



Santee School District

SCHOOLS:

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

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

**BOARD OF EDUCATION
 REGULAR MEETING
 A G E N D A
 November 5, 2013**

District Mission

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

	Page #
Principals meeting with Board - 6:00-6:50 p.m.	5
A. OPENING PROCEDURES – 7:00 p.m.	
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
*Moment of Silence for Dylan Pourner	
B. REPORTS AND PRESENTATIONS	
1. Superintendent’s Report	6
1.1. Developer Fees Collection Report	7
1.2. Use of Facilities Report	8
1.3. Enrollment Report	9
1.4. Schedule of Upcoming Events	10
2. Innovation Grant Awards	11
3. Save-A-Tree Energy Challenge	12
C. PUBLIC COMMUNICATION	13
<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> 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>	

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

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

D. CONSENT ITEMS	14
<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>	15
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
Business Services	
2.1. <u>Approval/Ratification of Travel Requests</u>	20
It is recommended that the Board of Education approve/ratify the Travel Report for personnel as listed in the item.	
2.2. <u>Approval/Ratification of Revolving Cash Report</u>	22
It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.	
2.3. <u>Acceptance of Donations</u>	24
It is recommended that the Board of Education accept the donations listed in the item and authorize staff to send a letter of appreciation on behalf of the governing Board.	
2.4. <u>Approval of Consultants and General Service Providers</u>	25
It is recommended that the Board of Education approve Consultant and General Service Provider agreements as presented.	
2.5. <u>Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)</u>	27
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of September 2013.	
Educational Services	
3.1. <u>Approval of Comprehensive School Safety Plans</u>	31
It is recommended that the Board of Education approve the 2013-14 Comprehensive School Safety Plans.	
3.2. <u>Annual Approval of Single Plans for Student Achievement</u>	33
It is recommended that the Board of Education approve the 2013-14 Single Plans for Student Achievement.	
3.3. <u>Approval of 2013-14 School Site Fundraising Plans</u>	34
It is recommended that the Board of Education approve the 2013-14 School Site Fundraising Plans.	
3.4. <u>Approval/Ratification for Submission of IDEAS 2.0 Grant</u>	44
It is recommended that the Board of Education approve/ratify the submission of the IDEAS 2.0 Grant.	
Human Resources/Pupil Services	
4.1. <u>Personnel, Regular</u>	46
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 Memorandum of Understanding (MOU) for Volunteers Days between Santee School District and California School Employees Association (CSEA) and its Chapter 557** 50
It is recommended that the Board of Education approve the MOU between Santee School District and California School Employees Association (CSEA) and its Chapter 557 regarding Volunteer Days.
- 4.3. **Approval of Increase in Work Hours for Identified Classified Non-Management Positions** 53
It is recommended that the Board of Education approve the increase in work hours for identified classified Non-Management positions.
- 4.4. **Adoption of Proclamation Endorsing the Great American Smokeout on November 21, 2013** 55
It is recommended that the Board of Education adopt the proclamation endorsing the Great American Smokeout on November 21, 2013.
- 4.5. **Acceptance of Report on Certificated Credentials and Assignments** 57
It is recommended that the Board of Education accept the report of certificated credentials and assignments.
- 4.6. **Approval of MOU with San Diego Youth Service (SDYS) for Here Now Program** 60
It is recommended that the Board of Education approve the MOU with SDYS for Here Now Program.
- 4.7. **Approval to Submit Tobacco-Use Prevention Education (TUPE) Consortium Application with San Diego County Office of Education and East Region Districts for Sixth, Seventh and Eighth Grade Students** 75
It is recommended that the Board of Education approve submission of the TUPE application with SDCOE and East Region Districts.

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

Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.

Superintendent

- 1.1. **Leading the Learning in the 21st Century** 82
Administration will present information to the Board of Education about the necessary transformation of practices, processes, and structures to implement Common Core State Standards and Smarter Balanced Assessment. Reports will be provided on:
 - CCSS Speaking & Listening Anchor Standard Articulation
 - CCSS Report Cards
 - DreamBox
 - Devices for Learning and Devices for AssessingAction is at the discretion of the Board of Education.
- 1.2. **Local Control Funding Formula (LCFF) and Local Control Accountability Plan (LCAP)** 84
It is recommended that the Board approve the plan and timeline for consultation with stakeholders.
- 1.3. **Legislative Goals** 85
Proposed Board Legislative Goals for 2014 will be presented for Board consideration. Action is at the discretion of the Board.

Business Services

- 2.1. Approval of Monthly Financial Report** 89
It is recommended that the Board of Education approve the Monthly Financial Report.
- 2.2. Approval to Increase Budget for School Safety Action Plan** 92
It is recommended that the Board of Education approve an increase to the School Safety budget in the amount of \$28,000.

Human Resources/Pupil Services

- 3.1. Adoption of Resolution No. 1314-10 to Reduce and/or Eliminate Identified Vacant Classified Non-Management Positions** 94
It is recommended that the Board of Education adopt resolution no. 1314-10 to reduce and/or eliminate identified vacant classified non-management positions.

F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS 97

G. CLOSED SESSION 98

- 1. Conference with Labor Negotiator** (Govt. Code § 54956.8)
*Agency Negotiators: Karl Christensen, Assistant Superintendent
Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association*
- 2. Conference with Labor Negotiator** (Govt. Code § 54956.8)
*Agency Negotiators: Karl Christensen, Assistant Superintendent
Tim Larson, Assistant Superintendent
Employee Organizations: Classified School Employees Association*
- 3. Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Addresses:
▪ *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
- 4. Public Employment Matters** (Govt. Code § 54957)
Executive Assistant

H. RECONVENE TO PUBLIC SESSION 98

I. ADJOURNMENT 98

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 November 19, 2013, 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:

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

OPENING PROCEDURES ITEM A.

1. Call to Order and Welcome – 7:00 p.m.

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the November 5, 2013 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report
Prepared by Cathy A. Pierce, Ed.D.
November 5, 2013

The following items are presented for Board information:

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

Agenda Item B.

Requests For Use Of Facilities - November 5, 2013

Group	Location	Date	Days	Time	Attendance	Fees Applied
Carlton Oaks Academic Chess (After-School Chess Club)	Classroom	12/2/13 - 3/3/14	Monday	2:25 pm - 3:25 pm	8 - 20	
Hill Creek Girl Scouts Daisy Troop #5321 (Meetings)	Classroom	10/10/13 - 6/19/14	Thursday	4:00 pm - 5:00 pm	10 - 15	
Rise City Church	Multi-Purpose & Classrooms	10/22/13	Tuesday	5:00 pm - 8:00 pm	100	\$121.00
Fall Carnival (PTA)	Multi-Purpose/Front Lawn	10/26/13	Saturday	12:00 pm - 9:00 pm	500	\$484.50
Pepper Drive Harvest Festival (School)	Blacktop	11/8/13	Friday	4:00 pm - 8:00 pm	500	
PRIDE Academy (Prospect Avenue) Fall Festival (PTA)	Lower Playground/Lunch Area	10/25/13	Friday	5:00 pm - 9:00 pm	300	\$80.00
CSEA Chapter 557 (Voting)	Multi-Purpose	12/12/13	Thursday	12:30 pm - 4:00 pm		
Rio Seco Dream Box Presentation (Math Computer Program)	Multi-Purpose	10/22/13	Tuesday	3:30 pm - 4:30 pm	50	
Santee Ravens Youth Football & Cheer (Fundraiser)	Multi-Purpose & Classrooms	10/25/13	Friday	6:00 pm - 9:00 pm	100	
Santee Santas	Multi-Purpose	12/2/13 - 12/7/13	Mon - Sat	8:00 am - 8:00 pm	50 - 75	
Sycamore Canyon Halloween Event (PTA)	Multi-Purpose	10/25/13	Friday	5:00 pm - 9:00 pm	300	\$206.00

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

**Santee School District
ENROLLMENT REPORT
11/1/2013
Month 3 Week 1**

SCHOOL	REGULAR ED														SPECIAL ED								Total All								
	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	11/01/13	10/26/12	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	11/01/13	10/26/12	# Diff	% Diff	11/01/13	10/25/13	# Diff	
Cajon Park		107	113	104	97	119	112	120	110	105	987	993	-6	-0.6%	3	3	7	13	5	6	5	7	10	59	61	-2	-3.3%	1046	1050	-4	
Carlton Hills	25	51	50	43	40	46	42	48	68	66	478	493	-15	-3.0%	5	3	2	4	2	4	5	4	5	34	29	5	17.2%	512	509	3	
Carlton Oaks		64	87	68	96	94	100	80	98	119	806	797	9	1.1%	8	5	6	7	3	4	5	10	7	55	51	4	7.8%	861	859	2	
Chat F. Harritt	23	60	57	65	69	53	73	47	48	53	548	550	-2	-0.4%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	548	546	2
Hill Creek		72	72	72	81	78	89	90	71	84	709	720	-11	-1.5%	1	0	2	3	2	2	2	0	0	12	13	-1	-7.7%	721	719	2	
Pepper Drive		118	94	104	92	92	68	86	70	72	796	760	36	4.7%	0	0	0	0	0	0	0	0	3	6	9	12	-3	-25.0%	805	806	-1
Prospect Ave	24	68	83	65	58	63	45	55	49	48	558	557	1	0.2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	558	561	-3
Rio Seco		97	106	120	84	103	110	107	117	98	942	951	-9	-0.9%	5	2	5	4	6	5	5	7	8	47	42	5	11.9%	989	986	3	
Sycamore Canyon		44	51	57	52	38	42	44	0	0	328	322	6	1.9%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	328	326	2	
SUBTOTAL	72	681	713	698	669	686	681	677	631	644	6152	6143	9	0.1%	22	13	22	31	18	21	22	31	36	216	208	8	3.8%	6368	6,364	4	
Alternative School		2	5	1	3	7	3	3	4	11	39	43	-4	-9.3%																	
Santee Success									3		3	7	-4	-57.1%										1	1	0					
EAK											0	0	0	#DIV/0!																	
NPS											0	0										2		2	2	0	0.0%	2	2	0	
SUBTOTAL		2	5	1	3	7	3	3	4	14	42	50	-8	-16.0%	0	0	0	0	0	0	0	2	0	1	3	2	1	50.0%	45	44	1
TOTAL	72	683	718	699	672	693	684	680	635	658	6194	6,193	1	0.0%	22	13	22	31	18	21	24	31	37	219	210	9	4.3%	6413	6,408	5	

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

PK	
2	1048
33	361
Total PK	35

Total Enrollment Including PK
6448

Schedule of Upcoming Events

Date	Event
November 11	Veterans' Day Holiday Schools and Departments Closed
November 14	Strategic Action Committees Meeting – 3:30 p.m. @ Rio Seco District Advisory Committee Meeting – 6:00 p.m. @ ERC
November 19	Board meets with Student Representatives – 6:00 p.m. Board Meeting – 7:00 p.m.
November 25-29	Schools Closed for Thanksgiving Holiday District Offices closed November 27-29
December 3	Meeting Cancelled
December 4	ICOC Meeting – 6:00 p.m. @ District Office
December 5	California School Boards Association Annual Conference
December 9-13	Parent/Teacher Conference Week - Schools on Modified Days
December 10	Strategic Action Leadership Team (SALT) Meeting - 6:00 p.m.
December 12	Strategic Action Committees Meeting – 3:30 p.m. @ Rio Seco Budget Advisory Committee Meeting – 6:00 p.m. @ DO District Advisory Committee Meeting – 6:00 p.m. @ ERC
December 17	Board Meeting – 7:00 p.m. Board Organizational Meeting for 2014
Dec. 23-Jan. 3	Schools and Departments Closed for Winter Break
January 6, 2014	District Professional Development Day No school for students.
January 7	Students Return from Winter Break
January 7	Board Meeting – 7:00 p.m.
January 20	Martin Luther King Holiday Schools and Departments Closed
January 21	Board Meeting – 7:00 p.m.
February 20	Santee Chamber of Commerce Awards Banquet
February 25	Strategic Plan Annual Review Meeting 4:30 – 8:30 p.m. At ERC
February 27	Foundation Art Show (Tentative Date)

BACKGROUND

On June of 2013, the Superintendent announced a new round of Innovation Grants, focused on integrating technology into the Common Core State Standards.

The Santee School District Foundation donated \$35,000 towards the grants. The district funded an additional \$50,000. Eleven grants totaling \$85,000 were awarded to the following:

1. **Kristen Eveland** – Cajon Park
2. **Amy Cleary** – Cajon Park
3. **Rebecca Cress** – Cajon Park
4. **Larissa Evans** – Carlton Oaks
5. **Amy Buntin, Cari Melton, Trisha Best, Marlena Sanders** – Chet F. Harritt
6. **Daniel Saks** – Hill Creek
7. **Joe Kemery, Gillian Ryan, Tina Schipke** – PRIDE Academy
8. **Pam Barber & Teresa Boulais** – Rio Seco
9. **June Richards** – Rio Seco
10. **Rosanne Schwartz** – Sycamore Canyon
11. **Anne Lise Ryan** – Santee Success Program

Tonight Dr. Laura Spencer, Coordinator of Instructional Technology, will be presenting an overview of the projects from the Innovation Grants that were awarded to teachers in October, 2013.

BACKGROUND:

From September 30, 2013 through October 21, 2013, all district schools participated in a 3 week energy challenge to save on electricity costs. The Save-A-Tree Energy Challenge was initiated and sponsored by Lucid Technologies. Lucid selected two California school districts to participate, including Santee.

During the energy challenge, Lucid provided free access to a web-based Building Dashboard software system allowing each school to see real-time data on their consumption and energy conservation progress. During the 3-week period, data was gathered on usage and compared to the prior 3-week benchmark period.

On October 30, 2013, a ceremony was held at Pepper Drive School to congratulate the winners. The following schools were highlighted:

<u>School/Site</u>	<u>Result</u>	<u>% Reduction</u>	<u>kWH Reduction</u>	<u>\$ Saved</u>
Pepper Drive	First Place	19.3%	5,570	\$1,225
PRIDE Academy	Second Place	19.2%	3,417	\$750
Rio Seco	Third Place	18.5%	4,582	\$1,000
Alternative School and SSP	Honorable Mention	36.7%	1,137	\$250

The First Place winner, Pepper Drive School, will receive a Building Dashboard software application from Lucid Technologies (estimated value= \$7,500) and shade trees provided by the District. The Second Place, Third Place, and Honorable Mention schools will receive shade trees provided by the District.

All schools are to be congratulated for their efforts which resulted in a 14.7% reduction district-wide. This equates to 35,200 kilowatt hours resulting in a monetary savings estimated at \$7,750.

PUBLIC COMMUNICATION Item C

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

Agenda Item C.

CONSENT ITEMS Item D.

