,423	Board of Education	This conference will provide school Board members with learning and network opportunities.
Thurs-Fri, 10/09/14 - 10/10/14	Dr. Cathy Pierce	Superintendent	California City School Superintendents Conference	San Francisco	\$0	\$755	Superintendent's Office	This 2-day conference will provide information to assist Superintendents in navigating through continuing fiscal and accountability challenges.
Fri-Sat, 10/17/14 - 10/18/14	Jeri Billick Karla Ortiz	SC SC	California Reading Association	Sacramento	\$0 \$0	\$539 \$539	Sycamore Canyon Sycamore Canyon	The focus of this 2-day conference will be reading instruction.
Fri-Sun, 12/12/14 - 12/14/14	Barbara Ryan	Board	California School Boards Association Delegate Assembly	San Francisco	\$0	\$795	Board of Education	Board Clerk Ryan will represent Santee School District at the Delegate Assembly meeting.
Thurs-Sat, 01/29/15 - 01/31/15	Tory Long	Business	CASBO CBO Bootcamp	Garden Grove	\$0	\$821	Business Services	This workshop will provide professional development for new and aspiring CBO's.

Consent Item E.2.2. Approval/Ratification of Expenditure Warrants  
 Prepared by Karl Christensen  
 September 16, 2014

**BACKGROUND:**

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

Commercial Warrants issued for the period of August 2014:

<b><u>Fund #/Name</u></b>	<b><u>Warrant #'s</u></b>	<b><u>Amount</u></b>
03/06 General	12-338638 TO 12-345183	\$425,496.84
09 00	N/A	\$0.00
12 06	12-340132	\$638.62
13 00	12-338662 TO 12-345185	\$5,277.69
14 00	12-338666 TO 12-345186	\$69,427.17
21 09	N/A	\$0.00
<b>21 39 / 21 08</b>	<b>N/A</b>	<b>\$0.00</b>
25 18	12-340139 TO 12-345188	\$34,813.36
25 38	N/A	\$0.00
<b>35-00</b>	<b>N/A</b>	<b>\$0.00</b>
40-00	12-341358	\$1,823.06
<b>63 00</b>	<b>12-338672 TO 12-345190</b>	<b>\$24,134.92</b>
		<b>\$561,611.66</b>

Student Body Warrants issued for the period of August 2014:

<b>\$0</b>
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Payroll Warrant #'s beginning:

<b><u>Fund #/Name</u></b>	<b><u>Amount</u></b>
03 00	\$1,665,866.81
06 00	\$402,551.06
12 06	\$2,926.59
13 00	\$35,792.40
25-18	\$0.00
63 00	\$177,228.25
<b>\$2,284,365.11</b>	

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$2,845,976.77 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.

Consent Item E.2.3. Approval/Ratification of Purchase Orders  
 Prepared by Karl Christensen  
 September 16, 2014

**BACKGROUND:**

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. However, there were no increases to existing purchase orders in excess of 10% or more during the month of August 2014. The table below is a summary of total purchase orders by location:

AMOUNT	LOCATION
\$ 8,762.46	PEPPER DRIVE SCHOOL
\$ 4,466.70	CARLTON HILLS SCHOOL
\$ 382.73	SYCAMORE CANYON SCH
\$ 8,313.96	PROSPECT AVENUE SCH
\$ 4,760.19	CAJON PARK SCHOOL
\$ 2,937.01	CHET F HARRITT SCH
\$ 5,934.55	CARLTON OAKS SCHOOL
\$ 7,610.74	RIO SECO SCHOOL
\$ 2,724.03	HILL CREEK SCHOOL
\$ 746.04	BOARD OF EDUCATION
\$ 861.84	SUPERINTENDENT DEPT
\$ 30,565.51	BUSINESS SERVICES
\$ 17,894.16	HUMAN RESOURCES
\$ 7,183.90	EDUCATIONAL SERVICES
\$ 222,424.42	SPECIAL EDUCATION
\$ 4,600.00	EDUCATIONAL PROJECTS
\$ 23,124.38	PUPIL SERVICES
\$ 20,893.68	PROJECT SAFE
\$ 38,199.22	TECHNOLOGY SERVICES
\$ 35,663.64	MAINTENANCE
\$ 186,983.77	TRANSPORTATION
\$ 84,009.50	FACILITIES MODERNIZATION
\$ 9,705.69	WAREHOUSE
\$ 2,939.28	FOOD SERVICES
\$ 731,687.40	Total Purchase Orders – August 2014

**RECOMMENDATION:**

It is recommended that the Board of Education approve purchase orders #140305 through #140555 issued August 1, 2014 through August 31, 2014.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of \$731,687.40 is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.3.

## LOCATION LIST 2014-15

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

M = Monthly Blanket  
 A = Annual Blanket  
 L = Lottery

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

### Fund Numbers

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

PURCHASE ORDER LISTING - AUGUST 2014  
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
140373	8/13/2014	3	APPLE COMPUTER INC	COMPUTER	\$ 1,306.56	002	PEPPER DRIVE SCHOOL
140380	8/13/2014	3	COOLE SCHOOL	STUDENT PLANNERS	\$ 1,880.36	002	PEPPER DRIVE SCHOOL
140431	8/19/2014	3	COSTCO	CHAIRS	\$ 300.00	002	PEPPER DRIVE SCHOOL
140444	8/21/2014	6	DS SERVICES OF AMERICA INC	DRINKING WATER 14-15	\$ 230.00	002	PEPPER DRIVE SCHOOL
140493	8/25/2014	6	SEHI COMPUTER PRODUCTS INC	PROJECTOR	\$ 616.68	002	PEPPER DRIVE SCHOOL
140507	8/26/2014	6	HANDWRITING WITHOUT TEARS	CLASSROOM MATERIALS	\$ 3,906.36	002	PEPPER DRIVE SCHOOL
140508	8/26/2014	6	SCHOLASTIC CLASSROOM MAGAZINES	SUPSCRIPTIONS	\$ 522.50	002	PEPPER DRIVE SCHOOL
					<b>TOTAL \$</b>	<b>8,762.46</b>	<b>PEPPER DRIVE SCHOOL</b>
140364	8/11/2014	3	SEHI COMPUTER PRODUCTS INC	COMPUTER	\$ 746.04	003	CARLTON HILLS SCHOOL
140386	8/14/2014	3	AMAZON.COM	OFFICE SUPPLIES	\$ 329.16	003	CARLTON HILLS SCHOOL
140387	8/14/2014	3	CONCEPTS SCHOOL & OFFICE	LIBRARY SHELF	\$ 560.74	003	CARLTON HILLS SCHOOL
140409	8/18/2014	3	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTIONS	\$ 214.68	003	CARLTON HILLS SCHOOL
140531	8/28/2014	6	EPS LITERACY & INTERVENTION	CLASSROOM MATERIALS	\$ 1,637.08	003	CARLTON HILLS SCHOOL
140534	8/29/2014	6	EDMENTUM, INC	SOFTWARE LICENSES	\$ 979.00	003	CARLTON HILLS SCHOOL
					<b>TOTAL \$</b>	<b>4,466.70</b>	<b>CARLTON HILLS SCHOOL</b>
140447	8/21/2014	3	DS SERVICES OF AMERICA INC	DRINKING WATER 14-15	\$ 120.00	004	SYCAMORE CANYON SCH
140555	8/29/2014	3	DECKER EQUIPMENT	CLASSROOM SUPPLIES	\$ 262.73	004	SYCAMORE CANYON SCH
					<b>TOTAL \$</b>	<b>382.73</b>	<b>SYCAMORE CANYON SCH</b>
140372	8/13/2014	3	JOSTENS	YEARBOOKS 13/14	\$ 1,856.60	005	PROSPECT AVENUE SCH
140384	8/14/2014	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 423.59	005	PROSPECT AVENUE SCH
140440	8/20/2014	6	DELL MARKETING L.P.	COMPUTER	\$ 668.09	005	PROSPECT AVENUE SCH
140445	8/21/2014	3	DS SERVICES OF AMERICA INC	DRINKING WATER 14-15	\$ 250.00	005	PROSPECT AVENUE SCH
140506	8/26/2014	6	AWARDS PUBLISHING LTD.	CLASSROOM MATERIALS	\$ 1,045.00	005	PROSPECT AVENUE SCH
140516	8/26/2014	6	HEINEMANN	CLASSROOM MATERIALS	\$ 1,150.50	005	PROSPECT AVENUE SCH
140517	8/26/2014	6	CAMBIUM LEARNING INC	CLASSROOM MATERIALS	\$ 849.50	005	PROSPECT AVENUE SCH
140518	8/26/2014	3	BEARCOM WIRELESS	2-WAY RADIOS - PA	\$ 2,070.68	005	PROSPECT AVENUE SCH
					<b>TOTAL \$</b>	<b>8,313.96</b>	<b>PROSPECT AVENUE SCH</b>
140362	8/11/2014	3	A-DISCOUNT VACUUM	CUSTODIAL SUPPLIES	\$ 179.94	006	CAJON PARK SCHOOL
140369	8/13/2014	3	IDENT-A-KID SERVICES OF AM	LABELS FOR FRONT OFFICE	\$ 176.39	006	CAJON PARK SCHOOL
140370	8/13/2014	3	REALLY GOOD STUFF INC	CLASSROOM MATERIALS	\$ 101.87	006	CAJON PARK SCHOOL
140371	8/13/2014	3	TEACHER CREATED RESOURCE	CLASSROOM MATERIALS	\$ 85.19	006	CAJON PARK SCHOOL
140412	8/18/2014	3	APPLE COMPUTER INC	COMPUTERS	\$ 2,613.12	006	CAJON PARK SCHOOL
140523	8/27/2014	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 382.20	006	CAJON PARK SCHOOL
140529	8/28/2014	3	VIRCO MANUFACTURING CORP	F&E - CP	\$ 1,221.48	006	CAJON PARK SCHOOL
					<b>TOTAL \$</b>	<b>4,760.19</b>	<b>CAJON PARK SCHOOL</b>
140366	8/11/2014	6	CDW GOVERNMENT INC	COMPUTER PARTS	\$ 120.95	007	CHET F HARRITT SCH
140491	8/25/2014	3	INSIGHT INVESTMENTS	COMPUTER EQUIPMENT	\$ 327.35	007	CHET F HARRITT SCH
140492	8/25/2014	6	SEHI COMPUTER PRODUCTS INC	COMPUTERS	\$ 2,238.12	007	CHET F HARRITT SCH
140514	8/26/2014	3	IDENT-A-KID SERVICES OF AM	OFFICE SUPPLIES	\$ 165.19	007	CHET F HARRITT SCH
140522	8/27/2014	6	AMAZON.COM	CLASSROOM SUPPLIES	\$ 29.82	007	CHET F HARRITT SCH

140525	8/27/2014	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 55.58	007	CHET F HARRITT SCH
				<b>TOTAL \$</b>	<b>2,937.01</b>		<b>CHET F HARRITT SCH</b>
140361	8/11/2014	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 342.96	008	CARLTON OAKS SCHOOL
140394	8/14/2014	6	TIME FOR KIDS	SUBSCRIPTIONS	\$ 294.36	008	CARLTON OAKS SCHOOL
140395	8/14/2014	6	CPM EDUCATIONAL PROGRAM	CLASSROOM MATERIALS	\$ 250.80	008	CARLTON OAKS SCHOOL
140396	8/14/2014	6	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	\$ 235.97	008	CARLTON OAKS SCHOOL
140397	8/14/2014	6	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTION	\$ 522.50	008	CARLTON OAKS SCHOOL
140398	8/14/2014	6	AMERICAN LEGACY PUBLISHING INC	SUBSCRIPTION	\$ 592.90	008	CARLTON OAKS SCHOOL
140432	8/19/2014	6	EPS LITERACY & INTERVENTION	CLASSROOM MATERIALS	\$ 246.38	008	CARLTON OAKS SCHOOL
140433	8/19/2014	3	ELDRIDGE PLAYS AND MUSICALS	PERFORMANCE SCRIPT & LICENSE	\$ 210.65	008	CARLTON OAKS SCHOOL
140436	8/19/2014	3	MATTMAN AND COWAN LLC	PROFESSIONAL DEVELOPMENT	\$ 90.95	008	CARLTON OAKS SCHOOL
140464	8/21/2014	3	DELL MARKETING L.P.	COMPUTERS	\$ 1,336.21	008	CARLTON OAKS SCHOOL
140467	8/22/2014	3	NATIONAL GEOGRAPHIC	SUBSCRIPTION	\$ 178.20	008	CARLTON OAKS SCHOOL
140524	8/27/2014	3	AL'S SPORT SHOP	P.E. CLOTHES	\$ 1,594.08	008	CARLTON OAKS SCHOOL
140536	8/29/2014	3	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	\$ 38.59	008	CARLTON OAKS SCHOOL
				<b>TOTAL \$</b>	<b>5,934.55</b>		<b>CARLTON OAKS SCHOOL</b>
140367	8/11/2014	3	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA	\$ 459.00	009	RIO SECO SCHOOL
140401	8/15/2014	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 76.82	009	RIO SECO SCHOOL
140466	8/22/2014	3	HEINEMANN	CLASSROOM MATERIALS	\$ 3,712.28	009	RIO SECO SCHOOL
140477	8/25/2014	3	GANDER PUBLISHING	CLASSROOM MATERIALS	\$ 1,160.30	009	RIO SECO SCHOOL
140530	8/28/2014	3	VIRCO MANUFACTURING CORP	F&E - RS	\$ 2,202.34	009	RIO SECO SCHOOL
				<b>TOTAL \$</b>	<b>7,610.74</b>		<b>RIO SECO SCHOOL</b>
140408	8/18/2014	3	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	\$ 139.04	010	HILL CREEK SCHOOL
140478	8/25/2014	3	VIRCO MANUFACTURING CORP	F&E - HILL CREEK	\$ 2,203.36	010	HILL CREEK SCHOOL
140489	8/25/2014	3	DS SERVICES OF AMERICA INC	DRINKING WATER - 14/15	\$ 230.00	010	HILL CREEK SCHOOL
140537	8/29/2014	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$ 66.68	010	HILL CREEK SCHOOL
140554	8/29/2014	3	LEARNING A-Z	SUBSCRIPTIONS	\$ 84.95	010	HILL CREEK SCHOOL
				<b>TOTAL \$</b>	<b>2,724.03</b>		<b>HILL CREEK SCHOOL</b>
140410	8/18/2014	3	SEHI COMPUTER PRODUCTS INC	COMPUTER NOTEBOOK	\$ 746.04	060	BOARD OF EDUCATION
				<b>TOTAL \$</b>	<b>746.04</b>		<b>BOARD OF EDUCATION</b>
140413	8/18/2014	3	SPORTSPLEX USA, SANTEE	TRAINING VENUE FEES	\$ 861.84	062	SUPERINTENDENT DEPT
				<b>TOTAL \$</b>	<b>861.84</b>		<b>SUPERINTENDENT DEPT</b>
140339	8/5/2014	3	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	\$ 1,551.92	064	BUSINESS SERVICES
140340	8/5/2014	63	OFFICE DEPOT INC	OFFICE SUPPLIES - PROJ. SAFE	\$ 379.64	064	BUSINESS SERVICES
140390	8/14/2014	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY	\$ 23.95	064	BUSINESS SERVICES
140414	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 1,700.00	064	BUSINESS SERVICES
140415	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 1,500.00	064	BUSINESS SERVICES
140416	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 600.00	064	BUSINESS SERVICES
140417	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 2,800.00	064	BUSINESS SERVICES
140418	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 2,500.00	064	BUSINESS SERVICES
140419	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 1,500.00	064	BUSINESS SERVICES
140420	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 2,000.00	064	BUSINESS SERVICES
140421	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 600.00	064	BUSINESS SERVICES
140422	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 200.00	064	BUSINESS SERVICES



