



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 December 6, 2011

District Mission

Santee School District, supported by an involved community, an outstanding staff, and a shared vision, assures a quality education that supports students in achieving academic excellence and in developing life skills needed for success in a diverse and changing society.

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A. OPENING PROCEDURES – 7:00 p.m.	5
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
B. ORGANIZATIONAL MEETING	6
1. <u>Election of Board of Education Officers</u>	7
It is recommended that the Board of Education elect officers through rotation according to Board Bylaw 9120 and that Board Bylaw 9120 be revised to reflect the officer rotation for 2012.	
2. <u>Board Member Break</u>	9
A brief break will be held for the Board members.	
3. <u>Board Meeting Calendar for 2012</u>	10
It is recommended that the Board of Education approve continuation of the existing meeting schedule with meeting dates for 2012 as listed.	
4. <u>Board of Education Representatives to Advisory and Other Committees</u>	13
It is recommended that the Board of Education assign Board members to serve as Board representatives to Advisory and other committees for 2012.	

BOARD OF EDUCATION · Dan Bartholomew, Dustin Burns, Dianne El-Hajj, Ken Fox, Barbara Ryan
DISTRICT SUPERINTENDENT · Patrick Shaw, Ed.D.

C.	REPORTS AND PRESENTATIONS	16
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1.1.	Developer Fees Collection Report	17
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1.3.	Enrollment Report	19
1.4.	Schedule of Upcoming Events	20
2.	Spotlight on Education: Principal Presentation from Hill Creek School	21
D.	PUBLIC COMMUNICATION	22
	<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. All meetings are tape recorded.</i>	
E.	CONSENT ITEMS	23
	<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>	24
	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>	29
	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>	31
	It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.	
2.3.	<u>Approval of Consultants and General Service Providers</u>	33
	It is recommended that the Board of Education approve Consultant and General Service Provider agreements as presented.	
2.4.	<u>Acceptance of Donations</u>	35
	It is recommended that the Board of Education accept the donations to the Santee School District.	
2.5.	<u>Rejection of All Bids for the Child Nutrition Services Central Kitchen Roofing/Flashing Project Bid 2011/12 013-001 and Authorization to Re-Bid</u>	36
	It is recommended that the Board of Education authorize staff to reject all bids for the Central Kitchen Roofing/Flashing Project Bid 2011/12 013-00, and approve re-bidding the Central Kitchen Roofing/Flashing Project for Spring Break 2012.	

Educational Services

- 3.1. **Approval of Consent to Assignment between Santee School District and San Diego Center for Neurological Development d/b/a Springall Academy** 38
It is recommended that the Board of Education approve the Consent to Assignment with San Diego Center for Neurological Development d/b/a Springall Academy.
- 3.2. **Approval of School Wires Addendum to Master Agreement** 42
It is recommended that the Board of Education approve the School Wires Addendum to Master Agreement.

Human Resources/Pupil Services

- 4.1. **Personnel, Regular** 43
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.

- F. **DISCUSSION AND/OR ACTION ITEMS** 45
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. **California School Boards Association Delegate Assembly Call for Nominations** 46
Nominations are at the discretion of the Board of Education.

Business Services

- 2.1 **Approval of First Period Interim Report** 47
It is recommended that the Board of Education approve a positive certification regarding the District's ability to meet its financial obligations for the 2011-12 fiscal year.
- 2.2. **Approval of Monthly Financial Report** 48
It is recommended that the Board of Education approve the Monthly Financial Report.
- 2.3. **Acceptance of GASB 45 July 2011 Actuarial Valuation Update** 51
It is recommended that the Board of Education accept the updated GASB 45 Actuarial Valuation of Other Post Employment Retirement Benefits for use in Financial Statements.

Capital Improvement Program

- 3.1. **Update to Costs to Enclose Stairways for Hill Creek Addition and Authorization to Initiate Change Orders** 69
It is recommended that the Board of Education authorize the Superintendent to approve change orders for enclosing the stairways of the Hill Creek 10-Classroom Addition in an amount not to exceed \$200,000.

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Educational Services	
4.1. <u>Transitional Kindergarten 2012-2013</u> It is recommended that the Board of Education approve offering a Transitional Kindergarten program.	71
Human Resources/Pupil Services	
5.1. <u>Project Safe Fee Increase Proposal</u> It is recommended that the Board of Education approve the proposal to increase fees for Project SAFE before and after school child care.	74
5.2. <u>Adoption of Resolution No. 1112-09 to Lay Off Identified Classified Non-Management Position</u> It is recommended that the Board of Education adopt resolution No. 1112-09.	76
G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	78
H. ADJOURNMENT	79

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
January 3, 2012, at 7:00 p.m. in the Douglas E. Giles Educational Resource Center.*

Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

___ Ryan
___ Bartholomew
___ El-Hajj
___ Fox
___ Burns

OPENING PROCEDURES ITEM A.

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

2. District Mission

Santee School District, supported by an involved community, an outstanding staff, and a shared vision, assures a quality education that supports students in achieving academic excellence and in developing life skills needed for success in a diverse and changing society.

3. Pledge of Allegiance

4. Approval of Agenda for the December 6, 2011 regular meeting

Agenda Item A.

Organizational Meeting Item B.

Agenda Item B.

Organizational Meeting Item B.1. Election of Board of Education Officers
Prepared by Dr. Patrick Shaw
December 6, 2011

BACKGROUND:

California Education Code Sections 35143 and 72000 provide that the governing board of each school district shall hold an annual organizational meeting between December 2 and December 16, 2011. California Education Code Section 35022 provides that every school district governing board shall elect at its organizational meeting a president and a clerk from among its members.

Tonight the governing board will hold its annual organization meeting in accordance with these Education Codes.

Board Bylaw 9120 describes the Board's procedure for automatic rotation of Board officer positions at its annual organizational meeting. The Board must take formal action to annually implement the bylaw. The officers serve until the next annual organizational meeting. Upon the 2011-12 rotation of officers, the bylaw will be revised to reflect the changes.

Dan Bartholomew, President
Dianne El-Hajj, Vice President
Ken Fox, Clerk
Dustin Burns, Member
Barbara Ryan – Immediate Past President, Member

In accordance with Board Bylaw 9122, the Superintendent shall act as Secretary to the Board of Education. The policies for each officer of the Board, as well as the Secretary to the Board, are available on the school district web page under School Board. (<http://www.santeesd.net/page/22>)

RECOMMENDATION:

Board members will rotate offices and appoint the Superintendent as Secretary to the Board. Board Bylaw 9120 will be automatically revised to reflect the new officers of the Board.

FISCAL IMPACT:

There is no fiscal impact to this item.

Motion:

Second:

Vote:

Agenda Item B.1.

OFFICERS AND AUXILIARY PERSONNEL

At the annual organizational meeting, the Governing Board will elect a president, vice president, and clerk from among its members and will appoint the Superintendent as secretary to the Board.

Officers will be elected according to the following rotation plan.

In election years (even-numbered), incumbents, including reelected, except immediate past president, will take precedence in rotating ahead of newly-elected members. New members will enter the rotation in the order determined by the number of votes received in the election. The member receiving the greatest number of votes places highest in the rotation. Other new members enter the rotation in descending order.

If an appointment is made to fill a vacant seat, the appointee will enter the rotation in the same manner as a newly elected member being placed in order of date of taking the oath of office with the office obtained at the earlier date placing highest in the rotation.

The rotation will annually move the immediate past-president to last position in the rotation. For compelling personal reasons, a member may request exemption from the rotation and reenter at the bottom. Names moved to the bottom would then move through the rotation in a normal progression.

No Board member shall serve as president or vice president during their first year as a member of the Board.

Board members will identify themselves as Board members, not by office held on the Board when speaking to the public or press.