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. Approval of Minutes
Prepared by Cathy A. Pierce, Ed.D.
November 5, 2013

BACKGROUND:

Presented for Board approval –

- October 15, 2013 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**

October 15, 2013

MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 7:02 p.m.
Members present:
Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk
Barbara Ryan, Member
Elana Levens-Craig, Member
Administration present:
Dr. Cathy Pierce, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited the audience to recite the District Mission and then invited Kate Hummel, an 8th grade student at Carlton Oaks School, to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda
It was moved and seconded to approve the agenda.
Motion: Levens-Craig Second: Burns Vote: 5-0

B. REPORTS AND PRESENTATIONS

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

2. Transportation Department Report

Debbie Griffin presented a report on the Transportation Department. They currently have 23 busses, of which 15 are used each day. The fleet varies between 4 to 25 years old, with mileages from 44,000 to 307,000. In 2012-13, an average of 400 students rode on our busses each day. This includes student transportation to and from school and the contracted transportation of over 200 students per week to the Teen Center and Boys & Girls Club. This year, bus passes were implemented which tell the driver the pick-up and drop-off for each of the 280 student riders.

Mrs. Griffin shared the tremendous work of Diane Turner, dispatcher/instructor, and said Diana "bleeds yellow." Mrs. Turner puts her heart and soul into the job of organizing transportation schedules and providing required annual instruction for drivers. There is also a great team of bus drivers who transport our students safely each day.

Member Fox asked if students are picked up from every school for the Boys & Girls Club. Mrs. Griffin said they go only where needed. There are two dedicated busses for the Boys & Girls Club routes. President El-Hajj asked if the driver knows who to expect to get on the bus. Mrs. Griffin said the Boys & Girls Club routinely provides an updated list.

The Board thanked Debbie Griffin for what she does to assure the transportation department runs smoothly and safely and asked her to extend their thanks to all of the drivers.

C. PUBLIC COMMUNICATION

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

Kate Hummel: an 8th grade student- shared her suicide prevention Girl School project. Once planned, she wants to be able to advertise her seminar by sending letters home with students in 6th grade and up. Member Ryan suggested contacting the Yellow Ribbon program because they have the resources and connecting with Meredith Riffel to get the word out to the community and access additional resources. Ms. Hummel will be meeting with Meredith Riffel to coordinate with other programs. Member Ryan said the Board supports the Yellow Ribbon Cards so she would be able to use them. Member Levens-Craig suggested contacting PTAs and the Santee Patch to publicize your event. Member Burns recommended Ms. Hummel talk with the Superintendent to share her plan. President El-Hajj told Ms. Hummel that she is making great strides toward being a leader.

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President El-Hajj invited comments from the public on any item listed under Consent.

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Acceptance of Donations**
- 2.5. **Approval/Ratification of Revolving Cash Report**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Adoption of Resolution #1314-09 to Apply for a Grant with the California Energy Commission Bright Schools Program for an Energy Efficiency Audit for Pepper Drive School**
- 3.1. **Approval of Extended Field Trip Request for Students to Attend Club Live Event at Magic Mountain**
- 3.2. **(Pulled)**
- 4.1. **Personnel, Regular**
- 4.2. **Adoption of Resolutions Authorizing Teacher Services – Ed Code Sections 44256(b), 44258.2, and 44263**
- 4.3. **Adoption of Proclamation Endorsing Drug Awareness Week, October 23 – October 31, 2013**

It was moved and seconded to approve Consent Items.

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

E. DISCUSSION AND/OR ACTION ITEMS

President El-Hajj invited comments from the public on any item listed under Discussion and/or Action. There were no comments.

1.1. Leading the Learning in the 21st Century

Dr. Pierce presented a conceptual look at all of the systems that are part of the transition into Common Core State Standards and 21st Century learning. There is a heavy focus on student learning and there have been many learning opportunities this year for all, teachers to principals.

Stephanie Pierce shared about the Professional Day of Learning that was held on October 7th. TK teachers learned about classroom environment development, developing young authors, and TK standards. Kindergarten through 2nd grade teachers learned about enhancing curriculum tools for EnVision Math. Teachers in grades 3-5 learned about number talks for classroom teachers to engage students in “mental math.” She shared a “number talk” with the Board members. Grade 6-7 teachers worked with a consultant in CPM training. Eighth grade teachers worked on algebra scope and sequence to align to CCSS and a transition plan for high school.

Nancy Frey from San Diego State worked with teachers in grades K-5 to review CCSS. Eileen Moreno facilitated a group of 6-8 grade teachers in ELA and History/Social Studies. Special Education teachers were trained on Augmentative and Alternative Communication. Sixth through eighth grade science

F. BOARD COMMUNICATION

Superintendent Pierce updated the Board on a missing child. The child had run away and was located later in the evening.

Member Ryan shared a parent comment about being impressed that a Board member attended their Back-to-School night.

Member Levens-Craig shared information about webinars she participated in. Salute to Teachers was awesome and it was great that one of our local high school teachers was a County Teacher of the Year. She attended the radio broadcast in Joey Sutera's class and said it was really fun.

Member Burns invited the Board members and Cabinet to visit Camp Cuyamaca in early December. Four of our schools will be attending at one time.

The Board discussed topics for the Principals' meeting with the Board on November 5th. The Board would like to have an informal conversation with Principals, sharing their feelings about CCSS, the challenges and successes they have had, and what support they feel they need from the Board.

The Board discussed topics for the Student Forum on November 19th. Board members decided to discuss how students see technology in their world and at school, and BOYD. Students should have this conversation at school with their peers and be prepared for discussion with the Board.

Superintendent Pierce reported to the Board the newly implemented Leading the Learning Board items are intended to fulfill the need for a Common Core information workshop. She will check back after the first of the year to see if a workshop is needed and when the Board would like to begin developing a plan for the Common Core funding.

Superintendent Pierce shared the 2013 Board Legislative Goals and shared some suggested new goals for consideration. Member Levens-Craig requested to bring the Legislative Goals to the Board after she meets with PTA legislation managers if possible. There will be the need to meet with Joel Anderson before the Legislators return to Sacramento. Member Burns would like to communicate to legislators that the Board would support an initiative repealing AB 1266. Board members would like to move "Fully fund unfunded mandates" from a priority to a goal. Board members will review the current and suggested goals and provide input to the Superintendent. A draft will come to the Board to the first meeting in November.

G. CLOSED SESSION

President El-Hajj announced that the Board would meet in closed session for:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiators: Assistant Superintendents Karl Christensen and Tim Larson
Employee Organization: California School Employees Association
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiators: Assistant Superintendents Karl Christensen and Tim Larson
Employee Organization: Santee Teachers Association
3. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)

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

H. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:20 p.m. No action was reported.

I. ADJOURNMENT

The October 15, 2013 regular meeting adjourned at 9:20 p.m.

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
November 5, 2013

BACKGROUND:

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

In accordance with Sections 35044, 35172, and 35173 of the Education Code, the Board of Education shall provide for payment of travel expenses for any representative of the Board when performing services on behalf of the District.

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$4,928 with additional substitute costs of \$420 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.
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Board Travel Report - November 5, 2013

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Friday, 10/04/13	Kathy McKinnon	Ed Services	Student Residency and Custody Issue Workshop	SDCOE	\$0	\$103	Educational Services	The focus of this workshop is student residency and custody issues.
Monday, 10/21/13	Marian Rashap	CH	California Childhood Apraxia of Speech: Different Diagnosis and Treatment	San Diego	\$0	\$208	LEA/Medi-Cal	This workshop provides information on ways to implement motor learning principles for children with Childhood Apraxia of Speech (CAS).
Tuesday, 10/29/13	Crystal Matushek	CFH	Next Generation Science Standards Study Groups	SDCOE	\$105	\$43	Title I	This workshop will provide information on new standards for Science education.
Tuesday, 10/29/13	Ted Hooks Jerelyn Lindsay	CP SC	Leading the Common Core	SDCOE	\$0 \$0	\$50 \$50	EIA EIA	This workshop will provide information on implementing the Common Core State Standards.
Thursday, 10/31/13	Anne Coman	CH	Bullying and Autism Spectrum Disorder (ASD):	San Diego	\$0	\$79	SDC	This workshop will provide ways to support students with ASD.
Tuesday, 11/05/13	Meredith Riffei	Ed Services	DODEA Grant Post Award Meeting	San Diego	\$0	\$308	DODEA Grant	Attendance at this meeting is a requirement and significant component of the post award process.
Tuesday, 11/05/13	Cathy Pierce Stephanie Pierce Eileen Moreno Laura Spencer Bonner Montler Ted Hooks Terry Heck Kristin Baranski Andy Johnston Lisa McColl Debbie Brenner Stephanie Southcott Debra Simpson Jerelyn Lindsay	Superintendent Ed Services Ed Services Ed Services CP CH CO CFH HC PD PRIDE RS SC	Superintendents' and Principals' Forum: Building Systems to Improve Teaching and Learning	San Diego	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100	Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office Superintendent's Office	The forum will present ways to build district-wide and school-wide systems that effectively support the teaching and learning environment in the classroom.
Various, 11/07/13 - 03/13/14 (4 dates)	John Schweller	Pupil Services	Exemplary PE Programs	SDCOE	\$0	\$153	Pupil Services	There will be 4 separate site visits to observe creative ways to create an exemplary PE program.
Monday, 12/02/13	Cathy Pierce Stephanie Pierce Hope Michel Bonner Montler Eileen Moreno John Schweller Tim Larson Laura Spencer Ted Hooks Terry Heck Kristin Baranski Andy Johnston Lisa McColl Debbie Brenner Stephanie Southcott Debra Simpson Jerelyn Lindsay	Superintendent Ed Services Special Ed Ed Services Ed Services Pupil Services Human Resources Ed Services CP CH CO CFH HC PD PRIDE RS SC	Mindset, Mathematics & Common Core Transition for Administrators	San Marcos	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$100	Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development	This workshop will provide information on implementation and transition to the Common Core State Standards.
Tuesday, 12/03/13	Diane Cartier Marian Rashap	CP CH	Augmentative and Alternative Communication (AAC) - Everything You Need To Know	San Diego	\$0 \$0	\$75 \$75	Special Education Special Education	This workshop will provide an overview of AAC services in the educational setting.
Tuesday, 12/03/13	John Schweller	Pupil Services	Practical Strategies for Quality PE Assessment	SDCOE	\$0	\$68	Pupil Services	This workshop will focus on strategies for Common Core PE Assessment.
Thursday, 01/09/14	John Schweller	Pupil Services	Strategies to Increase Physical Activity	SDCOE	\$0	\$68	Pupil Services	This workshop will provide ways to increase student physical activity.
Mon-Thurs, 1/6/2014 & 01/08/14 - 01/09/14	Tiffani Brown	RS	Google Apps for Education Certification Boot Camp	Napa, CA	\$105 \$210	\$299 \$249	JH Yearbook	This conference will provide educational certification in Google Apps *Ms. Brown will be paying for airfare, lodging, and meal travel expenses.

Consent Item D.2.2. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
November 5, 2013

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of checks #22309 through #22310 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$123.46 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.2.
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SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
10/04/13	22309	Wal Mart	Lorene Foster Children's Fund	100.00
10/21/13	22310	Board of Equalization	Fuel Tax	17.74

Total Checks Written \$117.74

Bank Fees 5.72

Total to be Reimbursed \$123.46

Consent Item D.2.3. Acceptance of Donations
 Prepared by Karl Christensen
 November 5, 2013

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$240.00	Give With Target	Carlton Oaks School
	\$100.00	Mrs. Mullenix	Carlton Oaks School
	\$594.00	Give With Target	Chet F. Harritt School
	\$108.00	Give With Target	PRIDE Academy
	\$95.99	Santee United Methodist Church	Sycamore Canyon School
Pedometers to Support Physical Fitness and Wellness	\$199.90	DonorsChoose.org	PRIDE Academy
Reading and Writing Instructional Supplies	\$331.95	DonorsChoose.org	PRIDE Academy
Funds to Support the Technology Program	\$483.30	Give With Target	Sycamore Canyon School
TOTAL DONATIONS RECEIVED	\$2,153.14		

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The donations above are valued at \$2,153.14.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.3.
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BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.4.
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Consultant / General Service Provider Report
 November 5, 2013

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Dr. Rienzi Haytasingh	Consultant	Independent Educational Evaluation	11/06/13 - 03/01/13	\$1,500 (not to exceed)	Special Education	Independent Contractor
Brian Tash	Consultant	Mathematics Professional Development	11/12/13 - 4/23/14 (various dates)	\$10,000 (not to exceed)	Professional Development	Independent Contractor
Arturo Flores	General Service Provider	DJ for Harvest Festival	11/08/13	\$200.00	Pepper Drive Donations	Independent Contractor