140423	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 400.00	064	BUSINESS SERVICES
140424	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 1,200.00	064	BUSINESS SERVICES
140425	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 1,500.00	064	BUSINESS SERVICES
140426	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 1,000.00	064	BUSINESS SERVICES
140427	8/19/2014	3	CANON SOLUTIONS AMERICA, INC	ANNUAL MAINT. AGREEMENTS	\$ 500.00	064	BUSINESS SERVICES
140430	8/19/2014	40	BEST BEST & KRIEGER LLP	SDG&E RATE DESIGN COATION	\$ 2,500.00	064	BUSINESS SERVICES
140434	8/19/2014	3	SCHOOL ENERGY COALITION	MEMBERSHIP FEES	\$ 260.00	064	BUSINESS SERVICES
140435	8/19/2014	3	FISCHBECK & OBERNDORFER	LEGAL SERVICES	\$ 5,000.00	064	BUSINESS SERVICES
140441	8/20/2014	3	METROPOLITAN LIFE INS. CO.	403B CONTRIBUTION	\$ 850.00	064	BUSINESS SERVICES
140442	8/21/2014	3	DS SERVICES OF AMERICA INC	DRINKING WATER - 14/15	\$ 1,854.00	064	BUSINESS SERVICES
140443	8/21/2014	63	DS SERVICES OF AMERICA INC	DRINKING WATER - 14/15	\$ 146.00	064	BUSINESS SERVICES
					<b>TOTAL</b>	<b>\$ 30,565.51</b>	<b>BUSINESS SERVICES</b>
140307	8/5/2014	3	SCSEBA	COBRA KAISER PAYMENTS	\$ 3,386.34	065	HUMAN RESOURCES
140308	8/5/2014	3	SCSEBA	COBRA KAISER PAYMENTS	\$ 3,386.34	065	HUMAN RESOURCES
140309	8/5/2014	3	SCSEBA	COBRA KAISER PAYMENTS	\$ 3,386.34	065	HUMAN RESOURCES
140310	8/5/2014	3	SCSEBA	COBRA KAISER PAYMENTS	\$ 3,386.34	065	HUMAN RESOURCES
140311	8/5/2014	3	SCSEBA	COBRA KAISER PAYMENTS	\$ 3,386.34	065	HUMAN RESOURCES
140312	8/5/2014	3	DELTA DENTAL INSURANCE CO	COBRA DENTAL PAYMENTS	\$ 164.94	065	HUMAN RESOURCES
140313	8/5/2014	3	SAN DIEGO COUNTY SCHOOLS	COBRA DENTAL PAYMENT	\$ 244.86	065	HUMAN RESOURCES
140314	8/5/2014	3	SAN DIEGO COUNTY SCHOOLS	COBRA DENTAL PAYMENT	\$ 244.86	065	HUMAN RESOURCES
140521	8/26/2014	3	ASYST COMMUNICATIONS	AMPLIFICATION SYSTEM	\$ 307.80	065	HUMAN RESOURCES
					<b>TOTAL</b>	<b>\$ 17,894.16</b>	<b>HUMAN RESOURCES</b>
140356	8/8/2014	12	6 CANON SOLUTIONS AMERICA, INC	COPIER CHARGES - 13/14	\$ 510.22	066	EDUCATIONAL SERVICES
140357	8/8/2014	12	6 CANON SOLUTIONS AMERICA, INC	COPIER MAINT. 14-15	\$ 128.40	066	EDUCATIONAL SERVICES
140365	8/11/2014	3	CDW GOVERNMENT INC	COMPUTER	\$ 3,905.28	066	EDUCATIONAL SERVICES
140535	8/29/2014	6	CURRICULUM ASSOCIATES INC	SUBSCRIPTIONS	\$ 2,640.00	066	EDUCATIONAL SERVICES
					<b>TOTAL</b>	<b>\$ 7,183.90</b>	<b>EDUCATIONAL SERVICES</b>
140306	8/4/2014	3	6 PEARSON	TESTING MATERIALS	\$ 4,489.43	067	SPECIAL EDUCATION
140375	8/13/2014	6	SAN DIEGO CENTER FOR CHILDREN	NPS	\$ 175,221.00	067	SPECIAL EDUCATION
140376	8/13/2014	3	EXCEL STAFFING SERVICES INC	LVN STAFFING SERVICES	\$ 1,225.00	067	SPECIAL EDUCATION
140377	8/13/2014	3	MAXIM HEALTHCARE	NURSING STAFFING SERVICES	\$ 6,734.00	067	SPECIAL EDUCATION
140378	8/13/2014	6	SPECIALIZED ED OF CA. INC.	NPS	\$ 585.28	067	SPECIAL EDUCATION
140383	8/14/2014	6	SEHI COMPUTER PRODUCTS INC	COMPUTERS	\$ 2,984.16	067	SPECIAL EDUCATION
140411	8/18/2014	6	CDW GOVERNMENT INC	ELECTRONIC SUPPLIES	\$ 51.83	067	SPECIAL EDUCATION
140462	8/21/2014	6	NORTH INLAND SELPA	REGISTRATION FEES	\$ 60.00	067	SPECIAL EDUCATION
140490	8/25/2014	3	MCALISTER INSTITUTE	DRUG TESTING	\$ 500.00	067	SPECIAL EDUCATION
140494	8/25/2014	6	NORTHERN CALIF. MEDI-CAL	LEA FEES	\$ 129.17	067	SPECIAL EDUCATION
140495	8/25/2014	6	SPECIALIZED ED OF CA. INC.	NPS	\$ 30,444.55	067	SPECIAL EDUCATION
					<b>TOTAL</b>	<b>\$ 222,424.42</b>	<b>SPECIAL EDUCATION</b>
140400	8/15/2014	3	EDUCATIONAL DATA SYSTEMS INC	TESTING ID SERVICES	\$ 600.00	068	EDUCATIONAL PROJECTS
140428	8/19/2014	3	ESGI	ANNUAL LICENSES	\$ 4,000.00	068	EDUCATIONAL PROJECTS
					<b>TOTAL</b>	<b>\$ 4,600.00</b>	<b>EDUCATIONAL PROJECTS</b>
140315	8/5/2014	6	NORTHERN CALIF. MEDI-CAL	MEDI-CAL PAYMENTS	\$ 1,148.88	070	PUPIL SERVICES
140316	8/5/2014	3	AUDIOMETRICS	EQUIP. REPAIRS & MAINTENANCE	\$ 135.00	070	PUPIL SERVICES

140402	8/15/2014	3	RADY CHILDREN'S HOSPITAL - SD	ANNUAL HEALTH SCREENINGS 14/15	\$ 21,840.50	070	PUPIL SERVICES
				<b>TOTAL</b>	<b>\$ 23,124.38</b>		<b>PUPIL SERVICES</b>
140338	8/5/2014	63	GTSOFT INC	SOFTWARE PROGRAM	\$ 3,000.00	072	PROJECT SAFE
140348	8/6/2014	63	GTSOFT INC	ATTENDANCE SOFTWARE - PS	\$ 12,500.00	072	PROJECT SAFE
140349	8/6/2014	63	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	\$ 250.00	072	PROJECT SAFE
140363	8/11/2014	63	S&S WORLDWIDE	SUPPLIES FOR PROJ. SAFE	\$ 479.42	072	PROJECT SAFE
140368	8/13/2014	63	FOX'S PIZZA DEN	LUNCHES FOR PROJ. SAFE	\$ 1,194.96	072	PROJECT SAFE
140381	8/14/2014	63	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR YALE	\$ 371.54	072	PROJECT SAFE
140429	8/19/2014	63	DISCOUNT SCHOOL SUPPLY	PROJECT SAFE SUPPLIES	\$ 231.98	072	PROJECT SAFE
140438	8/20/2014	63	LAKESHORE	SUPPLIES FOR YALE	\$ 500.00	072	PROJECT SAFE
140439	8/20/2014	63	AMAZON.COM	PROJECT SAFE SUPPLIES	\$ 80.87	072	PROJECT SAFE
140455	8/21/2014	63	AMAZON.COM	SUPPLIES FOR CFH PROJECT SAFE	\$ 86.35	072	PROJECT SAFE
140504	8/26/2014	63	SOFTERWARE	ANNUAL MAINT AGREEMENT	\$ 206.00	072	PROJECT SAFE
140505	8/26/2014	63	GROSSMONT UNION HIGH	SUMMER AQUATICS PROGRAM	\$ 156.00	072	PROJECT SAFE
140512	8/26/2014	6	AMERICAN EXPRESS	ASES SUPPLIES	\$ 143.52	072	PROJECT SAFE
140513	8/26/2014	63	AMERICAN EXPRESS	PROJ. SAFE SUPPLIES	\$ 1,693.04	072	PROJECT SAFE
				<b>TOTAL</b>	<b>\$ 20,893.68</b>		<b>PROJECT SAFE</b>
140374	8/13/2014	3	KONICA MINOLTA BUSINESS	BIZHUB COPIER FOR PUBS	\$ 30,446.64	073	TECHNOLOGY SERVICES
140379	8/13/2014	3	INSIGHT INVESTMENTS	MONITORS	\$ 274.63	073	TECHNOLOGY SERVICES
140437	8/19/2014	3	BLUEPRINT TECHNOLOGIES	SERVICE/SUPPORT 14/15	\$ 3,000.00	073	TECHNOLOGY SERVICES
140454	8/21/2014	3	UNITED PARCEL SERVICE	RETURN SHIPPING CHARGES	\$ 12.28	073	TECHNOLOGY SERVICES
140463	8/21/2014	3	APPLE COMPUTER INC	APPLE AIRS	\$ 4,211.28	073	TECHNOLOGY SERVICES
140520	8/26/2014	3	DELL MARKETING L.P.	PRINTER	\$ 254.39	073	TECHNOLOGY SERVICES
				<b>TOTAL</b>	<b>\$ 38,199.22</b>		<b>TECHNOLOGY SERVICES</b>
140305	8/4/2014	3	MISSION JANITORIAL SUPPLIES	CUSTODIAL SUPPLIES	\$ 252.72	075	MAINTENANCE
140332	8/5/2014	3	HOME DEPOT COMMERCIAL ACCOUNT	CO ON-SITE REPAIRS	\$ 604.42	075	MAINTENANCE
140333	8/5/2014	3	ONESOURCE DISTRIBUTORS	LIGHT BULBS - DISTRICTWIDE	\$ 378.00	075	MAINTENANCE
140334	8/5/2014	14	ONESOURCE DISTRIBUTORS	ELECTRICITY REPAIRS/PD KINDER	\$ 642.24	075	MAINTENANCE
140335	8/5/2014	6	DECKER EQUIPMENT	LOCK/HARDWARE SUPPLIES/STK	\$ 146.63	075	MAINTENANCE
140336	8/5/2014	3	GREENBRIER LAWN & TREE EXPERT	TREE REMOVAL - RS	\$ 2,925.00	075	MAINTENANCE
140337	8/5/2014	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 98.97	075	MAINTENANCE
140351	8/8/2014	3	GOLDEN STAR TECHNOLOGY	PROJECTION SCREEN - CP	\$ 449.02	075	MAINTENANCE
140352	8/8/2014	14	SUPERIOR READY MIX CONCRETE	GROUNDNS - CH NEW K PLAY EQUIP	\$ 1,488.08	075	MAINTENANCE
140359	8/11/2014	14	GB'S FENCE COMPANY	FENCING - PD KINDER AREA	\$ 3,120.00	075	MAINTENANCE
140360	8/11/2014	3	PITNEY BOWES	MAIL MACHINE SUPPLIES	\$ 166.14	075	MAINTENANCE
140382	8/14/2014	14	DENNY'S CONCRETE PUMPING	NEW KINDER PLAY AREA - CH	\$ 400.00	075	MAINTENANCE
140385	8/14/2014	3	GB'S FENCE COMPANY	VOLLEY BALL POSTS INSTALL - CO	\$ 2,100.00	075	MAINTENANCE
140388	8/14/2014	6	DFS FLOORING	RM 24 FLOORING REPL - SC	\$ 1,969.00	075	MAINTENANCE
140389	8/14/2014	6	GB'S FENCE COMPANY	FENCING / GATES - CP	\$ 6,885.00	075	MAINTENANCE
140391	8/14/2014	6	HOUSE OF AUTOMATION, INC	M&O YARD AUTO GATES REPAIRS	\$ 157.48	075	MAINTENANCE
140392	8/14/2014	25 18	HOME DEPOT COMMERCIAL ACCOUNT	MATERIALS FOR SCOREBOARD-CFH	\$ 111.61	075	MAINTENANCE
140393	8/14/2014	25 18	HOME DEPOT COMMERCIAL ACCOUNT	MATERIALS FOR SCOREBOARD-CFH	\$ 47.16	075	MAINTENANCE
140446	8/21/2014	6	DS SERVICES OF AMERICA INC	DRINKING WATER 14-15	\$ 150.00	075	MAINTENANCE
140449	8/21/2014	3	LAKESIDE EQUIPMENT SALES AND	EQUIPMENT RENTAL - CFH	\$ 113.58	075	MAINTENANCE