For 2011 the rotation will be:

Dan Bartholomew	President
Dianne El-Hajj	Vice President
Ken Fox	Clerk
Dustin Burns	Member
Barbara Ryan - Immediate Past President	Member

Legal Reference:

- EDUCATION CODE
- 35022 *President of board*
- 35121 *Appointment of clerk*
- 35143 *Annual organizational meetings*

Bylaw Adopted: February 17, 2009
Amended: 12/15/09; 12/07/10, 12/06/11

SANTEE SCHOOL DISTRICT
Santee, California

Organizational Meeting Item B.2. Board Member Break
Prepared by Dr. Pat Shaw
December 6, 2011

BACKGROUND:

The Board will take a brief break and reconvene the meeting in their new officer rotation.

Agenda Item B.2.

BACKGROUND:

According to Education Code 35140 and Board Bylaw 9320, a calendar of regular meeting dates must be submitted to the County Office of Education by each governing board immediately following its organizational meeting in December. The purpose of this agenda item is to establish the meeting calendar for the year 2012. Presently, the Board meets on the first and third Tuesdays of each month. The assembly room in the Douglas E. Giles Educational Resource Center is the official regular meeting location. Meetings are held at 7 p.m.

The schedule presented for 2012 reflects no meeting scheduled for April 3, 2012 due to this date falling during a holiday break.

RECOMMENDATION:

Administration recommends continuation of the existing meeting schedule with the exception listed above. The recommended meeting schedule is attached.

FISCAL IMPACT:

There is no fiscal impact to this item.

Motion:

Second:

Vote:

Agenda Item B.3.

SANTEE SCHOOL DISTRICT
9625 Cuyamaca Street
Santee, CA 92071-2674

**2012
Board of Education
Meeting Dates**

Meeting schedule: First and third Tuesdays of each month at 7:00 p.m.

Meeting location: *Douglas E. Giles Educational Resource Center
9619 Cuyamaca Street
Santee CA 92071*

January 3 and 17

February 7 and 21

March 6 and 20

***April 17**

May 1 and 15

June 5 and 19

July 3 and 17

August 7 and 21

September 4 and 18

October 2 and 16

November 6 and 20

December 4 and 18

*No regular meeting is scheduled for April 3, 2012, due to holiday break.

2012

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Organizational Meeting Item B.4. Board of Education Representatives to Advisory and Other Committees

Prepared by Dr. Patrick Shaw
December 6, 2011

BACKGROUND:

Board Bylaw 9141 encourages appointment of Board members to serve on District committees or advisory committees of other agencies or organizations. In doing so, Board members have the opportunity to exchange ideas and opinions with parents, staff, and members of the community. Listed on the attached page are the committees to be assigned representatives for 2012. An additional attachment provides the assignments designated in 2011.

Meetings of District advisory councils and committees are open to the public and Board members may attend any meetings as they wish. A quorum of Board members may be present as observers without violation of the provisions of the Ralph M. Brown Act (Government Code 54952.2).

RECOMMENDATION:

Administration recommends assignment of Board members to committees as desired.

FISCAL IMPACT:

None

Motion:

Second:

Vote:

Agenda Item B.4.

**Santee School District Board of Education
2012 COMMITTEE ASSIGNMENTS**

Committee (Staff chairs included)	Bartholomew	Burns	El-Hajj	Fox	Ryan
A. Advisory Council for Instruction (ACI) <i>Chair: Kristin Baranski</i>					
ACI Subcommittees					
A.1. Character Education Committee <i>Chair: Matt Thompson</i>					
A.2. Special Education Advisory Committee <i>Chair: Kristin Baranski (created October 2008)</i>					
A.3. Technology Committee (DTC) <i>Chair: Bernard Yeo</i>					
A.4. Wellness Committee <i>Chairs: Cathy Abel/Kristin Baranski</i>					
ACI Ad Hoc Committees					
a. Family Life Committee <i>Chair: Kristin Baranski</i>					
b. Student Behavior and Discipline Policy Review Committee					
B. Budget Advisory Committee (BAC) <i>Chair: Karl Christiansen</i>					
BAC Ad Hoc Committee					
a. Audit Ad Hoc Committee <i>(Active as necessary)</i>					
C. Communication Committee <i>Chair: Dr. Pat Shaw</i>					
D. Facilities Committee <i>Chair: Christina Becker</i>					
Facilities Committee Sub Committee					
D.1. Safety Committee <i>Chair: Debbie Griffin</i>					
E. Calendar Committee <i>Chair: Minnie Malin</i>					
District – Greater Community Committees					
F. Educational Foundation					
G. Board/Santee City Council Joint Conference Committee <i>District Representative.: Dr. Pat Shaw</i> <i>Board Representatives are Board Pres. and VP</i>	X		X		
H. County Service Area #69					
I. Legislative Representative					
J. Santee Chamber of Commerce					
K. Santee Collaborative <i>Collaborative Coordinator: Meredith Riffel</i>					

**Santee School District Board of Education
2011 COMMITTEE ASSIGNMENTS**

Committee (Staff chairs included)	Bartholomew	Burns	El-Hajj	Fox	Ryan
A. Advisory Council for Instruction (ACI) <i>Chair: Kristin Baranski</i>		X			X
ACI Subcommittees					
A.1. Character Education Committee <i>Chair: Matt Thompson</i>		X	X		
A.2. Special Education Advisory Committee <i>Chair: Kristin Baranski (created October 2008)</i>	X		X		Alt.
A.3. Technology Committee (DTC) <i>Chair: Bernard Yeo</i>	X		X		
A.4. Wellness Committee <i>Chairs: Cathy Abel/Kristin Baranski</i>			X		X
ACI Ad Hoc Committees					
a. Family Life Committee <i>Chair: Kristin Baranski</i>				X	X
b. Student Behavior and Discipline Policy Review Committee	X	X			
B. Budget Advisory Committee (BAC) <i>Chair: Karl Christiansen</i>	X			X	
BAC Ad Hoc Committee					
a. Audit Ad Hoc Committee <i>(Active as necessary)</i>	X	X			
C. Communication Committee <i>Chair: Dr. Pat Shaw</i>				X	
D. Facilities Committee <i>Chair: Christina Becker</i>			X		
Facilities Committee Sub Committee					
D.1. Safety Committee <i>Chair: Debbie Griffin</i>		X			
E. Calendar Committee <i>Chair: Minnie Malin</i>			X		
District – Greater Community Committees					
F. Educational Foundation					X
G. Board/Santee City Council Joint Conference Committee <i>District Representative.: Dr. Pat Shaw</i> <i>Board Representatives are Board Pres. and VP</i>	X				X
H. County Service Area #69				X	
I. Legislative Representative					X
J. Santee Chamber of Commerce					X
K. Santee Collaborative <i>Collaborative Coordinator: Meredith Riffel</i>				X	

Reports and Presentations Item C.1. Superintendent's Report
Prepared by Dr. Patrick Shaw
December 6, 2011

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 C.

DEVELOPER FEES COLLECTION REPORT
2011-12
CUMULATIVE THROUGH NOVEMBER 28, 2011

Residential Rate: \$3.56 per square foot over 500 - effective 4/05/11

Commercial Rate: \$.29 per square foot - effective 6/16/08

Self Storage Rate: \$.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	9733 Notnil Court	07/18/11	615	\$2,189.40	HC
	X	9526 St. Andrews Drive	07/18/11	567	\$2,018.52	CO
	X	8321 Big Rock Road	07/21/11	785	\$2,794.60	CFH
X		1800 Joe Crosson Drive	08/02/11	3,016	\$874.64	PD
	X	1992 Los Senderos Drive (McMillin Morningview)	08/08/11	3,206	\$11,413.36	PD
	X	2084, 2144, 2155 Los Senderos Drive (McMillin Morningv	08/08/11	7,537	\$26,831.72	PD
	X	2037 Los Senderos Drive (McMillin Morningview)	08/08/11	2,000	\$7,120.00	PD
	X	7460-7465 Mission Villas Court (Bushy Hill 12)	08/24/11	10,770	\$38,341.20	CFH
	X	2144 Los Senderos (McMillin Morningview)	08/29/11	210	\$747.60	PD
	X	2084 Los Senderos (McMillin Morningview)	08/29/11	195	\$694.20	PD
	X	11402 Cacho Court	08/31/11	560	\$1,993.60	PD
	X	2246 Los Senderos Drive (McMillin Morningview)	09/28/11	3,206	\$11,413.36	PD
	X	2281 & 2293 Los Senderos Drive (McMillin Morningview)	09/28/11	4,293	\$15,283.08	PD
	X	2253 & 2288 Los Senderos Drive (McMillin Morningview)	09/28/11	5,244	\$18,668.64	PD
X		9310 Fanita Pkwy (Padre Dam MWD) Replace Shade Str	10/25/11	3,924	\$0.00	CO
	X	2288 Los Senderos (McMillin Morningview)	11/02/11	210	\$747.60	PD
	X	7466-7475 Mission Villas Court (McMillin Morningview)	11/03/11	10,770	\$38,341.20	CFH
X		9216 Abraham Way (Scantibodies)	11/10/11	455	\$131.95	HC
	X	11997-11701 Woodside Terrace (McMillin Morningview)	11/15/11	7,537	\$26,831.72	PD
	X	1931 Woodside Terrace (McMillin Morningview)	11/15/11	2,000	\$7,120.00	PD
TOTAL PAGE 1					\$213,556.39	

