



Santee School District

SCHOOLS:

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

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

**BOARD OF EDUCATION
 REGULAR MEETING
 AGENDA
 October 1, 2019**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

	<u>Page #:</u>
A. OPENING PROCEDURES – 7:00 p.m.	1
1. Call to Order and Welcome	
2. District Mission	
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1. Superintendent's Report	
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<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D. CONSENT ITEMS	13
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
Superintendent	
1.1. <u>Approval of Minutes</u>	14
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	

Business Services

- 2.1. Approval/Ratification of Travel Requests** 22
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Acceptance of Donations, Grants, and Bequests** 24
It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.3. Approval/Ratification of General Services Agreements** 25
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.
- 2.4. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation** 26
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 28
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of August 2019.
- 2.6. Adoption of Proclamation for National School Lunch Week** 34
It is recommended that the Board of Education adopt a proclamation endorsing the week of October 14-18, 2019 as "National School Lunch Week."
- 2.7. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement** 36
It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending September 30, 2019, and authorize administration to submit the report to San Diego County Office of Education (SDCOE).
- 2.8. Authorization to Replace Central Kitchen Freezer** 37
It is recommended that the Board of Education authorize staff to seek informal bids through the CUPCCAC process for installation of a concrete slab and purchase of a new freezer with associated services using Federal procurement guidelines. Bids for the concrete installation will be brought back to a subsequent meeting for award.
- 2.9. Authorization to Remove/Dispose of Surplus Relocatable Classrooms at Chet F. Harritt School** 38
It is recommended that the Board of Education authorize the removal / demolition of 7 relocatable classrooms at Chet F. Harritt and to authorize staff to contract for necessary work.

Educational Services

- 3.1. Approval of Services Contract Between Santee School District and San Diego County Office of Education (SDCOE) Regarding Participation in the CREEC Grant** 39
It is recommended that the Board of Education approve the Service Contract between Santee School District and San Diego County Office of Education for participation in the CREEC grant.

Human Resource/Pupil Services

- 4.1. Personnel, Regular** 41
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. Approval of Influenza Vaccine Administration Program** 43
It is recommended that the Board of Education approve the influenza vaccine administration program.
- 4.3. Approval of New Driver/Office Assistant Job Description** 46
It is recommended that the Board of Education approve the new Driver/Office Assistant job description.
- 4.4. Approval of Short-Term Positions** 49
It is recommended that the Board of Education approve the short-term positions.

E. DISCUSSION AND/OR ACTION ITEMS 50
Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.

Human Resource/Pupil Services

- 1.1. Granting Tenure to Eligible Certificated Employees** 51
It is recommended that the Board of Education grant tenure to eligible certificated employees.

Following Item F.1.1., Granting Tenure to Eligible Certificated Employees, the Board will take a short break to honor the newly tenured certificated employees.

Superintendent

- 2.1. Approval of Appointment of Members to Board Advisory Committees** 53
It is recommended that the Board of Education approve the recommended appointments to Board Advisory Committees.

Business Services

- 3.1. Approval of Monthly Financial Report** 56
It is recommended that the Board approve the Monthly Financial Report as presented.
- 3.2. Review of Building and Site Designs for the Chet F. Harritt Capital Improvement Program Project** 59
This is an information item. Action, if any, is at the discretion of the Board of Education.

F. BOARD POLICIES AND BYLAWS 60

- 1.1. Second Reading: New Board Policy 3230, Federal Funds** 61
It is recommended that the Board of Education review, approve, and adopt new Board Policy 3230, Federal Funds, in a second reading as presented.
- 1.2. Second Reading: New Board Policy 3260, Fees and Charges** 64
It is recommended that the Board of Education review, approve, and adopt new Board Policy 3260, Fees and Charges, in a second reading as presented.

1.3.	<u>First Reading: New Board Bylaw 9012, Board Member Electronic Communication</u> New Board Bylaw 9012, Board Member Electronic Communication is being presented as a first reading. Any action is at the discretion of the Board.	68
G.	EMPLOYEE ASSOCIATION COMMUNICATION	71
H.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	71
I.	CLOSED SESSION	71
1.	<u>Conference with Legal Counsel – Existing Litigation</u> (Gov't. Code § 54956.9) - Case #'s: 37-2018-00029574-CU-OE-CTL and 37-2017-00051097-CU-PO-CTL	
2.	<u>Conference with Labor Negotiator</u> (Gov't. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent Employee Organizations: Santee Teachers Association (STA); and Classified School Employees Association (CSEA)	
3.	<u>Public Employee Performance Evaluation</u> (Gov't. Code § 54957) <i>Superintendent</i>	
J.	RECONVENE TO PUBLIC SESSION	71
K.	ADJOURNMENT	71

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 October 15, 2019, 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. OPENING PROCEDURES – 7:00 P.M.

1. Call to Order and Welcome
2. District Mission
*Providing an extraordinary education in an inspiring environment
with caring people*
3. Pledge of Allegiance
4. Approval of Agenda for the October 1, 2019, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events
2. Spotlight: Technology Department

DEVELOPER FEES COLLECTION REPORT
2019-20
CUMULATIVE THROUGH October 1, 2019

Residential Rate: \$2.16 per square foot - effective 6/19/16 - 6/19/18; \$2.35 per square foot - effective 6/20/18
Commercial Rate: \$0.35 per square foot - effective 6/19/16 - 6/19/18; \$0.38 per square foot - effective 6/20/18
Self Storage Rate: \$0.15 per square foot - effective 6/19/16 - 6/19/18; \$0.07 per square foot - effective 6/20/18

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	8343 O'Connell Rd	07/02/19	2,678	\$6,293.30	PD
	X	8504 & 8506 Goldfield St	09/05/19	3,938	\$9,254.30	CO
	X	8735 & 8737 Scrub Oak St	09/05/19	4,162	\$9,780.70	OO
	X	8509, 8507, 8505, 8508, 8510 Goldfield St	09/05/19	9,889	\$23,239.15	CO
	X	8739 & 8741 Scrub Oak St	09/05/19	3,936	\$9,249.60	CO
	X	10226 Settle Rd	09/05/19	595	\$1,398.25	SC
X		11459 Woodside Ave	09/06/18	4,839	\$1,838.82	PD
	X	9650 Derald Rd	09/13/19	495	\$0.00	SC
X		10735 Prospect Ave	09/13/19	4,173	\$1,585.74	PD
	X	9710 Halberns Blvd	09/13/19	1,148	\$2,697.80	SC
X		9125 Carlton Hills Blvd (Mast Park)	09/17/19	647	\$0.00	CH
X		9125 Carlton Hills Blvd (Mast Park)	09/17/19	200	\$0.00	CH
X		9050 Trailmark Way	09/17/19	612	\$0.00	CO
TOTAL PAGE 1					\$65,337.66	

- *Additional square footage (total is over 500 square feet)
- ** Fee Exempt - Senior / Elder Care Facility
- *** Fee Exempt - Less than 500 square feet
- **** Fee Exempt - Religious Facility

Requests For Use Of Facilities - October 1, 2019						
Group	Location	Date	Days	Time	Attend	Fees
Cajon Park						
SDCOE (Guided Reading)	Classroom	9/11, 11/12, 2/12	Tues & Wed	7:45 am - 2:30 pm	8	
Santana National (Board Meeting)	Multi-Purpose	9/12/19	Thursday	5:30 pm - 8:30 pm	30	
Carlton Hills						
Santee AYSO 341 (Soccer Practice Games)	Grass Fields	8/12/19 - 11/23/19	Mon - Fri	4:00 pm - dark	50 - 75	
Santee AYSO 341 (Soccer Practice Games)	Grass Fields	8/12/19 - 11/23/19	Saturday	7:30 am - 1:30 pm	50 - 75	
PTA (Board Meetings)	Teacher's Lounge	9/10/19 - 6/02/20	Tuesday	6:30 pm - 8:30 pm	15	
SDCOE (Guided Reading)	Conf Rm & Multi-Purpose	9/17, 12/03, 2/20	Tues - Thurs	7:45 am - 2:30 pm	6	
Legacy Quilt Guild	Multi-Purpose	9/19/19 - 5/21/20	Thursday	6:00 pm - 9:00 pm	20	
California Fitness Fun - Heartlight Dance (Dance Classes)	Multi-Purpose	10/01/19 - 6/09/20	Tuesday	1:40 pm - 2:40 pm	varies	
PTA (Haunted House)	Multi-Purpose	10/22/19 - 10/25/19	Tues - Fri	8:00 am - 9:00 pm	varies	
PTA (Trunk or Treat / Haunted House)	Parking Lot/Multi-Purpose	10/26/19	Saturday	3:00 pm - 8:00 pm	varies	\$213.00
PTA (Bingo Night)	Multi-Purpose	1/24/20	Friday	4:00 pm - 9:00 pm	200	
Carlton Oaks						
PTA (Momentum Tutoring)	Classroom	9/16/19 - 5/14/20	Mon - Thurs	2:15 pm - 4:00 pm	varies	
SDCOE (Guided Reading)	Multi-Purpose	9/19, 12/04, 3/05	Wed & Thurs	8:30 am - 3:00 pm	7	
Girl Scouts (Monthly Meetings)	Art Room	9/19/19 - 5/07/20	Thursday	6:15 pm - 8:00 pm	16	
PTA (Room Parent Meeting)	Multi-Purpose	9/23/19	Monday	5:00 pm - 6:00 pm	20	
Chet F. Harritt						
East Coast Trip Meeting (Teachers, Parents)	Classroom	9/17/19	Tuesday	5:30 pm - 6:30 pm	20	
District Office						
Santee Santas Foundation (Meeting)	Board Room	3/12/20	Thursday	5:30 pm - 9:30 pm	10 - 12	
Hill Creek						
Sonshine Haven (Higher Ground Club)	Classroom	9/10/19 - 6/16/20	Tuesday	2:00 pm - 3:30 pm	15	
Sonshine Haven (Sonshine Club)	Multi-Purpose	10/01/19 - 5/26/20	Tuesday	1:00 pm - 3:10 pm	30 - 50	
Pepper Drive						
SDCOE (Guided Reading)	Classroom	10/22, 12/10, 3/03	Tuesday	8:30 am - 3:00 pm	9	
Rio Seco						
Santee Teacher's Association (Rep Council Meetings)	Classroom	9/10/19 - 5/12/20	Tuesday	3:00 pm - 4:30 pm	40	
PTSA (Mother-Daughter Laser Tag/Pedal Carts)	M/P, Front Lawn, Parking Lot	9/22/19	Sunday	2:00 pm - 8:00 pm	250	
Cub Scout Pack 383	Multi-Purpose	9/26/19 - 5/28/20	Thursday	6:00 pm - 8:00 pm	75	
Girl Scouts Troop # 6680 (Meetings)	Library	10/07/19 - 06/01/20	Monday	5:20 pm - 7:00 pm	6 - 10	
Santee Santas Foundation (Meeting)	Meeting	10/10/19 - 6/11/20	Thursday	5:30 pm - 9:30 pm	10 - 12	
PTA (549 Sports - After-School Basketball)	Blacktop	10/15/19 - 12/17/19	Tuesday	2:50 pm - 3:50 pm	20	
Santee Santas (Application Day/Business Mailer)	Conf Rm & Multi-Purpose	10/26/19 - 12/07/19	Saturday	8:00 am - 2:00 pm	50 - 100	
Santee Santas (Application Days)	Conf Rm & Multi-Purpose	11/21/19 - 12/03/19	Tues & Thurs	4:00 pm - 9:30 pm	50 - 100	
Superintendent's Office (LCAP Annual Review)	Multi-Purpose	3/12/19	Tuesday	3:30 pm - 8:00 pm	80	
Sycamore Canyon						
CYT @ School (After-School Theater Arts Program)	Media Center	9/05/19 - 10/24/19	Thursday	2:30 pm - 4:15 pm	15	
Girl Scouts Troop # 5212 (Meetings)	Classroom	9/16/19 - 6/01/20	Monday	4:30 pm - 7:00 pm	13 - 15	
Cub Scout Pack 383 Wolf Den 8 (Cub Scout Meetings)	Lunch Tables/Art Room	9/19/19 - 6/18/20	Thursday	5:45 pm - 7:15 pm	20	
PTA (California Fitness Fun - Heartlight Dance)	Media Center	9/30/19 - 6/08/20	Monday	2:30 pm - 3:30 pm	20	
PTA (Flag Football/Dance)	Athletic Field	10/02/19 - 6/10/20	Wednesday	2:20 pm - 3:50 pm	18	

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

Santee School District
 ENROLLMENT REPORT
 9/27/2019
 Month 2 Week 4
 School Week 6