140450	8/21/2014	3	LAKESIDE EQUIPMENT SALES AND	EQUIPMENT RENTAL - CFH	\$ 35.70	075	MAINTENANCE
140451	8/21/2014	3	LAKESIDE EQUIPMENT SALES AND	EQUIPMENT RENTAL - CFH & RS	\$ 629.82	075	MAINTENANCE
140452	8/21/2014	25 18	HOME DEPOT COMMERCIAL ACCOUNT	CFH SCOREBOARD	\$ 103.54	075	MAINTENANCE
140453	8/21/2014	25 18	HOME DEPOT COMMERCIAL ACCOUNT	CFH SCOREBOARD	\$ 426.61	075	MAINTENANCE
140468	8/22/2014	25 18	WHITE CAP/HD SUPPLY	CFH BALL FIELDS	\$ 109.98	075	MAINTENANCE
140469	8/22/2014	6	US AIR CONDITIONING	HVAC SUPPLIES - RS	\$ 389.63	075	MAINTENANCE
140470	8/22/2014	14	CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATOR - PD	\$ 345.00	075	MAINTENANCE
140471	8/22/2014	6	CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATOR - CFH	\$ 440.00	075	MAINTENANCE
140472	8/25/2014	25 18	JOHNSTONE SUPPLY	CFH SNACK BAR	\$ 143.72	075	MAINTENANCE
140473	8/25/2014	6	MEACOR SIGNS	SIGN SUPPLIES - SC	\$ 228.96	075	MAINTENANCE
140474	8/25/2014	3	MEACOR SIGNS	SIGNS/SUPPLIES - CO	\$ 48.60	075	MAINTENANCE
140475	8/25/2014	13	MEACOR SIGNS	SIGNS/SUPPLIES - CNS	\$ 54.54	075	MAINTENANCE
140476	8/25/2014	6	MEACOR SIGNS	SIGNS/SUPPLIES - MAINTENANCE	\$ 54.54	075	MAINTENANCE
140479	8/25/2014	6	MEACOR SIGNS	SIGNS / SUPPLIES - ERC	\$ 119.80	075	MAINTENANCE
140480	8/25/2014	6	MEACOR SIGNS	SIGNS/SUPPLIES - SC	\$ 110.16	075	MAINTENANCE
140481	8/25/2014	6	MEACOR SIGNS	SIGNS / SUPPLIES - RS & HC	\$ 233.18	075	MAINTENANCE
140482	8/25/2014	6	MEACOR SIGNS	SIGNS / SUPPLIES - PA, HC & RS	\$ 528.66	075	MAINTENANCE
140483	8/25/2014	6	MEACOR SIGNS	SIGNS / SUPPLIES - SC	\$ 47.52	075	MAINTENANCE
140484	8/25/2014	6	SPRING VALLEY INSULATION CONTR	INSULATION INSTALL - RS	\$ 905.00	075	MAINTENANCE
140485	8/25/2014	3	KNIFFING'S DISCOUNT NURSERIES	GROUNDS SUPPLIES - CO & CP	\$ 648.00	075	MAINTENANCE
140486	8/25/2014	3	LAKESIDE LAND COMPANY	GROUNDS SUPPLIES - RS	\$ 316.75	075	MAINTENANCE
140487	8/25/2014	3	LAKESIDE LAND COMPANY	GROUNDS SUPPLIES - RS	\$ 105.07	075	MAINTENANCE
140488	8/25/2014	14	COMPETITIVE METALS INC	KINDERGARTEN AREA - CH	\$ 570.27	075	MAINTENANCE
140496	8/25/2014	6	MEACOR SIGNS	SIGNS/SUPPLIES - PA	\$ 591.30	075	MAINTENANCE
140497	8/25/2014	13	HOME DEPOT COMMERCIAL ACCOUNT	PARTS/REPAIRS FOR CNS PD	\$ 55.49	075	MAINTENANCE
140498	8/25/2014	3	FIRE ETC	ANNUAL FIRE EXTING. SVC - CP	\$ 1,044.03	075	MAINTENANCE
140499	8/26/2014	14	HOME DEPOT COMMERCIAL ACCOUNT	KINDERGARTEN AREA - CH	\$ 74.48	075	MAINTENANCE
140500	8/26/2014	6	PACIFICA GLASS CO., INC.	WINDOW REPLACEMENT - CP	\$ 497.83	075	MAINTENANCE
140501	8/26/2014	6	GB'S FENCE COMPANY	REPLACE GATE/FENCE - PA	\$ 985.00	075	MAINTENANCE
140502	8/26/2014	3	LAKESIDE LAND COMPANY	GROUNDS SUPPLIES - CH	\$ 661.35	075	MAINTENANCE
140503	8/26/2014	14	GEARY PACIFIC SUPPLY	EQUIPMENT REPLACEMENT - CFH	\$ 1,419.14	075	MAINTENANCE
140510	8/26/2014	3	CABLE, PIPE & LEAK DETECTION,	LOCATE WATER LINE - CP GARDEN	\$ 250.00	075	MAINTENANCE
140511	8/26/2014	3	CABLE, PIPE & LEAK DETECTION,	LOCATE UTILITIES - CP GARDEN	\$ 220.00	075	MAINTENANCE
140515	8/26/2014	3	MASON'S SAW & LAWNMOWER	EQUIPMENT REPAIRS	\$ 594.68	075	MAINTENANCE
140526	8/27/2014	3	FIRE ETC	FIRE EXTINGUISHER SVCS	\$ 286.65	075	MAINTENANCE
140553	8/29/2014	3	PITNEY BOWES	DISTRICT MAIL MACHINE SUPPLIES	\$ 183.59	075	MAINTENANCE
					<b>TOTAL \$ 35,663.64</b>		<b>MAINTENANCE</b>
140317	8/5/2014	3	INTERSTATE BATTERY OF	BUS REPAIRS & MAINTENANCE	\$ 535.24	076	TRANSPORTATION
140318	8/5/2014	3	HOGAN'S HYDRAULICS	SHOP REPAIRS & MAINTENANCE	\$ 143.10	076	TRANSPORTATION
140319	8/5/2014	3	BETTY'S UPHOLSTERY	BUS REPAIRS & MAINTENANCE	\$ 275.00	076	TRANSPORTATION
140320	8/5/2014	3	ALL STAR GLASS	BUS REPAIRS & MAINTENANCE	\$ 69.00	076	TRANSPORTATION
140321	8/5/2014	6	EAST COUNTY TRANSMISSIONS	M&O VEHICLE REPAIRS	\$ 174.07	076	TRANSPORTATION
140322	8/5/2014	3	AUTO-AIR-MARINE-ELECTRIC	BUS REPAIRS & MAINTENANCE	\$ 268.30	076	TRANSPORTATION
140323	8/5/2014	3	DYNO SHOP (THE)	BUS REPAIRS & MAINTENANCE	\$ 592.85	076	TRANSPORTATION

140324	8/5/2014	3	NORTH COUNTY REBUILDERS	BUS REPAIRS & MAINTENANCE	\$ 301.32	076	TRANSPORTATION
140325	8/5/2014	3	DREW FORD	BUS REPAIRS & MAINTENANCE	\$ 69.27	076	TRANSPORTATION
140326	8/5/2014	3	EW TRUCK & EQUIPMENT CO INC	BUS REPAIRS & MAINTENANCE	\$ 180.00	076	TRANSPORTATION
140327	8/5/2014	3	BOB STALL CHEVROLET	BUS REPAIRS & MAINTENANCE	\$ 711.36	076	TRANSPORTATION
140328	8/5/2014	3 6	AUTO ZONE	BUS REPAIRS & MAINTENANCE	\$ 271.21	076	TRANSPORTATION
140329	8/5/2014	3	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$ 2,413.80	076	TRANSPORTATION
140330	8/5/2014	3	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$ 161.46	076	TRANSPORTATION
140331	8/5/2014	6	TIRE CENTERS, LLC	M&O VEHICLE REPAIRS	\$ 503.37	076	TRANSPORTATION
140341	8/6/2014	3 6	REGIONAL COMMUNICATIONS	ANNUAL 14/15	\$ 13,674.00	076	TRANSPORTATION
140342	8/6/2014	6	THE SOCO GROUP INC	M&O UNLEADED FUEL - 13/14	\$ 35,000.00	076	TRANSPORTATION
140343	8/6/2014	3	THE SOCO GROUP INC	TECHNOLOGY UNLEADED FUEL 14/15	\$ 2,200.00	076	TRANSPORTATION
140344	8/6/2014	3	THE SOCO GROUP INC	TRANS. DEPT FUEL 14/15	\$ 110,000.00	076	TRANSPORTATION
140345	8/6/2014	3	KONICA MINOLTA BUSINESS	MAINTENANCE AGREEMENTS 14/15	\$ 100.00	076	TRANSPORTATION
140346	8/6/2014	3 6	THOMAS INDUSTRIAL WATER	WATER CONDITIONING SVCS 14/15	\$ 420.00	076	TRANSPORTATION
140347	8/6/2014	6	MASON'S SAW & LAWNMOWER	ANNUAL 14/15	\$ 5,000.00	076	TRANSPORTATION
140350	8/7/2014	6	DRACO TRUCK CENTER	PARTS FOR CNS VEHICLE	\$ 672.97	076	TRANSPORTATION
140539	8/29/2014	6	VALLEY TRACTOR & EQUIPMENT	BUS REPAIRS & MAINTENANCE	\$ 77.52	076	TRANSPORTATION
140540	8/29/2014	3	ROADONE	TOWING - M&O VEHICLE TO YARD	\$ 110.00	076	TRANSPORTATION
140541	8/29/2014	3 6	INTERSTATE BATTERY OF	REPAIRS FOR M&O VEHICLE	\$ 648.25	076	TRANSPORTATION
140542	8/29/2014	3	WESTERN GRAPHIX	OFFICE SUPPLIES - ID CARDS	\$ 308.66	076	TRANSPORTATION
140543	8/29/2014	3	DION INTERNATIONAL TRUCKS LLC	BUS REPAIRS & MAINTENANCE	\$ 236.54	076	TRANSPORTATION
140544	8/29/2014	3	FIRE ETC	ANNUAL FIRE EXT. MAINTENANCE	\$ 786.29	076	TRANSPORTATION
140545	8/29/2014	3	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$ 3,937.88	076	TRANSPORTATION
140546	8/29/2014	3 6	HORSMAN AUTOMOTIVE	ANNUAL SMOG INSPECTIONS	\$ 1,020.49	076	TRANSPORTATION
140547	8/29/2014	3 6	AUTO ZONE	BUS & M&O VEHICLE REPAIRS	\$ 186.79	076	TRANSPORTATION
140548	8/29/2014	3 6	DREW FORD	BUS & M&O VEHICLE REPAIRS	\$ 570.87	076	TRANSPORTATION
140549	8/29/2014	3 6	KIRKS RADIATOR	BUS & M&O VEHICLE REPAIRS	\$ 2,720.34	076	TRANSPORTATION
140550	8/29/2014	3	INLAND KENWORTH (US) INC.	BUS REPAIRS & MAINTENANCE	\$ 388.16	076	TRANSPORTATION
140551	8/29/2014	3	EMISSIONS SERVICES UNLIMITED	BUS REPAIRS & MAINTENANCE	\$ 2,186.00	076	TRANSPORTATION
140552	8/29/2014	3	KIMBALL MIDWEST	SHOP SUPPLIES	\$ 69.66	076	TRANSPORTATION
					<b>TOTAL</b>	<b>\$ 186,983.77</b>	<b>TRANSPORTATION</b>
140353	8/8/2014	14	GB'S FENCE COMPANY	FENCE AT CH NEW PLAY AREA	\$ 5,030.00	077	FACILITIES MODERNIZATION
140354	8/8/2014	14	MERRICK & ASSOCIATES	MECH. ENG. SVCS - DO HVAC RPLC	\$ 12,600.00	077	FACILITIES MODERNIZATION
140355	8/8/2014	14	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT INSP. & REMOVAL - DO	\$ 2,875.00	077	FACILITIES MODERNIZATION
140399	8/15/2014	25 18	TRI-COUNTY DRILLING, INC.	IRRIGATION WELL - PD PHASE 1	\$ 53,840.00	077	FACILITIES MODERNIZATION
140448	8/21/2014	3	WEBB CLEFF ARCHITECTURE	PROF. SVCS - PD FLOOD	\$ 2,640.00	077	FACILITIES MODERNIZATION
140465	8/22/2014	25 18	CALIFORNIA DEPARTMENT OF	CDE FEES - LRC/ADMIN AT PD	\$ 1,190.00	077	FACILITIES MODERNIZATION
140509	8/26/2014	25 18	DEPARTMENT OF GENERAL SERVICES	DSA PLAN CK FEES - CFH FIELDS	\$ 500.00	077	FACILITIES MODERNIZATION
140532	8/29/2014	6	ASBURY ENVIRONMENTAL SERVICES	HAZARDOUS WASTE INVENTORY	\$ 3,700.00	077	FACILITIES MODERNIZATION
140533	8/29/2014	6	STERICYCLE	BIO HAZARDOUS WASTE REMOVAL	\$ 150.00	077	FACILITIES MODERNIZATION
140538	8/29/2014	14	MIRACLE RECREATION EQUIPMENT	KINDER PLAY AREA - CH	\$ 1,484.50	077	FACILITIES MODERNIZATION
					<b>TOTAL</b>	<b>\$ 84,009.50</b>	<b>FACILITIES MODERNIZATION</b>
140358	8/8/2014	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$ 370.66	078	WAREHOUSE
140403	8/15/2014	3	OFFICE DEPOT INC	STORES SUPPLIES	\$ 638.28	078	WAREHOUSE