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period September 1, 2013 through September 30, 2013.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There were 131 transactions totaling \$16,985.94 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.
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PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130902	ABEL,CATHY	CHILD NUTRITION	BEST BUY 00013862	36.95	Stylus
20130902	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	32.39	Cork Board
20130905	ABEL,CATHY	CHILD NUTRITION	CHEF CITY	436.32	Express Cart Ice Tray Chillers
20130906	ABEL,CATHY	CHILD NUTRITION	BEST BUY MHT 00011452	18.34	Stylus for site laptop
20130906	ABEL,CATHY	CHILD NUTRITION	SMARTNFINAL39810803989	48.98	Food - Com Meal & Shortening
20130906	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT 659	12.41	Site Faucet - Chrome Swivel Spray
20130916	ABEL,CATHY	CHILD NUTRITION	TARGET 30014852	38.85	CK & school site kitchen supplies
20130919	ABEL,CATHY	CHILD NUTRITION	INSTAWARES	152.95	Central Kitchen food Label
20130925	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	255.88	Office Supplies
20130927	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	32.31	Toaster Oven Cajon Park cafeteria
				1,065.38	
20130919	AVILA,EVONNN	BUSINESS SERVICES	CA ASSOC OF SC00 OF 00	295.00	Registration Fee (T. Long) - Workshop: SSC Budget Basics & Beyond
				295.00	
20130902	BAKER,HOPE	OST PROGRAMS	LAKESHORE LEARNING #04	417.74	OTHER/INSTRUCTIONAL, TOYS, GAMES
20130902	BAKER,HOPE	OST PROGRAMS	LAKESHORE LEARNING #04	251.61	OTHER/INSTRUCTIONAL/TOYS, GAMES
20130902	BAKER,HOPE	OST PROGRAMS	LAKESHORE LEARNING #04	260.71	OTHER/INSTRUCTIONAL/TOYS, GAMES
20130904	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	82.21	OTHER/INSTRUCTIONAL/HARDWARE, HOME SUPPLIES
20130906	BAKER,HOPE	OST PROGRAMS	GIANT PIZZA KING #10	84.00	FOOD FUNDRAISER
				1,096.27	
20130918	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	WILLY'S ELECTRON CS	120.28	Ethernet Cables for CalSense Controllers - irrigation supplies
20130922	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO MARBLE & TIL	69.79	Maintenance Supplies - D.O
				190.07	
20130906	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	68.70	OTHER/OFFICE, BINDERS, PAPER,
20130917	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3851	72.68	YARN, NOTECARDS, ASES INSTRUCTIONAL
20130919	BRASHER,PAMELA	OST PROGRAMS	DELL SALES & SERVICE	107.99	PRINTER CARTRIDGES, PS INSTRUCTIONAL
20130920	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #5996	8.61	TISSUE, PAPER TOWELS- YALE INST. (16.12%)
20130920	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #5996	44.79	STORAGE TOTES- PS INST. (83.88%)
				302.77	
20130909	BRENNER,DEBBIE	PEPPER DRIVE	BARNES & NOBLE #2733	44.24	Books - Title
20130925	BRENNER,DEBBIE	PEPPER DRIVE	AMAZON COM	200.20	Title 1 - Smarter Charts for reading
20130929	BRENNER,DEBBIE	PEPPER DRIVE	AMAZON MKTPLACE PMTS	99.90	Title 1 - iPad covers
20130930	BRENNER,DEBBIE	PEPPER DRIVE	AMAZON MKTPLACE PMTS	17.64	General - thermometer for PE
20130930	BRENNER,DEBBIE	PEPPER DRIVE	TARGET 00009977	141.44	General - Behavioral support materials
				503.42	
20130920	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	105.36	Dell laptop battery
20130922	BROGAN-BARANSKI,K	CARLTON OAKS	TEACHERSPAYTEACHERS	67.00	Supportive Literature for Common Core
20130929	BROGAN-BARANSKI,K	CARLTON OAKS	WWW.DICKSSPORTNGGOODS.	76.44	Wagon to be used to transport P.E. supplies from the classroom to the field and back.
20130930	BROGAN-BARANSKI,K	CARLTON OAKS	TARGET 00011403	14.15	Sanitary/disinfectent wipes for Safety Patrol Helmets
				262.95	
20130905	GRIFFIN,DEBRA	TRANSPORTATION	WAL-MART #1700	8.62	SUPPLIES FOR BUS WASH
20130911	GRIFFIN,DEBRA	TRANSPORTATION	WAL-MART #1917	6.29	SUPPLIES FOR BUS WASH
20130912	GRIFFIN,DEBRA	TRANSPORTATION	DOLRTREE 3194 00031948	3.24	SUPPLIES FOR BUSES
				18.15	
20130919	HICKS,TYLENE	CARLTON HILLS	BEST BUY MHT 00011452	32.38	Food/Supplies for CCSS Parent meetings
20130926	HICKS,TYLENE	CARLTON HILLS	TARGET 00014852	114.37	Audio cables for laptop to projectors in LRC and MPR
				146.75	
20130906	HOOKS,TED A	CAJON PARK	AMAZON MKTPLACE PMTS	315.10	Shade Material for Playground
20130915	HOOKS,TED A	CAJON PARK	CRUCIAL.COM	41.03	Memory for Teacher's Computer
20130926	HOOKS,TED A	CAJON PARK	ALBERTSONS #6727	127.66	Food for Common Core Presentation
				483.79	
20130917	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON MKTPLACE PMTS	19.97	Ipad Cover
20130919	JOHNSTON,ANDREW	CHET F. HARRITT	BROTHER MALL	71.25	Tape for the label maker to label our Ipad Carts
20130926	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON MKTPLACE PMTS	17.67	Matriand Skillpower Workbook - Teacher's Edition
				108.89	
20130904	JOINER,KRISTIE L	PEPPER DRIVE	THE HOME DEPOT #1848	159.98	SUB - Cones for school safety
20130904	JOINER,KRISTIE L	PEPPER DRIVE	TEACHERS COLLEGE	825.00	E-A Registration for Conference
				984.98	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130916	LINDSAY, JERELYN	SYCAMORE CANYON	DOLLAR DAYS	99.73	Tubs for Book Room
20130916	LINDSAY, JERELYN	SYCAMORE CANYON	U.S. SCHOOL SU00 OF 00	78.80	Green card rewards for students
20130922	LINDSAY, JERELYN	SYCAMORE CANYON	AMAZON.COM	200.28	Number Talks for teachers
20130923	LINDSAY, JERELYN	SYCAMORE CANYON	WAL-MART #5140	69.24	Tubs for library book room
				448.05	
20130904	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	259.18	Upgrade Parts- CFH
20130905	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	LAPTOP SCREEN.COM	164.99	Replacement Laptop Screens- RS and CP
20130912	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	301.22	RAM for Laptops- SC
				725.39	
20130926	MARTIN, SUZANNE	CAJON PARK	TARGET 00014852	18.63	Common Core State Standards Parent Presentation- Overview General Ed. Fund
20130927	MARTIN, SUZANNE	CAJON PARK	PARTY CITY #441	19.41	Common Core State Standards Parent Presentation- Overview General Ed. Fund
				38.04	
20130908	MCCOLL, LISA	HILL CREEK	CPM EDUCATIONAL PROGRA	144.79	Manipulative kits for 6th, 7th and 8th grade classes
20130920	MCCOLL, LISA	HILL CREEK	AMAZON.COM	62.67	Teacher books to support writing instruction
20130927	MCCOLL, LISA	HILL CREEK	INK TECHNOLOGIES LLC	385.00	Toner cartridges for office printer
				592.46	
20130908	MCKINNON, KATHLEEN A	EDUCATIONAL SERVICES	TEACHERS COLLEGE	165.00	Travel - E. Moreno - Los Angeles seminar 10/10/13 - registration
20130924	MCKINNON, KATHLEEN A	EDUCATIONAL SERVICES	FOOD4LESS #0349	18.59	
				183.59	
20130908	MICHEL, HOPE	SPECIAL EDUCATION	HILTON HOTELS	163.21	Critical Issues Conference/one night hotel charge
20130911	MICHEL, HOPE	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	75.58	iMainGo X 30-Pin iPod Speaker Cases (2)
20130915	MICHEL, HOPE	SPECIAL EDUCATION	AAHPERD.ORG	30.00	Webinar for APE teachers
20130924	MICHEL, HOPE	SPECIAL EDUCATION	AMAZON.COM	180.93	Motorola Two Way Radio 3 Pack (2)
				449.72	
20130917	MONTLER, BONNER M	EDUCATIONAL SERVICES	OFFICE DEPOT #908	4.20	Note cards for presentation feedback (Pearson Schoolnet).
20130924	MONTLER, BONNER M	EDUCATIONAL SERVICES	REI*GREENWOODHEINEMANN	94.11	Heinemann Benchmark Assessment System(BAS) Record Folders.
20130926	MONTLER, BONNER M	EDUCATIONAL SERVICES	REI*GREENWOODHEINEMANN	58.69	Heinemann Benchmark Assessment System(BAS) Record Folders.
20130929	MONTLER, BONNER M	EDUCATIONAL SERVICES	VONS STORE00030445	32.55	DELAC supplies
				189.55	
20130919	ORTEGA, KAREN	HUMAN RESOURCES	ALBERTSONS #6727	19.71	
				19.71	
20130909	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	OGGI'S PIZZA & BREWING	21.80	District Business Lunch-D Burns
20130911	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	DAPHNES #1090	17.35	District Business Lunch-Levens-Craig
20130922	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	ARTISAN RESTAURANT	15.65	Meal Expense-Travel/Conference
20130922	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	ELEPHANT RESTAURANT # 208	32.29	Meal Expense-Travel Conference
20130923	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	WESTIN	145.56	Hotel-Travel/Conference
				232.65	
20130904	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	ASSOC SUPERV AND CURR	59.00	Professional Development - Online membership for research articles and books
				59.00	
20130915	PROUTY, DANIEL J	CHET F. HARRITT	BEST BUY MHT 00011452	1,025.95	Speakers and audio receiver for library.
20130919	PROUTY, DANIEL J	CHET F. HARRITT	AMAZON.COM	59.23	Speaker wires for library.
20130920	PROUTY, DANIEL J	CHET F. HARRITT	WAL-MART #1917	66.60	Board games for lunchtime student well-being program.
20130922	PROUTY, DANIEL J	CHET F. HARRITT	AMAZON MKTPLACE PMTS	11.99	Speaker wires for library.
				1,163.77	
20130911	REES, TAMMY	HILL CREEK	WAL-MART #1917	36.72	Candy for staff meetings, 2 locks for PE locker room
20130912	REES, TAMMY	HILL CREEK	THE HOME DEPOT 673	13.74	5 Locks for the PE locker room
20130915	REES, TAMMY	HILL CREEK	MIMIS CAFE 86	32.38	Honor Roll Activity
20130915	REES, TAMMY	HILL CREEK	ALBERTSONS #6727	33.61	Honor Roll Activity
20130927	REES, TAMMY	HILL CREEK	TARGET 00014852	45.00	Attendance awards
20130927	REES, TAMMY	HILL CREEK	ALBERTSONS #6727	143.98	Attendance awards
				310.43	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130908	RIFFEL, MEREDITH	PUPIL SERVICES	DELL SALES & SERVICE	60.47	Toner cartridge for Hope
20130908	RIFFEL, MEREDITH	PUPIL SERVICES	CHHC-SPEECH & HEARING	150.00	Pediatric Voice Conf-Larkin
20130908	RIFFEL, MEREDITH	PUPIL SERVICES	CHHC-SPEECH & HEARING	150.00	Pediatric Voice Conf-Bartfeld
20130915	RIFFEL, MEREDITH	PUPIL SERVICES	CAMBIUM LEARNING	119.58	Rewards program materials for A. Bailey
20130917	RIFFEL, MEREDITH	PUPIL SERVICES	CARSON DELLOSA	49.60	Common Core Curriculum for SSP
20130929	RIFFEL, MEREDITH	PUPIL SERVICES	BARNES & NOBLE #2135	9.67	Counseling Book for Ed Gigliotti
20130930	RIFFEL, MEREDITH	PUPIL SERVICES	CHHC-SPEECH & HEARING	150.00	Pediatric voice Conference for Marion Rashap
				689.32	
20130912	ROSA, JIM	RIO SECO	THE WEBSTAUANTSTORE	46.74	Safety vests for staff and safety patrol
20130913	ROSA, JIM	RIO SECO	CALIFORNIA SCIENCE TEA	70.00	Registration fee for Celina Register to attend 2013 California Science Education Conference in October 2013.
20130920	ROSA, JIM	RIO SECO	DMI* DELL BUS ONLINE	75.59	Laptop cord for teacher's laptop
20130925	ROSA, JIM	RIO SECO	IMPRINT COM	175.16	Lanyards for staff
				367.49	
20130918	SHEEN, KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	42.12	Split - CRAFT SUPPLIES YALE (45.88%)
20130918	SHEEN, KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	49.68	Split - CRAFT SUPPLIES PS (54.12%)
20130929	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	5.90	Split - SNACKS PS FOOD (8.59%)
20130929	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	16.95	Split - SNACKS PS FUNRAISER (24.69%)
20130929	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	30.09	Split - INSTRUCTIONAL SUPPLIES- YALE (43.83%)
20130929	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	15.71	Split - INSTRUCTIONAL SUPPLIES- PS (22.88%)
20130930	SHEEN, KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	73.44	Split - INSTRUCTIONAL SUPPLIES PS (87.18%)
20130930	SHEEN, KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	10.80	Split - INSTRUCTIONAL SUPPLIES YALE (12.82%)
				244.69	
20130917	SIMPSON, DEBRA	RIO SECO	AWL*PEARSON EDUCATION	118.83	Scott Foresman enVision Math 2009 for grade K
20130918	SIMPSON, DEBRA	RIO SECO	WALMART.COM	100.86	Step2 Wagon for Two for SDC Class
20130920	SIMPSON, DEBRA	RIO SECO	AMAZON.COM	150.21	Number Talks: Helping Children Build Mental Math and Computation Strategies, Grades K-5
20130922	SIMPSON, DEBRA	RIO SECO	AMAZON.COM	184.50	Equipment ordered for JH Spanish Elective Class
				554.40	
20130909	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	CPM EDUCATIONAL PROGRA	142.51	Making Connections Cr1 TE w/PG
20130912	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	CARDIAC SCIENCE CORPOR	75.28	AED pads
20130916	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	WAL-MART #2479	48.82	Markers & pencils
20130918	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	PAYPAL *RRSAFESWWWWS	196.19	PTA Drop Safe
20130919	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	11.90	Belt clip phone case for Custodian
20130923	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	EVERNOTE.COM	10.00	Monthly website subscription for 4 grades 2-3.
20130929	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	APL*APPLE ITUNES STORE	35.76	24 Fluency apps. for Butterfield
20130929	SOUTHCOTT, STEPHANIE	PRIDE ACADEMY	PAYPAL *QLLEIDIANZ	1.98	Metel Stylus Touch Screen Pen for iPad
				520.44	
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	50.00	Ebooks SC Split (5.41%)
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	225.00	Ebooks RS Split (24.32%)
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	100.00	Ebooks CO Split (10.81%)
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	175.00	Ebooks PA Split (18.92%)
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	75.00	Ebooks HC Split (8.11%)
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	75.00	Ebooks CFH Split (8.11%)
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	75.00	Ebooks PD Split (8.11%)
20130912	SPENCER, LAURA K	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	150.00	Ebooks CH Split (16.22%)
20130918	SPENCER, LAURA K	EDUCATIONAL SERVICES	APL*APPLE ITUNES STORE	56.62	Explain Everything app for CFH Jr High iPads
				981.62	
20130913	VAIL, LINDA	SUPERINTENDENT'S OFFICE	CHIL'S SANTEE	21.25	Board Business Dinner - D. El-Hajj
20130917	VAIL, LINDA	SUPERINTENDENT'S OFFICE	DOLRTREE 3207 00032078	15.26	Recognition Award Supplies
20130918	VAIL, LINDA	SUPERINTENDENT'S OFFICE	USD EVENT REGISTRATION	3,700.00	USD Spotlight on Education Registration Block (10)
20130918	VAIL, LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	8.99	Board Meeting Recognition
20130919	VAIL, LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	10.70	Board Meeting Snacks
				3,757.20	
				16,985.94	

BACKGROUND:

California Education Code Section 32288 requires that each school district annually approve the comprehensive school safety plans. The Code also requires that each school site council develop and approve the school safety plan.

Presented for approval are the School Safety Plans for Cajon Park, Carlton Hills, Carlton Oaks, Chet F. Harritt, Hill Creek, Pepper Drive, PRIDE Academy at Prospect Avenue, Rio Seco, and Sycamore Canyon Schools. The plans contain specific action plans as well as clearly stated School Safety Strategies. Additionally, each plan contains the requirements of Education Code Section 32282 (a), namely:

- Conduct an assessment of the current status of crime committed at schools
- Identify appropriate strategies and programs that will provide or maintain a high level of school safety
- Child abuse reporting procedures
- Disaster procedures
- Policies pursuant to the Education Code for students serious acts that would lead to suspension and expulsion
- Procedures to notify teachers of dangerous pupils
- A discrimination and harassment policy
- Provision of a student dress code that prohibits “gang-related” apparel
- Procedures for safe ingress and egress of pupils, parents and school employees to and from school
- A safe and orderly environment conducive to learning
- District rules on student discipline, and
- Hate crime reporting procedures.

A copy of the Safety Plans will be available at the board meeting for review.

RECOMMENDATION:

Administration recommends that the Board of Education approve the comprehensive school safety plans.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

There is no significant cost to the implementation of the procedures outlined in the safety plans.