*Additional square footage (total is over 500 square feet)

**Fee Exempt - Senior / Elder Care Facility

***Fee Exempt - Less than 500 square feet

Requests For Use Of Facilities - December 6, 2011

Group	Location	Date	Days	Time	Attendance	Fees Applied
Cajon Park Girl Scouts	Classroom	12/15/11	Thursday	4:30 pm - 5:30 pm	12	
Carlton Oaks Pickwick Players (Theatre Rehearsals) Girl Scouts	Classroom Multi-Purpose	11/14/11 - 12/4/11 12/8/01	Mon - Sun Thursday	9:00 am - 10:00 pm 6:15 pm - 8:00 pm	7 100	
Chet F. Harritt PTA (Santa Shop)	Multi-Purpose	12/2/11 - 12/9/11	Mon - Fri	7:45 am - 3:00 pm	all students	
Prospect Avenue (PRIDE Academy) CSEA	Classroom	1/12/12 - 6/14/12	Thursday	4:30 pm - 6:30 pm	30	
Rio Seco Girl Scouts	Multi-Purpose	3/23/12	Friday	6:00 pm - 9:00 pm	100	

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

Santee School District
ENROLLMENT REPORT
 11/18/2011
 Month 3 Week 3

SCHOOL	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8									Prior Week		
										11/18/11 Total Reg	11/19/10 Total Reg	# Diff	% Diff	11/18/11 SDC	11/19/10 SDC	# Diff SDC	% Diff SDC	##### Total All	11/10/11 Total All	Total Diff
Cajon Park	105	96	104	109	113	111	109	110	96	953	991	-38	-3.8%	64	62	2	3.2%	1017	1019	-2
Carlton Hills	44	40	44	41	43	44	42	97	92	487	494	-7	-1.4%	31	18	13	72.2%	518	519	-1
Carlton Oaks	77	96	79	91	74	98	94	95	121	825	832	-7	-0.8%	60	57	3	5.3%	885	884	1
Chet F. Harritt	63	76	57	85	54	55	63	63	64	580	571	9	1.6%	0	9	-9	-100.0%	580	579	1
Hill Creek	75	84	83	94	87	73	86	83	78	743	764	-21	-2.7%	19	19	0	0.0%	762	762	0
Pepper Drive	101	90	78	78	71	76	81	94	86	755	699	56	8.0%	10	9	1	11.1%	765	763	2
Prospect	61	58	60	55	59	52	57	71	57	530	491	39	7.9%	0	0	0	0.0%	530	529	1
Rio Seco	101	88	114	104	101	113	93	123	95	932	911	21	2.3%	49	37	12	32.4%	981	985	-4
Sycamore Canyon	64	57	44	49	47	32	45	0	0	338	336	2	0.6%	1	0	1	100.0%	339	338	1
SUBTOTAL	691	685	663	706	649	654	670	736	689	6143	6089	54	0.9%	234	211	23	10.9%	6377	6378	-1
Alternative School	0	1	6	3	3	4	4	4	8	33	30	3	10.0%					33	35	-2
Success Academy								1	2	6	6	0	0.0%					6	5	1
NPS											0			3	2	1	50.0%	3	3	0
EAK										0	0							0	0	0
SUBTOTAL	0	1	6	3	3	4	5	6	11	39	36	3	8.3%					42	43	-1
TOTAL	691	686	669	709	652	658	675	742	700	6182	6,125	57	0.9%					6419	6421	-2

Please note: Special Ed. PK listed below are not reflected in the total count above because they do not receive ADA until they reach 5 years of age.

	PK	
Cajon Park	2	1019
Carlton Hills	1	519
Sycamore Canyon	33	372
Total PK	36	

Total Enrollment Including PK
6455

Schedule of Upcoming Events

Date	Event
December 5-9	Parent-Teacher Conferences Minimum Days
December 12	Strategic Planning Leadership Team Meeting 5:00 p.m.
December 19 through January 2	Winter Break Schools and Department Offices Closed
2 0 1 2	Happy New Year!
January 3	Board Meeting - 7:00 p.m.
January 16	Martin Luther King Holiday - Schools and Departments Closed
January 17	Board Meeting - 7:00 p.m.
January 24	Board Budget Workshop (Tentative)
February 2,3, and 4	Strategic Planning Retreat February 2 - 5:30-8:30 p.m. February 3 - 5:30-8:30 p.m. February 4 - 8:30 a.m. to 1:30 p.m.
February 7	Board Meeting - 7:00 p.m.
February 13	Lincoln Holiday - Schools and Departments Closed
February 20	Washington Holiday - Schools and Departments Closed
February 21	Board Meeting - 7:00 p.m.
March 6	Board Meeting - 7:00 p.m.
March 20	Principals Meet with Board - 6:00 p.m. Board Meeting - 7:00 p.m.
March 28	Business Appreciation Breakfast
April 2 - April 13	Spring Break Schools and Department Offices Closed

Reports and Presentations Item C.2.
Prepared by Dr. Patrick Shaw
December 6, 2011

Spotlight on Learning-Principal Presentation:
Hill Creek School

BACKGROUND:

The Principals are responsible for the instructional leadership at their school site in support of student achievement. This year, the Superintendent has asked each Principal to provide a presentation to the Board sharing their goals and professional development focus for the 2011-12 school year. At this time the Board has seen presentations from eight schools.

Tonight, the final presentation will be made by Hill Creek Principal, Jerelyn Lindsay. Ms. Lindsay will present to the Board of Education her goals and the programs and practices that are in place to attain the school's goals for student achievement.

Agenda Item C.2.

PUBLIC COMMUNICATION Item D.

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 D.

CONSENT ITEMS Item E.

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 E.

Consent Item E.1.1. Approval of Minutes
Prepared by Dr. Patrick Shaw
December 6, 2011

BACKGROUND:

Presented for Board approval –

- November 15, 2011, regular meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item E.1.1.

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

November 15, 2011
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 7:05 p.m. and read the District Mission Statement.

Members present:

Barbara Ryan, President
Dan Bartholomew, Vice President
Dianne ElHajj, Clerk
Ken Fox, Member
Dustin Burns, Member

Administration present:

Dr. Patrick Shaw, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Kristin Baranski, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary

2. President Ryan invited the audience to recite the District Mission and then invited Matt Thompson, vice principal of Pepper Drive 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: Bartholomew 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. **Professional Leadership Team Video**

Dr. Shaw presented the final of five photo essays of Santee School District developed by the Professional Leadership Team. Board members said they enjoyed the photo essays and were impressed with their content.

3. **Principal Presentations from Chet F. Harritt and Pepper Drive Schools**

Andy Johnson, principal of Chet F. Harritt School shared that although they have hit an achievement plateau, he and the staff have every confidence that this is a small blip as they continue on their achievement journey. They have an ambitious goal of 78% of students to be proficient or advanced in mathematics and Language Arts and are dedicated to improving far below basic and basic learning by 10% in both subjects.