140405	8/15/2014	3	MOORE MEDICAL CORP	STORES SUPPLIES	\$	929.34	078	WAREHOUSE
140406	8/15/2014	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	387.44	078	WAREHOUSE
140407	8/15/2014	3	UNITED HEALTH SUPPLIES	STORES SUPPLIES	\$	193.62	078	WAREHOUSE
140456	8/21/2014	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	3,612.63	078	WAREHOUSE
140457	8/21/2014	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	266.72	078	WAREHOUSE
140458	8/21/2014	3	STANDARD STATIONERY	STORES SUPPLIES	\$	147.53	078	WAREHOUSE
140459	8/21/2014	3	US GAMES	STORES SUPPLIES	\$	624.24	078	WAREHOUSE
140460	8/21/2014	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	206.84	078	WAREHOUSE
140461	8/21/2014	3	MAINTEX INC	STORES SUPPLIES	\$	1,156.68	078	WAREHOUSE
140527	8/27/2014	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	649.94	078	WAREHOUSE
140528	8/27/2014	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	521.77	078	WAREHOUSE
				<b>TOTAL</b>	<b>\$</b>	<b>9,705.69</b>		<b>WAREHOUSE</b>
140519	8/26/2014	13	SEHI COMPUTER PRODUCTS INC	COMPUTERS	\$	2,939.28	090	FOOD SERVICES
				<b>TOTAL</b>	<b>\$</b>	<b>2,939.28</b>		<b>FOOD SERVICES</b>

\$ 731,687.40

Consent Item E.2.4. Approval/Ratification of Revolving Cash Report  
Prepared by Karl Christensen  
September 16, 2014

**BACKGROUND:**

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

**RECOMMENDATION:**

Administration recommends approval of check #22343 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 \$273.16 as disclosed on the following report.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.4.

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

Date	Number	Name	Memo	Amount
09/03/14	22343	Carl Cable	Reimbursement for Beautification Day	268.38

Total Checks Written \$268.38

Bank Fees 4.78

Total to be Reimbursed \$273.16

Consent Item E.2.5. Acceptance of Donations  
 Prepared by Karl Christensen  
 September 16, 2014

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to support the instructional program and supplement school supplies	\$1,313.97	Target – Take Charge of Education	Carlton Oaks School
	\$598.54		Chet F. Harritt School
	\$691.32		Hill Creek School
Funds to support the technology program	\$119.00	Microsoft	Rio Seco School
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$2,722.83</b>		

**RECOMMENDATION:**

It is recommended that the Board of Education accept the donations listed above for the District and authorize staff to send letters of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The donations above are valued at \$2,722.83.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.5.



Consent Item E.3.1. Certification and Adoption of Resolution of Sufficiency of Instructional Materials 2014-15

Prepared by Dr. Stephanie Pierce  
September 16, 2014

**BACKGROUND:**

In order to comply with the Williams Settlement and to receive funding for the Pupil Textbook and Instructional Materials Funding (Education Code Section 60252), and/or funding for instructional materials from any state source in a fiscal year in which the Superintendent of Public Instruction determines that the base revenue limit per average daily attendance (ADA) for each school district will increase by at least one percent from the prior fiscal year, the governing boards of school districts are subject to the requirements of Education Code Section 60119.

Education Code Section 60119 requires that a district hold a public hearing and determine through a board resolution as to whether each pupil in the district has, or will have prior to the end of the fiscal year, sufficient textbooks and/or instructional materials in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State Board.

The public hearing was held earlier in the meeting tonight to allow for public comment.

Adoption of Resolution #1415-08 and Certification of the attached Statement of Assurance shall serve as assurance to the Superintendent of Public Instruction that the Santee Board of Education has complied, and will comply, with the requirements of Education Code Section 60119 during the 2014-15 school year. This resolution applies to Instructional Materials Funding and the Williams Settlement.

This requirement has been certified each year since 1998.

**RECOMMENDATION:**

Administration recommends adoption of Resolution #1415-08 and Certification of the attached Statement of Assurance to serve as assurance to the Superintendent of Public Instruction that the Santee Board of Education has complied with the requirements of Education Code Section 60119.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students

**FISCAL IMPACT:**

Prior to 2013-14, funds for Instructional Materials were received from the State as a separate source called Instructional Materials Funding Realignment Program (IMFRP). In 2012-13, the District received \$340,900 in funds from this source, a portion of which was used for Unrestricted General Fund flexibility. In 2013-14, these funds were rolled into the Local Control Funding Formula. The District also receives an allocation of Lottery funds each year which are to be used towards the purchase of instructional materials. A total of \$618,333 has been budgeted centrally for purchase of instructional materials in 2014-15.

**STUDENT ACHIEVEMENT:**

Students who have access to state-approved textbooks aligned with standards based core content are more likely to have success in student achievement.

Santee School District  
**Resolution #1415-08**

**Resolution on Sufficiency of Instructional Materials**

**WHEREAS**, the governing board of Santee School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 16, 2014, at 7:00 o'clock, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

**WHEREAS**, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that it stated the time, place, and purpose of the hearing, and;

**WHEREAS**, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

**WHEREAS**, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

**WHEREAS**, sufficient textbooks and instructional materials were provided to each student, including English learners that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics – Pearson grades K-2, Houghton Mifflin grades 3-4, Harcourt grade 5, CPM Core Connections grades 6-8
- Science – McGraw Hill grades K-5, Glencoe grades 6-8
- History – Scott Foresman grades K-5, Glencoe/McGraw Hill grades 6-8
- English/language arts, including the English language development component of an adopted program – Houghton Mifflin grades K-5, Holt grades 6-8, Into English for English learners grades K-5 and High Point grades 6-8.

**THEREFORE, IT IS RESOLVED** that for the 2014-15 school year the Santee School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

**PASSED AND ADOPTED** by the Board of Education on September 16, 2014 by the following vote:

AYES:  
NOES:  
ABSENT:

STATE OF CALIFORNIA)  
COUNTY OF SAN DIEGO)

I, Barbara Ryan, Clerk of the Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

Consent Item E.3.2. Approval of 2015 Early Admittance to Kindergarten Program  
Prepared by Dr. Stephanie Pierce  
September 16, 2014

**BACKGROUND:**

Administration seeks approval to provide an Early Admittance to Kindergarten Program (EAK) during the period January 12, 2015 to June 17, 2015. The program will be offered to approximately 120-140 students who will be 5 years of age by March 15, 2015. The goals of the program are to provide appropriate developmental and academic activities to prepare students for a successful schooling experience. The instructional program will meet the kindergarten requirement of 200 minutes each day. Past programs have been well received by parents and students.

A pre-registration drive will begin October 20, 2014 seeking approximately 120-140 applications for the program. Class size will be approximately 24 students.

The District will locate available space for the EAK classes at four to five schools throughout the District by mid-November. Transportation is the responsibility of the parents. EAK students are eligible for Project SAFE if the parents desire this service.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Early Admittance to Kindergarten Program for the period of January 12 to June 17, 2015 to serve children who are five years of age by March 15, 2015. It is further recommended that the program total 210 minutes of instruction each day.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The EAK program is funded by generation of additional Average Daily Attendance (ADA). In 2013-14, EAK generated \$215,627 in Local Control Funding Formula (LCFF) dollars. For 2013-14, additional ADA revenue exceeded expenditures for the program by \$49,661.

**STUDENT ACHIEVEMENT IMPACT:**

Early Admittance to Kindergarten (EAK) students participate in appropriate developmental and academic activities further developing their readiness for future schooling.

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

Agenda Item E.3.2.

# Santee School District



## Early Admission to Kindergarten Program



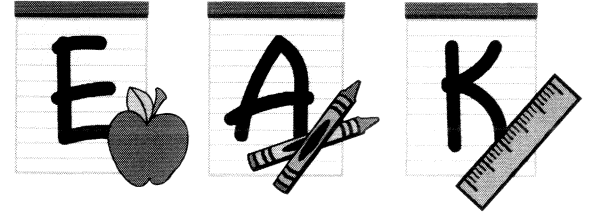
**What is EAK?** EAK is a state funded Early Admission to Kindergarten program designed for children who will be 5 years old by March 15, 2015.

**Who can attend?** Children must be five years old on or before March 15, 2015 to be eligible for EAK. Registration is limited, however we expect to accommodate all Santee School District residents who enroll with completed applications by October 24<sup>th</sup>. Applicants from other districts are welcome to apply and will be placed if space is available. Participation in the program is voluntary and is not designed to take the place of kindergarten.

**How to enroll:** This year, REGISTRATION WILL BEGIN THE WEEK OF October 20<sup>th</sup>, 2014. Please call Patty Ortiz at (619) 258-2358 or (619) 258-2360 to reserve a registration appointment time. Registration will be held at 9619 Cuyamaca St. (Next to Rio Seco School)

**IMPORTANT:** You must bring the following original documents for your child to your registration appointment.

- ✓ Birth certificate
- ✓ Updated immunization record
- ✓ Two proofs of residency



**All requirements must be met to complete registration.** See reverse side for minimum immunization requirements, including Hepatitis B and Varicella (Chickenpox) required by the State of California.

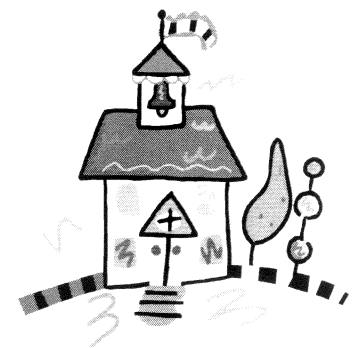
**Please note:** Registration for EAK and YALE (the before and after school care) are two separate processes. The registration requirements for one do not satisfy the requirements for the other.

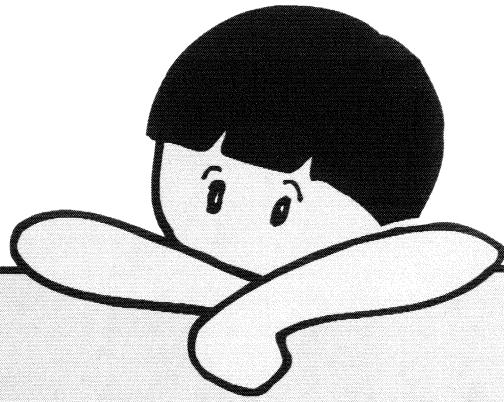
**EAK begins:** January 12, 2015

**EAK location:** To be determined

**Transportation:** Transportation will not be provided for the EAK program.

**For further information,** please call 258-2358.





# Immunization Requirements for Kindergarten (Including EAK) ~ 2014-2015 School Year

<u>VACCINE</u>	<u>NUMBER OF DOSES REQUIRED</u>	<u>NOTES</u>
OPV POLIO	4	Only three doses required if at least one dose was administered <b>on or after</b> the fourth birthday.
DTP (Diphtheria, Tetanus, Pertussis)	5	Only four doses required if at least one dose was administered <b>on or after</b> the fourth birthday. If last dose was given before the 2 <sup>nd</sup> birthday, one more (Td) is required
MMR } MEASLES } MUMPS } RUBELLA	2	1 <sup>st</sup> dose on or after 1 <sup>st</sup> birthday 2 <sup>nd</sup> dose at least 6 months following
HEPATITIS B	3	2 <sup>nd</sup> dose: <b>2 months</b> after first dose 3 <sup>rd</sup> dose: <b>2-6 months</b> after second dose
VARICELLA (Chickenpox)	1	Or health care provider-documented date of Varicella disease or immunity
<u>RECOMMENDED</u>		
HEPATITIS A	2	<i>Highly recommended (1<sup>st</sup> dose: after 2<sup>nd</sup> birthday) Young California students are at high risk for this disease</i>

For questions regarding immunizations, please contact Patty Ortiz at 258-2358.