SCHOOL	REGULAR ED										SPECIAL ED										Total All																					
	EAK	5yo	TK	K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Gr.8	Gr.8	Gr.7	Gr.6	Gr.5	Gr.4	Gr.3	Gr.2	Gr.1	TK	K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Gr.8	09/27/19	09/28/18	# Diff	% Diff	09/27/19	09/28/18	# Diff	% Diff	09/27/19	09/28/18	# Diff	% Diff
Cajon Park	0	15	86	104	80	102	104	97	120	114	118	960	944	10	1.7%	0	3	1	8	12	6	7	4	10	9	60	85	-5	-7.7%	1010	985	-25	-2.5%	1010	985	-25	-2.5%	1011	985	-26	-2.6%	
Cajon Hills	0	24	71	66	66	68	67	74	59	79	62	636	613	23	3.6%	3	7	6	4	5	3	4	6	4	42	45	-3	-6.7%	678	643	-35	-5.2%	678	643	-35	-5.2%	679	643	-36	-5.3%		
Chet F. Harritt	0	22	79	88	85	78	97	74	81	100	97	780	784	-4	-0.5%	5	4	10	6	9	7	7	8	11	87	88	-1	-1.1%	847	846	-1	-0.1%	847	846	-1	-0.1%	849	846	-3	-0.4%		
Hill Creek	0	24	86	78	83	83	81	75	56	70	55	703	732	-29	-4.1%	0	0	0	0	0	4	3	0	0	0	7	0	7	0	0.0%	645	645	0	0.0%	645	645	0	0.0%	645	645	0	0.0%
Popper Drive	0	72	105	99	106	102	93	131	98	97	903	959	-56	-5.9%	0	0	0	0	0	0	0	0	5	4	9	11	2	-2	-18.2%	912	923	11	1.2%	912	923	11	1.2%	915	923	8	0.9%	
Rio Seco	0	18	75	54	60	64	65	56	48	74	40	554	570	-16	-2.9%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	564	564	0	0.0%	564	564	0	0.0%	569	564	5	0.9%
Sycamore Canyon	0	28	64	51	67	55	33	40	40	0	0	378	384	6	1.6%	3	4	5	6	6	4	7	11	11	57	55	2	3.6%	1017	1016	1	0.1%	1017	1016	1	0.1%	1016	1016	0	0.0%		
SUBTOTAL	0	131	705	720	745	745	729	687	707	689	644	6592	6534	-58	-0.9%	0	15	23	31	35	28	25	40	32	264	285	-21	-7.4%	5765	5773	8	0.1%	5765	5773	8	0.1%	5773	5773	0	0.0%		
Alternative School	0	1	2	3	3	3	3	1	1	2	2	19	26	-7	-26.6%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	19	19	0	0.0%	19	19	0	0.0%	19	19	0	0.0%	
Santee Success	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%		
NPS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%		
SUBTOTAL	0	1	2	3	3	3	3	1	1	2	2	22	30	-8	-26.7%	0	0	0	0	1	2	1	2	2	4	12	7	5	71.4%	34	34	0	0.0%	34	34	0	0.0%	33	33	0	0.0%	
TOTAL	0	131	705	722	748	748	732	690	706	691	648	6524	6564	-40	-0.6%	0	15	23	31	37	30	27	42	43	276	272	4	1.5%	6000	6006	6	0.1%	6000	6006	6	0.1%	6006	6006	0	0.0%		

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

SCHOOL	PK	TK	EAK 4yo	Total All
Cajon Park	0	0	0	1010
Cajon Hills	0	0	0	678
Chet F. Harritt	0	0	0	845
Hill Creek	0	0	0	725
Prospect Ave	0	0	0	654
Sycamore Canyon	57	8	0	443
Total PK+EAK	57	8	0	6865

Total Enrollment including PK
6865

Schedule of Upcoming Events

Date	Event
October 1	Board meets with Principal; 6:00 p.m., Charles Skidmore Administration Center Conference Room, 9625 Cuyamaca, Santee Board Meeting; 7:00 p.m.
October 7	Communication Committee; 3:30 p.m., ERC
October 10	District Advisory Council (DAC), 6:00 p.m., ERC
October 11	District English Learner Advisory Committee (DELAC); 9:00 a.m., ERC
October 14	Wellness Advisory Committee; 3:30 p.m., ERC
October 15	Board Meeting; 7:00 p.m.
October 21	Special Education Advisory Committee; 6:00 p.m., ERC
October 22	Community Informational Meeting with the Board of Education; 6:00 p.m., Chet F. Harritt School MPR, 8120 Arlette Street, Santee Character Education and School Climate Advisory Committee; 5:00 p.m., ERC
November 5	Board Meeting; 7:00 p.m.
November 4 – 8	Parent/Teacher Conference Week <i>Schools on Modified Days</i>
November 11 (Monday)	Veterans' Day Holiday Schools and District Offices Closed
November 14	District Advisory Council (DAC), 6:00 p.m., ERC
November 15	District English Learner Advisory Council (DELAC); 9:00 a.m., ERC
November 18	Communication Committee; 3:30 p.m., ERC
November 19	Board Meeting; 7:00 p.m.
November 25 – 29	Schools Closed for Thanksgiving Holiday
December 3	Board Meeting; 7:00 p.m.
December 5	Budget Advisory Committee; 6:00 p.m., Charles E. Skidmore Administration Center, 9625 Cuyamaca, Santee
December 17	Board Meeting; 7:00 p.m.
December 23 – January 3	Winter Break

Reports and Presentations Item B.2.
Prepared by Dr. Kristin Baranski
October 1, 2019

Spotlight: Technology Department

BACKGROUND:

Tonight, Bernard Yeo, Director of Technology, will be providing a brief overview of the technology department and the services it provides to the students and staff of Santee School District.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Item C. PUBLIC COMMUNICATION

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

Item D. CONSENT ITEMS

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

Agenda Item D.

Consent Item D.1.1.
Prepared by Dr. Kristin Baranski
October 1, 2019

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- September 17, 2019, regular meeting minutes

RECOMMENDATION:

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

Motion: _____

Second: _____

Vote: _____

Item D.1.1.

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

September 17, 2019
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. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
Lisa Arreola, Executive Assistant and Recording Secretary

2. District Mission

President Fox invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Fox invited Boy Scout Troop #384, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

President Fox presented the agenda for approval. Member Burns moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Developer Fees and Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events

2. Spotlight: Santee Mobilehome Owners Action Committee (SMOAC), Inc. School Supply Drive

Superintendent Baranski welcomed the Santee Mobilehome Owners Action Committee, Inc. (SMOAC) and volunteers. She shared SMOAC held their annual backpack and school supply drive for Santee School District and neighboring districts. Superintendent Baranski commended Buddy Rabaya, and SMOAC volunteers, for the donation of over 2,000 backpacks and school supplies to the Santee community. President Fox presented the Santee Mobilehome Owners Action Committee, Inc. with a certificate of appreciation on behalf of Santee School District. Mr. Rabaya shared the volunteers hope to increase the number of backpack donations for the following year and invite neighboring school districts to participate; he clarified that their priority would be to continue to help the Santee community.

3. Report on 2019 California Assessment of Student Performance and Progress (CAASPP) Results

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, and Bonner Montler, Director of Assessment and Learning Support, provided a brief overview of the 2019 California Assessment of Student Performance and Progress (CAASPP) results and next steps in the District’s continuous improvement cycle.

Mr. Montler shared the 2019 Smarter Balanced Assessment in Comparison chart for 2017 through 2019 as follows. He explained there was a decline of 0.88 in English Language Arts; and a .026 decline in Mathematics compared to 2018.

**2019 Smarter Balanced Assessment
 In Comparison to 2017 & 2018**

Santee School District									
	English Language Arts					Mathematics			
Grade	2017	2018	2019	Change	Grade	2017	2018	2019	Change
3	53.52	62.11	55.40	-6.71	3	57.11	59.12	53.63	-5.49
4	49.8	58.5	60.25	1.75	4	47.91	54.48	55.32	0.84
5	59.25	55.95	56.14	0.19	5	41.19	41.27	41.63	0.36
6	51.53	53.03	50.20	-2.83	6	40.98	45.94	42.28	-3.66
7	57.53	54.84	56.85	2.01	7	47.9	46.04	50.59	4.55
8	56.07	54.46	55.46	1.00	8	48.93	47.7	50.30	2.60
3-8	54.52	56.55	55.67	-0.88	3-8	47.44	49.10	48.84	-0.26

He noted the 2018-19 CAASPP Smarter Balanced percent of students meeting or exceeding standards in grades 3rd – 8th in English-Language Arts and Mathematics. Results showed 55.4% of third grade; 60.25% of 4th grade; 56.14% of 5th grade; 50.20% of 6th grade; 56.85% of 7th grade; and 54.46% of 8th grade students met or exceeded the standards in Language Arts. Results showed 53.63% of 3rd grade; 55.32% of 4th grade; 41.63% of 5th grade; 42.28% of 6th grade; 50.59% of 7th grade; and 50.30% of 8th grade students met or exceeded standards in Mathematics.

Mr. Montler shared a two-, three-, and four-year growth average scale score for student cohorts, compared to the SBAC standard cut-point, by grades in the areas of English Language Arts and Mathematics. He shared results showed 19.05% of English Learners in grades 3-8, met or exceeded standards; and 21.13% of English Learners met or exceeded standards in Mathematics. Sixty-two point thirty-three percent (62.33%) of Reclassified Fluent English Proficiency (RFEP) students met or exceeded standards in English Language Arts; and 52.83% met or exceeded standards in Mathematics. Twenty-one point zero two percent (21.02%) of Students with a Reported Disability, in all grades, met or exceeded standards in English Language Arts; and 16.72% met or exceeded standards in Mathematics. Results showed 45.35% of Students Economically Disadvantaged met or exceeded standards in English Language Arts; and 38.08% met or exceeded standards in Mathematics.

Mr. Montler provided an overview of the student report mailed to parents.

Statewide Assessments: Just One Measure of Sophia's Progress

California Assessment of Student Performance and Progress (CAASPP) results give one measure of how well students are mastering California's challenging academic standards. The skills called for by these standards—the ability to write clearly, think critically, and solve problems—are critical for preparing students for college and a 21st-century career.



Sophia's Overall English Language Arts/Literacy (ELA) Level for 2019

LEVEL 2 Standard Nearly Met

Sophia's Overall Mathematics Level for 2019

LEVEL 3 Standard Met

What do my child's scores mean?

There are four levels of scores for ELA and mathematics. "Standard Met" and "Standard Exceeded" are the state targets for all students.

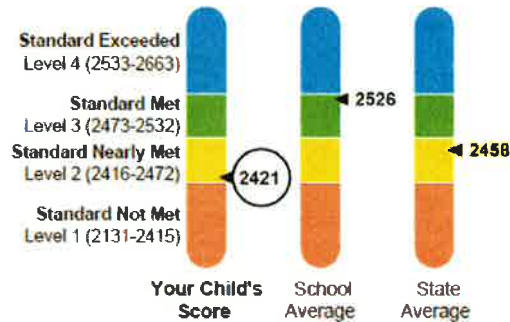
- **Standard Exceeded** (Level 4)
- **Standard Met** (Level 3)
- **Standard Nearly Met** (Level 2)
- **Standard Not Met** (Level 1)

Score ranges for each level are different for each grade, and the standards for the next grade are higher than for the previous grade. As a result, students may need a higher score to stay in the same level as the previous year.

English Language Arts/Literacy (ELA)

LEVEL 2 Standard Nearly Met

Sophia's score increased from last year, enough to reach a higher level. See page 4 of this report for Sophia's score history.



ELA Area Performance

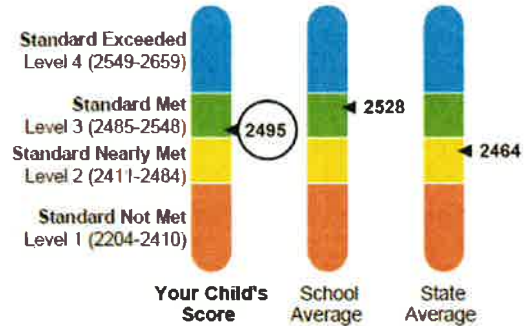
<p>Reading: How well does your child understand written stories and information?</p>	<input checked="" type="checkbox"/> Below Standard <input type="checkbox"/> Near Standard <input type="checkbox"/> Above Standard
<p>Writing: How well does your child communicate in writing?</p>	<input checked="" type="checkbox"/> Below Standard <input type="checkbox"/> Near Standard <input type="checkbox"/> Above Standard
<p>Listening: How well does your child understand spoken information?</p>	<input type="checkbox"/> Below Standard <input checked="" type="checkbox"/> Near Standard <input type="checkbox"/> Above Standard
<p>Research/Inquiry: How well can your child find and present information about a topic?</p>	<input type="checkbox"/> Below Standard <input checked="" type="checkbox"/> Near Standard <input type="checkbox"/> Above Standard

Mathematics

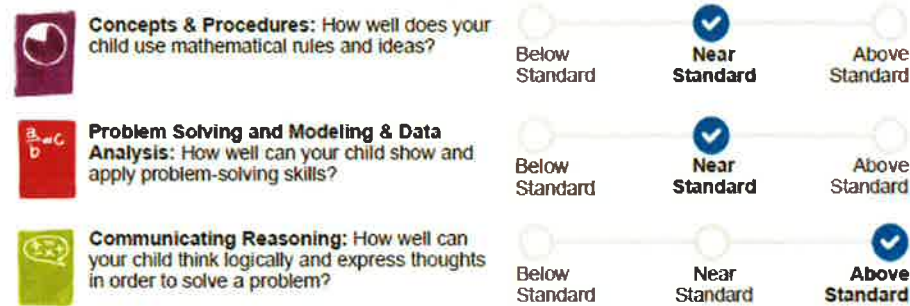
LEVEL 3

Standard Met

Sophia's score increased from last year, enough to reach a higher level. See page 4 of this report for Sophia's score history.