ACADEMIC ACHIEVEMENT IMPACT:

The plan describes a process for insuring school safety, and thereby, also insures that student and staff enjoy a safe school learning environment.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

BACKGROUND

State regulations governing Single Plans for Student Achievement require that the Board of Education annually approve the plans for each of the schools. The 2013-14 Single Plans and budgets have been approved by each school site council and meet the requirements of the applicable regulations. These plans were written utilizing the state template and include goals based on the most current student performance data. In addition, each site has completed a Parent Involvement Policy as outlined in Board Policy and Administrative Regulation 6020 and these policies are attached in each Single Plan. A copy of each site's Single Plan for Student Achievement will be available at the Board meeting for public review.

RECOMMENDATION

Administration recommends approval of the Single Plans for Student Achievement and Parent Involvement Policy for each of the schools.

This recommendation supports the following District goal:

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

FISCAL IMPACT

Approval of the Single Plans for Student Achievement will provide authorization for school staffs to expend categorical funds to support program development focusing upon student achievement during the 2013-14 school year.

STUDENT ACHIEVEMENT IMPACT:

The Single Plan for Student Achievement for each school includes a comprehensive plan to improve the academic performance of students. The plan reflects the collection and analysis of student performance data, the setting of priorities for program improvement, the rigorous use of effective strategies, and the ongoing monitoring of student achievement. The template provides a structured means to improve teaching and learning to meet Common Core State Standards. In addition, parent involvement policies encourage home-school communication which is essential in student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

BACKGROUND

Santee School Board Policy 1321 requires that the school sites annually submit their Fundraising Plan to the Board for approval. These plans are developed identifying the fundraisers for the year, the length of time the fundraiser will occur, and the projected income.

Although the fundraising activities differ from school to school based on the requirements of the student body and community, common needs include: sixth grade camp, eighth grade promotion activities, book fairs, AVID, and various other ASB and PTA programs. The plans are attached for review.

RECOMMENDATION

Administration recommends approval of the School Site Fundraising Plans for each of the schools.

This recommendation supports the following District goal:

- 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

Approval of the School Site Fundraising Plans will provide authorization for school staff, students and families to pursue opportunities to generate funding to support school and community needs, including 6th grade camp fees. In 2012-13, the District school sites raised \$628,364 through their fundraising efforts.

STUDENT ACHIEVEMENT IMPACT:

Participation in the school fundraising activities encourages social interactions, school pride and a connection to the school which develops emotional well being and promotes student learning and success in school.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

**Santee School District
Cajon Park School
Fundraising Plans 2013-14**

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected income
Student Lunch Auction	7 th /8 th Grade Students	Assist with cost of field trips, honor roll & attendance incentives	Two 1-day events	\$1,800
Braided Bread	6 th graders and 8 th grade camp counselors	6 th Grade Camp	2 weeks (fall)	\$2,000 (Applied to individual student accounts)
Cookie Dough	4 th -5 th graders and 8 th grade camp counselors	6 th Grade Camp	2 weeks (spring)	\$10,000 (Applied to individual student accounts)
Jog-a-thon	K-3 & 4-6	Raise funds for technology	2 - ½ days	\$2,500
Junior High Jog-a-thon	7-8	Raise funds for JH technology	½ day	\$2,000
Box Tops for Education, Carnival, Coin Drive Fall Fundraiser (Catalog Purchases) Silent Auction (Basket Auction) Spring Art Fundraiser	PTSA – All Grades	Assist with costs of planners, calendars, banners, shirts, camp scholarships, promotion events, books, family night activities, gifts, grants, incentives, arts, school nights, field trip support, etc...	Ongoing	\$40,000
JH Tag Days	7-8	Assist with cost of field trips, honor roll and attendance incentives	2 1-day events	\$400
Community Sponsors: Albertsons, Target, Vons, eScript	All grades	Support activities and materials for all students	Ongoing	\$5,000
Stuff the Turkey	All grades	Arts Attack Fundraiser	4 weeks	\$500
Jump Rope for Heart/Hoops for Heart	All grades	American Heart Association	2 weeks	\$2,000 for AHA
Popsicle Wednesdays	All grades	6 th grade camp scholarship fund	Yearlong	\$500
Restaurant School Nights (Chili's, Rubios, Shakeys) *Proposed fundraisers	All grades	6 th grade camp scholarship fund	Single nights throughout the year	\$500
Lego Bots Sale Dudley's Bread	Lego Robotics League	Support competition registration fees and ongoing costs	Fall	\$350

Santee School District
Carlton Hills School
Fundraising Plans 2013-14

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Candy bar sales	8 th and 6 th grade students	8 th grade promotion dance and excursion/ camp	2 weeks	\$5000
Butter Braids	5 th and 6 th grade students	6 th grade camp	2 weeks	\$2000
See's Candy	8 th and 6 th grade students	8 th grade promotion dance and excursion/ camp	2 weeks	\$1000
Marie Calendar's	8 th and 6 th grade students	8 th grade promotion dance and excursion/ camp	2 weeks	\$1000
Jog-A-Thon	All grades	Playground Equipment	2 weeks	\$5,000
Jump rope for Heart	All grades	Community Service Service Learning for American Heart Association	2 weeks	\$5,000
Turkey Fundraiser	All grades	Santee Foundation	2 weeks	\$1000
Pennies for Pasta	All grades	Community Service Leukemia donation	2 weeks	\$2000
Gift Wrap	All grades	PTA	2 weeks	\$3000
Cookie Dough	All grades	PTA	2 weeks	\$3000
School Mall.com	All grades	ASB	Actively- 1 Week Passively- All Year	\$1,000

Santee School District
Carlton Oaks School

Fundraising Plans 2013-2014

Description of Fundraiser	Group Participating (e.g. ASB, Grade level)	Purpose	Length of Fundraiser	Expected Income
Entertainment Books Cookie Dough	All Students	Classroom Supplies	October Two Weeks	\$10,000.00
Popsicles	All Students	5 th and 6 th Grade Camp Accounts	Sept. – June Every Friday	No profit – All funds to student 6 th gr. camp accounts
Butter Braid Bread	5 th /6 th /7 th /8 th Grades	5 th /6 th Grade Camp 7 th /8 th End of Year Promotion Activities	October Two Weeks	No profit – all funds to student camp and end-of-year activity accounts
Lunch Box Social	7 th and 8 th Grade Students	Junior High Performing Arts, Art and Elective Materials	One Day Event	\$1,600.00
Sport Clips	5 th and 6 th Grade Students	5 th and 6 th Grade Camp Accounts	October - November	No profit – all funds to student camp accounts
SSD Foundation's Stuff the Turkey	All Students	Classroom Library Materials	November	\$1,500.00
Jump Rope for Heart	All Students	District Project	February Two Weeks	\$1,000.00
ASB Jog-a-Thon	All Students	ASB Annual Budget	One Day Event	\$2,000.00
Dutch Bulb	5 th /7 th /8 th Grades	6 th Grade Camp and End of Year Promotion Activities	March – April 2014	\$2,000.00

Santee School District

Chet F. Harritt School

Fundraising Plans 2013-14

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Charleston Wrap (Wrapping Paper)	PTA School-wide	Activities Fund	2 weeks	\$4000
Fall Carnival	PTA School-wide	Activities Fund 6 th Grade Camp 8 th Grade Promotion Activities	2 weeks	\$5,000
Skeedaddle Fundraising (Cookie Dough)	Grades 5-8	5/6 for Camp 7/8 for Promo.Activities	2 weeks	\$1000
Rubios Chet Night	School-wide	Activities Fund	1 Day	\$100
Fox's Pizza Chet Night	School-wide	Activities Fund	1 Day	\$100
Entertainment Coupon Book	Project SAFE	Enrichment Supplies	2 weeks	\$500
Barnes and Noble Family Night	PTA School-wide	Activities Fund	1 day	\$300
Dudley's Bread	Project SAFE	Enrichment Supplies	2 weeks	\$500
See's Spring Candy	Project Safe	Enrichment Supplies	2 weeks	\$500
Spring Craft Fair	PTA School-wide	Activities Fund	2 weeks	\$1000

Santee School District
Hill Creek School
Fundraising Plans 2013-2014

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Cookie Dough (September 10-24, 2013)	5th – 8th grade	6th Grade Camp 8th Grade Promotion Activities	2 weeks	\$4000
Kids are First! (October 14-25, 2013)	PTSA School-wide	Activities Fund	2 weeks	\$6000
Holiday Shop (December 9-13, 2013)	PTSA School-wide	Activities Fund	1 week	\$4000
Dudley's Bakery (January 10-27, 2014)	5th-8th grade	6th grade camp 8th grade promotion activities	2 weeks	\$5000
Mixed Bags/Brax (March 10-21, 2014)	PTSA School-wide	Activities Fund	1 week	\$2000
Country Meats (ongoing)	5 th – 8 th grade	6 th grade camp 8 th grade promotion activities	2 weeks	\$2000
Book Fair (April 28-May 2, 2014)	PTSA School-wide	Activities Fund	1 week	\$4000
Pie Certificates (May 12-23, 2014)	5th – 8 th grade	6 th grade camp 8 th grade promotion activities	2 weeks	\$3000

Santee School District

Pepper Drive School

Fundraising Plans 2013-14

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Signature Gift Wrap	School	6 th & 8 th graders for camp and activities accounts	2 Weeks	None to school
Dances & Activity Days Gram Sales	ASB	Middle School Activities	3 days x3	\$1500
Book Fair	School	General Fund, technology, books and literature materials	4 days	\$1000
Sixth Grade Camp Account Fundraisers 2 fall – 2 spring	5 th & 6 th Graders	Fund Camp Accounts	2 weeks Each time	None to school
Jog A Thon	School	General Fund, Assemblies, educational opportunities, field trips and technology	2 Weeks	\$1,500

Santee School District
PRIDE Academy School

Fundraising Plans 2013-14

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Signature Fundraiser	PTA – all students	Funds to support student programs	2 weeks	\$4000
Entertainment Books	PTA – all students	Funds to support student programs	2 weeks	\$1000
Butter Braids	4 th / 5 th /6 th grade students	Individual students raise money to off-set the cost of 6 th gr camp	2 weeks	\$1500
Signature Cookie Dough Sale	4 th /5 th /6 th grade students	Individual students raise money to off-set the cost of 6 th gr camp	2 weeks	\$2500
Jog-A-Thon	All students	Funds to support student programs – 50% PTA, 50% to site conations	1 day	\$1500
See's Candy Fundraiser	PTA – all students	Funds to support student programs	2 weeks	\$1000
Carl's Jr Coupon Books	5 th /6 th grade students	Individual students raise money to off-set the cost of 6 th gr camp	2 weeks	\$1000

Santee School District
Rio Seco School
Fundraising Plans 2013-2014

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Box Tops for Education	PTSA	Support school programs	Ongoing	\$600
Community Partners (ie, e-scrip, Target, Krogers)	PTSA	Support school programs	Ongoing	\$750
Fall Carnival	PTSA	Support school programs	1 day	\$5000
Fall Fundraiser	PTSA	Support school programs	2 weeks	\$10,000
Spring Fundraiser	PTSA	Support school programs	2 weeks	\$10,000
Pasta for Pennies	ASB	Leukemia Foundation	3 weeks	\$2200
Skedaddle	5 th and 6 th grade students	6 th grade camp	2 weeks	Not to exceed activity expenses
Family Nights	All students	Support school programs	1 day	Not to exceed activity expenses
Panda Express	ASB	Support school programs	5 days/year	\$500
Tag day	ASB	Support school programs	1 day	\$100
Fall Carnival	ASB	Support school programs; selling water	1 day	\$200
JH dances	ASB	Support school programs	5 days/year	\$1000
Wrist Bands	ASB	Support School programs	3 days	\$50

**Santee School District
Sycamore Canyon School
Fundraising Plans 2013-2014**

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Butter Braided Bread	Schoolwide	5 th trips/6 th grade camp/Technology	2 weeks	\$2000
Scholastic Book Fair	Schoolwide	Books	1 week twice yearly	\$4000
Spirit Activities Ghost-a-grams, Cupid grams, Student Store, etc.	Schoolwide	ASB Activity Fund	All year	\$1000
PTA Popcorn & Pickles/Snow cones	Schoolwide	PTA Activity Fund Family Nights, Field Trips, Books, Technology, Assemblies	Various Fridays during year	\$1000
PTA First Aid Kits	Schoolwide	PTA Activity Fund Activities such as Halloween Night	1 month	\$1000
PTA Holiday Shop	Schoolwide	PTA Activity Fund Family Nights, Field Trips, Books, Technology, Assemblies	1 week	\$1000
PTA See's Candy	Schoolwide	PTA Activity Fund Family Nights, Field Trips, Books, Technology, Assemblies	2 weeks	\$1000
Jog-a-thon	Schoolwide	Technology	1 day	\$4000
Marie Callendar's pie certificates	Schoolwide	5th for camp next year ASB Activity Fund	1 week	\$2000

BACKGROUND:

Inventing, Designing, Engineering Activities in Science (IDEAS) 2.0 is a joint effort of Lakeside Union School District, Santee School District, San Diego State College of Science and College of Education, and the K-12 Alliance/WestEd. This Core Partnership has a history together, having successfully completed the previous MSP, IDEAS, on which IDEAS 2.0 is based. The Core Partners are joined by the Regional Partnership, which includes the San Diego County Office of Education and the Science Diego Science Alliance along with a variety of local businesses and industries interested in Science, Technology, Engineering and Math (STEM) education.

IDEAS 2.0 addresses STEM education for elementary school (K-5) by integrating the mathematical practices found in the Common Core State Standards (CCSS) with the science and engineering practices found in the Next Generation Science Standards (NGSS) with technology. In this way, elementary teachers (who are responsible for teaching it all) and their students can better understand mathematics, science and technology applications in real world settings.

The goals of the project are to: 1) increase teacher content knowledge as defined by CCSS and NGSS at each grade, K-5; 2) increase teacher's "habit of mind" to understand and implement the pedagogy of using practices as a vehicle for student learning; 3) create and disseminate NEW project-based units of study for elementary grades that use the practices to integrate science, mathematics and technology; 4) increase student opportunities to participate in project-based, integrated learning experiences, and increase their understanding in science and mathematics; and, 5) develop and extend the collaboration of the Regional Partnership to sustain the work of the grant.

Fifty K-5 teachers will participate in a total of 94 hours (68 intensive, 26 follow-up) of professional learning that involves learning content through practice-based scenarios that use inquiry and technology-based instruction to combine math and science content with the practices. Over the course of 3 years, participants will experience these scenarios in life, earth and physical science, with a range of math domains. Teachers will also participate in practice-based seminars and job shadowing with STEM professionals to learn more about how the practices are done in real work. During the school year, teachers will apply their learning in the Teaching Learning Collaborative (TLC) a form of lesson study to determine the impact of lesson design on student learning. During the TLC and grade level meetings, the focus will be on student work as evidence of student learning and as the prompter for adjusting instruction.

Teachers will begin the program with a concentration of using the practices in their classrooms. In Years 2 and 3, the teachers, in grade level teams, will develop an integrated practice-based, project-based replacement unit for their grade. This unit will

be piloted in their classroom, field tested with a buddy teacher, and then disseminated through face-to-face, or web-based professional development.