Consent Item E.4.2.            Approval of Memorandum of Understanding for Revisions to Article 18, Health and Welfare Benefits in the Classified Bargaining Agreement

Prepared by Tim Larson  
September 16, 2014

**BACKGROUND:**

In collaboration with the California School Employees Association (CSEA) and its chapter 557, administration submits revisions to Article 18, Health and Welfare Benefits in the classified bargaining agreement concerning benefit year and open enrollment language to allow for flexibility when changes arise from year to year.

Revisions include the removal of (Section C) defining the *benefit year* and replacing the *May 15* open enrollment period deadline with flexible generic language of *prior to the end of the open enrollment period*.

**RECOMMENDATION:**

It is recommended that the Board of Education approve revisions as presented to Article 18, Health and Welfare Benefits in the classified bargaining agreement.

**FISCAL IMPACT:**

There is no fiscal impact for this item.

**STUDENT ACHIEVEMENT IMPACT:**

It is the District's intention to provide quality health and welfare benefits. These revisions will allow the District to consider alternatives when opportunities are presented.

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

Agenda Item E.4.2.

**Tentative Agreement between Santee School District and  
Classified Employee Schools Association and its Chapter 557  
June 2, 2014**

**ARTICLE 18**

**HEALTH AND WELFARE BENEFITS**

A. General Provisions

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

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

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

a. **Full-time employees.**

Employees having a regular assignment of eight (8) hours per day for five (5) days a week and employees who regularly work forty (40) hours per week on an alternate workweek schedule as described in Article 10, "Hours," Paragraph B, page 23, will be provided a maximum annual District contribution of up to \$6291.84 to be applied toward the purchase of required and optional benefits.

b. **Employees who work at least thirty (30) hours per week.**

Employees having a regular assignment of at least six (6) hours per day but less than eight (8) hours per day for five (5) days a week and employees who regularly work thirty (30) hours per week on an alternate workweek schedule will be provided with an annual District contribution reflecting 90% of maximum coverage (including dependents) of up to \$5662.66 to apply toward the purchase of required and optional benefits. This will be effective June 1, 2000. The cap will not be increased.

c. **Employees who work at least twenty (20) hours per week.**

Employees having a regular assignment of at least four (4) hours per day but less than six (6) hours per day for five (5) days a week and employees who regularly work twenty (20) hours per week on an alternate workweek schedule will be provided with an annual District contribution reflecting 65% of maximum coverage (including dependents) of up to \$4089.70 to apply toward the



purchase of required and optional benefits. This will be effective June 1, 2000.  
The cap will not be increased.

2. Required Coverage.

Employees covered by this Agreement must select the following coverages:

- a. Employee-only health coverage through one (1) of the plans and carriers offered by the District.
- b. Employee-only vision plan.
- c. One (1) of the two (2) dental plans offered by the District:
  - (1) Employee-only plan.
  - (2) Employee and dependent prepaid dental plan.
- d. \$50,000 life insurance plan, effective March 1, 1998.

3. Optional Benefits Coverage.

Employees shall have the option of: (1) enrolling all eligible dependents in the health plan in which the employee is enrolled, or (2) choosing a discretionary allowance which may be applied toward purchasing additional cancer insurance, voluntary dental insurance, income protection, or receive as compensation. The discretionary allowance shall be \$20 per month for employees who work eight (8) hours per day, \$15 per month for employees who work at least six (6) hours per day, and \$10 per month for employees who work at least four (4) hours per day.

4. Unused Benefit Monies.

Any unused benefit monies shall remain the property of the District.

4. Plans and Carriers.

The plans and carriers shall be determined by the Board.

5. Cost in Excess of District Contribution.

In the event that increases occur in the cost of required health and welfare benefits during the term of this Agreement to the extent that those costs exceed the amount of the District contribution, such increases in costs shall be deducted from each eligible unit member's payroll warrant.

B. Terminating Employees

Any employee who terminates his/her employment with the school district shall have his/her health benefits continue through the end of the month in which he/she terminates.

C. Benefit Year

~~For purposes of this article, a benefit year shall be defined as the period of time between July 1 and June 30.~~

D.C. New Employees

New employees shall qualify for benefits on the first (1st) day of the month following hire date.

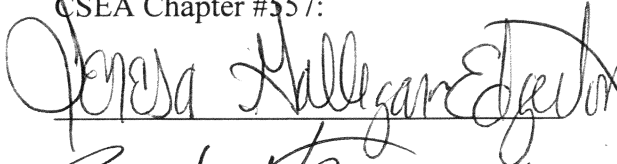
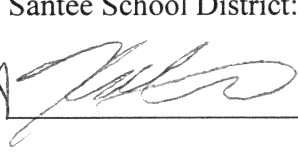


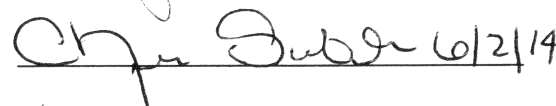
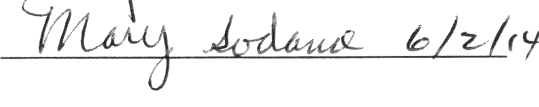
E.D. Benefit Selection Sheets

Each year ~~no later than May 15~~ **prior to the end of the open enrollment period**, every employee who qualifies for benefits is required to turn in to the Human Resources Department the benefit selection form provided by the District. This form authorizes the District to enroll in and/or continue benefit selections for employees. This form must be turned in regardless of whether or not there are any changes in an employee's benefit program. It is the individual employee's responsibility to comply with the provisions of this section and failure to do so may result in a reduction of the total benefit allowance for the employee. If an employee wishes to change and/or add any benefits, he/she must pick up the appropriate forms from Human Resources and include them with the benefit selection form. ~~which is submitted by the May 15~~ deadline.

The Effective Date of this Tentative Agreement shall be the first working day following ratification by CSEA Chapter #557 and District Board approval.

CSEA Chapter #557:

Santee School District:

		_____
	6/2/14	_____
	6/2/14	_____
	6/2/14	_____
	6/2/14	_____
_____	_____	_____

Consent Item E.4.3. Approval of Agreement with CompuClaim to Provide Claims Administration Services for the Medi-Cal Billing Option Program

Prepared by Tim Larson  
September 16, 2014

**BACKGROUND:**

The District previously contracted with Northern California Medi-Cal Administrative Services Joint Powers Authority (“NMAJ”) to administer and submit claims under the MAA and LEA billing option program. NMAJ is discontinuing services effective December 31, 2014 due to the MAA program deferral/withhold process whereby NMAJ has received very little reimbursement for the last three (3) years.

The foundation of their LEA Medi-Cal billing option service was the web-based “Service Portal” provided through a contract with CompuClaim of Newport, RI. Since the LEA portion of our contract with NMAJ was successful, it is felt that the District can benefit by shifting claims administration and submittal to CompuClaims for the Medi-Cal Billing.

CompuClaim has offered to seamlessly begin providing the District with all LEA billing option services that NMAJ previously provided. Furthermore, they believe they will be able to offer better pricing to help retain more dollars for our program. They will submit invoices for fees that are equal to 9% of the value of paid claims submitted by CompuClaim on behalf of LEA and believe they can increase our revenue.

Currently, CompuClaim is in 14 states providing Medicaid billing services to public schools and education service agencies. CompuClaim plans to hire the LEA administrator previously working with NMAJ who will serve as the California regional representative.

The MAA portion of our previous agreement with NMAJ will likely be taken over by the Orange County Department of Education with whom we currently have a contract. The entire MAA process has changed and direction has yet to be provided.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the agreement with CompuClaim for the LEA billing option program for the period of January 1, 2015 through June 30, 2015.

**FISCAL IMPACT:**

In previous years, the District has received \$92,000 for the LEA Medi-Cal billing program with a possibility of as much as 4.5% in additional net revenue, depending on the amount claimed.

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

Agenda Item E.4.3.



## MEDI-CAL BILLING OPTION PROGRAM

This Agreement (“Agreement”) is made and entered this 1<sup>st</sup> day of January, 2015, by and between the **Santee School District** (“local educational agency” or “LEA”) having an address at 9625 Cuyamaca St., Santee, CA 92071 and the CompuClaim, Inc (“COMPUCLAIM”) having an address at 1300 H Street, Suite #100, Modesto, California 95354 (individually “Party,” together “Parties”).

### RECITALS

**WHEREAS**, COMPUCLAIM offers Medi-Cal Billing Option Claiming Services (“LBO”) services to California LEAs; and

**WHEREAS**, LEA desires to utilize CompuClaim’s LBO services; and

**WHEREAS**, the purpose and subject of this Agreement is limited to the provision of LBO Services.

**NOW THEREFORE**, in consideration of the terms and conditions set forth herein, the Parties agree as follows:

#### 1. COMMENCEMENT, DURATION, AND TERMINATION OF SERVICES

- (A) This Agreement shall be effective on the date signed by both Parties and continue through the duration of the current fiscal year.
- (B) This Agreement shall automatically renew at the beginning of each subsequent fiscal year for an additional twelve (12) months unless one Party has provided written notice of cancellation to the other Party not less than ninety (90) days prior to the renewal date.
- (C) Either Party may terminate this Agreement in the event of material breach by the other Party after providing the breaching Party with a thirty (30) day period to cure the breach and the breach is not cured. If a cure is not possible, the Agreement may be terminated immediately.
- (D) LEA may terminate this Agreement, with or without cause, upon ninety (90) days written notice to COMPUCLAIM, provided LEA pays all fees for services provided through the effective date of termination.



## 2. COMPUCLAIM OBLIGATIONS

- (A) Eligibility Determination. COMPUCLAIM will determine Medi-Cal eligibility and ascertain Medi-Cal identifier numbers for students served by LEA within limits imposed by California Department of Health Care Services (“DHCS”) and county governments upon commencement of the LBO services, and quarterly thereafter (March 15, June 15, October 15, and December 15). Determination of eligibility information will be retained by COMPUCLAIM and will be used solely to provide Medi-Cal billing services hereunder.
- (B) Provider Logs. COMPUCLAIM will provide to LEA specifically designed web-based provider logs and web-based LBO billing information for use by the LEA’s healthcare providers in connection with the LBO program and this Agreement, but for no other purpose.
- (C) Training and Support. COMPUCLAIM will coordinate, schedule, and provide training, continuing education, and online support for LEA staff necessary for the preparation of data required for the submission of LBO claims to Medi-Cal. The training and continuing education shall occur as agreed by the Parties. COMPUCLAIM will maintain knowledge of current billing procedures, rules, and laws for California’s LBO claiming program and knowledge of the Centers of Medicare and Medicaid Services (CMS) guidelines as they pertain to provisions of services under this Agreement.
- (D) Data Input. COMPUCLAIM shall be responsible for providing the online web-based data entry portal for healthcare service logs, student/class enrollment dates, and all information given to COMPUCLAIM by LEA and for electronic transmittal to the DHCS.
- (E) Access to Data Entry Portal. COMPUCLAIM shall provide a password(s) to the LEA for use by its designated employees and authorized personnel in connection with this Agreement.
- (F) Reporting of Unauthorized Disclosures or Misuse of Student Information. COMPUCLAIM, within one business day of discovery, shall report to LEA any use or disclosure of Student Information not authorized by the Agreement or in writing by LEA. COMPUCLAIM’s report shall identify: (i) the nature of the unauthorized use or disclosure; (ii) the Student Information used or disclosed, (iii) who made the unauthorized use or received the unauthorized disclosure, (iv) what COMPUCLAIM has done or shall do to mitigate any effect of the unauthorized use or disclosure, and (v) what corrective action COMPUCLAIM has taken or shall take to prevent future similar unauthorized use or disclosure. COMPUCLAIM shall provide such other information, including a written report, requested by LEA.
- (G) Return or Destruction of Student Information. Upon termination, cancellation, expiration or other conclusion of the Agreement, COMPUCLAIM shall return all



Student Information to LEA, or if return is not feasible as determined by LEA in written notice to COMPUCLAIM, destroy any and all Student Information.

- (H) Review of Claims. CompuClaim will review all claims for accuracy based upon the data provided by LEA.
- (I) Claims Submittal. COMPUCLAIM will make reasonable efforts to submit each Medi-Cal claim to DHCS within thirty (30) days of receipt from LEA of all information necessary for processing each claim. COMPUCLAIM will also make reasonable efforts to submit retroactive claims existing at the commencement of this Agreement so as to minimize revenue lost due to Medi-Cal's one (1) year billing limit.
- (J) Reports. COMPUCLAIM will provide LEA with the Billing Cycle Evaluation reports for the claims submitted to Medi-Cal.
- (K) Reviews and Audits. COMPUCLAIM will assist LEA to prepare for Center for Medicaid/Medicare Services and DHCS reviews and audits.