Mathematics Area Performance



Score History

English Language Arts/Literacy (ELA) Score History

Grade 3
 Your child's score:

LEVEL 1 2360
 Standard Not Met
 School Average: Not Available
 State Average: 2424

Grade 4

Your child's score:

LEVEL 2 2421
 Standard Nearly Met
 School Average: 2526
 State Average: 2458

Mathematics Score History

Grade 3
 Your child's score:

LEVEL 2 2404
 Standard Nearly Met
 School Average: Not Available
 State Average: 2431

Grade 4

Your child's score:

LEVEL 3 2495
 Standard Met
 School Average: 2528
 State Average: 2464

Parent/Guardian Resources

Visit the test score website at <https://ca.starting smarter.org/> to:

- Understand your child's score report
- Check out sample test questions
- Find free resources to support your child's learning

Complete results for schools, districts, or the state are available on the CAASPP results website at <https://caaspp.cde.ca.gov/>.

Dr. Pierce explained next steps include:

- Continue to learn from the data, apply learning to curriculum and instructional planning
- Design intervention systems to improve student learning in literacy and mathematics
- Intervention supplemental materials
- Professional learning
 - Impact teams
 - Guided reading
 - Cognitive Guided Instruction (CGI)
 - Guided Language Acquisition Design (GLAD) Training

Member Burns shared he looked forward to seeing trimester data. Member Levens-Craig noted the District surpassed the County levels in various areas (English learners, students with disabilities, and students economically disadvantaged). Superintendent Baranski shared being confident the Principal and teacher teams will work in unison to help drive the growth. Member El-Hajj shared the Board has high expectations and that over the course of time, the transition to standards has been challenging. She noted knowing that in everyone's heart they want the best for every student in their classroom. Member El-Hajj shared that it is unfortunate that sometimes the society get in the way of their focus. But this year's commitment was to focus on literacy and mathematical literacy; and for the schools to be a safe place where students can learn. Member El-Hajj shared not being a big proponent of test scores. She explained being concerned that the students are not getting more attraction. What is it that the District is not doing that is not showing student progress and why are some students declining. Member El-Hajj shared understanding that some students have challenges and it being hard for them to focus on their academics. But noted that is why we are here to help them excel in academics so they have a better chance to build a better life. Member El-Hajj reiterated not being a fan of test score but acknowledged that this needed to be this year's focus; and noted that the District could do better.

C. PUBLIC COMMUNICATION

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

Bonnie Jackson, Santee School District Teacher of the Year, expressed her gratitude towards the Board and Administration for their support while she was competing for County School Teacher of the Year. Although she was not selected as an overall winner, Mrs. Jackson shared it was a great experience and honor to represent Santee School District. The Board commended Mrs. Jackson for her hard work and well-deserved recognition.

President Fox noted that he had two additional request to speak cards and shared that Paul Gianola was donating his time to Gillian Ryan.

Gillian Ryan, PRIDE Academy teacher, expressed her concern sixth- and seventh-grade combination classes at PRIDE Academy. Mrs. Ryan noted that Colleen Peterson, six-grade teacher at Rio Seco, had also expressed similar concerns about the academics, and social and emotional concerns of children in combination classes.

Mrs. Ryan shared she had expressed her concern over the combination classes and high class sizes in intermediate grades, over the years and has heard that the District has an average of 32; and that the combination classes make the numbers work out. She explained these numbers represent individual children who are affected by averages and nice looking numbers. Mrs. Ryan explained that children sitting in a class of 34 do not feel better or have access to better learning.

Mrs. Ryan shared she was asked what the big deal was about having two additional students in the classroom; and she explained using an analogy of having uninvited guests for dinner. She mentioned that although it is possible, the table is a little more crowded and most likely less food for the invited guests. Mrs. Ryan explained when the class has 30 students, there is more of her to get around. She shared the 6/7 combinations are like having your guests sit at two different tables. Mrs. Ryan shared a lot of the 7th grade students were disappointed because they were in a

combination class and were not able to have the junior high experience. She shared speaking to Superintendent Baranski and Dr. Pierce, Assistant Superintendent of Educational Services, at the end of last year when she learned combination classes were being formed and asked that they should hire another teacher. Although it is too late for this year, she asked that the Board take her story into consideration for the upcoming years.

D. PUBLIC HEARING

1. Compliance with Education Code Section 60119 K-12 Public Textbook and Instructional Materials Funding Realignment Program

President Fox opened the public hearing in Compliance with Education Code Section 60119 K-12 Textbooks and Instructional Materials Funding Realignment Program. There were no comments. The public hearing was closed.

E. CONSENT ITEMS

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

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval/Ratification of General Services Agreements
- 2.7. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.8. Authorization to Sell/Dispose of Surplus Items
- 3.1. Certification and Adoption of Resolution of Sufficiency of Instructional Materials 2019-20
- 3.2. Approval of Appointment for Representative to the Community Advisory Committee (CAC), East County Special Education Local Plan Area (SELPA)
- 4.1. Personnel, Regular
- 4.2. Approval of Agreement with Canopy Financial Advisors Corp for BrightDime's Financial Wellness

Member El-Hajj noted another donation from Vans shoes; and moved approval of Consent Items.

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

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent's Office

1.1. Adoption of Resolution No. 1920-06 Declaring October 7-11, 2019 as Week of School Administrator

Superintendent Baranski presented Resolution No 1920-06, declaring October 7-11 as Week of School Administrator. Member El-Hajj moved approval.

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

G. BOARD POLICIES AND BYLAWS

1.1. Second Reading: Revised Board Policy 3580, District Records

Revised Board Policy 3580, District Records, was presented as a second reading and request for approval.

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

1.2. First Reading: New Board Policy 3230, Federal Funds

New Board Policy 3230, Federal Funds, was presented as a first reading.

1.3. First Reading: New Board Policy 3260, Fees and Charges

New Board Policy 3260, Fees and Charges, was presented for a first reading.

H. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association President, noted she had no communication.

I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski commended Bonnie Jackson and shared having a great time at A Salute to Teachers event with all the staff that accompanied Mrs. Jackson. Superintendent Baranski shared the approval of the LCAP Federal Addendum. The Board and Superintendent Baranski commended Dr. Pierce for her hard work. Superintendent Baranski shared a draft of the Chet F. Harritt informational meeting flyer. She mentioned Debra Vaughan-Cleff would be at the October 1 meeting to discuss the plans prior to the community meeting. Upon discussion, the Board agreed to invite the Santee community asked that the flyer be shared/posted at the City offices, library, Chamber of Commerce newsletter, and Meadowbrook Mobile Home Park.

Member Levens-Craig played a recording of her grandson laughing and shared hearing that reminds her of their purpose – to educate children.

Member Burns shared being approached at the schools about combination classes and their hardships on the teachers; which he believes it is a hardship. He asked that Administration provide the cost to eliminate combination classes in the District. Member Burns explained this would help with making decisions for next year.

J. CLOSED SESSION

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

1. Conference with Labor Negotiator (Gov't. Code § 54956.8)

Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)

2. Public Employee Performance Evaluation (Gov't. Code § 54957)

Superintendent

The Board entered closed session at 8:40 p.m.

K. RECONVENE TO PUBLIC SESSION

L. ADJOURNMENT

With no further business, the regular meeting of September 17, 2019 was adjourned at 10:35 p.m.

Consent Item D.2.1. Approval/Ratification of Travel Requests
 Prepared by Karl Christensen
 October 1, 2019

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.

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.

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:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Staff Development	Implement a staff development plan as the cornerstone of employee performance and growth.

FISCAL IMPACT:

The estimated travel expenses are \$4,563, and substitute costs of \$480, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - October 1, 2019									
Travel Dates	Attendees	Site or Dept.	Conferences or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Friday, 09/20/19	Priscilla Kaas	Carlton Oaks	Special Education Issues	Cajon Valley USD	\$120	\$50	Special Education	Special Education workshop	2
Friday, 09/20/19	Jessica Mars	Carlton Oaks	Special Education Issues	Cajon Valley USD	\$0	\$50	Special Education	Special Education workshop	2
Tuesday, 10/15/19	Priscilla Kaas	Carlton Oaks	Self and Match System Training	San Marcos	\$120	\$240	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Thurs-Fri, 10/24/19 - 10/25/19	Allison Holstein	PRIDE Academy	Family/Community Engagement	Visia	\$0	\$582	DODEA	Professional development certificate program.	2
Wednesday, 11/20/19	Sharon Lara	Rio Seco	Data Collection Management	San Marcos	\$120	\$87	Special Education	Management the collection of Special Education data.	2
Monday, 12/02/19	Tracie F. Perez	Rio Seco	Anxiety in Young People	SDCOE	\$0	\$45	Pupil Services	Support strategies and resources to use with students	2
Monday, 12/02/19	John Schweller	Chet F. Harritt	Anxiety in Young People	SDCOE	\$0	\$45	Pupil Services	Support strategies and resources to use with students	2
Monday, 12/02/19	Stacy Rawson	Hill Creek	Anxiety in Young People	SDCOE	\$0	\$45	Pupil Services	Support strategies and resources to use with students	2
Monday, 12/02/19	Ed Gigliotti	Pepper Drive	Anxiety in Young People	SDCOE	\$0	\$45	Pupil Services	Support strategies and resources to use with students	2
Monday, 12/02/19	Carrie Thompson	Sycamore Canyon	Anxiety in Young People	SDCOE	\$0	\$45	Pupil Services	Support strategies and resources to use with students.	2
Thursday, 01/30/20	Sharon Lara	Rio Seco	Evidence Based Practice	San Marcos	\$120	\$87	Special Education	Special Education workshop	2
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California									
Wed-Fri, 10/02/19 - 10/04/19	Tim Larson	HR/Pupil Services	2019 ACSA Personnel Institute	Long Beach	\$0	\$1,712	Human Resources	Overview on Human Resources concepts and legal issues.	1, 2
Fri-Sun, 11/01/19 - 11/03/19	Thomas Abbott	Santee Success	California Orientation and Mobility Specialist Conference	Monterey	\$0	\$1,280	Special Education	Overview on special considerations for O&M students.	1, 2
Thurs-Sat, 11/21/19 - 11/23/19	Beth Hoffman	Sycamore Canyon	American Speech Language Hearing Association Conference	Orlando, FL	\$0	\$250	Special Education	Conference will provide the latest research and resources.	1, 2

District Goals:

1. Raise mastery of reading and writing grade level literacy standards with annual, incremental growth of at least five percentage points resulting in 90% mastery by June 2023.
2. Raise percentage of students feeling safe or very safe at school with annual, incremental growth of at least seven percentage points resulting in 100% of students feeling safe by June 2023.

Consent Item D.2.2. Acceptance of Donations, Grants, and Bequests
 Prepared by Karl Christensen
 October 1, 2019

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
DONATIONS			
Funds for Project Supplies	\$526.15	DonorsChoose.org	Carlton Hills School
Die Cut Manual Letter Machine	\$50.00	April and Derek Olivas	Carlton Oaks School
Amazon Gift Cards for Classroom Supplies (for the classrooms of Mrs. Mallard and Mrs. Cress)	\$100.00	Thronson Family	Sycamore Canyon School
GRANTS			
(None)			
BEQUESTS			
(None)			
TOTAL RECEIVED	\$676.15		

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The donations, grants, and/or bequests listed above are valued at \$676.15.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

BACKGROUND:

From time to time, the District contracts with individuals, companies, or organizations to provide various types of general services such as educational presentations/assemblies, or specialized student services. Some services are on an as-needed basis billed on an hourly or daily rate while other services are billed by the job. The Internal Revenue Service requires an analysis of the nature and type of work performed to determine whether the service provider qualifies as an independent contractor to be paid by commercial warrant. Service providers that do not qualify as an independent contractor will be processed through Human Resources under a short-term employment services agreement.

Approval of the following General Services Agreements is requested:

Vendor Name	Description of Services	Date(s) of Service	Amount	Funding
Little Movers Physical Therapy	Physical Therapy	10/1/19 – 6/30/20	\$80.00/hour (not to exceed \$20,160.00)	Special Education
Project Wildlife	Assembly	11/6/19	\$0	PRIDE Academy

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Educational Achievement	Assure the highest level of educational achievement for all students
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The fiscal impact of the General Service Agreements is detailed in the table above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

BACKGROUND:

The Santee School District is required to provide for transportation of Special Education students when their Individualized Education Plan (IEP) includes the need for this service. In lieu of the District providing transportation, the District offers parents/guardian the opportunity to transport their own children and receive reimbursement for their incurred mileage at the IRS-approved rate.