There are four key elements that will be focused on this year:

- Focused and well-aligned professional development plan,
- Continued professional learning communities,
- Response to Intervention, and
- Caring Communities.

All staff is vested in the development of GATE instructional strategies. By the beginning of next year he believes that all teachers fourth grade and above will be GATE certified. Mr. Prouty shared that Chet F. Harritt is a community school and a caring community. Partnerships are forged with parents both formally and informally and all students have opportunities to feel capable and connected.

Mr. Johnston said that staff and families are so excited about the modernized classrooms. Member El-Hajj said the Board appreciates hearing feedback from the community about the modernization.

Debbie Brenner, principal of Pepper Drive and Matt Thompson, vice principal, shared that Pepper Drive School was proud to be recognized as a California Distinguished School for the past two years and nominated as a National Blue Ribbon School for 2012. These accomplishments validate that Pepper Drive is continuing to close the achievement gap. Pepper Drive has had a steady API growth gaining 64 API points over the past five years. They continue to evaluate student learning and bring standards-based core instruction that is purposeful and meaningful. Mrs. Brenner shared proficiency levels in Language Arts and Math. Some of the instructional programs in place to increase achievement are:

- Wordmasters
- Progress monitoring
- Administrative conferencing/personal goal setting
- Read naturally and other reading programs
- DIBELS assessments
- ROCKET

Mrs. Brenner shared student academic performance growth in math with an increase of 6% of proficient students in junior high. Junior High interventions include:

- CPM
- After school tutoring
- Math interventions
- Literacy focus K-8, small group reading instruction

Mr. Thompson reported awards and incentives are embedded throughout the school day including: Character Counts traits, classroom incentives, positive phone calls home, honor roll activities, and perfect attendance. Pepper Drive has a culture of giving and participates in Stuff the Turkey, Santee Santas and Jump Rope for Heart. School wide activities include the harvest festival, turkey trot, and winter and spring programs.

Mrs. Brenner left two thoughts which are embedded in the Pepper Drive Way, "When you work hard, good things happen" and "Once a tiger always a tiger." Board members thanked the principals and vice principals for their presentations.

C. PUBLIC COMMUNICATION

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

D. PUBLIC HEARING

1. Public Hearing to Dedicate Easement at Cajon Park School to San Diego Gas & Electric Company

President Ryan opened the public hearing to dedicate an easement at Cajon Park School to San Diego Gas and Electric Company. With no comments from the public, the hearing was closed.

E. CONSENT ITEMS

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

1.1. Approval of Minutes

1.2. Establish Date and Time of Board's Annual Organizational Meeting

1.3. Appointments to Board Advisory Committees

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 to Submit Application for PL 81-874 and Designation of Authorized Representative

2.7. Authorization/Ratification to File Operations Application of Intent to Participate in the 2011-12 Class Size Reduction (CSR) Program

2.8. Selection of Independent Auditor and Approval of Contract

2.9. Approval to Waive Insurance Requirement for Use of Facilities at Carlton Hills for Music/Band Program

2.10 Adoption of Resolution to Dedicate Easement to San Diego Gas & Electric Company – Cajon Park School

3.1. Approval of 2011-12 School Site Fundraising Plans

3.2. Approval of Student Teaching Agreement with University of Southern California, Rossier School of Education

4.1. Personnel, Regular

4.2. Acceptance of Report on Certificated Credentials and Assignments

4.3. Approval of Short Term Position for Technology Support at PRIDE Academy

4.4. Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2011-2012

4.5. Adoption of Proclamation Endorsing the Great American Smokeout on November 17, 2011

It was moved and seconded to approve Consent Items.

Motion: Burns Second: Fox Vote: 4-0 (EL-Hajj, not available for vote)

F. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Board Legislative Goals

Dr. Shaw shared administration was presenting their recommendations for revisions to the legislative goals for 2012. Items #5 and #6 were added to move in the direction of access to information and broaden the scope of what is considered State approved instructional materials. Item #6 addresses the new assessment the State is looking at to balance out the common core standards. There will be two ways to take the assessment, online or paper and pencil. This legislation would seek State support for funding of a smarter balanced assessment system.

Member Burns asked about the possibility of using curriculum dollars to purchase technology flexibility, which could include equipment or hardware to facilitate the use of technology. Mrs. Baranski shared that currently textbook purchases are suspended. When the suspension is lifted Administration would like to not return to what was and be able to look at online materials and other items that would assist schools in moving forward in technology.

Member El-Hajj asked why only high achieving schools was included. Mrs. Baranski said all of our schools have met that goal and administration believes schools that are high achieving should have the opportunity and flexibility to broaden 21st century skills and be able to take some risks to increase student achievement. President Ryan said the State would have more comfort with school districts that have already met the State goal and would believe it risky to allow lower achieving schools the flexibility.

Mrs. Baranski said flexibility and more local control would include interactive software and curriculum. E-readers will be much more achievable for students to have. Administration does not want to be left behind and would like the State to allow flexibility to use materials that address the standards, but may not necessarily be State approved. Member Burns said that would address his concerns. Member Bartholomew asked if the legislative goals are a tool to sit with legislators to emphasize with them the concern about these things. He said the list is growing again.

President Ryan shared that CSBA is asking school districts for suggestions for their legislative platform but the main purpose is to tell our local legislators how they can help us. Member Bartholomew suggested carving out a couple for emphasis and putting the others on the platform list. President Ryan will present items #3, #4, and #5 to CSBA. These three should also be the top bullets on the list. The Board voted to approve the legislative goals as presented and ordered as described. Linda will schedule meetings with Assembly Member Brian Jones and State Senator Joel Anderson prior to their return to legislative session.

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

2.1. Conceptual Design Ideas and Constraints for Possible Solar Projects

Karl Christensen presented more information to the Board about future solar projects at school sites. He shared some constraints and variables that must be considered as the Board considers future solar projects. He provided current CREBs allocations and authorizations.

Any project at any of our schools must fit within constraints for dollar amounts and sizes. The construction costs need to be about \$5 per KWH to make up for the decrease in incentives since Hill Creek was installed. The California Center for Sustainable Energy has produced a table analyzing the rate structure. With a smaller system, the savings could be maximized. CREBs must be issued from general fund dollars so the savings must be maximized.

Mr. Christensen shared school site maps showing where systems could be placed, some structures and some roof mounted structures, and the system sizes appropriate for each site. The maps were just possible ideas.

Mr. Christensen will return with more information in December and return to the Board in January for more direction on future solar construction and installations.

G. BOARD COMMUNICATION

Dr. Shaw shared the Calendar Committee met today and selected option A, which has fewer teacher prep days before school that will become professional development days during the school year for teachers. Teachers have also expressed desire to have the Wednesday of parent conference week be a no student day in lieu of another prep day. On the professional development days, Project SAFE will provide an option for non-enrolled students for child care. The next meeting will be held in January after STA surveys their members.

Dr. Shaw will be meeting with East County superintendents on November 30th, including Grossmont, to see if there are some possible alignments for holidays and breaks.

President Ryan presented a request for a resolution from Senator Simitian to seek a 55% voter margin for a parcel tax. Board members were not interested in a resolution at this time.

President Ryan distributed a Safe Schools book from CSBA. Member Burns will review the book.

President Ryan announced that the next Board meeting is the annual organizational meeting. Dan Bartholomew will rotate into the presidency and would like to move to the far left seat. After action is taken for the new officers, the Board will take a short break to change seats.

Board members discussed their desired logistics for the student town hall meeting on November 29th:

- The Board will sit in chairs on the stage
- Use wireless hand-held microphones
- Students will come to a podium and ask question
- At least one student per school will ask a question

Dr. Shaw said all students will come with a question in their hand and all of the questions will be collected after the meeting. President Ryan will provide a five-minute overview about who the Board is and what the Board does. Member Burns desires that the questions be valid and appropriate. Dr. Shaw said students were working with site administration and trusts students will come well prepared with valuable questions.

H. CLOSED SESSION

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

1. **Conference With Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiator: Karl Christensen, Assistant Superintendent
Employee Organizations: Classified School Employees Association
2. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
3. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

The Board entered closed session at 8:38 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:25 p.m. No action was reported.