### 3. LEA OBLIGATIONS

- (A) Input Data.
  - (i) LEA shall provide COMPUCLAIM, on a timely basis, all forms, documentation, and data in a manner prescribed by COMPUCLAIM and required for the successful preparation, verification, and submission of claims. Information shall be provided by LEA so that it may be captured by COMPUCLAIM through the COMPUCLAIM services portal.
  - (ii) Accurate, complete, and correct data necessary for COMPUCLAIM to perform its services hereunder shall be the sole responsibility of LEA. COMPUCLAIM shall not be responsible for any delays or failure to prepare a claim because of incomplete, inaccurate, or incorrect data provided by LEA.
  - (iii) LEA shall notify COMPUCLAIM of any error and omission in information sent to COMPUCLAIM so that COMPUCLAIM may process a claim adjustment for submission to Medi-Cal.
- (B) Training. Arrange for LEA staff to attend in person or Web based training sessions.
- (C) Contact Person. LEA will provide a contact person who shall serve as a coordinator for all LEA activities. The designated person will work directly with COMPUCLAIM staff.



- (D) Healthcare Provider Logs. LEA will maintain complete and accurate online healthcare provider logs of all healthcare services provided by LEA and will

maintain the logs on an up-to-date basis to allow COMPUCLAIM to submit a billing to DHCS on a monthly basis.

- (E) Computer File. Upon commencement of the Agreement and quarterly thereafter, LEA will provide COMPUCLAIM with a computer file in a format specified by COMPUCLAIM of all student data requested by COMPUCLAIM from LEA's computer systems or from the computer system of the individual schools LEA comprises.
- (F) Designation and Responsibilities of LEA for Its Authorized Users. LEA shall designate those employees and other personnel ("Users") who shall be given access to its web portal. LEA shall ensure that its Users are familiar with and will comply with the terms and conditions for use of the web portal as set forth in this Agreement. LEA shall be responsible for any unauthorized use by its employees and other personnel. LEA agrees that unauthorized use of passwords issued by COMPUCLAIM is prohibited. LEA understands that that Users and the LEA may be held liable for any unauthorized use and distribution of passwords.

#### 4. FEE SCHEDULE

- (A) COMPUCLAIM shall submit to LEA invoices for fees that are equal to 9% of the value of paid claims submitted by COMPUCLAIM on behalf of LEA. Since vendors are not allowed to use % based fees in CA, prior to contract execution, CompuClaim and the LEA shall agree on an equitable billing methodology that will either be by the total number of related service providers using the system or by the processed claim lines. LEA will pay invoices within thirty (30) days of LEA's receipt of total monthly Medi-Cal payments.
- (B) In the event LEA must repay Medi-Cal for all or any part of any claim payment, COMPUCLAIM will reimburse LEA for that portion of its fee related to the Medi-Cal repayment. COMPUCLAIM will pay LEA within thirty (30) days of notification by LEA.
- (C) Obligations incurred as a result of this Agreement from services provided by COMPUCLAIM to LEA remain the responsibility of LEA whether or not LBO funds are recovered by LEA due to no fault of the COMPUCLAIM or the LEA.

#### 5. OWNERSHIP OF PROGRAMS, MATERIALS AND RECORDS

All computer hardware supplied by COMPUCLAIM, operating system software, application software, programs, documentation, specifications, tapes, instruction manuals and similar material utilized and/or developed solely by COMPUCLAIM or its contractor(s) in connection with its systems, and all patents, trade secrets, copyrights, trademarks, and other intellectual property rights are, as between COMPUCLAIM, its



contractors and LEA, the sole and exclusive property of COMPUCLAIM or its contractors. LEA agrees to make no unauthorized use of these materials and systems and to preserve these materials and maintain the confidentiality of any and all of these materials in its possession. All student records, medical records, claims, and other

student and medical data developed by LEA or jointly by COMPUCLAIM and LEA shall remain the property of LEA.

## 6. CONFIDENTIALITY

- (A) The Parties agree that because of the proprietary nature of the software and training materials and the confidential nature of student records and medical information, it is essential that all information, data, and materials, whether transmitted in hard copy or in electronic media form, be maintained in each Party's confidence. Each Party agrees for itself, its employees, agents and independent contractors, that all information and/or data and/or materials received from the other Party shall be held in confidence to the extent required by law and each Party agrees not to reproduce, disclose, or relinquish any data, information, or materials to any Party other than an authorized representative of the other Party except if the information is public information under the California Public Records Act, and except as required by law.
- (B) The Parties agree that because of the unique nature of the data and/or information and/or materials to be transmitted, money damages for breach of the foregoing provision shall be wholly inadequate to fully compensate the aggrieved Party, and therefore, the aggrieved Party shall be entitled to full temporary and/or permanent injunctive relief against any breach or threat of breach of the foregoing provisions.
- (C) COMPUCLAIM is designated as a "school official" for LEA and shall keep student records confidential as required under state and federal law. COMPUCLAIM will maintain and use commercially reasonable administrative, technical, and physical security measures to preserve the confidentiality of electronically maintained data received from LEA.
- (D) COMPUCLAIM is the licensee of certain software and billing tools including, but not limited to, a web portal. COMPUCLAIM shall allow the LEA to use the licensed software and/or billing tools on the condition that the LEA also agrees to be bound by and comply with the licensee's obligations as set forth in Section 9 of the Vendor Agreement. Section 9 of the Vendor Agreement is attached hereto and incorporated herein as Exhibit "A."
- (E) Confidentiality requirements for Vendor with respect to student records are contained in Schedule C of the Vendor Agreement, a copy of which is attached hereto and incorporated herein as Exhibit "B."

## 7. COMPLIANCE WITH LAWS; HIPAA; FERPA





The Parties shall both comply with any and all applicable laws and regulations governing the conduct of their respective businesses, including, without limitation, (1) confidentiality and rights of review of educational and medical records to the extent applicable, including, but not limited to, the Family Educational Rights and Privacy Act (FERPA), 20 U. S.C. 1232g and 34 C.F.R. Part 99, as amended, and (ii) transaction and code data standards, including, but not limited to, the Health Insurance Portability and Accountability Act (HIPAA), 45 C.F.R, Part 162, as amended.

8. HOLD HARMLESS AND MUTUAL INDEMNIFICATION

COMPUCLAIM and LEA shall each defend, indemnify, and hold the other Party and its officials, officers, employees, consultants, contractors, subcontractors, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, to the extent arising out of or incident to any negligent acts, omissions, or willful misconduct of the indemnifying Party or its officials, officers, employees, consultants, contractors, subcontractors, volunteers, and agents arising out of or in connection with the performance of this Agreement, including without limitation, the payment of consequential damages and attorneys' fees and other related costs and expenses.

9. ERRORS AND OMISSIONS

It is recognized by the *SPS* that errors in processing Medicaid claims may occur, resulting in the disallowance of claims and/or demands that the *SPS* return funds paid to it by Medicaid and/or the California Department of Social Services. The disallowance of claims and/or demands for return of funds paid may be the result of human error, whether by the *SPS* or *CompuClaim*, but may also be the product of existing ambiguities in the laws and regulations regarding the appropriate manner of processing claims and/or eligibility for reimbursement for various types of services. Accordingly, while *CompuClaim* will use its best efforts to process the *SPS's* claims and to remedy any defects, the *SPS* will indemnify, defend, and hold *CompuClaim* harmless for any and all disallowance of claims; and any and all demands, claims, suits, actions or judgments for return of Medicaid and/or Department of Social Services funds arising out of *CompuClaim's* good faith performance of its duties under this contract. It is further agreed by and between the parties that in the event that the *SPS* is required to return Medicaid and/or Department of Social Services funds due to inaccurate information provided by the district to CompuClaim, any portion of those amounts that were paid to *CompuClaim* as compensation for *CompuClaim's* provision of services under this contract will be non-refundable.

In the event the *SPS* is required to return funds to Medicaid and/or the Department of Social Services due to an error directly attributable to *CompuClaim*, the *SPS agrees* that its remedy shall be limited to a return of fees paid to *CompuClaim* for the claim that contained such error. During the course of this contract CompuClaim will maintain an active Errors and Omissions Policy.



## 10. INTELLECTUAL PROPERTY

If, in the performance of this contract, the *SPS* its employees, agents and servants are given access to information that *CompuClaim* considers confidential, the rights and

obligations of the parties with respect to such information shall be governed by the terms and conditions set forth below.

A. For the purposes of this contract, "Confidential Information" is information of any kind, disclosed by *CompuClaim* to the *SPS*, its employees, agents, and servants and is identified by appropriate marking as confidential at the time of disclosure. In the event that Confidential Information must be disclosed visually or orally, these obligations shall apply only to that information which is confirmed as being confidential in writing by *CompuClaim* within ten (10) working days of the disclosure.

B. It is agreed by *CompuClaim* and the *SPS* that the obligations of confidentiality shall not attach to information which:

1. is publicly available prior to the date of the Agreement or becomes publicly available thereafter through no wrongful act of the *SPS*;
2. was known to the *SPS* prior to the date of the Agreement or becomes known to the *SPS* thereafter from a third party having an apparent bona fide right to disclose the information;
3. is disclosed by the *SPS* in accordance with the terms of *CompuClaim's* prior written approval;
4. is disclosed by *CompuClaim* without restriction on further disclosure;
5. is independently developed by *SPS*;
6. The *SPS* is obligated to produce pursuant to an order of a court of competent jurisdiction or a valid administrative or congressional subpoena, or state or federal law, provided that the *SPS* promptly notifies *CompuClaim*.

C. The *SPS* shall use *CompuClaim's* Confidential Information solely for the purpose of performing its obligations under this contract. The *SPS* agrees to make Confidential Information available only to the *SPS* employees, agents, or servants who require access to it in the performance of this contract, and to inform them of the confidential nature of such information. The *SPS* shall exert reasonable efforts to maintain such information in confidence. The *SPS* shall immediately, upon discovery of any disclosure not authorized hereunder, notify *CompuClaim* and take reasonable at *SPS* to prevent any further disclosure or unauthorized use. These obligations shall survive the termination of this contract. At the termination of this contract, the *SPS* agrees to promptly return any and all materials marked as confidential in accordance with subsection A above.

## 11. LIMITATION OF LIABILITY ARISING FROM DEFAULT IN SERVICES



COMPUCLAIM shall not be liable or deemed to be in default for any delays or failure in performance or non-performance or interruption of service under this Agreement resulting from any cause beyond the reasonable control of COMPUCLAIM.

COMPUCLAIM's liability, under this Agreement, is limited to the amount paid by LEA for the services under this Agreement. COMPUCLAIM shall not be liable for any

indirect, consequential, or incidental damages arising out of this Agreement.

## 12. WARRANTY LIMITATION

COMPUCLAIM makes no representation or warranties expressed or implied, including, but not limited to, the warranties of merchantability and fitness for a particular purpose, arising by operation of law or otherwise, except as expressly stated herein.

## 13. WORKERS' COMPENSATION

For the purpose of workers' compensation coverage, the Stanislaus County Superintendent of Schools, who hires the staff for the COMPUCLAIM and functions as the administrative unit of the COMPUCLAIM, shall be the employer for COMPUCLAIM staff and shall bear the responsibility of providing workers' compensation insurance or coverage for its employees providing COMPUCLAIM services covered by this Agreement.

## 14. GENERAL

- (A) EFFECT OF RECITALS. The Recitals above are deemed true and correct and are hereby incorporated into this paragraph as though fully set forth herein, and LEA and COMPUCLAIM acknowledge and agree that they are bound by the same.
- (B) ENTIRE AGREEMENT. This Agreement constitutes the entire Agreement between the Parties pertaining to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings of the Parties for the provision of LBO services by COMPUCLAIM.
- (C) SUCCESSORS. This Agreement shall be binding upon and inure to the benefit of the successors, assigns, and legal representatives of the respective Parties hereto. Each Party agrees that there are no third-party beneficiaries to this Agreement except to the extent provided herein. Neither Party may assign this Agreement in whole or in part, without the prior written consent of the non-assigning Party.
- (D) ATTORNEYS' FEES. In the event that COMPUCLAIM or LEA commences a legal proceeding, each Party shall pay its own legal fees.
- (E) SEVERABILITY. In the event that any term or provision of this Agreement is held to be illegal, invalid, or unenforceable under the laws, regulations or ordinances of the federal, state or local government, such term or provision shall be deemed severed from this Agreement and the remaining terms and provisions shall remain unaffected thereby.



- (F) NOTICES. Any notice sent pursuant to this Agreement shall be sent by certified mail to the Parties at their respective addresses.
- (G) APPLICABLE LAW. This Agreement shall be governed by and construed in accordance with the laws of California, as applicable.
- (H) ANTI-FRAUD AND ABUSE. Notwithstanding anything to the contrary herein, this Agreement shall be subject to all applicable federal, state, and local laws, and regulations and directives concerning Medicare/Medicaid and Medi-Cal LEA billing and other medical reimbursement, fraud, and abuse limitations. To the extent anything contained herein violates any of the above laws, statutes, regulations, or interpretations, then the provision in question or this entire Agreement, if necessary, shall be automatically void and of no effect whatsoever.
- (I) SURVIVAL OF NONDISCLOSURE OBLIGATION. The obligation of non-disclosure and confidentiality in this Agreement shall survive the termination of the Agreement and shall be in full force and effect notwithstanding such expiration or termination.
- (J) DESCRIPTIVE HEADINGS. The descriptive headings in this Agreement are for convenience and reference only and in no way affect or alter the intent or effect of this Agreement.
- (K) AMENDMENTS. This Agreement may only be modified amended by a written document executed by both LEA's governing board and the COMPUCLAIM.