According to AR 3290, grant applications of \$10,000 or more shall be presented to the Board for approval prior to submission. Lakeside Union School District acts as the lead district due to qualifying factors in their student population. Lakeside contacted us in early October and the deadline for submitting the IDEAS 2.0 grant was October 15. With the timing of this grant, due dates and Board meeting dates, this grant was submitted prior to Board approval.

RECOMMENDATION:

Administration recommends ratification of the submission of the IDEAS 2.0 grant.

This recommendation 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.
- Pursue actively the funding and resources to fulfill our mission and vision, and maintain fiscal solvency.

FISCAL IMPACT:

There is no fiscal impact to submit the IDEAS 2.0 grant.

STUDENT ACHIEVEMENT:

The IDEAS 2.0 grant program is dedicated to increasing the academic achievement of students in mathematics and science by enhancing the content knowledge and teaching skills through professional development.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.4.

Consent Item D.4.2. Approval of Memorandum of Understanding (MOU) for Volunteers Days between Santee School District and California School Employees Association (CSEA) and its Chapter 557

Prepared by Tim Larson
November 5, 2013

BACKGROUND:

In collaboration with the California School Employees Association (CSEA) and its Chapter 557, a memorandum of understanding has been reached outlining terms and provisions for volunteer days.

The side letter of agreement dated October 14, 2013 is presented tonight for Board approval.

RECOMMENDATION:

Administration recommends that the Board of Education approve the memorandum of understanding between Santee School District and California School Employees Association (CSEA) and its Chapter 557.

FISCAL IMPACT:

All resolution associated with the MOU was procedural and will not directly impact the General Fund.

STUDENT ACHIEVEMENT IMPACT:

This is a personnel item and will not impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

MEMORANDUM OF UNDERSTANDING
BETWEEN
the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
and it's
SANTEE CHAPTER # 557
and the
SANTEE SCHOOL DISTRICT

WHEREAS, the California School Employees Association and it's Santee Chapter # 557 ("Association") reached a Settlement Agreement with the Santee School District ("District") resolving the allegations contained in PERB Charge LA-CE 5490-E (attached as Exhibit "A"); and

WHEREAS, pursuant to Paragraph 4 of the Settlement Agreement, the parties agreed to meet and negotiate an MOU governing coordinated volunteer days ("Volunteer Days") that may be scheduled each year.

The Association and the District agree to the following:

1. The District may schedule District Volunteer Days, as that term is used in the Settlement Agreement, from time to time. District Volunteer Days shall be for enhancing the exterior appearance and functionality of schools and District sites and shall be limited to no more than three (3) in any school year, unless more are mutually agreed to, in writing, by the Parties. Projects planned for District Volunteer Days shall be limited to those that can reasonably be completed in a single day. Events involving volunteers as a condition of receiving a grant shall be expressly excluded from the definition of District Volunteer Days. At the time the District decides to schedule a District Volunteer Day, it shall provide the Association with written notice.
2. To ensure that proper safety measures and appropriate techniques are being utilized by the volunteers on District Volunteer Days, the District agrees to offer "appropriate" unit members to work on all aforementioned District Volunteer Days, the determination of which shall be made by the District.
3. Unit Members from the appropriate classifications shall be offered to work on District Volunteer Days based on their seniority.
4. The parties agree these procedures represent the full and complete agreement that will govern unit member staffing on District Volunteer Days and no additional negotiation between the Parties will be necessary for staffing on District Volunteer Days as described above,
5. The District agrees it shall not unlawfully contract out bargaining unit work to volunteers. The parties further agree that compliance with the terms of this agreement shall not be construed as unlawfully contracting out bargaining unit work to volunteers.

6. This agreement shall be in effect on the date of execution by the parties, or, if ratification is necessary based on the internal procedures of either party, as of the date of ratification. This agreement shall be in effect until the parties expressly agree otherwise.

Jenena Edgerton 10/14/13
CSEA Representative Date

[Signature] 10-14-13
District Representative Date

[Signature] 10/14/13
CSEA Representative Date

[Signature] 10-14-13
CSEA Representative Date

Patricia Heeky 10-14-13
CSEA Representative Date

Mary Sodana 10-14-13
CSEA Representative Date

[Signature] 10/14/13
CSEA Labor Representative Date

Consent Item D.4.3.
Prepared by Tim Larson
November 5, 2013

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

BACKGROUND:

Due to District-wide bell schedule changes effective October 8, 2013, instructional minutes will be increased at several school sites resulting in the need to increase instructional assistant support in several special education classes.

In addition, it has been determined that work hours for a Project SAFE Assistant position in the Out-of-School Time Programs (OST) will need to be increased due to fluctuating enrollment; and work hours for a Food Service Worker I-A position at Pepper Drive School will be increased to replace a vacant Food Service Worker III-A position due to a change in the breakfast program by Child Nutrition Services (CNS).

As a result, and in collaboration with California School Employees Association (CSEA) and its Chapter #557, administration has brought forward a recommendation to the Board of Education to address these issues.

RECOMMENDATION:

Administration recommends that the Board of Education approve to increase work hours for the following positions effective November 6, 2013:

- Increase one (1) Instructional Assistant, Special Education II position at Carlton Oaks School from 5.0 to 5.75 FTE per day;
- Increase two (2) Instructional Assistant, Special Education I positions at Cajon Park and Rio Seco Schools from 5.0 to 5.75 FTE per day;
- Increase two (2) Instructional Assistant, Special Education I positions at Carlton Hills and Hill Creek Schools from 4.0 to 5.0 FTE per day;
- Increase one (1) Project SAFE Assistant position at Chet F. Harritt Project SAFE site from 3.5 to 3.92 FTE per day; and
- Increase one (1) Food Service Worker I-A at Pepper Drive School from 2.5 to 3.75 FTE per day.

FISCAL IMPACT:

The annual cost to increase work hours for the instructional assistant positions will be \$14,937 and will be paid from the General Fund.

The annual cost to increase work hours for the Project SAFE Assistant position will be \$1,185; however, the increase will be off-set by reductions in work hours approved by the Board on October 1, 2013 due to bell schedule changes.

The Child Nutrition Services department will see an annual savings in the amount of \$334 as a result of changing the breakfast program.

Both the OST and CNS programs are fee-based and will not impact the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

Consent Item D.4.4. Adoption of Proclamation Endorsing the Great American Smokeout on November 21, 2013

Prepared by Tim Larson
November 5, 2013

BACKGROUND:

A major education goal of the Santee School District is to provide students with the knowledge, skills, and attitudes needed for a drug free life. To support this, the American Cancer Society, Santee Solutions Coalition, and Communities Against Substance Abuse are requesting the Board of Education adopt a proclamation that supports the Great American Smokeout on November 21, 2013. This proclamation is part of our commitment to help educate our students about the effects of Tobacco as part of the Tobacco Use Prevention and Education Grant.

RECOMMENDATION:

Administration recommends that the Board of Education approve the proclamation to promote the Great American Smokeout in support of a healthier Santee Community.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT:

This proclamation promotes the belief that a drug-free life is a necessary component for a safe and healthy community and contributes to academic achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

**PROCLAMATION
GREAT AMERICAN SMOKEOUT
November 21, 2013**

WHEREAS, the American Cancer Society encourages all tobacco users to join the Great American Smokeout and quit for at least one day; and

WHEREAS, the American Cancer Society has set aside November 21, 2013 as the Annual Great American Smokeout; and

WHEREAS, the purpose for the observance of the day is to create awareness and draw community attention to the risk tobacco smoking poses to the health, wellbeing and welfare of the human race; and

WHEREAS, the tobacco epidemic kills nearly 6 million people each year; and

WHEREAS, after high blood pressure, tobacco is the biggest contributor to non-communicable diseases, which account for 64% of deaths worldwide; and

WHEREAS, tobacco killed 100 million people in the 20th century; and

WHEREAS, Santee School District is working to promote global understanding and 21st century learning skills for all students;

NOW THEREFORE BE IT PROCLAIMED that the Santee School District hereby recognizes and supports the American Cancer Society's GREAT AMERICAN SMOKEOUT on November 21, 2013 and encourages all citizens in the community who smoke, use chew or dip tobacco, to demonstrate to themselves and to their children that they can quit by joining the Great American Smokeout.

Adopted this 5th Day of November 2013.

Dianne El-Hajj, President

Ken Fox, Vice-President

Dustin Burns, Clerk

Elana Levens-Craig, Member

Barbara Ryan, Member

Prepared by Tim Larson
November 5, 2013

BACKGROUND:

Education Code Section 44258.9 requires that administration inform the Board of Education annually about any certificated employees who are assigned to perform services not authorized by their credential. Accordingly, all certificated management and non-management employees are legally authorized to serve in their respective 2013-14 assignments. All certificated management, all K-6 classroom teachers, and most upper grade certificated staff, hold the appropriate credentials for their specific assignment. The qualifications regarding upper grade certificated staff requiring additional authorizations beyond their original credentials supported with proper experience and training are summarized below.

Special Authorizations

Listed below by Education Code are the methods approved by CTC to license teachers for instruction in grades K-8:

Education Code Section 44258.7(c) and (d)

Allows eighteen (18) full-time teachers with special skills and preparation outside of their credential authorization to be assigned to teach in the area of their special skills for an elective course (a course other than English, Math, Science or Social Studies), provided the assignment is approved by the local Assignment Committee. The Assignment Committee consisting of STA and administrative members; Melanie Hirahara, Allwyn Gazi, Terry Heck, and Tim Larson, have approved these assignments.

Education Code Section 44258.1

- a. Allows twenty-four (24) elementary teachers with credentials authorizing instruction in self-contained classrooms to teach in grades five through eight in a middle school, provided that the teacher teaches two or more subjects for two or more periods a day to the same group of students; and
- b. Allows elementary teachers to teach subjects they are already teaching for an additional period or periods at the same grade level for up to 50% of the total teaching assignment.

Education Code Section 44258.3

Allows five (5) teachers holding credentials authorizing them to teach any subject(s) in departmentalized classes in any of grades kindergarten through eighth upon local verification of knowledge of the subject(s) to be taught with the teachers consent.

Teachers are also providing instruction for part of their assignments based on adopted Board resolutions under the following provisions:

Education Code Section 44256(b)

Permits eight (8) teachers who have elementary credentials to instruct in departmentalized classes because they have completed twelve semester units, or six upper division or graduate units, in the subject taught. One (1) teacher has two (2) authorizations that allow the teacher to teach two (2) subjects.

Education Code Section 44263

Permits three (3) teachers to instruct in departmentalized classes because they have completed eighteen semester units, or nine upper division or graduate semester units, in the subject taught.

Education Code Section 44258.2

At this time, there are no teachers having a single subject secondary credential instructing another subject in a departmentalized situation because the teacher has completed twelve semester units, or six upper division or graduate semester units, in the subject taught.

Additionally, teachers are authorized under legal provisions designed to alleviate recruitment constraints:

University Internships

At this time, there are no teachers enrolled at a college or university in a Commission-approved intern program, to be issued University Intern Credentials. These one to two-year programs are administered by California colleges and universities in partnership with local school districts and are designed to provide participants with classroom experience while they complete course work requirements for the preliminary credential. University Intern Credentials authorize the holder to serve, under the supervision of a Commission-approved college or university and the holder's employer, in the area or subject listed on the credential.

Recruitment

Special Education, Math, Science and Bilingual instruction continue to be areas where qualified candidates are scarce. The district works to identify promising candidates who demonstrate a strong potential for success and who will commit to regularly taking the course work needed for their assignment's authorization to obtain the proper credential.

RECOMMENDATION:

Administration recommends the Board accept this annual report of certificated credentials and assignments.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Qualified teachers are the keystone to obtaining student achievement. The required authorizations presented tonight are based upon training and special skills of current staff to support student achievement, according to required Education Codes.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.5.

Consent Item D.4.6.

Approval of MOU with San Diego Youth Services
(SDYS) for Here Now Program

Prepared by Tim Larson
November 5, 2013

BACKGROUND:

The Santee Community has a higher rate of completed suicides than San Diego County (9.9% for 2009) and a higher rate of self-inflicted injury (50.1% for 2009). This translates into increased concern for our students. Santee School District developed a protocol to address suicide ideation and recorded 19 risk notifications for students in 1st-8th grades in 2012-13. The majority of these students were in 7th and 8th grade (74%). Since the beginning of the 2013-14 school year there have been three (3) documented suicide risk notifications. Last year, two (2) former high school students from Santee completed suicide. National data indicates that at least 25% of the students have thought about killing themselves by seventh grade. Santee School District's California Health Kids Survey in 2011 revealed that almost 30% felt extremely sad and hopeless for a period of more than two (2) weeks and that 22% had seriously considered attempting suicide.

San Diego Youth Services has received a contract from San Diego Health and Human Services Prevention and Early Intervention called the Here Now Project to provide suicide prevention program to all 7th-12th grade students in East County using the evidence based program, Signs of Suicide. Attached is a Memorandum of Understanding that outlines what they can do for the students and parents at Santee School District. This program would conduct an informational parent night and seek positive parent permission for 7th and 8th grade students to participate in a class lesson addressing depression and suicide. The focus of the program is that students need to tell a trusted adult about concerns that they have with their friends or themselves.

The Here Now Project has a team of three (3) staff that will cover Santee and Lakeside. The staff consists of a coordinator, parent, student presenter, and a licensed therapist. The program would start with a parent evening to talk about the program, the concerns, how to recognize the warning signs of depression, and what resources are available. The presentation to students would be done in the classroom and staff from the Here Now Program would be visible on campus for a week following the program to answer questions and provide support. The staff will brief the middle school teachers on the program and work with the school counselor/social worker at each site to provide any follow-up care that is needed.

RECOMMENDATION:

Administration recommends that the Board of Education approve the MOU and the continued research of methods to decrease student risk factors in Santee.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact for this item.

STUDENT ACHIEVEMENT:

Students learn best when their social and emotional needs are met and when they have been given strategies to address the concerns of themselves and their peers. The Here Now Program allows the District to provide support for students using evidence based approaches to support at risk students.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.6.

HERE Now Project
Helping, Engaging, Reconnecting and Educating
High School

The purpose of this packet is to introduce you to the HERE Now Project and give you some ideas on the ways we can work together to support you in your efforts to prevent suicide. We understand the importance of the time a youth spends in school and we would like to customize services to best fit you and your community's needs.

San Diego Youth Services has been providing services to East County Youth since 1998. We are excited to continue our partnership with you to ensure the youth of East County have the tools they need to be safe and successful.

In this packet you will find the following;

- An introduction to our services including curriculum and the SDYS Staff Team
- Lesson plan format
- Copies of surveys to be completed following presentations
- Sample consent forms
- Additional resource materials and phone numbers

Introduction to Services:

The HERE Now Project focuses on preventing suicide by educating youth and their families on the risk factors of suicide and reduce the stigma around seeking help for themselves or others. In addition the HERE Now program is working to support the school culture and environment to be preventive and proactive in educating all members of the school community (teachers, students, parents) regarding suicide prevention as well as identifying and working with individual and groups of students who may be struggling emotionally and/or engaging in self-destructive or otherwise risky behaviors.