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement during the 2019-20 and 2020-21 school year for the transportation of their own child(ren) are listed below:

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Carlton Hills School	7	180	\$0.58	\$730.80
Carlton Hills School	4	199	\$0.58	\$461.68
Carlton Oaks School	4.5	199	\$0.58	\$519.39
Carlton Oaks School	5.6	199	\$0.58	\$646.35
Carlton Oaks School	7	199	\$0.58	\$807.94
Carlton Oaks School	11.4	199	\$0.58	\$1,315.79
Rio Seco School	3	199	\$0.58	\$346.26
Sycamore Canyon School	5	199	\$0.58	\$577.10
Sycamore Canyon School	7.2	199	\$0.58	\$831.02
Sycamore Canyon School	8.2	199	\$0.58	\$946.44
Total:				\$7,182.77

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$7,182.77 is paid in lieu of District provided transportation.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

Consent Item D.2.5. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 October 1, 2019

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period August 1, 2019 through August 31, 2019.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There were 254 transactions totaling \$22,753.12 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190815	ABEL,CATHY	CHILD NUTRITION	3749 EL POLLO LOGO	314.61	Staff training
20190816	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	5.88	District Welcome Back supplies
20190816	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	20.14	Brushes
20190816	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	37.30	Food
20190818	ABEL,CATHY	CHILD NUTRITION	MY BATTERY SUPPLIER	7.99	Batteries for scales
20190820	ABEL,CATHY	CHILD NUTRITION	KIRK PLUMBING SUPPLIES	21.64	Plumbing supplies-faucet
20190820	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 398	50.74	Food special menus
20190821	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	50.40	Food special menu students
20190822	ABEL,CATHY	CHILD NUTRITION	AMZN MKTP US*MC00443A1	42.86	Gluten free buns
20190822	ABEL,CATHY	CHILD NUTRITION	CHEF CITY EQUIPMENT	9.13	Flatware cylinders
20190825	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	11.11	Misc. supplies
20190827	ABEL,CATHY	CHILD NUTRITION	WALMART.COM	37.44	Almond Milk
20190829	ABEL,CATHY	CHILD NUTRITION	CHEF CITY EQUIPMENT	8.39	Flatware cylinder
20190831	ABEL,CATHY	CHILD NUTRITION	CHEF CITY EQUIPMENT	14.97	Vegan cheese
20190831	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	632.60	
20190801	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	GROWLER S SUB SHACK	452.01	PLT Retreat luncheon
20190801	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 929	135.60	Supplies for District Logistics and PLT Retreat
20190802	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON.COM*MA2M24G11 A	124.76	Books for Leadership Team
20190802	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VOIS #1897	22.08	Board meeting supplies
20190804	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD 204874	171.25	Catering for PLT Retreat
20190804	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	GIANT PIZZA KING #10	238.35	Lunch for District Logistics meeting
20190807	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMZN MKTP US*MA1X13P10	31.24	Birthday cards assortment
20190808	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	80.24	Board meeting supplies
20190808	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VOIS #1897	14.99	Board meeting supplies
20190813	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 929	5.58	Board meeting supplies
20190813	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SQ*SQ *HONEY DONUTS	5.85	Supplies for Employee Back to School event
20190814	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	392.13	Supplies for Professional Development
20190814	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VOIS #1897	17.98	Supplies for Professional Development
20190814	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	12.63	Supplies for Employee Back to School event
20190818	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VOIS #1897	34.97	Board meeting supplies
20190822	ARREOLA,LISA	SUPERINTENDENT'S OFFICE		1,739.66	
20190804	BAKER,HOPE	OST PROGRAMS	0187 ROUND TABLE PIZZA	258.60	Pizza for ALL Staff Meeting for YALE preschool
20190807	BAKER,HOPE	OST PROGRAMS	SMART AND FINAL 929	96.52	Staff Meeting for YALE - cookies, salad, dressing, vegetables
20190807	BAKER,HOPE	OST PROGRAMS	SMART AND FINAL 929	42.92	YALE snack items
20190808	BAKER,HOPE	OST PROGRAMS	0187 ROUND TABLE PIZZA	69.24	Staff Meeting pizza for YALE
20190813	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	44.37	YALE supplies for classrooms, paint, alphabet lettering, paper rope
20190813	BAKER,HOPE	OST PROGRAMS	TARGET 00014652	11.85	YALE decorations for classrooms, clips and storage units
20190813	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	32.20	YALE supplies, boombox for classroom
20190813	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	4.31	Supplies for YALE-magnets, borders
20190816	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	106.00	YALE classroom supplies-markers, adhesive, chalk
20190818	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	144.12	Classroom supplies-dry beans, file crates, painter tape, flex bins for YALE
20190818	BAKER,HOPE	OST PROGRAMS	OFFICE DEPOT #908	84.43	Hanging folders for YALE
20190819	BAKER,HOPE	OST PROGRAMS	HOMEGOODS #295	25.84	YALE classroom decorations and toys
20190819	BAKER,HOPE	OST PROGRAMS	OFFICE DEPOT #908	32.16	YALE office organization supplies-tapes and clips
20190823	BAKER,HOPE	OST PROGRAMS	IKEA SAN DIEGO	124.94	YALE classroom supplies-furniture seats for children
20190826	BAKER,HOPE	OST PROGRAMS	HOMEGOODS #295	8.25	Snack items for YALE preschool
20190828	BAKER,HOPE	OST PROGRAMS	SMART AND FINAL 929	21.53	Rug for YALE preschool
20190831	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	1,121.28	
20190805	BENEDETTO,ANGELO	CAJON PARK	WAL-MART #1917	10.62	Office supplies
20190818	BENEDETTO,ANGELO	CAJON PARK	BED BATH & BEYOND #651	64.62	Lunch tray stackers
20190822	BENEDETTO,ANGELO	CAJON PARK	THE HOME DEPOT #0673	15.02	Custodial supplies
20190826	BENEDETTO,ANGELO	CAJON PARK	WAL-MART #1917	10.73	Wipes
20190828	BENEDETTO,ANGELO	CAJON PARK	US SCHOOL SUPPLY INC	157.80	Attendance incentives
20190813	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	258.79	
20190821	BONSER,KRISTEN	PRIDE ACADEMY	LOWES #01661*	42.38	Food for Back to School Night
20190828	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	287.63	Garden supplies
20190828	BONSER,KRISTEN	PRIDE ACADEMY	GTM DISCOUNT GENERAL S	50.60	Social emotional calm down activity
20190829	BONSER,KRISTEN	PRIDE ACADEMY	GTM DISCOUNT GENERAL S	23.26	Supplies
20190829	BONSER,KRISTEN	PRIDE ACADEMY	GTM DISCOUNT GENERAL S	(23.26)	Supplies returned
				380.61	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190801	BRASHER,PAMELA	OST PROGRAMS	SAMBA ARENA CAFE	9.50	Summer camp childs lunch on field trip
20190801	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 929	10.75	tee for OSTP- Summer Camp
20190801	BRASHER,PAMELA	OST PROGRAMS	KID VENTURES	1,160.00	Field trip summer kid venture for OSTP
20190820	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 929	29.97	Food for staff training for OSTP, chocolate
20190825	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	182.95	Sorry, playdough, monopoly, paper towels, parent trap game, DVD's
20190825	BRASHER,PAMELA	OST PROGRAMS	OTC BRANDS, INC.	85.02	Disc drop game, spin wheels, brain teasers and puzzle balls
20190831	BRASHER,PAMELA	OST PROGRAMS	HOMEDEPOT.COM	636.81	Storage cabinets
				2,115.00	
20190809	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	AMAZON.COM*MA3WR6VJ0 A	11.90	Professional development book for new VP
				11.90	
20190829	D'AGOSTINO,KRISTA	HUMAN RESOURCES	STARBUCKS STORE 06636	50.00	Raffle prizes for benefits information sessions
				50.00	
20190811	DOBBINS,TIMOTHY	CAJON PARK	THE UPS STORE 4287	10.44	Shipping for broken radio
20190811	DOBBINS,TIMOTHY	CAJON PARK	EAGLE SIGN AND ENGRAVI	35.35	Self-inking address stamp
20190811	DOBBINS,TIMOTHY	CAJON PARK	WAL-MART #1917	61.43	Supply room organizational materials
20190827	DOBBINS,TIMOTHY	CAJON PARK	WAL-MART #1917	21.39	Supply room organizational materials
				128.61	
20190807	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*WA10L15X1	61.59	Teachers Lounge materials
20190808	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*MA5CA1QG1	4.86	Teachers Lounge materials
20190808	FORSTER,CHASITY	HILL CREEK	ZAZZLE USD	49.33	Hill Creek stickers
20190809	FORSTER,CHASITY	HILL CREEK	WAL-MART #1917	42.17	Teachers Lounge/Teacher materials
20190811	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*WA2F2560	20.21	Office materials
20190811	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MA2FV6RM2	115.51	Materials for Junior High Teacher Lounge
20190811	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MA6X55E0	23.89	Pennants for staff meeting
20190812	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*MA59957NT A	15.70	Teachers Lounge Junior High materials
20190812	FORSTER,CHASITY	HILL CREEK	LAKESHORE LEARNING #04	5.98	PBIS Incentives
20190812	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MA4DE55C0	15.98	HC Letters
20190812	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MA25C8HQ0	11.99	Professional Development materials
20190813	FORSTER,CHASITY	HILL CREEK	THE HOME DEPOT #0673	4.29	Spray Paint
20190814	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*WA3LH0640	48.95	Spray Paint, wallpaper, floor pops
20190815	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MA8N0Q5DV0	15.98	Staff Lounge materials
20190816	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*MO4Z1CA1	22.72	Manila file jackets
20190819	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MO3YK43T2	16.31	Pocket Charts
20190819	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*WA3459W0	50.80	Computer toner
20190819	FORSTER,CHASITY	HILL CREEK	LAKESHORE LEARNING #04	25.81	Kindergarten Orientation Paws
20190819	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*WA4LUG9KG0	17.76	Professional Development teacher materials
20190827	FORSTER,CHASITY	HILL CREEK	INSTACART	35.10	Food supplies for Farm to Table Elective
20190828	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MO7UG7390	32.60	Toner cartridge
20190829	FORSTER,CHASITY	HILL CREEK	SMART AND FINAL 929	41.34	Attendance Incentive
20190831	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MO7N21S12	54.82	Calm Down Kits supplies
20190831	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MO2YO10G0	53.03	Calm Down Kits supplies
				788.42	
20190801	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT #0673	(1,270.59)	Returned supplies for Outdoor Learning Lab
20190805	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT 673	279.86	Supplies for Creek Bed
20190808	HICKS,TYLENE	CHET F. HARRITT	OFFICE DEPOT #908	46.74	Office supplies
20190809	HICKS,TYLENE	CHET F. HARRITT	MFASCO HEALTH & SAFETY	154.27	New First Aid Kits for all classrooms
20190809	HICKS,TYLENE	CHET F. HARRITT	KRC ROCK - LAKESIDE	263.68	Supplies for Creek Bed
20190811	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT 673	924.61	Supplies for Creek Bed
20190812	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT 1848	87.41	Supplies for Beautification Day
20190812	HICKS,TYLENE	CHET F. HARRITT	MASONS SAW AND LAWNMOW	89.84	Replacement equipment for the DG stamper
20190813	HICKS,TYLENE	CHET F. HARRITT	INT*IN *THE MARIDEN CO	21.55	A new logo for construction
20190813	HICKS,TYLENE	CHET F. HARRITT	VISTAPR-VISTAPRINT.COM	103.53	Cards for informal walk-throughs for staff and students
20190814	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MA1802BK0	17.21	Breakaway lanyards for IIA's
20190815	HICKS,TYLENE	CHET F. HARRITT	LAKESHORE LEARNING MAT	687.58	Classroom rug for new teacher, paper trays
20190816	HICKS,TYLENE	CHET F. HARRITT	WM SUPERCENTER #2253	102.36	Supplies for Staff Meeting
20190816	HICKS,TYLENE	CHET F. HARRITT	LAKESHORE LEARNING MAT	62.57	Wobble cushions for variety seating in classroom
20190818	HICKS,TYLENE	CHET F. HARRITT	EINSTEIN BROS-ONLINE C	72.98	Bagels for staff meeting
20190818	HICKS,TYLENE	CHET F. HARRITT	MICHAELS STORES 3256	10.33	Wood for creekbud project
20190819	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT #0673	(26.71)	Refund of Beautification Day supplies
20190820	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MO1152ZJ1	144.43	VGA adaptors and toner cartridge
20190827	HICKS,TYLENE	CHET F. HARRITT	SPORTS FLAGS AND PRODU	174.26	College flags for middle school
20190827	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MO7515X11	195.70	Book for SLP: Multicultural Students with Special Language Needs
20190828	HICKS,TYLENE	CHET F. HARRITT	RAMSEY STORE	109.93	Finance curriculum
20190828	HICKS,TYLENE	CHET F. HARRITT	SO*SQ*CHET F. HARRIT	150.00	Chet t-shirts for our new special ed students
20190828	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM*MO5097NX0	47.87	Book for SLP: Understanding Speech & Language Patterns
20190828	HICKS,TYLENE	CHET F. HARRITT	OFFICE DEPOT #2089	31.35	Office supplies
				2,480.76	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190809	HOHIMER,KAREN	PEPPER DRIVE	ROCHESTER 100, INC	425.25	Parent communication folders
20190815	HOHIMER,KAREN	PEPPER DRIVE	INSPIREYOURPEOPLE.COM	295.00	Professional Learning video
20190820	HOHIMER,KAREN	PEPPER DRIVE	7704 DOMINOS PIZZA	216.33	Parental involvement
				936.58	
20190802	HOOKS,TED A	PEPPER DRIVE	OTC BRANDS, INC.	103.13	Student Incentives
20190807	HOOKS,TED A	PEPPER DRIVE	INT'N 'SHORE OFFICE W	435.31	Office furniture (used)
20190809	HOOKS,TED A	PEPPER DRIVE	INSPIREYOURPEOPLE.COM	449.15	Professional Learning materials
				987.59	
20190806	JOHNSTON,ANDREW	CARLTON OAKS	UW CEL	98.73	Professional Learning materials
20190806	JOHNSTON,ANDREW	CARLTON OAKS	NORTH STAR EQUIPMENT I	126.60	Klin handle