J. **ADJOURNMENT** The November 15, 2011 regular meeting adjourned at 10:25 p.m.

Consent Item E.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
December 6, 2011

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

- Establish a staff development program as the cornerstone of effective instructional programs and employee performance.

FISCAL IMPACT:

The estimated travel expenses are \$2,370, plus substitute costs of \$1,365, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Board Travel Report - December 6, 2011

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel
Mon-Tues. 01/23/12 - 01/24/12	Cheryl Shanahan Julie Spradlin Karin McCurdy Robynn Bennett Michelle Tomaszuk Jim Rosa	CH CH CH CH CH CH	No excuses Institute for Academic Success	San Diego	\$210 \$210 \$210 \$210 \$210 \$210	\$395 \$395 \$395 \$395 \$395 \$395	Title I Title I Title I Title I Title I Title I	This 2 day workshop will focus on instructional strategies to ensure student academic success.
Travel Requiring Airfare, Overnight Stay, and/or Out of County								
Thurs-Sat. 01/13/12 - 01/15/12	Tiffani Brown	RS	California League of Schocis Technology and RTI Conference	Monterey	\$105	*0	SLIB	This annual conference will focus on creating a climate of achievement in the classroom through differentiated instruction, integrated technology, data analysis, API strategies, and classroom management. *There is no registration fee for this conference as Ms. Brown is a presenter during this event.

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 #22217 through #22221 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The fiscal impact is \$1,230.58 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

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

Date	Number	Name	Memo	Amount
11/04/11	22217	Walmart	Lorene Foster Children's Fund	100.00
11/04/11	22218	Vons	Lorene Foster Children's Fund	100.00
11/14/11	22219	Bolton & Company Insurance	6th Grade Camp Insurance- CH	29.40
11/15/11	22220	Bolton & Company Insurance	6th Grade Camp Insurance- SC	26.40
11/15/11	22221	Marie Callendar's Restaurant	Fundraiser for 6th Grade Camp - Pie Certificates Sold- PD	974.78
Total Checks Written				\$1,230.58
Total to be Reimbursed				\$1,230.58

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 goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

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 E.2.3.
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**Consultants and General Service Providers Report
December 6, 2011**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Fred Sibert	Consultant	Arts Attack at PRIDE Academy	2011-12	\$600/Stipend	SSD Foundation	Employee
Diana Cozzens	Consultant	Arts Attack at Chet F. Harritt	2011-12	\$800/Stipend	SSD Foundation	Employee
Alisa Marrone	Consultant	Arts Attack at Pepper Drive	2011-12	\$1,000/Stipend	SSD Foundation	Employee
DeAnna Tritthart	Consultant	Arts Attack at Carlton Oaks	2011-12	\$1,000/Stipend	SSD Foundation	Employee
Patty Pavlik-Clem	Consultant	Arts Attack at Hill Creek	2011-12	\$333/Stipend	SSD Foundation	Employee
Tammy Morgan	Consultant	Arts Attack at Hill Creek	2011-12	\$333/Stipend	SSD Foundation	Employee
Mary Lee Myers	Consultant	Arts Attack at Hill Creek	2011-12	\$333/Stipend	SSD Foundation	Employee
Kim Witacre	Consultant	Arts Attack at Cajon Park	2011-12	\$1,000/Stipend	SSD Foundation	Employee
Shala Lamboy	Consultant	Arts Attack at Sycamore Canyon	2011-12	\$600/Stipend	SSD Foundation	Employee
Christine Hartpence	Consultant	Arts Attack at Rio Seco	2011-12	\$1,000/Stipend	SSD Foundation	Employee
Amber Hobbs	Consultant	Arts Attack at Carlton Hills	2011-12	\$600/Stipend	SSD Foundation	Employee
Karen Rohrs	Consultant	Professional Development	2011-12	\$3,000	Superintendent's Office	Independent Contractor
Stan Molina	Consultant	Legacy Pavers Installation	2011-12	\$100	SSD Foundation	Employee

Consent Item E.2.4. Acceptance of Donations
 Prepared by Karl Christensen
 December 6, 2011

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>
Supplies to Create an Outdoor Classroom Garden	\$200.00	La Mesa Lumber	PRIDE Academy at Prospect Avenue School
	\$347.00	Bedrock	
	\$725.00	RCP Block & Brick	
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$3,175.00	Rio Seco PTSA – Annual Fall Carnival Fundraiser	Rio Seco School
TOTAL DONATIONS RECEIVED	\$4,447.00		

RECOMMENDATION:

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

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The donations above are valued at \$4,447.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.4.
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BACKGROUND:

During the storms last winter, roof repairs and patches were done for the Child Nutrition Services Central Kitchen roof and re-roofing of the complex was planned for this year. Notice to Invite Bids for the project were distributed on October 6th, and 13th, 2011, and potential bidders attended the job walks on October 17th and 24th, 2011. There was a total of 20 attendees. Only four bids were submitted on October 28, 2011, most likely due to the timeline restrictions of the project. The schedule called for completion during winter break with a high risk of rain days within the construction schedule. This limitation appears to have reduced the number of bidders and increased the bid prices.

The lowest apparent bidder is deemed nonresponsive due to: 1) listing a roofing subcontractor who is not certified to install the specified roofing system in the bid documents, and 2) not listing all subcontractors who will be doing more than ½ of 1 percent of the work. The second apparent low bidder pulled their bid due to a math error. The bid results were as follows:

COMPANY	BID PRICE	
Moda Home, Inc.	\$122,000	Non Responsive
Healey Construction Co.	\$128,522	Pulled Bid - Math Error
Fordyce Construction	\$151,111	Responsive
MW Construction, Inc.	\$157,638	Responsive

The first significant rain for the year occurred during the weekend of November 4-6, 2011. Upon inspection, no significant rain intrusion problems to the central kitchen roof were found. However, some water intrusion problems occurred at walls and doors that were not included in the original bidding documents.

Due to a need for expanded scope and to obtain more competitive bids, staff recommends rejecting all bids and not awarding the project at this time. Staff recommends re-bidding the project to include wall and door repairs and re-roofing over spring break, which will allow more time and potentially better weather to obtain more bid interest and more competitive bids.

RECOMMENDATION:

It is recommended that the Board of Education authorize staff to: 1) reject all bids for the Central Kitchen Roofing/Flashing Project Bid 2011/12 013-001, and 2) approve re-bidding the Central Kitchen Roofing/Flashing Project for Spring Break 2012.

This recommendation supports the following District goals:

- Provide facilities that optimize the learning environment for all students.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

There is no fiscal impact at this time.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item related to facilities. All fiscal resources impact student achievement.

Motion:		Second:		Vote:		Agenda Item E.2.5.
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Consent Item E.3.1. Approval of Consent to Agreement between Santee School District and San Diego Center for Neurological Development d/b/a Springall Academy

Prepared by Kristin Baranski
December 6, 2011

BACKGROUND:

On September 20, 2011, the Board approved a Master Contract with a nonsectarian school for one special education student with special needs for the 2011-12 school year. The terms of the master contract are as follows:

- The contract with Springall Academy is for tuition of \$166.20 per day. One Santee student will attend Springall Academy in 2011-12.

The Board also approved one Individual Services Agreement for placement of a special education student with special needs for the 2011-12 school year. The terms of this contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per day	Total Cost
Springall Academy	1 student	180 days 9/6/11–6/19/12	\$166.20	\$29,916.00

These contracts cover the period of September 6, 2011 through June 19, 2012.

San Diego Center for Neurological Development has recently purchased Springall Academy. Existing Master Contracts and Individual Services Agreements need to be transferred from Springall Academy to San Diego Center for Neurological Development.

RECOMMENDATION:

Administration recommends approval of Consent to Assignment between Santee School District and San Diego Center for Neurological Development d/b/a Springall Academy.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

One student attending a nonpublic school with payment from the General Fund.