Curriculum:

SOS Signs of Suicide Prevention Program will be used. This curriculum has materials specifically for middle school age youth as well as high school age youth. Through the usage of the acronym **ACT**: **A**cknowledge that your friend has a problem, **C**are, and **T**ell a trusted adult, the program teaches youth the warning signs of suicide and depression and encourages them to seek help for themselves and others. SDYS will be using this curriculum to provide awareness and education in hopes to reduce the stigma associated with mental health.

SDYS Staff Team:

In order to support you and your community we have put together a dynamic team that will consist of the following:

Mental Health Specialist- The primary role of the Mental Health Specialist will be to deliver SOS Program educational presentations to youth, either alone or supported by Support Partners depending on group size. In addition they will work with the School Social Worker to connect high risk youth to additional services.

Prevention Specialist- The primary role of the Prevention Specialists will be to conduct outreach and deliver school and community-based educational presentations

Parent or youth Support Partner- The primary role of the Support Partner is to help foster connections between families and schools in order to better serve youth who are assessed as high risk and in need of selective or individual level services. The Parent Support Partner will also assist the Prevention Specialists with community education and outreach.

How SDYS HERE Now program can support your school:

Our hope is to support you and your students as much as possible. We realize the time youth spends at school is extremely valuable and only hope to be an additional resource.

Attached are some sample schedules and lesson plans we may offer to your campus;

Schedule #1

This schedule demonstrates the ability to provide services on various non-consecutive dates possibly over several weeks.

Step 1: A few weeks prior to presentations send flyer and consents home with students to ensure the families are prepared for the lesson

What we are asking from you: passive or active consents sent home with attached flyer

Step 2: The month of the youth presentation we would like to meet with teachers and other support staff on your campus to explain our program, what we will be discussing with the students, our goal for the program, possible things that may occur following our presentation, review of resources in the community.

What we are asking from you: 10-20 min of your staff meeting or collaboration day. Following we will ask your staff to complete a survey

Step 3: The week of youth presentation we would like to participate or host a coffee talk/parenting meeting to present Signs of Suicide curriculum, what to look for in their youth, resources, and what we will be presenting to youth this could be paired with another education presentation that is relevant to your school need.

What we need from you: 50-60 min in a scheduled coffee talk or space to host coffee talk in the evening at your campus

Will need access to a DVD player and TV

Parents will also complete a survey at the end of presentation

Step 4: Based on your campus needs we can provide presentation in an assembly type format or in smaller classrooms.

In this presentation your students will receive information on signs of depression, ways to respond to a friend in need and resources.

Students will receive the Brief Screen for Adolescent Depression (BSAD). This is a seven question survey that we will provide to the students. The purpose of this survey is not to tell whether or not someone is depressed but rather to inform them of the signs and symptoms. This will be filled out voluntarily and will be for the students to keep.

Students will also complete a survey following presentation as well as a response card; this card will ask them based on the video and /or screening, whether or not they would like to talk to someone regarding themselves or a friend. We ask that each student complete this to ensure we can support everyone that hears our presentation. This response card states they will be contacted within 24 hours of turning this in to ensure support.

What we need from you: 50-60 min for assembly or classroom group

A DVD player and TV

We would like to be that additional support for your staff to ensure that each student receives the support they need

Step 5: A day following the presentation to provide additional resources to youth and assess those identified in presentation needing a follow up

Schedule #2

This schedule demonstrates the ability to hold a suicide awareness week on your campus

Step 1: A few weeks prior to presentations send flyer and consents home with students to ensure the families are prepared for the lesson

What we need from you: passive or active consents sent home with attached flyer

Step 2: The week or 2 weeks prior to the youth presentation we would like to meet with teachers and other support staff on your campus to explain our program, what we will be discussing with the students, our goal for the program, possible things that may occur following our presentation, review of resources in the community.

What we need from you: 10-20 min of your staff meeting or collaboration day and staff to complete a survey

Step 3: The week of youth presentation, possibly a few days prior we would like to participate or host a coffee talk/ parenting meeting to present Signs of Suicide curriculum, what to look for in their youth, resources, and what we will be presenting to youth this will be paired with another education presentation.

What we need from you: 50-60 min in a scheduled coffee talk or space to host coffee talk in the evening at your campus

Will need access to a DVD player and TV

Parents will also complete a survey at the end of presentation

Step 4: The week of youth presentation participate with campus clubs or lunch time activities, this will serve as an introduction to the reason we are on campus and allow student to feel comfortable with hearing our presentations

Step 5: Based on your campus needs we can provide presentation in an assembly type format or in smaller classrooms.

In this presentation your students will receive information on signs of depression, ways to respond to a friend in need and resources.

Students will receive the Brief Screen for Adolescent Depression (BSAD). This is a seven question survey that we will provide to the students. The purpose of this survey is not to tell whether or not someone is depressed but rather to inform them of the signs and symptoms. This will be filled out voluntarily and will be for the students to keep.

Students will also complete a survey following presentation as well as a response card; this card will ask them based on the video and /or screening, whether or not they would like to talk to someone regarding themselves or a friend. We ask that each student complete this to ensure we can support everyone that hears our presentation. This response card states they will be contacted within 24

hours of turning this in to ensure support, we would like to be that additional support for your staff.

What we need from you: 50-60 min for assembly or classroom group

A DVD player and TV

A day following the presentation to provide additional resources to youth and assess those identified in presentation needing a follow up

Step 6: A day following the presentation to provide additional resources to youth and assess those identified in presentation needing a follow up.

Follow up with teachers and support staff to ensure that their needs are met, possible crisis interventions and linkages to additional services may be necessary.



**Memorandum of Understanding
Between
San Diego Youth Services
And
Santee School District**

This is a Memorandum of Understanding between San Diego Youth Services (SDYS) and **Santee School District**. While this is not a legally binding document, this Memorandum does indicate a voluntary agreement to implement the following service delivery plan for the HERE Now School Based Suicide Prevention and Early Intervention Program designed by the aforementioned party and other participating collaborators.

- I. **Purpose:** The purpose of the Memorandum of Understanding is to maintain the effective working relationship established between SDYS and the **Santee School District** for the purpose of implementing coordinated services in the proposed program. The goal of this program is: "To help At Risk youth."

- II. **Term:** This Memorandum of Understanding shall begin on October 1, 2013 and will extend through June 30, 2015. Either party can give written notice 30 days in advance of the intent to withdraw from collaboration.

- III. **Description of Participation:**
 - A. **Santee School District** agrees, per this memorandum, to provide the following:
 1. Designate an individual as a point of contact for the program.
 2. Participation/facilitation in staff needs assessment survey.
 3. Provide venues for showing videos on suicide prevention, early warning signs and protective factors to students, school staff and care givers.
 4. Counselors will provide support with conducting focus groups/ providing feedback from students, teachers, school staff, care givers and others to brainstorm ideas and strategies about the warning signs and risk factors of depression, suicide and protective factors.
 5. Opportunities for students to develop brochures and posters that heighten awareness to suicide prevention as a classroom or lunch time activity.
 6. Opportunities for students to create a system-wide campaign to reduce stigmas around seeking mental health care as a classroom or lunch time activity.
 7. Recruitment of parents and caregivers to attend focus groups/educational sessions.
 8. Distribute school/ community wide information with a phone number to a Crisis line.
 9. Strategies to enlist teacher and parent participation seminars and classes on youth depression and suicide prevention.

Initials: _____

10. Assistance with distribution of flyers school/community wide with crisis phone numbers provided to students where they can talk to caring adults anonymously about friends/peers they are concerned may be suicidal, isolated or depressed.
11. Assist SDYS in supporting a Crisis Response Team at each school/ community that will manage appropriate handling of crisis situations.
12. Communicate immediately if problems/concerns arise with students or program implementation.

B. **San Diego Youth Services** agrees, per this memorandum provide the following:

1. Provide oversight, facilitation and coordination of the program design, implementation, service delivery, information management, and reporting to ensure that a high caliber of services is maintained.
2. SDYS will provide education to school staff, parents/guardians, and students about suicide prevention
 - Parent meetings
 - Classroom activities
 - After school activities
 - Staff meetings
3. Designate an individual as a point of contact for the program.
4. Facilitate regular collaborative management and planning meetings
5. Coordinate activities
6. Provide cross training relating to the implementation of the model
7. Provide tracking forms for reporting purposes
8. Be available to provide support, assistance, resources and follow up
9. Assessment for safety issues.
10. Provide follow-up information to the family and community stakeholders
11. Provide resources to families throughout and on completion of services
12. Continue efforts to identify additional youth needs and provide additional information to enhance the program's service effectiveness and promote better outcomes for youth.
13. Provide an updated status report upon request.
14. SDYS will follow districts safety protocol as described

IV. **Confidentiality:** The collaborative partner acknowledges that their staff may acquire information from a variety of sources concerning or belonging to SDYS during the term of this Memorandum that is confidential. Such confidential information includes but is not limited to all proprietary information on SDYS, including all information regarding its trade secrets, copyrighted materials, business plans and affairs, research, services, marketing strategies, financial condition, personnel, clients and donors, which has not been disclosed to the public by a duly authorized representative of SDYS. The collaborative partner agrees to maintain the confidentiality of this information. The collaborative partner also agrees that s/he will not directly or indirectly use or disclose any such information during or after the term of this Memorandum by SDYS to any persons or entities, unless such persons or entities are expressly authorized by duly authorized representatives of SDYS to receive such information.

Initials: _____

V. **Value of Services:** No Money is transferred.

VI. **Termination:** This Memorandum of Understanding may be terminated for any reason by giving 30 days written notice.

Date

Walter Philips
Executive Director
San Diego Youth Services

Date

Initials: _____

Attachment A
Business Associate Contract
Between
Grossmont Union High School District and San Diego Youth Services, Inc.

The purpose of this Business Associate Contract is to ensure that **Grossmont Union High School District** is in full compliance with the applicable Health Insurance Portability and Accountability (HIPAA) regulations, Title 45 of the Code of Federal Regulations.

A Business Associate Contract is required as a part of the County of San Diego Health and Human services funded "Diversion" program, Juvenile Probation Services funded "CAT" program, agreement between San Diego Youth Services, Inc. and **Grossmont Union High School District**. Subcontractors and Consultants of Business Associates are subject to the same restrictions as the Business Associates under the Covered Entities' Business Associate Contract.

For purposes of this agreement, the "Business Associate" shall be the Consultant **Grossmont Union High School District**.

As the contractor to the County of San Diego Health and Human Services funded "Diversion" program, Juvenile Probation services funded "CAT" program, San Diego Youth Services is the "Covered Entity".

I. Definition of Terms

1. *Covered Entity.* "Covered entity" shall mean that San Diego Youth Services designated as the full agency subject to the Standards for Privacy of Individually Identifiable Health Information set forth in 45 Code of Federal Regulations Part 160 and Part 164, Subparts A and E, and those components of San Diego Youth Services designated as Business Associates of other entities subject to the Standards for Privacy of Individually Identifiable Health Information set forth in 45 Code of Federal Regulations Part 160 and Part 164, Subparts A and E.
2. *Designated Record Set.* "Designated record set" shall have the same meaning as the term "designated record set" in 45 Code of Federal Regulations Section 164.501.
3. *Individual.* "Individual" shall have the same meaning as the term "individual" in Section 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 Code of Federal Regulations Section 164.502(g).
4. *Privacy Rule.* "Privacy rule" shall mean the Standards for Privacy of Individually Identifiable Health Information as set forth in 45 Code of Federal Regulations Part 160 and Part 164, Subparts A and E.
5. *Protected Health Information.* "Protected health information" shall have the same meaning as the term "protected health information" in Section 164.501 of 45 Code of

Initials: _____

Federal Regulations, Part 160 and Part 164 and is limited to the information created or received by Business Associate from or on behalf of Covered Entity.

6. *Required By Law.* “Required by law” shall have the same meaning as the term “required by law” in 45 Code of Federal Regulations Section 164.501.
7. *Secretary.* “Secretary” shall mean the Secretary of the United States Department of Health and Human Services or his or her designee.

II. Obligations & Activities of Business Associates

1. Business Associate agrees to not use or further disclose protected health information other than as permitted or required by the contract or as required by law.
2. Business Associate agrees to use appropriate safeguards to prevent the use or disclosure of protected health information other than as provided for by the contract.
3. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of protected health information by Business Associate in violation of the requirement of the contract.
4. Business Associate agrees to report to Covered Entity any use or disclosure of the protected health information not provided for by the contract.
5. Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides protected health information received from, or created or received by Business Associate on behalf of Covered Entity, agrees to the same restrictions and conditions that apply through the contract to Business Associate with respect to such information.
6. Business Associate agrees to provide access, at the request of Covered Entity, and in the time and manner designated by Covered Entity, to protected health information in a designated record set, to Covered Entity or, as directed by Covered Entity, to an individual in order to meet the requirements under 45 Code of Federal Regulations Section 164.524.
7. Business Associate agrees to make any amendment(s) to protected health information in a designated record set that the Covered Entity directs or agrees to make pursuant to Section 164.526 at the request of Covered Entity or an individual, and in the time and manner designated by Covered Entity.
8. Business Associate agrees to make internal practices, books, and records relating to the use and disclosure of protected health information received from, or created or received by Business Associate on behalf of, Covered Entity available to the Covered Entity, or at the request of the Covered Entity to the Secretary, in a time and manner designated by the Covered Entity or the Secretary, for purposes of the Secretary determining Covered Entity’s compliance with the privacy rule.

Initials: _____

9. Business Associate agrees to document such disclosures of protected health information and information related to such disclosures as would be required for Covered Entity to respond to a request by an individual for an accounting of disclosures of protected health information in accordance with 45 Code of Federal Regulations Section 164.528.
10. Business Associate agrees to provide to Covered Entity or an individual, in the time and manner designated by Covered Entity, information collected in accordance with Exhibit A of the contract, to permit Covered Entity to respond to a request by an individual for an accounting of disclosures of protected health information in accordance with 45 Code of Federal Regulations Section 164.528.

III. Permitted Uses and Disclosures by Business Associate

Business Associate shall provide access to direct services for “at risk” youth under subcontract with Covered Entity under contract with the County of San Diego Health and Human Services funded “Diversion” program, Juvenile Probation services funded “CAT” program.

Except as otherwise limited in this contract, Business Associate may use or disclose protected health information on behalf of, or to provide services to, Covered Entity for the following purposes, if such use or disclosure of protected health information would not violate the privacy rule if done by Covered Entity.

Except as otherwise limited in the contract, Business Associate may use or disclose protected health information to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in the Statement of Work of the contract, provided that such use or disclosure would not violate the privacy rule if done by Covered Entity.

1. Except as otherwise limited in the contract, Business Associate may use protected health information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.
2. Except as otherwise limited in the contract, Business Associate may disclose protected health information for the proper management and administration of the Business Associate, provided that disclosures are required by law, or Business Associate obtains reasonable assurance from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which they are aware the confidentiality of the information has been breached.
3. Except as otherwise limited in the contract, Business Associate may use protected health information to provide data aggregation services to Covered Entity as permitted by 45 Code of Federal Regulations 164.504(e)(2)(i)(B).