20190815	JOHNSTON,ANDREW	CARLTON OAKS	STAPLES 00103622	91.82	Professional Learning supplies
20190816	JOHNSTON,ANDREW	CARLTON OAKS	PAINERA BREAD 204874	111.53	Professional Learning supplies
20190821	JOHNSTON,ANDREW	CARLTON OAKS	THEATREFOLK	223.90	Drama Elective supplies
20190826	JOHNSTON,ANDREW	CARLTON OAKS	STAPLES 00102665	91.85	Professional Learning supplies
20190829	JOHNSTON,ANDREW	CARLTON OAKS	VISTAPR-VISTAPRINT.COM	65.10	Office supplies
				809.53	
20190807	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*MA6BV2K12	32.88	Paper decorations for school family event
20190808	LOCKE,SUMMER	SYCAMORE CANYON	LEARNING A-Z, LLC	769.65	Learning A-Z (Raz Kids) subscription for 2019-2020 School Year (K-2)
20190811	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*MA07Y77G2	32.52	Snacks for parent meeting
20190811	LOCKE,SUMMER	SYCAMORE CANYON	SMART AND FINAL 929	16.13	Ice for parent event
20190814	LOCKE,SUMMER	SYCAMORE CANYON	SMART AND FINAL 929	71.13	Snacks for parent event
20190814	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*W02UT30X2	23.99	Mealworms for chickens
20190814	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*MA6FO0QY0	31.59	Chicken bedding (wood shavings)
				937.88	
20190802	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	16.96	Patch cord, cat6, 25' black
20190807	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	BARCODESINC	931.95	Labels for ipads
20190808	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	BARCODESINC	181.02	iPad labels
20190809	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*MA1105V70	7.59	Display port to VGA adapter for monitor
20190811	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	28.55	Display port to DVI adapter for monitor
20190811	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *TECH ARMOR	7.95	Repair for Tom Abbot's ipad
20190814	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*MA10W4850	34.47	Dual monitor desk mount stand
20190815	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*MA00T3DWD0	44.80	5 of HDMI cable 3-pk high speed with ethernet
20190819	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE	24.99	Security system
20190819	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*W09D46NC2	209.93	7 of USB-C hubs adapter with USB-C charging port
20190823	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*MO0E7413Z A	215.25	Desktop computer speaker with subwoofer
20190826	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*W01P25D1	107.88	Portable/external DVD drives and cases
20190828	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*W00MM2B52	15.84	12V 60w AC/DC power supply adapter for check-in computer
20190829	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*W02N98Y2	35.96	Portable/external DVD drive and case
20190831	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*W0P04DKZ	43.80	Video graphics card
				1,906.94	
20190802	MCGINTY,MIRIAM	SPECIAL EDUCATION	HAWTHORNE EDUCATIONAL	209.04	Assessment protocols
20190806	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*MA8UQ11R0	94.66	Binders for new teachers
20190808	MCGINTY,MIRIAM	SPECIAL EDUCATION	LAKESHORE LEARNING MAT	85.90	Pre School classroom supplies
20190812	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #908	11.00	Postage
20190813	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #908	52.70	Admin supplies for Behavior Specialist
20190819	MCGINTY,MIRIAM	SPECIAL EDUCATION	SMART AND FINAL 929	23.98	New Teacher meeting supplies
20190821	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON.COM*W010U64U1	43.08	Admin supplies for Behavior Specialist
20190821	MCGINTY,MIRIAM	SPECIAL EDUCATION	HILTON	182.41	Lodging for Director at conference
20190822	MCGINTY,MIRIAM	SPECIAL EDUCATION	PAYPAL *SANDCASP	182.41	Lodging for Program Coordinator at conference
				50.00	San Diego County Association of School Psychologists
				935.18	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190801	MINUTELLI,DAWN	EDUCATIONAL SERVICES	REIT*GREENWOODHEINEMANN	153.69	Prof Dev - supplies/books
20190801	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA32215K2	43.80	State Preschool - supplies/books
20190801	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA0447Z00	8.25	State Preschool - supplies/books
20190801	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA0N0J5Y2	5.48	State Preschool - supplies/books
20190802	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA6B42GJ1	11.97	State Preschool - supplies/books
20190802	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA8FC4BL2	12.86	State Preschool - supplies/books
20190802	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA8UH2HT2	42.64	State Preschool - supplies/books
20190802	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA7Z77N90	12.86	State Preschool - supplies/books
20190802	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA9218PZ1	16.36	State Preschool - supplies/books
20190802	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA20M0G71	40.94	State Preschool - supplies/books
20190802	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA0UT0BN2	12.91	State Preschool - supplies/books
20190804	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA6762J00	6.44	State Preschool - supplies/books
20190805	MINUTELLI,DAWN	EDUCATIONAL SERVICES	TARGET 00011403	26.68	Prof. Dev. - New Teacher Orientation supplies
20190805	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMAZON.COM*MA2J52612 A	6.12	State Preschool - supplies/books
20190805	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA4X0VL1	10.30	State Preschool - supplies/books
20190805	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA44Z3M71	41.08	State Preschool - supplies/books
20190805	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA2V4Q02	11.10	State Preschool - supplies/books
20190805	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*WA9J70M71	6.32	State Preschool - supplies/books
20190812	MINUTELLI,DAWN	EDUCATIONAL SERVICES	TARGET 00009977	44.96	Prof. Dev. - supplies
20190812	MINUTELLI,DAWN	EDUCATIONAL SERVICES	STAPLES 00113076	13.71	Prof. Dev. - supplies - New Teacher Orientation
20190812	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMAZON.COM*MA7W08R12 A	6.12	State Preschool - supplies/books
20190813	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US	(12.86)	State Preschool - supplies/books
20190820	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMAZON.COM*MA88F9U00 A	31.66	Prof. Dev. - supplies/books
20190821	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMAZON.COM*MA04D3371 A	46.71	Prof. Dev. - supplies/books
20190829	MINUTELLI,DAWN	EDUCATIONAL SERVICES	SMART AND FINAL 929	60.34	Prof. Dev. - supplies - LAS/LLI training
				660.44	
20190806	MONTLER, BONNER M	EDUCATIONAL SERVICES	BEST BUY MHT 00011452	75.41	Webcam for use with on-line meeting software
20190806	MONTLER, BONNER M	EDUCATIONAL SERVICES	SAN DIEGO COUNTY SUPER	75.00	English Learner Roadmap Training of Trainers
20190825	MONTLER, BONNER M	EDUCATIONAL SERVICES	OFFICE DEPOT #908	6.47	Folders for ELPAC training materials
20190825	MONTLER, BONNER M	EDUCATIONAL SERVICES	VOINS #3044	50.05	Food supplies for annual English Language Proficiency Assessment training
20190825	MONTLER, BONNER M	EDUCATIONAL SERVICES	STARBUCKS STORE 06636	17.95	Food supplies for annual English Language Proficiency Assessment training
				224.88	
20190811	NELSON, REBECCA	CHET F. HARRITT	ALS SPORT SHOP	857.42	New staff t-shirts
20190822	NELSON, REBECCA	CHET F. HARRITT	OFFICE DEPOT #908	8.91	Pocket chart and badge holder
				866.33	
20190808	OLANDER, MICHAEL	PUPIL SERVICES	IIRP	13.63	Question cards for restorative practices professional development
20190816	OLANDER, MICHAEL	PUPIL SERVICES	FOOD4LESS #0349	35.39	Food for noon supervisor training
20190819	OLANDER, MICHAEL	PUPIL SERVICES	GIANT PIZZA KING #10	88.85	Food for noon supervisor training
20190822	OLANDER, MICHAEL	PUPIL SERVICES	OFFICE DEPOT #908	15.07	Cable mgmt., pvc
				152.94	
20190801	PEZONE, MELYNDA	CARLTON OAKS	AMZN MKTP US*MA4GZ1522	403.08	Locks and cables for chair racks in Multi-Purpose Room
20190807	PEZONE, MELYNDA	CARLTON OAKS	AMZ*SMARTSIGN	47.36	Staff parking sign for parking lot
20190809	PEZONE, MELYNDA	CARLTON OAKS	BOOST PROMOTIONS LLC	24.13	Allergy free table signs for lunch tables
				265.43	Backpack tags for school wide PBIS student incentive
				740.00	
20190801	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	WAL-MART #1917	15.30	Personal expense in error - reimbursed 9/12/19
20190802	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*MA6369HD2	50.80	2 copies of the book "Teacher Clarity Playbook"
20190804	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	ADOBE *CREATIVE CLOUD	359.86	Annual subscription to Adobe software suite
20190806	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*MA40401C0	28.17	Avery laser printer labels
20190807	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST BUY MHT 00011452	22.61	Headphones with microphone
20190812	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*MA3CG5RX2	150.76	Classroom computer speakers for P D day
20190814	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*WA8045RM1	177.02	iPad tripod adapters and classroom video production equipment
20190814	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*MA25E36F0	107.72	TriPods
20190820	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*MA3E23LZ1	54.04	2 Apple lightning to VGA adapters
				996.32	
20190814	RIFFEL, MEREDITH	PUPIL SERVICES	TARGET 00014852	3.76	Plastic bags for SEL materials
20190825	RIFFEL, MEREDITH	PUPIL SERVICES	OFFICE DEPOT #908	6.02	Notebook
20190826	RIFFEL, MEREDITH	PUPIL SERVICES	TARGET 00014852	29.07	Wipes for SDC classes at CH
20190827	RIFFEL, MEREDITH	PUPIL SERVICES	AMZN MKTP US*MQ7CQ7LH0	7.96	Book for SSP
20190829	RIFFEL, MEREDITH	PUPIL SERVICES	AMZN MKTP US*MC2CB58M2	173.26	Supplies for SSP
20190829	RIFFEL, MEREDITH	PUPIL SERVICES	AMZN MKTP US*MO00U4J60	50.62	Supplies for counselor - DODEA
20190831	RIFFEL, MEREDITH	PUPIL SERVICES	AMZN MKTP US*MO5RKS0T2	8.44	Supplies for SSP
				279.13	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190806	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MA853D12	28.95	PBIS, Safety Patrol lanyards
20190806	SAUNDERS, LEAH	CARLTON HILLS	PAYPAL *APPARELINBAG	235.79	Safety Patrol hats
20190807	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MA5L08DA2	26.40	PBIS Safety Patrol whistles
20190807	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MA0B14K1Z A	31.50	PBIS Incentives for Campus Beautification
20190807	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MA0QK52H2 A	18.04	PBIS Attendance incentives
20190808	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MA0MR78D1	19.29	PBIS ROAR drawing prizes
20190808	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MA2N737B2	15.98	PBIS ROAR incentive
20190808	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MA5V0KUZ A	37.83	Office supplies
20190808	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MA6X47L2	8.31	PBIS Attendance incentive chart
20190811	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MA3WH62M1	44.29	PBIS ROAR drawing incentives
20190811	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MA0785M00	76.49	PBIS ROAR drawing incentives
20190812	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MA8524HF0	30.14	PBIS Attendance incentive materials
20190815	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MA8RT1Y91	13.22	PBIS literature for ROAR lessons
20190815	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MA85W6D70 A	27.73	Professional Development literature
20190815	SAUNDERS, LEAH	CARLTON HILLS	SMART AND FINAL 561	158.02	Staff Development Day supplies
20190816	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MA1J2Y11	4.57	PBIS ROAR lesson literature
20190818	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MO14V1LQ2	61.32	PBIS Lunch incentive materials
20190818	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MO8S71ZL2	9.10	PBIS ROAR lesson literature
20190822	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MO9LG5331	34.14	Playground supplies
20190823	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MO8G911B2 A	94.50	PBIS Campus Beautification incentives
20190828	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MO9OX8M01	23.97	Classroom times 504 Accommodation
				<u>989.56</u>	
20190802	SHEEN, KRISTINA D	OST PROGRAMS	SAN DIEGO COASTER COMP	613.80	Field trip admissions for OSTP Summer Camp
20190802	SHEEN, KRISTINA D	OST PROGRAMS	SAN DIEGO COASTER COMP	7.00	Treat for child for behavior
20190818	SHEEN, KRISTINA D	OST PROGRAMS	OFFICE DEPOT #908	143.84	Office chair for OSTP
20190819	SHEEN, KRISTINA D	OST PROGRAMS	OFFICE DEPOT #908	31.24	Office calendar and note chart
20190829	SHEEN, KRISTINA D	OST PROGRAMS	GALLUP INC	167.71	Strength access book and team activity guide
				<u>983.59</u>	
20190809	SIMPSON, DEBRA	RIO SECO	AMZN MKTP US*MA8LDMR0	50.00	Booklets for NGSS training
20190811	SIMPSON, DEBRA	RIO SECO	AMAZON.COM*MA5TV2SS1	241.40	Science books (1 per grade level) for professional development
20190812	SIMPSON, DEBRA	RIO SECO	AMZN MKTP US*MA830580	30.92	Item returned: Purchased by VP accidentally when it was in his cart
20190813	SIMPSON, DEBRA	RIO SECO	AMZN MKTP US*MA3A70Y02	171.96	Sun umbrellas for the front tables
20190815	SIMPSON, DEBRA	RIO SECO	FOOD4LESS #0349	115.71	Back to School staff treats
20190820	SIMPSON, DEBRA	RIO SECO	AMZN MKTP US	(20.97)	Refund for item returned by VP
20190828	SIMPSON, DEBRA	RIO SECO	TEACHERSPAYTEACHERS CO	9.00	Learning targets for 5th grade
20190828	SIMPSON, DEBRA	RIO SECO	TEACHERSPAYTEACHERS CO	8.00	Learning targets 3rd grade
20190831	SIMPSON, DEBRA	RIO SECO	AMZN MKTP US	(9.95)	Refund for item returned by VP
				<u>586.07</u>	
20190831	SOUTHCOFF, STEPHANIE	CARLTON HILLS	SMART AND FINAL 931	12.50	Student incentives
				<u>12.50</u>	
				<u>22,753.12</u>	