15. LEA GOVERNING BOARD AUTHORIZATION

LEA affirms that this Agreement has been approved by the Governing Board of the LEA at its meeting of \_\_\_\_\_ and that the individual signing on behalf of the LEA below is authorized by the Governing Board to execute this Agreement.

IN WITNESS WHEREOF, the Parties hereto have set their hands and seals the day and year below written.

<b>LEA:</b>	<b>SANTEE SCHOOL DISTRICT</b>	<b>COMPUCLAIM</b>
<b>By:</b>	_____	<b>By:</b> _____
<b>Name:</b>	Karl Christensen	<b>Name:</b> Peter Carson
<b>Title:</b>	Asst. Superintendent, Business	<b>Title:</b> President
<b>Date:</b>	_____	<b>Date:</b> _____

Consent Item E.4.4. Adoption of Resolution No. 1415-09 Authorizing the District to Become a Partner with the County of San Diego's Live Well San Diego Initiative

Prepared by Tim Larson  
September 16, 2014

**BACKGROUND:**

*Live Well San Diego* is the County of San Diego's roadmap to achieve its vision of safe, healthy, active and thriving communities. Santee School District has participated in the East Region Live Well Leadership group since its inception. *Live Well San Diego* would like to create a partnership with Santee School District that highlights the way that the District has created a healthy and active environment for students and their families.

The following resolution outlines ways in which Santee School District is making a difference in the health of students and their families.

**RECOMMENDATION:**

It is recommended that the Board of Education approve resolution no. 1415-09 with the County of San Diego authorizing the District to become a San Diego Live Well partner.

**FISCAL IMPACT:**

There is no fiscal impact for this item.

**STUDENT ACHIEVEMENT:**

Students learn best when they are healthy and active. *Live Well San Diego* celebrates the strides that Santee School District has made to create school environment that promote healthy, active, and drug free environments for students and staff.

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

Agenda Item E.4.4.

**Santee School District**  
**RESOLUTION No.1415-09**  
**AUTHORIZING THE DISTRICT TO BECOME A PARTNER WITH**  
**THE COUNTY OF SAN DIEGO'S LIVE WELL SAN DIEGO INITIATIVE**

WHEREAS, *Live Well San Diego* is the County of San Diego's roadmap to achieve its vision of a safe, healthy, and thriving county; and

WHEREAS, *Live Well San Diego* promotes collaboration with community partners who share a similar goal to achieve healthy, active and thriving communities; and

WHEREAS, the County of San Diego seeks partners that have a history of and a desire to implement health policies and promote environmental changes that result in healthier living; and

WHEREAS, the Santee School District has demonstrated leadership in promoting health policies and environmental changes within its community that promote physical activity and access to healthier foods; and

WHEREAS, district policy requires that all students in grades K-8 shall be provided opportunities to be physically active on a regular basis through physical education, recess, school athletic programs, extracurricular programs, before- and/or after-school programs, and other activities. The district also engages with community partner activities that include:

- San Diego Charger Play 60 (NFL)
- Jump Rope for Heart (American Heart Association)
- Mobile Recreation (City of Santee)
- Junior Olympics (Kiwanis)
- Field Day at Santee Lakes and Santee Teen Center (City of Santee)
- Santee Walks and Rolls to school; and

WHEREAS, the District ensures that all middle school students complete an evidence based curriculum to help prevent substance abuse through a Tobacco Use Prevention and Education grant; and

WHEREAS, the District provides mental health support and prevention by working with community partners to provide the counseling and therapy programs; and

WHEREAS, the District is an active partner in the Global Oversight Analysis Linking Systems (GOALS) agreement; and

WHEREAS, the District desires to become a partner with the County of San Diego's *Live Well San Diego* initiative.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Santee School District hereby authorizes the District to become a partner to San Diego County's *Live Well San Diego* initiative.

ADOPTED by the Governing Board of the Santee School District this 16th day of September 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENCES:

\_\_\_\_\_  
Clerk to the Governing Board

\_\_\_\_\_  
Date

Consent Item E.4.5.            Approval to Increase Work Hours for Identified Classified  
Non-Management Position

Prepared by Tim Larson  
September 16, 2014

**BACKGROUND:**

The *Second Chance Breakfast* program provided by Child Nutrition Services at Hill Creek School will now be serving students in grades 6-8 in addition to students in grades K-5.

As a result, the current work hours for the Food Service Worker I-A position must be increased from 1.5 to 2.5 hours per day to cover the extended program.

If approved, the 2.5 hour position will be filled in accordance with Article 14 of 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 position effective September 17, 2014:

- Increase one (1) Food Service Worker I-A position at Hill Creek School from 1.5 to 2.5 hours per day.

**FISCAL IMPACT:**

The annual cost to increase work hours for the Food Service Worker I-A position will be \$ 3,029 and will be paid by the fee-based program.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.4.5.

Item F. DISCUSSION AND/OR ACTION ITEMS

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



Discussion and/or Action Item F.1.1. Acceptance of 2013-14 School Program  
Services Year End Report

Prepared by Tim Larson  
September 16, 2014

**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 2013-14 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 2013-14 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 F.1.1.

**BACKGROUND:**

At the August 19, 2014 meeting, the Board of Education approved the District's Proposition 39 Five Year Expenditure Plan to be submitted to the California Energy Commission (CEC). The plan submitted to the Board for approval at that meeting incorporated the following components:

<b>Project</b>	<b>Estimated Total Cost</b>	<b>Site(s)</b>
Install Power Management (Building Dashboard and Technology Management Software)	131,039	All schls
Replace exterior lighting with LED	66,679	All schls
Install/Implement energy upgrades to include: 1) Occupancy sensors to control lighting in select spaces 2) Refrigeration equipment with EC motors and controls. Add curtains. 3) Ambient daylighting sensors for lighting in select spaces 4) Air Handling Units with variable frequency drives to control fans during certain times. Add DDC (EMS) controls. 5) High efficiency HVAC Units	236,770	ERC & DO
Install/Implement energy upgrades to include: 1) HVAC Replacement 2) Refrigeration Equipment with EC motors and EMS Controls. Add Curtains. 3) Occupancy Sensors in all classrooms to optimize lighting runtime	1,700,362	PD

***Financial Summary:***

Est Total Project Cost	2,134,850
Est Prop 39 Funding Avlble (\$284,271/yr less planning)	1,401,855
Est DM Funding for Net District Share of PD Project	804,000
Est SDG&E Rebates	64,627
Est Total Resources	<u>2,270,482</u>
Difference (If received, may be put towards other projects)	135,632

Also approved at the August 19, 2014 meeting was an item to contract with a vendor to assist with the design of the HVAC replacement project at the District Office. When this design work commenced, it was discovered that the HVAC replacement measure for the District Office outlined in the Energy Audit that was conducted assumed a refurbishment of the existing system rather than a complete replacement. It also assumed keeping the existing ductwork intact. Given the age of the system and its current limited functionality, the design team determined that a complete replacement would provide more benefit. To avoid Prop 39 audit findings and possible disqualification of this project for Prop 39 funding, the submitted plan must be consistent with the contemplated project design and specifications. Therefore, a revision of the plan is necessary before submission. The revised plan components are as follows (changes are shown in bold-italics):

<b>Project</b>	<b>Estimated Total Cost</b>	<b>Site(s)</b>
Install Power Management (Building Dashboard and Technology Management Software)	131,039	All schls
Replace exterior lighting with LED	66,679	All schls
Install/Implement energy upgrades to include: 1) Occupancy sensors to control lighting in select spaces 2) Refrigeration equipment with EC motors and controls. Add curtains. 3) Ambient daylighting sensors for lighting in select spaces 4) New High Efficiency HVAC Units with variable frequency drives to control fans during certain times. Add DDC (EMS) controls for DO main Office. 5) High efficiency HVAC Units for ERC	<b>334,863</b>	ERC & DO
Install/Implement energy upgrades to include: 1) HVAC Replacement 2) Refrigeration Equipment with EC motors and EMS Controls. Add Curtains. 3) Occupancy Sensors in all classrooms to optimize lighting runtime <b>4) Photovoltaic system installed on shade structures</b>	1,700,362	PD

Financial Summary:

Est Total Project Cost	<b>2,232,942</b>
Est Prop 39 Funding Avblle (\$284,271/yr less planning)	1,401,855
Est DM Funding for Net District Share of PD Project	804,000
Est SDG&E Rebates	64,627
Est Total Resources	<b>2,270,482</b>
Difference (If received, may be put towards other projects)	<b>37,540</b>

It is possible that after submission of the plan to the California Energy Commission, other revisions may be necessary. These could include those required by the CEC after review of the plan or because of design specification changes to improve quality or meet budget guidelines. Therefore, Administration is also seeking authorization to make necessary revisions without seeking Board approval under certain limited circumstances as defined below:

- The revision does not add or delete an energy efficiency measure
- The revision does not significantly alter the intent or outcome of an energy efficiency measure
- The revision does not increase the estimated Net District Share amount

If a contemplated revision does not meet the above criteria, the revision would be brought to the Board for approval prior to submission.

**RECOMMENDATION:**

It is recommended that the Board of Education take the following two actions:

- Approve the Revised Proposition 39 Five Year Expenditure Plan and authorize submission to the California Energy Commission
- Authorize Administration to make future revisions to the Plan without seeking Board approval so long as the following criteria are met:
  - The revision does not add or delete an energy efficiency measure
  - The revision does not significantly alter the intent or outcome of an energy efficiency measure
  - The revision does not increase the estimated Net District Share amount

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The planning funds already received total \$19,500; \$1,401,855 estimated project funds to be received through 2017-18, \$64,627 in SDG&E rebates to be received. Total expenditures for all projects is estimated at \$2,270,482.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.2.1.

Discussion and/or Action Item F.2.2.  
Prepared by Karl Christensen  
September 16, 2014

Possible Funding and Joint Use  
Partnership for Installation of Grass  
Field at Pepper Drive School

**BACKGROUND:**

Since drilling attempts at Pepper Drive School for a deep irrigation well were successful and installation of equipment for the well is commencing, a grass field for the school is now viable. The Principal of Pepper Drive School and the Director, Facilities have had several discussions with County of San Diego staff regarding a possible joint use field at Pepper Drive and County funding for the project. These initial discussions indicate positive support for a joint use venture and County Supervisor Dianne Jacob has indicated her support for the Lakeside AYSO group as a joint use partner for the project.

Administration will be meeting with AYSO and Supervisor Jacob on September 12, 2014 and will update the Board of Education with more details of that discussion at the Board meeting.

A tentative schedule for this joint-use grass field project could be as follows:

Negotiation of Funding	September/October 2014
Board Discussion of Joint-Use Agreement	October 7, 2014
Board Initiation of RFP/Q Design-Build Process	October 7, 2014
Distribution of RFP/Q to Interested Parties	October 8 - October 15, 2014
RFP/Q Submittal of Bids Due Date	October 27, 2014
Complete MOU with County of San Diego	October 27, 2014
Board Approval of RFP/Q, Joint-Use Agreement & MOU	November 18, 2014
Construction of Fields	November 21–January 5, 2015
90-Day Establishment	January 6 - March 30, 2015
Pepper Drive Physical Education Limited Use	April 8, 2015
AYSO Limited Use	Summer 2015
AYSO Full Use	Summer 2016

The estimated cost of the project is approximately \$425,000, which includes the deep irrigation well to be possibly funded from the County of San Diego Park & Recreation Development funds and/or special one-time funds under the purview of Supervisor Jacob.

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

There is no fiscal impact at this time

**STUDENT ACHIEVEMENT IMPACT:**

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

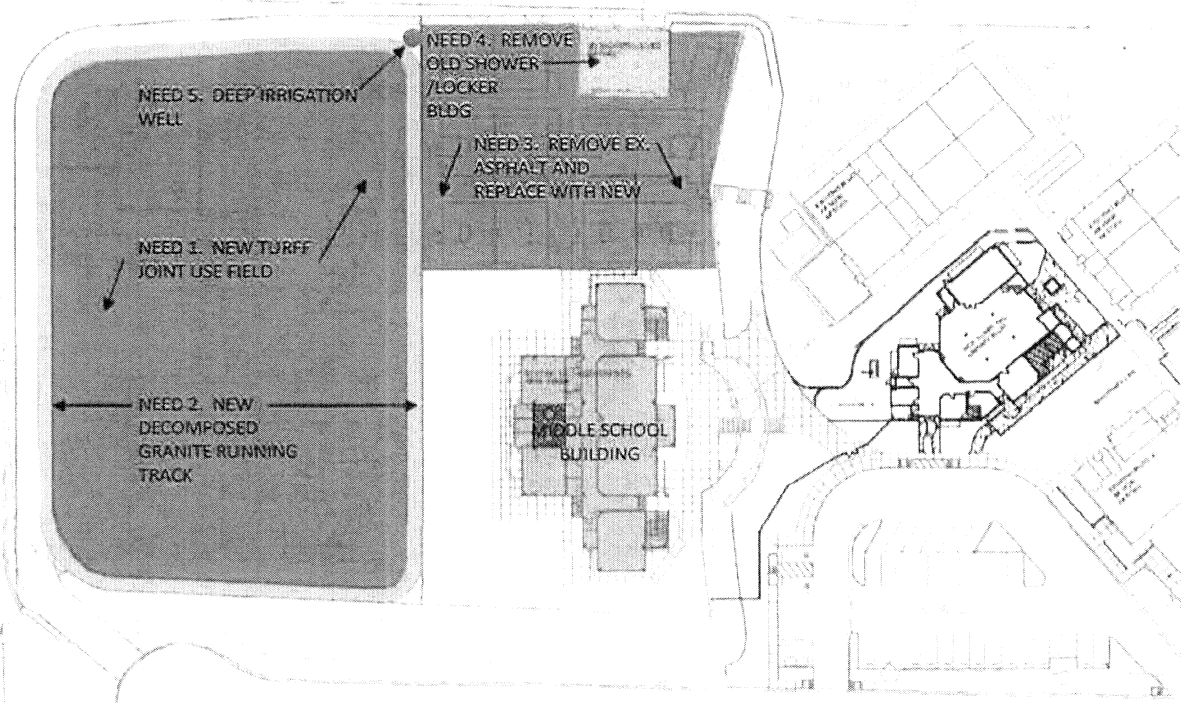
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_






Agenda Item F.2.2.