Springall Academy	\$29,916.00
<u>Transportation cost</u>	<u>\$13,680.00</u>
TOTAL COST	\$43,596.00

Expenditures:

Projected Total for Non-Public School Contracts for 2011-12:
(Includes Institute for Effective Education and Asetline School) \$115,140.30
(Not including transportation costs)

Income:

Per AB 602, with revenue limit income, the District will receive \$18,627.48 for nonpublic school expenditures based on 2010-11 expenditure/income rates. The total nonpublic school projected costs over and above revenue amounts for 2010-11 is \$96,512.52 from the general fund.

STUDENT ACHIEVEMENT:

Some students require alternative settings to support increased student learning success.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

CONSENT TO ASSIGNMENT

Dated: December 6, 2011

THIS CONSENT TO ASSIGNMENT (this "Consent") is made between Santee School District-Special Education (the "Locality") and San Diego Center for Neurological Development d/b/a Springall Academy ("Assignor").

WITNESSETH:

WHEREAS, Locality and Assignor are parties to that certain Master Contract dated as of July 21, 2011, with respect to services to be performed during fiscal year 2011 (the "Service Agreement"); as well as Individual Services Agreements applicable to that year; and

WHEREAS, Assignor and Specialized Education of California, Inc. ("Assignee") have proposed to enter into an Asset Purchase Agreement (the "Purchase Agreement") whereby Assignee shall purchase from Assignor substantially all of the assets of Assignor (the "Asset Sale"); and

WHEREAS, pursuant to the Purchase Agreement, Assignor has agreed to assign all of its rights, title and interest in and to the Master Contract and Individual Services Agreements to Assignee, and Assignee has agreed to assume and comply with all the terms and provisions of the Master Contract and Individual Services Agreements; and

WHEREAS, the Locality is willing to consent to such assignment of the Master Contract and Individual Services Agreements on the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the foregoing premises, the covenants hereinafter set forth, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

1. The Locality hereby agrees and consents to the assignment by Assignor of all of its rights, title and interest in and to the Master Contract and Individual Services Agreements to Assignee effective as of the date of the closing of the Asset Sale (the "Effective Date").
2. Effective as of the Effective Date, the Locality agrees to recognize Assignee as the "Contractor" under the Master Contract and Individual Services Agreements.
3. The Master Contract and Individual Services Agreements are in full force and effect.
4. Other than as contemplated hereby, the Master Contract and Individual Services Agreements have not been canceled, terminated, modified, amended, altered or extended by the Locality and/or Assignor, and a true

- and correct copy of the Master Contract and a template Individual Services Agreement is attached hereto as Exhibit A.
5. Assignee represents it can and will fully implement requirements of Individualized Education Programs of student placed in Assignors program by Locality through qualified staff and appropriate processes, and that it understands and will follow all Special Education laws, regulations and Locality policies and procedures regarding the same.
 6. The Locality's execution of the Consent has been duly authorized and approved. The undersigned signatory executing this Consent on behalf of Locality is the authorized signatory of the Locality with authority to execute this Consent on behalf of Locality, subject only to the Locality's Board approval or ratification.
 7. This Consent shall be governed by, and construed in accordance with, the laws of the State of California.
 8. This Consent may be executed in two or more counterparts and, as so executed, shall constitute one agreement, binding on all the parties executing any such counterpart.

IN WITNESS WHEREOF, the undersigned have duly executed this Consent as of the Effective Date.

ASSIGNOR:

SAN DIEGO CENTER FOR NEUROLOGICAL
DEVELOPMENT, d/b/a SPRINGALL ACADEMY,

BY: _____

NAME: HEATHER DIEROLF
TITLE: EXECUTIVE DIRECTOR

LOCALITY:

SANTEE SCHOOL DISTRICT - SPECIAL EDUCATION

BY: _____

NAME: KARL CHRISTENSEN
TITLE: ASSISTANT SUPERINTENDENT OF BUSINESS
SERVICES

Consent Item E.3.2.

Approval of SchoolWires Addendum to the Master Agreement

Prepared by Kristin Baranski
December 6, 2011

BACKGROUND:

Schoolwires, Inc. provides Santee School District with customization for the school district's website. The attached Schoolwires addendum addresses a customization for translating District website content from English to Spanish. Any language translations provided on our District website in the past has been translated and posted as separate files for various programs or services. These translations require many hours of work for District and site personnel and still did not translate every word on the website.

Schoolwires offers a Spanish translation service for all website content at a one-time cost of \$300. With this added service, families who read Spanish click a translation button on the front page of the website and the website will transition from English to Spanish. Having this translation service will benefit our families who read Spanish and those families looking at our site from around the world.

RECOMMENDATION:

Administration recommends the Board of Education approve the attached Schoolwires Addendum to the Master Agreement.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

Customization to the District's website is a one-time cost of \$300. Funding to support this translation will come from a State categorical program, EIA-LEP.

STUDENT ACHIEVEMENT:

Providing increased access to District and school site content will support school-family connections for our families who read Spanish.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

DISCUSSION AND/OR ACTION ITEMS Item F.

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 F.

Discussion and/or Action Item F.1.1. California School Boards Association 2012
Delegate Assembly Nominations

Prepared by Dr. Pat Shaw
December 6, 2011

BACKGROUND:

Nominations are now being accepted for the California School Boards Association (CSBA) Delegate Assembly. Any CSBA member Board is eligible to nominate board members within their geographic region or sub region. Each Board may make as many nominations as it chooses. All nominees must serve on a CSBA member board.

Nominations will be accepted until Monday, January 9, 2012. CSBA will prepare and distribute ballots to the Board to vote for Delegate Assembly members in February or March. Elected delegates begin their two-year terms on April 1, 2012.

REGION 17 – San Diego County
DELEGATES WHOSE TERMS EXPIRE IN March 2012

Nine Vacancies:

Comischell Bradley-Rodriguez (Del Mar Union School District)
Zoe Carpenter (Escondido Union School District)
Katie Dexter (Lemon Grove School District)
James Grier (National School District)
Barbara Groth (San Dieguito Union High School District)
Steve Lilly (Vista Unified School District)
Dan Lopez (Ramona Unified School District)
Raquel Marquez-Maden (San Ysidro Elementary School District)
Anne Renshaw (Fallbrook Union Elementary School District)

RECOMMENDATION:

What is the pleasure of the Board?

FISCAL IMPACT:

This item has no fiscal impact.

Motion:

Second:

Vote:

Agenda Item F.1.1.

Discussion and/or Action Item F.2.1. Approval of First Period Interim Report
 Prepared by Karl Christensen
 December 6, 2011

BACKGROUND:

Assembly Bill 2861, which became effective January 1, 1987, requires that school districts prepare and submit interim financial reports so that governing boards, the State Controller, and the Superintendent of Public Instruction are informed of school districts' financial conditions for the current and future years. The Board of Education is required to designate either a positive, qualified, or negative certification regarding the District's ability to meet its financial obligations for the current year and two subsequent years.

Provided for the Board's review and approval is the interim report as of October 31, 2011, for the Santee School District. The projection for the unrestricted General Fund includes a beginning balance of \$10,121,507, anticipated receipts of \$33,373,025, anticipated disbursements of \$35,275,500, and a projected ending balance on June 30, 2012, of \$8,219,032. Copies of the interim report for the public's review will be available at the meeting or upon a request to the Fiscal Services department.

The District is designating a positive certification for the first interim. However, the District's ability to meet its financial obligations is contingent upon the Governor's budget proposal due January 10, 2012, the effect of mid-year reductions, and State budget deliberations.