Consent Item D.2.6. Adoption of Proclamation for National School Lunch Week
Prepared by Karl Christensen
October 1, 2019

BACKGROUND:

In 1946 Congress enacted the National School Lunch Act designed to help states begin, maintain, operate, and expand school lunch programs. Since that time, the program has grown and is continuing to follow those guidelines. The American School Food Service Association is requesting that local school districts adopt the attached proclamation designating the week of October 14-18, 2019 as “National School Lunch Week.” This year’s theme is “School Lunch: What’s On Your Playlis?” Promotional posters along with the adopted and endorsed proclamation will be displayed at each site in the Child Nutrition Services serving area during the designated week of October 14-18, 2019

RECOMMENDATION:

It is recommended that the Board of Education adopt the proclamation endorsing the week of October 14-18, 2019 as National School Lunch Week.

This recommendation supports the following District goal:

- Develop social, emotional and health service programs to foster student character and personal well-being.

FISCAL IMPACT:

There is no fiscal impact. This item supports the District’s wellness program.

STUDENT ACHIEVEMENT IMPACT

Child nutrition programs including school lunch and breakfast programs, are important to the health and education of the students of Santee School District.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

SANTEE SCHOOL DISTRICT PROCLAMATION ENDORSING
"NATIONAL SCHOOL LUNCH WEEK"



OCTOBER 14-18, 2019

- WHEREAS,** The National School Lunch Program has served our nation admirably for over 70 years through advanced practices and nutrition education; and
- WHEREAS,** the National School Lunch Program is dedicated to the health and well-being of our nation's children; and
- WHEREAS,** the National School Lunch Program has been joined through the years by many other excellent child feeding programs; and
- WHEREAS,** there is evidence of continued need for nutrition education and awareness of the value of school feeding programs; and
- WHEREAS,** Santee schools are served from a central production center at 9880 Riverwalk Drive; and
- WHEREAS,** Santee School District invites all family members to join their students for lunch for the reasonable sum of \$6.00/adult (excluding beverage) and \$3.00/child (\$0.40/child for reduced fee lunch).

NOW, THEREFORE, BE IT PROCLAIMED that Santee School District hereby officially proclaims October 14-18 "National School Lunch Week – School Lunch: What's On Your Playlist?"

AYES:

NOES:

ABSENT:

Barbara Ryan, Clerk of the Board of Education

Date

Consent Item D.2.7.
 Prepared by Karl Christensen
 October 1, 2019

Approval of Uniform Complaint Quarterly Report
 Required by the Williams Settlement

BACKGROUND:

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

SANTEE SCHOOL DISTRICT Uniform Complaint Quarterly Report July 1, 2019 through September 30, 2019			
	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Mis-assignment	0	0	0
Total	0	0	0

RECOMMENDATION:

It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending September 30, 2019 and authorize administration to submit the report to SDCOE.

FISCAL IMPACT:

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

STUDENT ACHEIVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

Consent Item D.2.8.
Prepared by Karl Christensen
October 1, 2019

Authorization to Replace Central Kitchen Freezer

BACKGROUND:

The large main freezer used by the Child Nutrition department for the Central Kitchen is old, beyond useful life, and in need of replacement. The current freezer is located at the back of the central kitchen and was elevated to building level by placing it on top of steel jack stands. Some of the steel floor joists of the freezer are rusted and the structural integrity is compromised.

This replacement project will involve the following steps:

1. Removal of the existing freezer
2. Installation of a concrete slab/foundation
3. Purchase, delivery, and placement of a new freezer

RECOMMENDATION:

It is recommended that the Board of Education authorize staff to seek informal bids through the CUPCCAC process for installation of a concrete slab and purchase of a new freezer with associated services using Federal procurement guidelines. Bids for the concrete installation will be brought back to a subsequent meeting for award.

This item supports the following District goal(s):

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

FISCAL IMPACT:

Estimated cost is \$150,000 for the new freezer to be paid from the Child Nutrition Fund and \$75,000 for installation of a concrete slab/foundation to be paid from the Deferred Maintenance Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.

Consent Item D.2.9.
Prepared by Karl Christensen
October 1, 2019

Authorization to Remove/Dispose of Surplus
Relocatable Classrooms at Chet F. Harritt School

BACKGROUND:

At the June 4, 2019 meeting, the Board of Education declared 7 relocatable classrooms at Chet F. Harritt as surplus; 4 used for junior high, 2 used for Project SAFE, and 1 formerly used for the Fleet and Family Center and currently used for storage by the Pioneer National Little League. With plans progressing for construction of the new building at Chet F. Harritt, it is necessary to either remove for sale or demolish the relocatables during Thanksgiving Break.

RECOMMENDATION:

It is recommended that the Board of Education authorize the removal / demolition of 7 relocatable classrooms at Chet F. Harritt and to authorize staff to contract for necessary work.

This item supports the following District goal(s):

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

FISCAL IMPACT:

Estimated cost between \$50,000 and \$100,000 to be paid from Capital Improvement Program funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

Consent Item D.3.1.

Approval of Services Contract Between Santee School District and San Diego County Office of Education (SDCOE) Regarding Participation in the California Regional Environmental Education Community (CREEC) Grant

Prepared by Dr. Stephanie Pierce
October 1, 2019

BACKGROUND:

Administrative Regulation 3290, Gifts, Grants, and Bequests, has established procedures for school and District personnel to follow for the submission and obtainment of grant funding. Through Santee School District's collaboration with San Diego County Office of Education (SDCOE) around the Next Generation Science Standards (NGSS) we have the opportunity to be part of a cohort participating in the California Regional Environmental Education Community (CREEC) Grant.

Through collaboration SDCOE, experts in the field, and the Santee School District, we will immerse students in environmental literacy and local phenomena. This work will involve studying human impacts on systems, conservation around water, and what kids need to know about it. Students will research and observe water collection systems, bio-filtration systems, and phenomena local to East County. This collaborative effort will align with both Common Core Standards and Next Generation Science Standards, allowing for cross-curricular connections. Additionally, California English Language Arts (ELA) English Language Development (ELD) Standards are incorporated through use of research informed academic supports, hands-on experiments, and deep exploration of phenomena.

Santee School District will offer one Professional Learning Day to 14, K-6 teachers with a focus on environmental literacy and the Next Generation Science Standards. Additionally, Santee School District will offer field trips to grade-appropriate outdoor learning sites for 39 teachers and their students.

RECOMMENDATION:

Administration recommends the Board of Education approve the Service Contract between Santee School District and San Diego County Office of Education for participation in the CREEC grant.

This program supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Implement a staff development plan as the cornerstone of employee performance and growth

- 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:

Santee School District will receive up to \$26,200.00 from the Environmental Education Grant Program to support teacher attendance at the professional learning event and teacher/student environmental education field trips scheduled during the 2019-2020 school year.

STUDENT ACHIEVEMENT:

The CREEC grant program is dedicated to increasing the academic achievement of students in the Next Generation Science Standards (NGSS) and literacy by enhancing content knowledge and teaching skills through professional development.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

Consent Item D.4.1. Personnel, Regular
 Prepared by Tim Larson
 October 1, 2019

BACKGROUND:

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

Certificated Staff

A. New Appointments:

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

B. Temporary Rehires:

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

C. Change of Status/Location:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Wilson, Jennifer	Sycamore Canyon	V-03 to VI-03 #30005658	\$58,143.00	\$62,387.00	08-14-19

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

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

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Achenbach, Peggy	Transportation	Bus Driver I 25 E / 6.0 hrs to 25 E / 7.25 hrs #10326215	\$3,131.70	\$3,784.35	09-01-19

Classified Staff continued

J. Change of Status/Location continued:

2. Cerros, Laura	Transportation	Bus Driver I 25 D / 6.67 hrs to 25 D / 6.42 hrs #10326236	\$3,315.41	\$3,190.95	09-01-19
3. Comonfort, Omar	Transportation	Van Driver 22 A / 5.75 hrs to 22 A / 6.0 hrs #30011633	\$2,133.02	\$2,225.60	09-01-19
4. Gallardo, Henry	Transportation	Bus Driver I 25 E / 6.5 hrs to 25 E / 6.08 hrs #10326220	\$3,077.21	\$2,878.37	09-01-19
5. Hocking, Patricia	Transportation	Bus Driver I 25 E / 6.0 hrs to 25 E / 6.5 hrs #10326229	\$3,507.50	\$3,799.80	09-01-19
6. Kent, Paula	Transportation	Bus Attendant 19 B / 4.0 hrs to 19 B / 5.75 hrs #30008597	\$1,345.07	\$1,933.67	09-01-19
7. Lozano, Carlos	Rio Seco to Cajon Park	Project SAFE Assistant 17 B / 3.0 hrs to 17 B / 3.5 hrs #30006261	\$841.50	\$1,067.73	09-03-19
8. Reyes, Urijah	Transportation	Bus Attendant 19 B / 4.0 hrs to 19 B / 5.0 hrs #30008596	\$1,345.07	\$1,681.33	09-01-19
9. Ryan, Chriscilda	Transportation	Bus Driver I 25 E / 7.17 hrs to 25 E / 6.0 hrs #10326230	\$4,341.40	\$3,632.77	09-01-19
10. Velasquez, Alicia	Transportation	Bus Attendant 19 B / 4.0 hrs to 19 B / 4.17 hrs #30010108	\$1,345.07	\$1,402.37	09-01-19

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Bruno, Lara	Pepper Drive	Project SAFE Assistant	Resignation	08-31-19
2. Heger, Maureen	Chet F. Harritt	Campus Aide	Care for grandchild	09-21-19
3. Matteson, Elizabeth	Rio Seco	Project SAFE Assistant	School and student teaching	09-21-19
4. Santiago, Chimane	Sycamore Canyon	Food Service Worker I	New position within district	09-21-19

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

Consent Item D.4.2.
Prepared by Tim Larson
October 1, 2019

Approval of Influenza Vaccine Administration Program

BACKGROUND:

On October 17, 2019, Santee School District will hold its annual open enrollment event. For the past several years, Rite Aid has agreed to provide immunizations with influenza vaccine ("flu shot") to eligible members covered by insurance. The service will once again be provided by authorized pharmacists certified under the Rite Aid immunization program.

This year, Rite Aid is partnering with the District's medical administrator, California Schools Employee Benefit Association (CSEBA), offering to provide a flu shot to employees that are not covered by insurance. This vaccine will be provided free of charge to employees and will be paid for by CSEBA.

RECOMMENDATION:

It is recommended that the Board of Education approve the influenza vaccine administration program agreement.

FISCAL IMPACT:

There is no cost to the District for this program.

STUDENT ACHIEVEMENT IMPACT:

Not applicable.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

**VACCINE
ADMINISTRATION
PROGRAM AGREEMENT**

This agreement (“Agreement”) is entered into by and between Santee School District (“Employer”) and Rite Aid Hdqtrs. Corp. (“Rite Aid”) and effective as of 9/17/2019 (“Effective Date”). Employer and Rite Aid hereinafter may be referred to individually as “Party” or collectively as “the Parties.”

I. RITE AID RESPONSIBILITIES

A. Rite Aid will provide immunizations with vaccine to Employer’s eligible employees (“Services”). The Services will be provided by authorized pharmacists who have been certified under the Rite Aid Immunization Program, and in accordance with indications and contraindications recommended in applicable current guidelines from the Advisory Committee on Immunization Practices (“ACIP”) of the U.S. Centers for Disease Control & Prevention (“CDC”), the Food & Drug Administration (“FDA”), and/ or other competent authorities, as applicable.

B. In providing the Services, Rite Aid agrees to comply with all applicable state and federal laws, including all applicable Medicare laws, regulations and Center for Medicare and Medicaid Services (“CMS”) instructions and the applicable standard of care in the jurisdiction where Services are being provided.

II. EMPLOYER RESPONSIBILITIES

Eligible employees shall be informed by Employer of the Services available through Rite Aid under this Agreement, but no employee shall be required to avail himself or herself of immunizations with vaccines. Employer agrees to pay Rite Aid for the Services that it renders to Employer’s employees in accordance with Section III below.