IV. Obligations of Covered Entity

Initials: _____

1. Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with Section 164.520, as well as any changes to such notice. These privacy practices are available on our web site at www.SDYS.org.
2. Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by individual to use or disclose protected health information, if such changes affect Business Associate's permitted or required uses and disclosures.
3. Covered Entity shall notify Business Associate of any restriction to the use or disclosure of protected health information that Covered Entity has agreed to in accordance with Section 164.522.

V. Permissible Requests by Covered Entity

Covered Entity shall not request Business Associate to use or disclose protected health information in any manner that would not be permissible under the privacy rule if done by Covered Entity.

VI. Term and Termination

1. *Term.* The term of this Article 14 shall begin on April 13, 2003, and shall terminate when all of the protected health information provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy protected health information, protections are extended to such information, in accordance with termination provisions in this Section.
2. *Termination for Cause for Breach of Terms of Article 14.* Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall provide an opportunity for Business Associate to cure the breach or end the violation and terminate the contract if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity, or immediately terminate the contract if Business Associate has breached a material term of the contract and cure is not possible.
3. *Effect of Termination.*
 - a. Except as provided in paragraph 14.6.3.2 of this Article 14, upon termination of the contract, for any reason, Business Associate shall return or destroy all protected health information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to protected health information that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the protected health information.
 - b. In the event that Business Associate determines that returning or destroying the protected health information is infeasible, Business Associate shall provide to Covered Entity notification of the conditions

Initials: _____

that make return or destruction infeasible. Upon mutual agreement of the parties that return or destruction of protected health information is infeasible, Business Associate shall extend the protections of this Article 14 to such protected health information and limit further uses and disclosures of such protected health information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such protected health information.

VII. Miscellaneous

1. *Regulatory References.* A reference in this Article 14 to a section in the privacy rule means the section as in effect or as amended, and for which compliance is required.
2. *Amendment.* The parties agree to take such action as is necessary to amend this Article 14 from time to time as is necessary for Covered Entity to comply with the requirements of the privacy rule and the Health Insurance Portability and Accountability Act, Public Law 104-191.
3. *Survival.* The respective rights and obligations of County and Business Associate under Section 14.6.3 of this Article 14 shall survive the termination of the contract.
4. *Interpretation.* Any ambiguity in this Article 14 shall be resolved in favor of a meaning that permits Covered Entity to comply with the privacy rule.

Initials: _____

Consent Item D.4.7. Approval to Submit Tobacco-Use Prevention Education (TUPE) Consortium Application with San Diego County Office of Education and East Region Districts for Sixth, Seventh and Eighth Grade Students

Prepared by Tim Larson
November 5, 2013

BACKGROUND:

The Tobacco Use Prevention Education (TUPE) Grant is offered by the California Department of Education to promote tobacco free school campuses for 6th through 12th grade students. The grant's purpose is to give students the knowledge and skills they need to live tobacco free life. The funds provide tobacco-use prevention, intervention, youth development, and cessation programs. TUPE applications are due December 18, 2013 and the grant is expected to be awarded in March, 2014. The grant shall commence on July 1, 2014 through June 30, 2017.

Santee School District would like to participate in a consortium formed by the San Diego County Office of Education and other east county Tier 2 applicants. There is a stronger likelihood that the grant will be awarded to the consortium. Consortium member districts include: Cajon Valley, Grossmont Union, Lemon Grove, and Santee School District.

Each District would receive \$52.92 per student in 6th-12th grades with \$1.08 per student going to SDCOE for project administration and reports. The Santee School District would receive \$108,353 over a three (3) year period (\$36,117 per year) for a district wide tobacco prevention program, youth development, intervention, and cessation. The program helps provide a comprehensive strategy to reduce use of tobacco by youth.

These are the components of the Consortium TUPE project for Santee School District:

- **Evidence based curriculum** – TUPE requires that we continue to offer the evidence based curriculum, Project Alert in 7th and 8th grades. Each school will receive funds to provide training and support for teachers at their site.
- **Broad based collaborative** – This program requires a collaborative and a coordinator to oversee the program. The Collaborative Coordinator would administer this grant and use the Santee Collaborative and Santee Solution Coalition as the broad based collaborative for Santee.
- **Smoking cessation classes for interested pregnant and parenting minors** – The School Counselor/School Social Workers will be trained and be available to offer cessation classes to interested students. Santee will also partner with the Grossmont Union High School to provide more extensive treatment options for pregnant and parenting teens if necessary.

- **Youth development** - After school leadership groups for middle school students with a prevention focus will be available at five (5) schools with a teacher on four (4) of those sites receiving a stipend for conducting the tobacco prevention leadership groups. These leadership groups will partner with Project SAFE, Santee Solutions, Santee Teen Center, and Club Live to train students and teachers on prevention strategies and youth leadership.
- **Participation in school/community wide programs** - Santee school sites will participate in “World No Tobacco Day” and “Great American Smokeout Day” to support tobacco free environments for all students. Participation can mean school/classroom speakers, presentations by youth, proclamations by the Board of Education, or information provided in parent newsletters.
- **California Healthy Kids Survey** - Santee must participate in the California Healthy Kids Survey Core Modules in 2015 and 2017 and TUPE will pay the cost of that survey and the District and site reports.

RECOMMENDATION:

Administration recommends that the Board of Education approve the submission of application for the TUPE grant to provide tobacco prevention education programs on all school campuses.

This recommendation supports the following District goals:

- Provide social, emotional, and health service programs, integrated with community resources, to foster student character and personal well-being.
- Provides a safe and engaging environment that promotes creativity, innovation and personalized learning

FISCAL IMPACT:

The TUPE grant will provide \$108,353 over three (3) years to pay for staffing. The program includes funding for a .1 FTE coordinator and various additional funds to support school sites.

STUDENT ACHIEVEMENT:

This program will provide support for students so that they will be better prepared to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.7.

TUPE Consortium Grant

Object	Yearly Budget	Budget for 3 years
Estimated Grant Amount	\$ 36,117.55	\$ 108,352.64
$\$54 \times p2 \text{ for } 2012-13 \text{ } 6-8\text{th grades} \times 2047.48 = \$110,563.92$		
Certified Salaries Stipend for Club Live and Counselors	\$ 14,000.00	\$ 42,000.00
Classified - Project Director Collaborative Coordinator	\$ 9,000.00	\$ 27,000.00
Sub costs for Project Alert Training	\$ 1,000.00	\$ 3,000.00
Benefits Certificated and Classified	\$ 4,380.00	\$ 13,140.00
Assemblies (\$162.22 x 9 sites)	\$ 1,460.00	\$ 4,380.00
Books- CHKS Scantorns and site reports, Project Alert	\$ 666.67	\$ 2,000.00
Supplies (Club Live Supplies)	\$ 2,000.00	\$ 6,000.00
Equipment	\$ -	\$ -
Travel Mileage and Staff Conference in Sacramento	\$ 566.67	\$ 1,700.00
Training for Cessation etc with American Lung	*not each year	\$ 799.47
Interprogram Services (copies, child nutrition for after school)	\$ 433.33	\$ 1,300.00
Transportation for Kick Ash Leadership Conference	\$ 300.00	\$ 900.00
Sub Total	\$ 33,806.67	\$ 102,219.47
Indirect Rate 6%	\$ 2,028.40	\$ 6,133.17
	<u>\$ 35,835.07</u>	<u>\$ 108,352.64</u>

**Memorandum of Understanding
Cohort J Tier 2 Tobacco-Use Prevention Education Program (TUPE) Grant**

This Memorandum of Understanding is between *San Diego County Office of Education (SDCOE)* and the following school districts: *Cajon Valley, Grossmont Union, Lemon Grove and Santee (Consortium Member Districts)*.

Purpose: This Memorandum of Understanding with the San Diego County Office of Education (SDCOE) and Consortium Member Districts is an agreement to apply and if awarded complete a State of California Tobacco Use Prevention and Education Grant project Cohort J Tier 2 TUPE Grant.

Term: This Memorandum of Understanding shall commence on July 1, 2014 through June 30, 2017 or until terminated by mutual consent of both parties.

Responsibilities of SDCOE and Consortium Member Districts

The SDCOE and all school districts and schools represented in the application agree to:

- Enforce the tobacco-free district policy
- Neither receive nor apply for funds from the tobacco industry or any agency which has received funding from the tobacco industry
- Administer the district-level CHKS core module in grades 7, 9, and 11 as appropriate.
- Report survey results by school site, and student ethnicity and race to the extent possible
- Publicly report survey findings to district stakeholders and community partners
- Submit all required reports by designated due dates
- Expend funds as detailed in the approved application
- If randomly chosen, participate in the California Student Tobacco Survey (CSTS) administered by the California Dept. of Public Health (CDPH)
- Download and keep on file the Assurances and Certifications located on the CDE Funding Forms Web page located at <http://www.cde.ca.gov/fg/fo/fm/ff.asp>.

Consortium member districts further agree to:

- Identify a District level TUPE Project Coordinator responsible for the overall coordination and documentation of project activities; to attend a minimum of two meetings a year with the County TUPE Coordinator to monitor the implementation of the grant; attend CHKS Administration and Results training; and provide information and reports to the County TUPE Coordinator as necessary to fully implement the grant.
- Identify a TUPE contact person at each school site responsible for ensuring all grant activities are implemented at the school sites including the collection of data. Grant activities include implementation of Project ALERT (with the exception of Grossmont Union High School District) with fidelity; youth

development strategies including developing Friday Night Live and Club Live chapters that develop the next generation of tobacco free advocates; tobacco intervention and cessation activities; other supplemental activities as determined by the District Coordinator to ensure the school population is served with activities that focus on the prevention of tobacco use.

The SDCOE TUPE Coordinator further agrees to:

- Provide technical assistance, resources, information, and training in the grant components, including – implementing the tobacco-free policy; administering the CHKS; implementing research validated curriculum with fidelity; youth development strategies, and intervention and cessation services.
- Provide overall grant management: including collecting data from each district; ensuring grant goals and objectives are met; and writing and submitting required reports.
- Provide a minimum of two meetings per year for TUPE Project Coordinators to assist in the grant implementation.
- Oversee the recertification of tobacco free school district.
- Serve as a liaison with County prevention partners, agencies, and stakeholders supporting the purposes of the grant.

Fiscal Impact:

San Diego County Office of Education shall provide payment, if funded, to member districts at the rate of \$54 per pupil based on 2012/13 P-2 ADA for grades 6 – 8 minus 2%. The SDCOE will retain 2% of the total grant in order to provide the services provided by the County TUPE Coordinator in the paragraph above.

Applicant Agency: San Diego County Office of Education

**Tier 2 Tobacco-Use Prevention Education Program (TUPE) Grant
Memorandum of Understanding
Member District Certification**

The Superintendent of Schools (or designee), San Diego County Office of Education, has established an agreement with the listed member district Superintendents participating in Cohort I Tier 2 TUPE Grant dated July 1, 2014 to June 30, 2017.

The signature below documents that the member consortium district and Superintendent (or designee) supports the Tier 2 TUPE Grant Memorandum of Understanding.

San Diego County Office of Education

Printed Name _____ Title _____

Signature _____ Date _____

Grossmont Union School District

Printed Name _____ Title _____

Signature _____ Date _____

Cajon Valley Union School District

Printed Name _____ Title _____

Signature _____ Date _____

Lemon Grove School District

Printed Name _____ Title _____

Signature _____ Date _____

Santee School District

Printed Name _____ Title _____

Signature _____ Date _____

DISCUSSION AND/OR ACTION ITEMS Item E.

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

Agenda Item E

BACKGROUND:

With the impending full implementation of the Common Core State Standards (CCSS) and Smarter Balanced Assessments (SBAC) in 2014-15, this current school year is one of transition. Part of the transition will necessitate transformation of practices, processes, and structures.

Leading the Learning in the 21st Century is designed to be a periodic agenda item to discuss the successes, challenges, and implications of the District's educational program. Through this on-going agenda item, Administration will present an overarching schematic of the 2013-14 transitions and discuss the successes and challenges therein. Governing Board discussion and direction will be an integral part of these presentations.

Tonight Administration will present reports on:

1. **CCSS Anchor Standards:** The CCSS Anchor Standards in English Language Arts provides a vertical articulation from Kindergarten through grade 12 to prepare students for college and career readiness. Tonight, staff will share the Speaking and Listening Anchor Standard SL.CCR.1.e. This anchor standard prepares students for participation in a range of conversation and collaboration with diverse partners, building on each other's ideas, and expressing their own ideas clearly and persuasively.
2. **Report Card Development:** In our previous board meeting, staff shared the report card development process. Tonight staff will provide draft copies of the CCSS Report Cards for the Governing Board.
3. **DreamBox:** Staff will share information about our pilot opportunity with DreamBox and highlight the computer adaptive feedback component that provides real time feedback about mathematic learning for students and teachers. The system provides formative and summative data to the student's teacher to enable more personalized math instruction.
4. **Devices for Learning and Devices for Assessing:** Key highlights about the upcoming Smarter Balanced Assessment Field Test will be discussed. Staff will present data on the number of SBAC-compliant devices at each school site and the number of devices needed to conduct a two-week SBAC testing period in spring 2015 testing. Staff will present information on the upcoming Mathematics Instructional Materials adoption in January 2014 and the availability for English-Language Arts Instructional Materials the following year. Digital instructional materials will be discussed and the possibility of moving to a 1:1 environment. Options for financing iPads will be presented.

RECOMMENDATION:

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

FISCAL IMPACT:

There is no fiscal impact from this item.

STUDENT ACHIEVEMENT IMPACT:

Providing a smooth and well-planned transition to Common Core State Standards and Smarter Balanced Assessment will help students transform their learning to better compete in the 21st century global society.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

BACKGROUND:

With the passage of Assembly Bill 97, known as Local Control Funding Formula (LCFF) legislation, California's education funding system experienced historic reform. The 2013-14 Budget Act shifts California from a complex school finance system to one focused on equity, transparency, and performance through the LCFF and the related Local Control Accountability Plan (LCAP).

For nearly 40 years, California school districts were funded through revenue limits and more than 50 categorical programs. Under LCFF, most state categorical programs are eliminated. Instead, districts will receive funding based on the demographic profile of the students they serve and will be expected to meet enhanced accountability requirements.

The LCFF requires school districts to develop, adopt, and annually update a three-year Local Control Accountability Plan (LCAP), beginning July 1, 2014. The LCAP must address eight priorities established in the legislation and be written in consultation with parent, students, staff, and community stakeholders.

The eight state priority areas to be addressed in the LCAP are:

1. Student Achievement
2. Student Engagement
3. Implementation of the Common Core State Standards
4. Basic Services
5. Course Access
6. School Climate
7. Parent Involvement
8. Other Student Outcomes

Tonight, staff will present an introductory PowerPoint designed to give stakeholders background knowledge about the LCFF and LCAP and a survey designed to gain input from various stakeholders. A timeline for consulting with stakeholders and the adoption of the LCAP will also be presented.

RECOMMENDATION:

It is recommended that the Board approve the plan and timeline for consultation with stakeholders.

FISCAL IMPACT:

LCFF funding for 2013-14 is estimated to be \$38,425,115.

STUDENT ACHIEVEMENT IMPACT:

LCFF and the accompanying LCAP provide school districts local control for fiscal resources while engaging parent and community involvement in shaping priorities for decision makers to develop educational strategies to help all children achieve academic success and realize full potential.