RECOMMENDATION:

It is recommended that the Board of Education approve a positive certification regarding the District's ability to meet its financial obligations for the 2011-12 fiscal year and two subsequent years.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

Item	2010-11	2011-12	2012-13	2013-14
Unrestricted Change in Fund Balance	\$3,304,406	(\$1,902,475)	(\$1,818,085)	(\$2,819,832)
Ending Unrestricted Fund Balance	\$10,121,507	\$8,219,032	\$6,400,947	\$3,581,115
Total Reserves (Including Fund 17)	\$11,866,439	\$10,431,924	\$8,625,996	\$5,818,425
Reserve as % of Outgo	27.23%	22.20%	18.75%	12.38%

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.1.
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Discussion and/or Action Item F.2.2. Approval of Monthly Financial Report
Prepared by Karl Christensen
December 6, 2011

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period October 1, 2011 through October 31, 2011 for the Board of Education's review and comments. The statements are 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:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$6,149,024; cash receipts of \$662,479; and disbursements of \$4,353,473 are reflected for the period of October 1 through October 31, 2011, resulting in an ending cash balance of \$2,458,029 as of October 31, 2011.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.2.
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MONTHLY FINANCIAL REPORT - OCTOBER

1

CASH REPORT FOR OCTOBER

		Actual	Projected
Beginning Cash Balance as of September 30, 2011		\$6,149,024	\$6,149,024
INCOME			
A. Revenue Limit Sources			
Property Taxes	(41,623)		
		(41,623)	
B. Federal Income			
Federal Funding	8,281		
		8,281	
C. State Income			
Unres. State Funding	212,695		
Lottery	214,487		
EIA	67,234		
HTS Transportation	20,302		
Spec Ed Transportation	11,110		
		525,828	
D. Local Income			
Other Local Income	(54,296)		
Spec ED	87,121		
Interest	5,328		
		38,153	
E. Due to/Due from other funds		131,840	
F. Debt Proceeds		-	
TOTAL INCOME		\$662,479	\$914,830
Beginning Balance Plus Income		\$6,811,502	\$7,063,854
DISBURSEMENTS			
G. Commercial Warrants	\$ 607,004		
H. Payroll Warrants	2,882,118		
I. Statutory Employee Benefits	584,185		
J. Health & Welfare	204,174		
K. Other Outgo	75,992		
TOTAL DISBURSEMENTS		\$4,353,473	\$4,089,714
Ending Cash Balance as of October 31, 2011		\$2,458,029	\$2,974,141





Budget Revisions Through October 31, 2011 2011-12 Revised Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	10,121,507	245,571	10,367,078
Estimated Income	33,373,025	11,641,393	45,014,418
Estimated Expenditures	35,275,500	11,715,909	46,991,409
Change in Fund Balance	(1,902,475)	(74,516)	(1,976,991)
Projected Ending Fund Balance	8,219,032	171,055	8,390,087
Less: Designation for Restricted Programs Carryovers	-	171,055	171,055
Less: Designation for Prepaid Expenses	375,869		375,869
Less: Designation for Revolving Cash	15,000		15,000
Less: Designation for Stores Inventory	29,615		29,615
Less: Reserve for Vacation Carryover	221,401		221,401
Less: Reserve for Economic Uncertainty	1,409,742		1,409,742
Less: Reserve for State Budget Uncertainty	-		-
Undesignated/Unappropriated/Unreserved Fund Balance (Uncommitted)	6,167,405	-	6,167,405
Fund 17 Projected End of Year Balance	2,854,777		2,854,777
Projected Reserves	10,431,924	-	10,431,924
As a % Estimated Expense Total	22.20%		
* Projected Reserve % 2012-13	18.75%		
* Projected Reserve % 2013-14	12.38%		

* Based on latest multi-year projection assumptions



Discussion and/or Action Item F.2.3. Acceptance of GASB 45 July 2011 Actuarial
 Prepared by Karl Christensen Valuation Update
 December 6, 2011

BACKGROUND:

Governmental Accounting Standards Board (GASB) Statement No. 45 requires public agencies to measure and disclose the cost of other post-employment retirement benefits (OPEB) through actuarial valuation every two years. The District's first valuation was conducted and reported in July 2007 and was updated July 2009.

Demsey, Filliger & Associates, the same vendor that conducted the July 2007 and July 2009 Actuarial Valuations, conducted a subsequent study which is contained in the revised report. Details of changes to the actuary study are as follows:

Description	(1) Present Value of Future Benefits			(2) Unfunded Accrued Liability	(3) Annual Required Contribution			Participants		
	Active	Retired	Total		Service Cost Year End	30 yr Amortiztn of UAL	Total ARC	Act	Ret	Ttl
July 2009 Study	17,918,584	4,525,156	22,443,740	14,486,779	731,112	942,386	1,673,498	545	124	669
Passage of Time				1,347,089						
Gain from premium increases < expected				(1,037,641)						
Implementation of CAP for retiree benefits				(2,045,420)						
Change in health care trend rates (5% to 6% annual growth)				329,759						
Census change (reduced full- time staff and fewer retirements)				(1,052,683)						
Net Adjustment	(4,650,265)	(401,070)	(5,051,335)	(2,458,876)	(186,652)	(159,954)	(346,606)	(17)	4	(13)
July 2011 Study	13,268,319	4,124,086	17,392,405	12,027,903	544,460	782,432	1,326,892	528	128	656

- (1) Present value of all benefits to be paid for current and future retirees
- (2) Liability for past service: Present value of all benefits earned to date
- (3) Present value of benefits accruing in current year plus 30 year amortization of unfunded accrued liability

RECOMMENDATION:

Administration recommends that the Board of Education accept the updated GASB 45 Actuarial Valuation of Other Post Employment Retirement Benefits for use in Financial Statements.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The fiscal impact is an annual required contribution of \$1,326,892, a reduction of \$346,606.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.3.
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October 29, 2011

Mr. Karl Christensen
Assistant Superintendent, Business Services
Santee School District
9625 Cuyamaca Street
Santee, CA 92071

Re: Santee School District ("District") GASB 45 Valuation

Dear Mr. Christensen:

This report sets forth the results of our GASB 45 actuarial valuation of the District's retiree health insurance program as of July 1, 2011.

In June, 2004 the Government Accounting Standards Board (GASB) issued its final accrual accounting standards for retiree healthcare benefits, GASB 43 and GASB 45. GASB 43/45 require public employers such as the District to perform periodic actuarial valuations to measure and disclose their retiree healthcare liabilities for the financial statements of both the employer and the trust, if any, set aside to pre-fund these liabilities. The District must obtain actuarial valuations of its retiree health insurance program under GASB 43/45 not less frequently than once every two years.

To accomplish these objectives the District selected Demsey, Filliger and Associates (DF&A) to perform an actuarial valuation of the retiree health insurance program as of July 1, 2011. This report may be compared with the valuation performed by DF&A as of July 1, 2009, to see how the liabilities have changed since the last valuation. We are available to answer any questions the District may have concerning the report.

Financial Results

We have determined that the amount of actuarial liability for District-paid retiree benefits is \$17,392,405 as of July 1, 2011. This represents the present value of all benefits expected to be paid by the District for its current and future retirees. If the District were to place this amount in a fund earning interest at the rate of 5.0% per year, and all other actuarial assumptions were exactly met, the fund would have exactly enough to pay all expected benefits.

This includes benefits for 128 retirees as well as 528 active employees who may become eligible to retire and receive benefits in the future. It excludes employees hired after the valuation date.

When we apportion the \$17,392,405 into past service and future service components under the Projected Unit Credit Cost Method, the past service liability (or "Accrued Liability") component is \$12,027,903 as of July 1, 2011. This represents the present value of all benefits earned to date assuming that an employee earns retiree healthcare benefits ratably over his or her career. The \$12,027,903 is comprised of liabilities of \$7,903,817 for active employees and \$4,124,086 for retirees. Because the District has not established an irrevocable trust for the pre-funding of retiree healthcare benefits, the Unfunded Accrued Liability (called the UAL, equal to the AL less Assets) is also \$12,027,903.

GASB 45 had an effective date of July 1, 2008 for the District. GASB 43, pertaining to the financial statements of a retiree trust itself, would have taken effect one year earlier (June 30, 2008); however, the District has no trust at present so GASB 43 is not yet applicable.

We have determined that Santee School District's "Annual Required Contributions", or "ARC", for the fiscal year 2011-12, is \$1,326,892. The \$1,326,892 is comprised of the present value of benefits accruing in the current year, called the "Service Cost", and a 30-year amortization of the UAL. We estimate that the District will pay approximately \$778,177 for the 2011-12 fiscal year in healthcare costs for its retirees, so the difference between the accrual accounting expense (ARC) and pay-as-you-go is an increase of \$548,715.