III. BILLING AND COMPENSATION

A. Rite Aid will support flu clinics in markets which includes a Rite Aid location. For such a flu clinic, Employer agrees to pay and Rite Aid shall bill twenty-eight dollars and zero cents (\$28.00) for each quadrivalent vaccine provided to an eligible employee of Employer (the “Unit Price”) that is not covered by insurance. Employee eligibility shall be determined by Employer. The Unit Price includes the costs associated with the vaccine and the administration fee and all other costs of Rite Aid under this Agreement and in providing the Services recited for Employer’s eligible employees. In addition to the fees set forth above, Employer agrees to pay and Rite Aid shall bill a \$60.00 per hour staffing fee per pharmacist per location that does not provide twenty-five (25) immunizations per hour during clinic hours.

B. In the event an outside vendor coordinated through Rite Aid is used to support a flu clinic in a market that does not have a Rite Aid location nearby, the Employer must pay for a minimum of thirty (30) immunizations per clinic at the same Unit Cost. Employer agrees to pay and Rite Aid shall bill Employer for at least thirty (30) immunizations per clinic provided, however, if less than thirty (30) flu immunizations are administered at a clinic, Employer will pay per clinic: (1) the Unit Price and administration fee* only for the immunizations actually administered and (2) the unit price for the number of unused immunizations under the thirty (30) immunization minimum requirement. The Employer understands the third party vendor may not participate and accept insurance, and Employer may be responsible and direct billed for the price of all immunizations given.
*The contract prices from the third-party vendor may differ from the contracted prices of Rite Aid.

C. Rite Aid can provide invoices to Employer by mail. Employer will be responsible for paying Rite Aid for all Services within thirty (45) days of receipt of the invoice by the Employer from Rite Aid. All billings shall be issued to Employer in care of CSEBA and processed by CSEBA with Employer at Employer’s request, provided that CSEBA is not a party to or obligated under this Agreement for payment.

non conveniens with regard to that venue.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date set forth herein by their duly authorized officers.

Santee School District

RITE AID HDQTRS. CORP.

Signature



Name/Title

Summer Kerley, Vice President, Clinical Services

Name/Title:

9/17/2019

9/17/2019

Date

Date

Consent Item D.4.3.

Approval of New Driver/Office Assistant Job Description

Prepared by Tim Larson
October 1, 2019

BACKGROUND:

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

In addition, it was also determined that Veronica Ahumada, the current Bus Driver II, will be appointed to assume the position and responsibilities. This position will be changed from an 11-month work year to a 12-month work year. Administration does not intend to replace the vacated Bus Driver II position at this time.

RECOMMENDATION:

It is recommended that the Board of Education approve the new job description for Driver/Office Assistant.

FISCAL IMPACT:

The annual increase in cost for the 12-month Driver/Office Assistant position will be \$4,584.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

DRIVER/OFFICE ASSISTANT**DEFINITION**

Under direction of the Transportation Supervisor, assist in routing, dispatching and scheduling of buses; operate a school bus over designated routes transporting students to and from school and school-related activities; perform related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Incumbents in the Driver/Office Assistant classification operate a school bus *or van* over designated routes transporting students to and from school and school-related activities. Incumbents perform clerical duties in support of District transportation services, assisting in dispatching as required.

EXAMPLES OF DUTIES

Substitute as a Bus Driver I when required and perform all associated job responsibilities.

Substitute as a Van Driver when required and perform all associated job responsibilities.

Assist in the routing, dispatching and scheduling of buses.

Operate a computer terminal to prepare and maintain various records and reports such as use of equipment and supplies.

Process student bus passes.

Operate a two-way radio to dispatch buses.

Order, store and issue office supplies.

Type bus maintenance, purchase requisitions and other documents.

Compile information from various sources and inclusion in departmental records and reports.

Assemble, organize, tabulate and record statistical data.

Develop and maintain filing systems and records including materials of a confidential nature.

Maintain necessary records and assigns drivers and substitutes according to qualifications.

May be required to assist in dispatching office with duties such as map work, filing, answering phones, and operating the two-way radio system.

Perform other duties as assigned.

QUALIFICATIONS GUIDE**Knowledge of:**

General procedures relating to and routing, scheduling, and maintenance of transportation services.

Prescribed safety checks, school bus routes and alternate routes.

First aid practices, safe driving practices and techniques.

California Motor Vehicle Code and Education Code provisions applicable to school bus operation.

Effective communication skills.

Record keeping techniques.

Geography of the school district and other districts served.

The school district map indicating all facilities and established routes between home to school.

Proper handling techniques of hazardous materials.

DRIVER/OFFICE ASSISTANT

Page 2

Ability to:

- Coordinate schedules and assignments.
- Maintain accurate records and prepare reports.
- Evaluate situations and ascertain proper action.
- Operate a computer, calculator, typewriter and two-way radio.
- Understand and carry out oral and written instructions.
- Establish and maintain effective and cooperative relationships with others.
- Remain calm in a variety of situations.
- Operate a school bus, exercising good judgment and extreme caution.
- Drive a school bus safely over a variety of normal and hazardous road conditions.
- Read and follow route sheets.
- Maintain control and order over the behavior and safety of students.
- Learn a designated bus route, bus stops and district traffic hazards.
- Keep simple records.

Training and Experience:

Any combination equivalent to graduation from high school and three years of successful and safe experience in the operation of a school bus or other large motor vehicle and demonstrate office experience involving typing and keeping records. Some experience in the operation of heavy vehicles. Work history demonstrating dependability and reliability. Good driving record.

Licenses:

Possession of a valid Class B-P (Passenger Endorsement) California Driver's License; a valid California School Bus Driver's Certificate; a valid medical certificate; and the ability to qualify and maintain qualification for district vehicle insurance coverage.

Working Conditions:

Transportation office and school bus operations environment; subject to driving in various road, traffic and weather conditions, noise and exhaust fumes.

Board Adopted

October _____, 2019

BACKGROUND:

The Human Resources Department is requesting continued additional support with filing and clerical duties including scanning personnel files.

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

RECOMMENDATION:

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

- Two (2) Clerk Typist II positions for up to eight (8) hours per day; October 1, 2019 – April 1, 2020 for scanning personnel files

FISCAL IMPACT:

The approximate cost to employ the short term positions are as follows:

- Clerk Typist II position – approximately \$144 per day each

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

Item E. DISCUSSION AND/OR ACTION ITEMS

Discussion and/or Action Item E.1.1.
Prepared by Tim Larson
October 1, 2019

Granting Tenure to Eligible Certificated
Employees

BACKGROUND:

Board approval is requested to grant tenure to the following eligible certificated employees. Each of these individuals has worked two (2) years as required by Education Code and have demonstrated quality instructional service as assessed by each principal responsible. Therefore, they are now eligible for tenure after their first day of work in the 2019-2020 school year.

<u>Name</u>	<u>Site</u>
Hensley, Emily	Cajon Park
Medina, Brianna	Cajon Park
Millman, Stephanie	Cajon Park
Rauscher, Julia	Cajon Park
Carpenter, Kelly	Carlton Hills
Asahara, Erin	Carlton Oaks
Calvert, Katrina	Carlton Oaks
Costa, Kristie	Carlton Oaks
Janisch, Rebecca	Carlton Oaks
Hart, Michelle	Pepper Drive
Wray, Jill	Pepper Drive
Gianola, Paul	PRIDE Academy
Enslow, Erin	Rio Seco
Gormican, Ashley	Rio Seco
Pickell, Suzanne	Special Education
Babbush, Lauren	Sycamore Canyon
Mallard, Hannah	Sycamore Canyon
Williams, Ashley	Sycamore Canyon

RECOMMENDATION:

It is recommended that the Board of Education grant tenure to the above listed eligible certificated employees, effective after the end of their first day of work in the 2019-2020 school year. Granting tenure will allow the District to maintain qualified employees and enhance student learning.

FISCAL IMPACT:

There is not an additional fiscal impact to the General Fund as a result of this item.

STUDENT ACHIEVEMENT IMPACT:

Students learn best when taught by qualified, competent teachers. In order for teachers to receive tenure in the Santee School District, they must work a minimum of two (2) years, meet District employment standards, and receive positive evaluations from administrators.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

BACKGROUND:

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

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

- Budget Advisory Committee (BAC)
- Calendar Advisory Committee
- Character Education Committee and School Climate Advisory Committee
- Communication Committee
- District Advisory Committee (DAC)
- District English Learner Advisory Committee (DELAC)
- Special Education Advisory Committee
- Wellness Advisory Committee

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

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

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

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

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

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

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

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

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

RECOMMENDATION:

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Santee School District
2019-20 Board Advisory Committees

First Name		Last Name	Total vacancies for 2019-20									
			Budget	Calendar	Character Education & School Climate	Communication	DAC	DELAC	Special Ed	Wellness		
			9	Open	9	Open	9	9	9	9		
1	Rosemarie	Allen-Rowe										
2	Charlene	Alsbaugh					2		1			
3	Josephine	Blackwell	1				2					
4	Stephanie	Boyce	2		1							
5	Katie	Buechner		1								
6	Dawn	Corliss-Ingoglia							1			
7	Mary	DeMaria										
8	Ellen	Duty										
9	Amber	Dwyer					2					
10	Lauren	Ellis			1							
11	Rosanne	Hiller			1							
12	Jason R.	Jervis	1									
13	Kathy	Kakacek								1		
14	John	Lee	2							1		
15	Gretchen	May									1	
16	Lorena	Nava Ruggero										2
17	Julia	Partridge	2							1		
18	Joseph	Perricone	1									
19	Christina	Perry									2	
20	Kirandeep S.	Ranouta									2	
21	Laura	Santiago	2		1							
22	Brandon	Tosson	1									
23	Elizabeth	Tosson										1
24	Carmen	Wormington								1		

Discussion and/or Action Item E.3.1. Approval of Monthly Financial Report
 Prepared by Karl Christensen
 October 1, 2019

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period July 1, 2019 through August 31, 2019 prepared on a cash and modified accrual basis and include the District’s revenue, expenditure, and cash activities.

RECOMMENDATION:

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

- This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$15,221,863; cash receipts of \$5,080,326; and disbursements of \$8,350,246 are reflected for the period of July 1, through August 30, 2019 resulting in an ending cash balance of \$11,951,943 as of August 31, 2019.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

Monthly Financial Report - July and August

1

CASH REPORT FOR JULY AND AUGUST

	Actual	Projected*	Difference
Beginning Cash Balance as of July 1, 2019	\$15,221,863	\$15,221,863	\$ -
INCOME			
A. Local Control Funding Formula			
State Aid	3,221,688	3,221,688	\$ -
Property Taxes	381,192	381,192	\$ -
B. Federal Income			
Federal Funding	25,314	46,853	\$ (21,539)
C. State Income			
Lottery	-	110,525	\$ (110,525)
Other State Funding	323,941	316,904	\$ 7,037
D. Local Income			
Other Local Income	406,577	321,452	\$ 85,125
Spec Ed	598,765	472,527	\$ 126,238
Interest	104,595	103,344	\$ 1,251
E. Due to/Due from other funds	18,254	37,545	\$ (19,291)
F. Debt Proceeds	-	-	\$ -
TOTAL INCOME	\$5,080,326	\$5,012,030	\$ 68,296
Beginning Balance Plus Income	\$20,302,189	\$20,233,893	\$ 68,296
DISBURSEMENTS			
G. Commercial Warrants	\$2,992,097	\$2,250,898	\$ 741,199
H. Salary and Benefits	4,475,362	3,903,877	\$ 571,485
I. Other Outgo	332,455	250,099	\$ 82,356
J. Interfund Borrowing Out	550,332	550,332	\$ -
K. Debt Service	-	-	\$ -
TOTAL DISBURSEMENTS	\$8,350,246	\$6,955,206	\$ 1,395,040
Ending Cash Balance as of August 31, 2019	\$11,951,943	\$13,278,687	\$ (1,326,744)

* Based on Cash Flow Projection at Unaudited Actuals - August 2019

**Budget Revisions
Through August 31, 2019
2019-20 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	16,171,701	532,236	16,703,937
Estimated Income	50,080,280	21,863,039	71,943,319
Estimated Expenditures	50,417,100	21,908,262	72,325,362
Change in Fund Balance	(336,820)	(45,223)	(382,043)
Projected Ending Fund Balance	15,834,881	487,013	16,321,894
Less: Restricted Program Carryovers	-	487,013	487,013
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	20,000	-	20,000
Stores Inventory	119,583	-	119,583
Less: Assigned Vacation Carryover	332,772	-	332,772
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	2,169,761	-	2,169,761
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	12,816,895	-	12,816,895
Fund 17 Projected End of Year Balance	<u>3,080,843</u>	<u>-</u>	<u>3,080,843</u>
Projected Reserves	<u>18,067,500</u>	<u>-</u>	<u>18,067,500</u>
	<u>August</u>	<u>July</u>	
Projected Reserve % 2019-20¹	24.98%	24.98%	
Projected Reserve % 2020-21^{1,2}	20.68%	20.68%	
Projected Reserve % 2021-22^{1,2}	20.11%	20.11%	

¹As a % of the Estimated Total Outgo

²Based on Multi-Year Projection at 2018-19 Unaudited Actuals August, 2019

Next Update is to Occur December 2019 for 1st Interim

Discussion and/or Action Item E.3.2.
Prepared by Karl Christensen
October 1, 2019

Review of Building and Site Designs for the
Chet F. Harritt Capital Improvement Program
Project

BACKGROUND:

On October 22, 2019, the Board will convene at Chet F. Harritt School to brief the community on plans for the new 7 Classroom/Learning Resource Center building to be constructed there. Tonight, StudioWC will review building and site designs in preparation for that meeting.