BACKGROUND:

This is the time of the year when the Board reviews their legislative goals in anticipation of the State Legislature beginning to develop legislation and bills that may impact education. Meetings may be scheduled to present Santee School District's Legislative Goals to our State Senator and State Assemblyperson as they begin consideration of legislative bills.

Administration has reviewed the Legislative Goals and Legislative Public Policy Statements and provided recommended revisions that would positively impact instruction and assist in maintaining fiscal solvency. The attached list is presented for Board consideration and direction to produce Board Legislative Goals for 2014 to be shared with local legislators.

Tonight, Member Ryan, the Board's legislative representative, will facilitate any discussion by the Board about the Legislative Goals.

RECOMMENDATION:

It is recommended that the Board review the recommended revisions from Administration and provide any input and/or recommendations to produce Legislative Goals for 2014 which may be presented to legislative representatives for the upcoming legislative session. Action is at the discretion of the Board.

FISCAL IMPACT:

There is no current fiscal impact of this item.

STUDENT ACHIEVEMENT IMPACT:

Any legislation that may come about would have a direct impact in student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.3.

Santee School District

November 5, 2013

Proposed 2014 Legislative Goals

1. Seek legislation to eliminate State deferrals of apportionments and reimburse school districts for costs incurred for short-term, cash flow borrowing necessitated by State deferrals.
2. Seek legislation for Districts to select alternative oversight provisions for LCAP monitoring.
3. Seek legislation to reform and fully fund the mandated cost requirements for school districts.

Proposed 2014 Public Policies

Note: Items that have been addressed through LCFF or are no longer current are recommended for deletion.

ACADEMIC INSTRUCTION AND ACHIEVEMENT LEGISLATION

- A-0 **NEW** - Seek legislation to augment the LCFF to adequately fund technology, instructional materials, and professional development needs for Common Core State Standards and Smarter Balanced Assessments on an on-going basis.
- A-1. ~~Seek enactment of school finance legislation, which will provide full funding for at-risk intervention before and after school programs, including removing the cap for at-risk students served by summer school.~~
- A-2. ~~Seek or support legislation to fully fund the purchase of standards based textbooks in all core areas and the purchase of consumable materials annually for the primary grade levels or grades K-2.~~
- A-3. **MOVED TO GOAL #3** ~~Seek legislation to reform and fully fund the mandated cost requirements for school districts.~~
- A-4. Reinstate funding for classroom libraries.
- A-5. ~~Seek or support legislation enhancing the application of 21st Century Learning Skills into the curriculum frameworks and professional teaching standards.~~
- A-6. Seek legislation that assures 7-8 grade levels in K-8 schools are rated on the Academic Performance Index (API) and Adequate Yearly Progress (AYP) measures compared with other 7-8 schools.
- A-7. Support legislation that would require textbook publishers to provide instructional materials for combination or multi-grade classrooms in grades K-8 prior to State Board approval.

- A-8. Seek or support legislation providing block grant/categorical funds, thereby allowing local school districts to recognize and meet individual needs of all students rather than only those in special programs.
- A-9. ~~Seek enactment of school finance legislation, which will fund elementary districts' 7th and 8th grade ADA at the same level as for unified and secondary districts.~~

FUNDING LEGISLATION

- B-1. Seek or support legislation providing full funding for the Class Size Reduction Act and the Class Size Reduction Facilities Act; and to seek or support legislation providing full funding for reduced class size at additional grade levels.
- B-2. Seek enactment of school finance legislation, which will:
 - a. ~~Fully fund state's match for deferred maintenance.~~
 - b. ~~Support legislation that fully funds all schools with at-risk students, who are AFDC or socially disadvantaged, to assist them in achievement at their highest academic level.~~
 - c. Support legislation that fully funds the Federal Individual With Disabilities Education Act (IDEA) and mandates those funds be allocated proportionately and directly to school districts.
- B-3. ~~Support legislation that fully funds costs to school districts for mandated mental health services for children.~~
- B-4. Seek legislation to support the retention and full funding of the Proposition 98 school finance formula and other school finance proposals.
- B-5. ~~Seek enactment of school finance legislation, which will provide full equalization aid to bring all school districts up to the statewide average base revenue limit.~~
- B-6. Seek legislation that supports Level II developer fees for K-8 schools to mitigate the impact of facilities construction and modernization and equalize the funding streams for new school construction for elementary school districts with 7th and 8th grade students to be on the same playing field as high schools.

OTHER FISCAL LEGISLATION

- B-7. Support legislation that would provide funding for school districts to extend the school year and instructional time.
- B-8. Support legislation restoring school facilities coverage under the California Environmental Quality Act (CEQA) to permit the use of the CEQA process to mitigate the impact of development on schools.
- B-9. Support legislation to sunset the assessment of penalties for unused district sites in Santee School District.
- B-10. ~~Seek legislation to permit school districts to include all allowable federal and state salaries, such as child care programs, in the PERS calculation of costs to the district in order to increase the revenue limit.~~

- B-11. Support legislation that would lower the margin of approval for local parcel taxes for schools from two-thirds to 55 percent.
- B-12. Seek legislation that would require the Education Code guidelines for certificated and classified Reduction in Service (RIS) notices be suspended when the State implements mid-year budget cuts.
- B-13. Support legislation for declining enrollment school districts based on the highest enrollment during the last three years instead of the prior year.
- B-14. Support legislation that provides maximum flexibility and local control to outsource services when needed.

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report
Prepared by Karl Christensen
November 5, 2013

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period September 1, 2013 through September 30, 2013 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$7,603,888; cash receipts of \$4,708,488; and disbursements of \$4,277,444 are reflected for the period of September 1, through September 30, 2013 resulting in an ending cash balance of \$8,034,933 as of September 30, 2013.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Monthly Financial Report - September

1

CASH REPORT FOR SEPTEMBER

		Actual	Projected*
Beginning Cash Balance as of September 1, 2013		\$7,603,888	\$7,603,889
INCOME			
A. Local Control Funding Formula			
State Aid	\$ 1,416,794		
Property Taxes	\$ 103,268		
		1,520,062	
B. Federal Income			
Federal Funding	186,392		
		186,392	
C. State Income			
Categorical Funding	483,387		
CCSS Funding	641,800		
EPA Funding	1,417,628		
		2,542,815	
D. Local Income			
Other Local Income	11,480		
Spec Ed	447,739		
		459,219	
E. Due to/Due from other funds		-	
F. Debt Proceeds		-	
TOTAL INCOME		\$4,708,488	\$4,664,109
Beginning Balance Plus Income		\$12,312,376	\$12,267,998
DISBURSEMENTS			
G. Commercial Warrants	\$ 778,902		
H. Payroll Warrants	2,775,452		
I. Statutory Employee Benefits	276,070		
J. Health & Welfare	198,227		
K. Other Outgo	87,033		
L. Interfund Borrowing Out	35,091		
M. Budget Adjustments	126,669		
TOTAL DISBURSEMENTS		\$4,277,444	\$4,109,656
Ending Cash Balance as of September 30, 2013		\$8,034,933	\$8,158,341

* Based on Cash Flow Projection updated August 2013

**Budget Revisions
Through September 30, 2013
2013-14 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	9,850,255	383,099	10,233,355
Estimated Income	34,634,155	12,713,603	47,347,758
Estimated Expenditures	<u>35,676,120</u>	<u>11,958,320</u>	<u>47,634,440</u>
Change in Fund Balance	(1,041,965)	755,283	(286,682)
Projected Ending Fund Balance	8,808,290	1,138,382	9,946,673
Less: Restricted Program Carryovers	-	1,138,382	1,138,382
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	28,440	-	28,440
Less: Assigned Vacation Carryover	190,538	-	190,538
Assigned Site Carryover Balances	323,099	-	323,099
Less: Economic Uncertainty Reserve	1,429,033	-	1,429,033
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	6,446,311	-	6,446,311
Fund 17 Projected End of Year Balance	<u>2,872,881</u>	<u>-</u>	<u>2,872,881</u>
Projected Reserves	<u>10,748,225</u>	<u>-</u>	<u>10,748,225</u>
As a % Estimated Expense Total	22.56%		
* Projected Reserve % 2014-15	15.54%		
* Projected Reserve % 2015-16	7.23%		

* Based on most recent Multi-Year Projection at September 2013

BACKGROUND:

The 2013-14 Adopted Budget for the District contained several allocations to implement the School Safety Action Plan (“Action Plan”). This Action Plan was developed during 2012-13 to enact certain measures to ensure student safety on campus. Allocations include:

- \$6,200 to upgrade the Bell/Clock system to ensure campus-wide notifications for lockdowns
- \$1,000 to install Knox Boxes at each school for access by the Sheriff’s Department in emergency situations
- \$3,000 to augment building signage for easy identification by the Sheriff’s Department
- \$35,000 to provide window coverings for classrooms for use during lockdowns

The School Safety Action Plan continues to be monitored and addressed. Staff has finalized a proposed plan for providing window coverings that includes the following:

- Junior High Buildings:
 - All are equipped with blinds on exterior windows and most interior windows
 - Teachers will be instructed to have a piece of black paper ready to tape over the small window in interior doors during a lockdown
- Schools with rectangular “finger design” building layout:
 - Install a room darkening vinyl drape on a track with an attached wand that can be quickly pulled to extend the drape across the exterior window
 - Estimated number of classrooms = 120
- Schools with round building design:
 - Install a small roll type vinyl pull down blind on small classroom windows near each classroom door
 - Estimated number of windows = 120
- Other classroom spaces with individual windows such as relocatables:
 - Install horizontal blinds, as needed
 - Estimated number of windows = 25

The latest estimates indicate that the materials cost for vinyl drapes and blinds will be approximately \$55,000. District staff will perform the installations.

In addition, building signage will exceed the current budget due to the need to match the school modernization and provide specialized signage for the junior high buildings. The revised estimate is \$11,000.

RECOMMENDATION:

It is recommended that the Board of Education approve an increase to the School Safety budget in the amount of \$28,000.

This recommendation supports the following District goal:

Learning Environment

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

FISCAL IMPACT:

The \$28,000 increase to the Unrestricted General Fund budget for school safety actions steps brings the revised budget to \$73,200.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.2.
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Discussion and/or Action Item E.3.1. Adoption of Resolution No. 1314-10 to Reduce and/or Eliminate Vacant Classified Non-Management Positions

Prepared by Tim Larson
November 5, 2013

BACKGROUND:

It has been determined that work hours and/or work year for several vacated classified non-management positions in the Out-of-School Time Programs (OST) will need to be reduced before posting as open positions due to fluctuating enrollment at several sites augmented by the District-wide bell schedule changes effective October 8, 2013.

In addition, administration has determined that several classified non-management positions vacated through attrition are no longer essential at this time. If at some point enrollment or working conditions within the District require additional classified non-management positions administration will post the positions in accordance with the collective bargaining agreement.

Because all of the positions are currently vacant, no employees will be affected as a result of the reductions and/or eliminations.

RECOMMENDATION:

Administration recommends that the Board of Education approve the reduction and/or elimination of the following positions.

Effective November 6, 2013:

- Reduce two (2) vacant OST Project SAFE Assistant position from 3.75 FTE / 12 months to 2.75 FTE / 9 months; and 3.25 FTE /12 months to 3.25 FTE / 9 months
- Reduce one (1) vacant OST Assistant Site Leader position from 5.75 to 3.75 FTE per day
- Eliminate two (2) vacant 5.75 FTE OST Group Leader Specialist positions
- Eliminate two (2) vacant OST Group Leader positions @ 3.75 FTE; and 5.75 FTE
- Eliminate one (1) vacant 4.75 FTE Bilingual Clerk Typist position (OST)
- Eliminate four (4) vacant Project SAFE Assistant positions @ 2.75 FTE; 3.0 FTE; 3.5 FTE; and 3.75 FTE
- Eliminate one (1) vacant 1.25 FTE Food Service Worker III-A position
- Eliminate one (1) vacant 3.75 FTE Instructional Assistant I position
- Eliminate two (2) vacant 8.0 FTE Grounds Maintenance Worker I positions
- Eliminate one (1) vacant 4.5 FTE Bus Driver position
- Eliminate one (1) vacant 8.0 FTE Bus Driver position

FISCAL IMPACT:

The annual savings to the OST fee-based program as a result of the adjustments in work hours and/or work year will be \$15,494.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

SANTEE SCHOOL DISTRICT
Resolution No. 1314-10

REDUCE and/or ELIMINATE VACANT
CLASSIFIED NON-MANAGEMENT POSITIONS

WHEREAS, it has been determined that work hours and/or work year for several vacated classified non-management positions in the Out-of-School Time Programs (OST) will need to be reduced before posting as open positions due to fluctuating enrollment at several sites augmented by the District-wide bell schedule changes effective October 8, 2013.; and

WHEREAS, administration has determined that several classified non-management positions vacated through attrition are no longer essential at this time; and

WHEREAS, the Governing Board has determined reductions and/or eliminations of vacant positions is necessary.

NOW, THEREFORE, BE IT RESOLVED that as of the 5th day of November 2013, the Governing Board of Santee School District approved to reduce and/or eliminate the following vacant positions effective November 6, 2013:

- Reduce two (2) vacant OST Project SAFE Assistant position from 3.75 FTE / 12 months to 2.75 FTE / 9 months; and 3.25 FTE /12 months to 3.25 FTE / 9 months
- Reduce one (1) vacant OST Assistant Site Leader position from 5.75 to 3.75 FTE per day
- Eliminate two (2) vacant 5.75 FTE OST Group Leader Specialist positions
- Eliminate two (2) vacant OST Group Leader positions @ 3.75 FTE; and 5.75 FTE
- Eliminate one (1) vacant 4.75 FTE Bilingual Clerk Typist position (OST)
- Eliminate four (4) vacant Project SAFE Assistant positions @ 2.75 FTE; 3.0 FTE; 3.5 FTE; and 3.75 FTE
- Eliminate one (1) vacant 1.25 FTE Food Service Worker III-A position
- Eliminate one (1) vacant 3.75 FTE Instructional Assistant I position
- Eliminate two (2) vacant 8.0 FTE Grounds Maintenance Worker I positions
- Eliminate one (1) vacant 4.5 FTE Bus Driver position
- Eliminate one (1) vacant 8.0 FTE Bus Driver position

BE IT FURTHER RESOLVED that the Governing Board has determined that because all of the positions are currently vacant and no employees will be affected as a result of the reductions and/or eliminations, notifications of these actions will not be necessary.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 5th day of November 2013, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 11/5/13

Clerk, Board of Education

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item F.

Agenda Item F.

CLOSED SESSION Item G.

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

The Board will go into Closed Session to discuss:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
*Agency Negotiators: Karl Christensen, Assistant Superintendent
Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association*
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
*Agency Negotiators: Karl Christensen, Assistant Superintendent
Tim Larson, Assistant Superintendent
Employee Organizations: Classified School Employees Association*
3. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Addresses:
 - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
4. **Public Employment Matters** (Govt. Code § 54957)
Executive Assistant

RECONVENE TO PUBLIC SESSION Item H.

ADJOURNMENT Item I.