Joint Use Turf Field  
Pepper Drive

ID	Task Name	Duration	Start	Finish	September	October	November	December	January
1	Time to Negotiate a Jt. Use Agreement w/AYSO & Submit funding to County Board of Supervisors	26 days	Tue 9/2/14	Tue 10/7/14					
2	Meeting w/Jim Schilling (AYSO)	0 days	Tue 9/2/14	Tue 9/2/14	9/2				
3	Meeting w/Dianne Jacob/AYSO	0 days	Fri 9/12/14	Fri 9/12/14	9/12				
4	Info Only - Board Item	0 days	Tue 9/16/14	Tue 9/16/14	9/16				
5	<b>BIDDING</b>	31 days	Tue 10/7/14	Tue 11/18/14					
6	Board to Authorize RFQ/P - Design Build Turf Field	0 days	Tue 10/7/14	Tue 10/7/14	10/7				
7	Advertise for Bids	6 days	Wed 10/8/14	Wed 10/15/14					
8	Site Walk	0 days	Tue 10/21/14	Tue 10/21/14					
9	Open Bid	0 days	Mon 10/27/14	Mon 10/27/14					
10	Evaluate Bids (Issue NOI)	1 day	Tue 10/28/14	Tue 10/28/14					
11	Request County Funding	0 days	Wed 10/29/14	Wed 10/29/14					
12	Recommend for Approval	0 days	Tue 11/4/14	Tue 11/4/14					
13	Prepare Contract Docs	3 days	Tue 11/4/14	Thu 11/6/14					
14	Submit to Board Secty	0 days	Thu 11/6/14	Thu 11/6/14					
15	Board Award 11/18/14	0 days	Tue 11/18/14	Tue 11/18/14					
16	<b>CONSTRUCTION</b>	35 days	Wed 11/19/14	Tue 1/6/15					
17	Issue NTP	0 days	Wed 11/19/14	Wed 11/19/14					
18	Project Kick-off meeting	0 days	Thu 11/20/14	Thu 11/20/14					
19	Construction of Fields	32 days	Fri 11/21/14	Mon 1/5/15					
20	NOC	0 days	Tue 1/6/15	Tue 1/6/15					
21	<b>ESTABLISHMENT &amp; OCCUPANCY</b>	164 days	Tue 1/6/15	Fri 8/21/15					
22	90-Day Growth Establishment	66 days	Tue 1/6/15	Tue 4/7/15					
23	School Use Allowed	1 day	Wed 4/8/15	Wed 4/8/15					
24	Jt. Use by AYSO - Summer 2015	47 days	Thu 6/18/15	Fri 8/21/15					

Project: Joint Use Turf Field - Pepp Date: Thu 9/4/14	Task		External Milestone		Manual Summary Rollup	
	Split		Inactive Task		Manual Summary	
	Milestone		Inactive Milestone		Start-only	
	Summary		Inactive Summary		Finish-only	
	Project Summary		Manual Task		Deadline	
	External Tasks		Duration-only		Progress	



-  NEED 1 - NEW TURF FIELD
-  NEED 2 - NEW RUNNING TRACK<sup>1</sup>
-  NEED 3 - REMOVE AND REPLACE ASPHALT<sup>2</sup>
-  NEED 4 - REMOVE SHOWER LOCKER BLDG<sup>3</sup>
-  NEED 5 - DEEP IRRIGATION WELL

- NOTES:
1. Running Track should be decomposed granite with concrete header curbs both sides.
  2. Existing asphalt is old, cracked and should be replaced to ensure students play safely.
  3. Shower/Locker Building should be removed (defunct). It was replaced in the new middle school building.

PEPPER DRIVE ELEMENTARY SCHOOL  
- FIELD DRAWING





**Bond Project Budget Sheet**

Project Number:

Jt Use Partner Funding	\$ 424,650
County of San Diego	
AYSO Funding Needed	TBD
Additional Funding Needed	\$0
<b>Total Project Budget</b>	<b>\$ 424,650</b>

Responsible Person/Dept:

CHRISTINA BECKER

Budget #:

Jt.-Use Partner

Site:

Pepper Drive School at 1935 Marlinda Dr., El Cajon CA

Project Description:

Field of Dreams Sports Complex

Category (object description)	Object Code	Budget Amount	Comments
<b>A. Site Costs</b>			
Purchase Price of Property	6110		
Appraisal Fees	6120		
Escrow Costs	6130		
Surveying Costs	6140		Completed
Site Support Costs	6150		
Hazardous Waste Removal	6157		N/A
Other Site Costs	6160		
<b>B. Planning Costs</b>			
Architect/Engineering Fees	6210	\$ 20,000	Design Build Project Scope Bid Assistance Estimate
DSA Plan Check Fees	6220		
CDE Plan Check Fees	6230		N/A
CEQA and Drilling Fees	6235	\$ 150	CEQA Fee and Drilling Fee Estimate
Preliminary Tests	6240	\$ 500	Soils Tests and Water Tests Estimate
Other Costs - Planning	6250	\$ 1,500	Blueprinting - Escondido Reprographics - Estimate
<b>C. Construction Costs</b>			
Main Construction	6270	\$ 232,500	Design Build Grass SOD and Irrigation Estimate
Main Construction - Deep Irrigation Well	6279	\$ 130,000	Drill Well \$55K Complete Well Equipment \$85K Est.
Demolition	6175		
Other Construction	6274		
Other Construction	6274	\$ 20,000	DG Running Track & Concrete Mow Curb Estimate
Other	6274		
Inspections	6290		
Inspection - Back Charges	6299		
Construction Tests	6280	\$ 2,000	Materials & Testing Labs (If needed) Estimate for Paving
Building Abatement Hazmat Removal	6274		
		\$ 15,000	Project Contingency 5% Estimate
<b>D. Additional Object Codes</b>			
Other (a clear description must be listed)		\$ 3,000	Soft Cost Contingency - 1%
<b>PROJECT TOTAL</b>		<b>\$ 424,650</b>	

Estimated Project Start Date:	11/4/2014
Estimated Completion Date:	12/31/2014

Signature:

Date:

9/4/2014

## DRAFT Proposed

This letter is intended to establish a mutual use agreement between Santee School District (hereinafter referred to as “the District”), AYSO Region 234 (hereinafter referred to as “Leagues”) for land / field located at Pepper Drive School.

This agreement will only be in effect if a new grass field project is funded by the County of San Diego and AYSO. Over the course of each year, the Leagues shall be entitled to use of the field during non-school hours. The District shall have the right to use the field during school hours, and for other scheduled District activities which may occur outside of normal school hours. School use or District activities / authorized groups shall take precedence over any League use.

Scheduling of the field (upper) shall be as follows:

From August 1 through January 31 the primary user of the upper field shall be Lakeside AYSO Region 234.

Current contact information (including names of Officers and phone numbers) for League shall be provided to the District before the start of each season.

Any other sports / athletic groups wishing to use the field shall be directed to the League for approval / denial. If another party is approved by the League, the League shall instruct that party to contact the District Business office and provide proof of insurance and completion of a Facility Use Agreement/Form.

The League shall adhere to the following criteria:

- 1) All maintenance of the field shall be the responsibility of the District – this includes mowing, aeration and fertilization of any grass areas.
- 2) Any or all work, maintenance or any improvements or temporary or permanent structures shall be prior approved by the District and the responsibility of the League. All repairs and graffiti removal of District Facilities by District. In addition any work needed in association with said league improvements (e.g. light bulbs, trimming of trees / bushes blocking lights, painting) is the responsibility of the League.
- 3) Any improvements must be submitted, and approved by, the Director of Maintenance, Operations and Facilities prior to any work being performed. Some improvements require submittal and approval by the Division of State Architect (DSA). If this is required, League shall be responsible for all fees / paperwork required by DSA.

## DRAFT Proposed

- 4) Any maintenance or repairs to the field that would cause the field to be out of use (e.g. “over-seeding”, fertilizing, etc.) shall be coordinated with, and approved by, **both** the school site and the Director of Maintenance, Operations and Facilities and the league prior to any work commencing.
- 5) Pest control – The League shall provide, and pay for, for pest control on the fields during their term of use (following all restrictions / regulations relating to school sites).
- 6) The District shall provide water for field(s) **only** in an amount needed for ongoing sustainment of the field as long as the deep irrigation well has adequate water. This amount shall be determined by the District.
- 7) Leagues shall provide the combinations for any locks that the leagues will use on gates to the upper field only. Locks are to be “daisy-chained” to District locks (locked shackle to shackle), to allow access by either party.  
Locks improperly locked will be cut.

Termination of this agreement may be made by either party with a 60 (sixty) day written notification. The term of this Joint-Use agreement is for a 5-year term of use once the field use begins by the AYSO after construction is completed

Upon termination any and all improvements to said field(s) become property of the District.

### **Water/Power/Field Maintenance Cost Recovery:**

AYSO will pay Santee School District \$6.00 per league user participant using the Pepper Drive School grass field per season. Santee School District and the League can re-visit this rate annually to cover the actual facility cost recovery. This rate shall not increase more than \$10.00 per child within the 5-year term of this agreement.

## **Addendum A**

The term District refers to the Santee School District, its officers, officials, employees and volunteers, all property (including school facilities, other real estate, supplies, equipment, vehicles, and other real property).

The term Leagues refers to all Leagues and Clubs that schedule time to use the fields located at Pepper Drive School.

## **Indemnity**

The District and Leagues intend that, in the event of injury or damage occurring on the facility, the obligations below will rest with the agency in control of the facility at the time of the damage or injury. For example, Leagues would defend and indemnify the District for a claim arising from an incident during an AYSO game; and the District would defend and indemnify the Leagues for a claim arising from when the District has control of the fields (i.e. during school hours, or during a school scheduled event). In addition, The District would defend and indemnify the Leagues for a claim arising from a dangerous condition not at the field facilities (such as dangerous condition of the parking lot). The above example is merely intended to illustrate the intent of the parties and is not to be viewed as a limitation of the indemnity obligations set forth below.

The Leagues shall defend and hold harmless the District, its officers, officials, employees, and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property arising from an incident during Leagues' use of the fields regardless of the District's negligence (active, passive or solo) or other fault except for willful misconduct by the District.

The District shall defend and hold harmless the Leagues, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property arising from an incident during District's use of the fields regardless of the Leagues' negligence (active, passive or solo) or other fault except for willful misconduct by the Leagues.

In the event a claim is made against either party, the parties will immediately meet and confer regarding the handling of the claim, and in no case later than 30 days from receipt of the claim. The obligation to defend the other party will not begin until such defense is requested in writing. A party defending the other without a reservation of rights may select defense counsel.



Discussion and/or Action Item F.3.1.  
Prepared by Karl Christensen  
September 16, 2014

Initiation of Process to Obtain Pricing for the  
Construction of the Pepper Drive School  
Admin/LRC Building

## **BACKGROUND:**

In November 2006, the District launched the Capital Improvement Program, then estimated at \$130 million, to renovate classrooms and provide new and modernized facilities. To date, approximately \$120 million has been spent to provide needed improvements at all 9 school sites.

With sale of the Renzulli property pending, the District may be receiving \$5.3 million within the next 6 to 12 months. A portion or all of these funds could be used towards remaining CIP projects, depending on Board of Education direction.

Currently, the District has an approved funded State Grant allocation for a \$1.1 million joint use project at Pepper Drive School. This would provide approximately 50% of the cost for a new Admin/LRC building. However, this approval has a deadline of December 18, 2014 to award the construction contract for at least the state funded share of the project. If the deadline is not met, the grant will expire and the funds will be rescinded immediately.

At the September 2, 2014 meeting, Administration presented information regarding the options for contracting for the construction of the Pepper Drive School Admin/LRC building:

- Traditional Bid
- Amendment to Lease/Leaseback Agreement with Balfour Beatty

Administration will provide additional details on the possible variations, risks, and rewards of each option and seeks Board of Education direction for next steps.

## **RECOMMENDATION:**

This is an information item. Action, if any, is at the discretion of the Board of Education. Administration seeks direction from the Board on next steps.

This recommendation supports the following District goals:

### **Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The estimated construction cost of the building is \$2.2 million with the possibility of obtaining \$1.1 million in joint use State Grant funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.3.1.

Item G. BOARD 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 § 54956)
  
2. **Conference with Labor Negotiator** (Gov. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
  
3. **Conference with Labor Negotiator** (Gov. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
  
4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)  
*Property Addresses:*
  - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
  
5. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

Item I. RECONVENE TO PUBLIC SESSION

Item J. ADJOURNMENT