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

Project is currently estimated at \$15.6 million to be paid from General Obligation Bond proceeds and interest earnings.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

Item F. BOARD POLICIES AND BYLAWS

Board Policies and Bylaws F.1.1.
Prepared by Karl Christensen
October 1, 2019

Second Reading: New Board Policy 3230,
Federal Funds

BACKGROUND:

New Board Policy 3230 addresses the fiscal integrity and transparency in the use of all funds awarded through federal grants, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

It is recommended that the Board of Education review, approve, and adopt new Board Policy 3230, Federal Funds, in a second reading, as presented.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

Federal Grant Funds

The Governing Board recognizes the district's responsibility to maintain fiscal integrity and transparency in the use of all funds awarded through federal grants. The district shall comply with all requirements detailed in any grant agreement with an awarding agency and with the federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards specified in 2 CFR 200.0-200.521 and any stricter state laws and district policy.

Any goods or services purchased with federal funds shall be reasonable in cost and necessary for the proper and efficient performance or administration of the program.

The Superintendent or designee shall ensure that the district's financial management systems and procedures provide for the following: (2 CFR 200.302)

1. Identification in district accounts of each federal award received and expended and the federal
2. Accurate, current, and complete disclosure of the financial and performance results of each federal award or program in accordance with the reporting requirements of 2 CFR 200.327 and 200.328
3. Records and supporting documentation that adequately identify the source and application of funds for federally funded activities, including information pertaining to federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest
4. Effective controls and accountability for all funds, property, and other assets and assurance that all assets are used solely for authorized purposes
5. Comparison of actual expenditures with budgeted amounts for each federal award
6. Written procedures to implement provisions governing payments as specified in 2 CFR 200.305
7. Written procedures for determining the allowability of costs in accordance with 2 CFR 200.400-200.475 and the terms and conditions of the federal grant award

The Superintendent or designee shall develop and implement appropriate internal control processes to reasonably assure that transactions are properly executed, recorded, and accounted for so that the district can prepare reliable financial statements and federal reports, maintain accountability over assets, and demonstrate compliance with federal laws, regulations, and conditions of the federal award. (2 CFR 200.61, 200.62, 200.303)

Equipment purchased with federal funds shall be properly inventoried and adequately maintained to safeguard against loss, damage, or theft of the property.

All staff involved in the administration or implementation of programs and activities supported by federal funds shall receive information and training on the allowable use of federal funds, purchasing procedures, and reporting processes commensurate with their duties.

The district shall submit performance reports to the awarding agency in accordance with the schedule and indicators required for that federal grant by law and the awarding agency. As required, such reports may include a comparison of actual accomplishments to the objectives of the federal award, the relationship between financial data and performance accomplishments, the reasons that established goals were not met if applicable, cost information to demonstrate cost effective practices, analysis and explanation of any cost overruns or high unit costs, and other relevant information. The final performance report shall be submitted within 90 days after the ending date of the grant. (2 CFR 200.301, 200.328)

Legal Reference:

EDUCATION CODE

42122-42129 Budget requirements

64001 School plan for student achievement, consolidated application programs

CODE OF FEDERAL REGULATIONS, TITLE 2

180.220 Amount of contract subject to suspension and debarment rules

200.0-200.521 Federal uniform grant guidance, especially:

200.1-200.99 Definitions

200.100-200.113 General provisions

200.317-200.326 Procurement standards

200.327-200.329 Monitoring and reporting

200.333-200.337 Record retention

200.400-200.475 Cost principles

200.500-200.521 Audit requirements

CODE OF FEDERAL REGULATIONS, TITLE 34

76.730-76.731 Records related to federal grant programs

CODE OF FEDERAL REGULATIONS, TITLE 48

2.101 Federal acquisition regulation; definitions

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Department of Education Audit Guide

California School Accounting Manual

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Questions and Answers Regarding 2 CFR Part 200, March 17, 2016

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Office of Management and Budget, Uniform Guidance: https://www.whitehouse.gov/omb/grants_docs

State Controller's Office: <http://www.sco.ca.gov>

System for Award Management (SAM): www.sam.gov/portal/SAM/##11

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

U.S. Government Accountability Office: <http://www.gao.gov>

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws F.1.2.
Prepared by Karl Christensen
October 1, 2019

Second Reading: New Board Policy 3260,
Fees and Charges

BACKGROUND:

New Board Policy 3260 addresses the District's responsibility to ensure that student participation the District's educational program are made available to students at no cost. New Board Policy 3260 is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

It is recommended that the Board of Education review, approve, and adopt new Board Policy 3260, Fees and Charges, in a second reading, as presented.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.

Fees And Charges

The Governing Board recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources necessary for student participation in the district's educational program are made available to students at no cost.

No student shall be required to pay a fee, deposit, or other charge for participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities. (Education Code 49010, 49011; 5 CCR 350)

As necessary, the Board may approve fees, deposits, and other charges which are specifically authorized by law. When approving such fees, deposits, or charges, establishing fee schedules, or determining whether waivers or exceptions should be granted, the Board shall consider relevant data, including the socioeconomic conditions of students' families and their ability to pay.

The prohibition against student fees shall not prevent the district from soliciting for donations, conducting fundraising activities, or providing prizes or other recognition for participants in such activities and events. The Superintendent or designee shall emphasize that participation of students, parents/guardians, district employees, volunteers, or educational or civic organizations in such activities and events is voluntary. The district shall not offer or award to a student any course credit or privileges related to educational activities in exchange for voluntary donations or participation in fundraising activities by or on behalf of the student. The district also shall not remove or threaten to remove from a student any course credit or privileges related to educational activities, or otherwise discriminate against the student, due to a lack of voluntary donations or participation in fundraising activities by or on behalf of the student.

The Superintendent or designee may provide information or professional development opportunities to administrators, teachers, and other personnel regarding permissible fees.

Complaints

A complaint alleging district noncompliance with the prohibition against requiring student fees, deposits, or other charges shall be filed in accordance with the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures. (Education Code 49013)

If, upon investigation, the district finds merit in the complaint, the Superintendent or designee shall recommend and the Board shall adopt an appropriate remedy to be provided to all affected students and parents/guardians in accordance with 5 CCR 4600.

Information related to the prohibition against requiring students to pay fees for participation in an educational activity shall be included in the district's annual notification of uniform complaint procedures to be provided to all students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 49013)

Collection of Debt

The Superintendent or designee shall, in accordance with law, recover any debt owed to the district as a result of unpaid permissible student fees approved by the Board. However, the district shall not bill a current or former student for accumulated debt, nor take negative action against a student or former student because of such debt, including, but not limited to, any of the following: (Education Code 49014)

1. Denying full credit for any class assignment
2. Denying full and equal participation in any classroom activity
3. Denying access to the library or other on-campus educational facilities
4. Denying or withholding grades or transcripts
5. Denying or withholding a diploma
6. Limiting or barring participation in an extracurricular activity, club, or sport
7. Limiting or excluding the student from participation in an educational activity, field trip, or school ceremony

Legal Reference (next page)

Legal Reference:

EDUCATION CODE

- 8239 Preschool and wraparound child care services
- 8250 Child care and development services for children with disabilities
- 8263 Child care eligibility
- 8422 21st Century High School After School Safety and Enrichment for Teens programs
- 8482.6 After School Education and Safety programs
- 8760-8774 Outdoor science, conservation, and forestry programs
- 17453.1 District sale or lease of Internet appliances or personal computers to parents of students
- 17551 Property fabricated by students
- 19910-19911 Offenses against libraries
- 32033 Eye protective devices
- 32221 Insurance for athletic team member
- 32390 Fingerprinting program
- 35330-35332 Excursions and field trips
- 35335 School camp programs
- 38080-38086.1 Cafeteria establishment and use
- 38120 Use of school band equipment on excursions to foreign countries
- 39801.5 Transportation for adults
- 39807.5 Payment of transportation costs
- 39837 Transportation of students to places of summer employment
- 48050 Residents of adjoining states
- 48052 Tuition for foreign residents
- 48904 Liability of parent or guardian
- 49010-49013 Student fees
- 49014 Public School Fair Debt Collection Act
- 49065 Charge for copies
- 49066 Grades, effect of physical education class apparel
- 49091.14 Prospectus of school curriculum
- 49557.5 Unpaid school meal fees
- 51810-51815 Community service classes
- 52612 Tuition for adult classes
- 52613 Nonimmigrant foreign nationals
- 56504 School records; students with disabilities
- 60410 Students in classes for adults

GOVERNMENT CODE

- 6253 Request for copy; fee

CALIFORNIA CONSTITUTION

- Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

- 350 Fees not permitted
- 4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 8

- 1184 Nonimmigrant students

COURT DECISIONS

- Arcadia Unified School District v. State Department of Education (1992) 2 Cal 4th 251
- Driving School Assn of CA v. San Mateo Union HSD (1992) 11 Cal. App. 4th 1513
- Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739
- Hartzell v. Connell (1984) 35 Cal. 3d 899
- CTA v. Glendale School District Board of Education (1980) 109 Cal. App. 3d 738

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

- Pupil Fees, Deposits and Other Charges, Fiscal Management Advisory 17-01, July 28, 2017

WEB SITES

- CSBA: <http://www.csba.org>
- California Department of Education: <http://www.cde.ca.gov>

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item F.1.3.
Prepared by Dr. Kristin Baranski
October 1, 2019

First Reading: New Board Bylaw 9012, Board
Member Electronic Communications

BACKGROUND:

Board Bylaw 9012, Board Member Electronic Communications reflects the new court decision (City of San Jose v. Superior Court) which held that using a personal account or device to send or receive communications regarding public business does not categorically exclude those records from disclosure in response to a request under the California Public Records Act and that public agencies are obliged to disclose applicable records that they can locate with reasonable effort.

RECOMMENDATION:

It is recommended that the Board of Education review new Board Bylaw 9012, Board Member Electronic Communication as a first reading. Action, if any, is at the discretion of the Board.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____

Second: _____

Vote: _____

Agenda Item F.1.3.

BOARD MEMBER ELECTRONIC COMMUNICATIONS

The Governing Board recognizes that electronic communication is an efficient and convenient way for Board members to communicate and expedite the exchange of information within the district and with members of the public. Board members shall exercise caution so as to ensure that electronic communications are not used as a means for the Board to deliberate outside of an agendaized Board meeting nor to circumvent the public's right to access records regarding district business.

A majority of the Board shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

Examples of permissible electronic communications concerning district business include, but are not limited to, dissemination of Board meeting agendas and agenda packets, reports of activities from the Superintendent, and reminders regarding meeting times, dates, and places.

In addition, Board members may use electronic communications to discuss matters that do not pertain to district business, regardless of the number of Board members participating in the discussion.

Board members shall make every effort to ensure that their electronic communications conform to the same standards and protocols established for other forms of communication. A Board member may respond, as appropriate, to an electronic communication received from a member of the community and should make clear that his/her response does not necessarily reflect the views of the Board as a whole. Any complaint or request for information should be forwarded to the Superintendent in accordance with Board bylaws and protocols so that the issue may receive proper consideration and be handled through the appropriate district process. As appropriate, communication received from the media shall be forwarded to the designated district spokesperson.

To the extent possible, electronic communications regarding any district-related business shall be transmitted through a district-provided device or account. When any such communication is transmitted through a Board member's personal device or account, he/she shall copy the communication to a district electronic storage device for easy retrieval.

Legal references on the following page.

BOARD MEMBER ELECTRONIC COMMUNICATIONS

Legal Reference:

EDUCATION CODE

35140 Time and place of meetings

35145 Public meetings

35145.5 Agenda: public participation; regulations

35147 Open meeting law exceptions and applications

GOVERNMENT CODE

6250-6270 California Public Records Act

11135 State programs and activities, discrimination

54950-54963 The Ralph M. Brown Act, especially:

54952.2 Meeting, defined

54953 Meetings to be open and public; attendance

54954.2 Agenda posting requirements, board actions

COURT DECISIONS

City of San Jose v. Superior Court (2017) 2 Cal.5th 608

Management Resources:

CSBA PUBLICATIONS

Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES

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

CSBA, Agenda Online: <http://www.csba.org/ProductsAndServices/AllServices/AgendaOnline.aspx>

California Attorney General's Office: <http://oag.ca.gov>

Item G. EMPLOYEE ASSOCIATION COMMUNICATION

Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item I. CLOSED SESSION

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

The Board will go into Closed Session to discuss:

1. **Conference with Legal Counsel – Existing Litigation** (Gov't. Code § 54956.9)
- Case #'s: 37-2018-00029574-CU-OE-CTL and
37-2017-00051097-CU-PO-CTL

2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association
(CSEA)

3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

Item J. RECONVENE TO PUBLIC SESSION

Item K. ADJOURNMENT

Agenda Items G, H, I, J, and K.