There are two adjustments to the ARC that are required in order to determine the District's Annual OPEB Cost (AOC) for the 2011-12 fiscal year. We have calculated these adjustments based on an estimated Net OPEB Obligation (NOO) of \$2,895,928 as of June 30, 2011, resulting in an AOC for 2011-12 of \$1,283,303.

We show these numbers in the table on the next page and in Exhibit II. All amounts are net of expected future retiree contributions, if any.

Santee School District
Annual Liabilities and Expense under
GASB 45 Accrual Accounting Standard
Projected Unit Credit Cost Method

Item	Amounts for Fiscal 2011-12
Present Value of Future Benefits (PVFB)	
Active	\$13,268,319
Retired	<u>4,124,086</u>
Total: PVFB	\$17,392,405
Accrued Liability (AL)	
Actives	\$7,903,817
Retired	<u>4,124,086</u>
Total: AL	\$12,027,903
Assets	<u>(0)</u>
Total: Unfunded AL	\$12,027,903
Annual Required Contributions (ARC)	
Service Cost At Year-End	\$544,460
30-year Amortization of Unfunded AL	<u>782,432</u>
Total: ARC	\$1,326,892
Adjustments to ARC	
Interest on Net OPEB Obligation*	144,796
Adjustment to ARC*	<u>(188,385)</u>
Total: Annual OPEB Cost (AOC) for 2011-12	\$1,283,303

*Amounts based on estimated June 30, 2011 Net OPEB Obligation of \$2,895,928.

The ARC of \$1,326,892, shown above, should be used for both the 2011-12 and 2012-13 fiscal years, but the Annual OPEB Cost for the 2011-12 fiscal year must include an adjustment based on the Net OPEB Obligation (NOO) as reported in the June 30, 2011 financial statement, which has not yet been determined precisely.

When the District begins preparation of the June 30, 2011 government-wide financial statements, DF&A will provide the District and its auditors with complimentary assistance in preparation of footnotes and required supplemental information for compliance with GASB 45 (and GASB 43, if applicable).

Differences from Prior Valuation

The most recent prior valuation was completed as of July 1, 2009 by DF&A. The AL (Accrued Liability) as of that date was \$14,486,779 (see page 3 of the prior report), compared to \$12,027,903 as of July 1, 2011. In this section, we provide a reconciliation between the two numbers so that it is possible to trace the AL from one actuarial report to the next.

Several factors have caused the AL to change since 2009. The passage of time increases the AL as the employees accrue more service and get closer to receiving benefits. There are actuarial gains/losses from one valuation to the next, and changes in actuarial assumptions and methodology for the current valuation. To summarize, the most important changes were as follows:

1. There was a gain of \$1,037,641 (a decrease in the AL) due to increases in healthcare premiums less than expected.
2. We increased the initial healthcare trend rate from 5% to 8% to reflect our expectations of an approaching spike in medical trend, coupled with the uncertain effects of the recently enacted federal healthcare legislation. This change caused an increase in the AL of \$329,759.
3. The Certificated bargaining agreement was amended effective July 1, 2011 to limit future District contributions for Certificated retirees to the active cap of \$7,200 per year. In addition, we applied the Classified cap of \$6,292 (reduced for less than 100% full-time), and assumed that both caps would remain frozen for all future years. The combined effect of these changes was a decrease of \$2,045,420 in the AL.
4. There was a net census gain (a decrease in the AL) of \$1,052,663, due to a reduction in full-time staff and fewer retirements than expected.

The estimated changes to the AL from July 1, 2009 to July 1, 2011 may be summarized as follows:

Changes to AL	AL
AL as of 7/1/09	\$14,486,779
Passage of time	1,347,089
Gain from premium increases < expected	(1,037,641)
Cap changes	(2,045,420)
Change in trend rates	329,759
Census (gain)	<u>(1,052,663)</u>
AL as of 7/1/11	\$12,027,903

GASB 43 and GASB 45 Compliance Issues

There are two considerations regarding GASB 43 and GASB 45 that we would like to mention at this point:

(1) Both statements specify that in order for a retiree fund to be counted as "assets" for purposes of the statements, the fund must be set aside in a separate, irrevocable trust, that may not be used for any purpose besides the payment of plan benefits to retirees. The trust must also be beyond the reach of creditors of both the employer and/or the plan administrator, if any. For example, an earmarked reserve in the general fund is not expected to meet this definition of "assets". We recommend that the District consider taking steps to establish a retiree fund that meets the GASB requirements, as soon as possible.

(2) There has been some confusion among public agencies throughout California over what GASB 45 does and does not require. Specifically, many agencies initially believed that GASB 45 required pre-funding of retiree healthcare plans. This is not the case - the standard applies only to the expense to be charged to the agencies' income statements. Contributing to the confusion is the terminology used in both GASB 43 and GASB 45 for the annual expense - it's called the "Annual Required Contributions", even though it's neither required nor (necessarily) contributed.

Relationship between GASB 45 And District Funding Policy

We do not believe that it is necessary or even desirable for an agency to establish a policy of funding exactly the ARC on a cash basis each year. The reasons for this are a bit complex and beyond the scope of this report, but the important thing to understand is that GASB 45 pertains to the income statement, and funding pertains to cash flow, and there is no need for the two to be directly linked, at least for now.

Despite these concerns, we do recommend that the District adopt a policy of pre-funding its retiree healthcare plan as soon as possible. The benefits of pre-funding into an irrevocable retiree trust are numerous. To name a few, the District can expect the establishment of an irrevocable trust to result in:

- (1) improved return on investments;
- (2) healthier District financial statements;
- (3) lower ARC in future years (since pre-funded amounts reduce future years' amortization charges on the Unfunded AL, and the actuary may use a higher discount rate);
- (4) more predictable and manageable cash flows; and
- (5) greater economic security for District employees and retirees.

Funding Schedules

There are many ways to approach the pre-funding of retiree healthcare benefits. In the *Financial Results* section, we determined the annual expense for all District-paid benefits. The expense is an orderly methodology, developed by the GASB, to account for retiree healthcare benefits. This amount will fluctuate from year to year based on the asset performance and as the population matures. It will eventually reach zero when the last eligible retiree dies. The GASB 45 expense has no direct relation to amounts the District may set aside to pre-fund healthcare benefits.

The table on the next page provides the District with three alternative schedules for funding (as contrasted with expensing) retiree healthcare benefits. The schedules all assume that the retiree fund earns 5.0% per annum on its investments, and that contributions and benefits are paid mid-year.

The schedules are:

1. A level contribution amount for the next 17 years (the odd period was chosen because a longer period would result in the fund's exhaustion in the early years).
2. A level percent of the Unfunded Accrued Liability.
3. A constant percentage (3%) increase for the next 14 years (see comment for Schedule 1).

We provide these funding schedules to give the District a sense of the various alternatives available to it to pre-fund its retiree healthcare obligation. The three funding schedules are simply three different examples of how the District may choose to spread its costs.

By comparing the schedules, you can see the effect that early pre-funding has on the total amount the District will eventually have to pay. Because of investment earnings on fund assets, the earlier contributions are made, the less the District will have to pay in the long run. Of course, the advantages of pre-funding will have to be weighed against other uses of the money.

The table on the following page shows the required annual outlay under the pay-as-you-go method and each of the above schedules. **The three funding schedules include the "pay-as-you-go" costs; therefore, the amount of pre-funding is the excess over the "pay-as-you-go" amount.**

These numbers are computed on a closed group basis, assuming no new entrants, and using unadjusted premiums. We use unadjusted premiums for these funding schedules because we do not recommend that the District pre-fund for the full age-adjusted costs reflected in the GASB 45 liabilities shown in the first section of this report. If the District's premium structure changes in the future to explicitly charge under-age 65 retirees for the full actuarial cost of their benefits, this change will be offset by a lowering of the active employee rates (all else remaining equal), resulting in a direct reduction in District operating expenses on behalf of active employees from that point forward. For this reason among others, we believe that pre-funding of the full GASB liability would be redundant.

Santee School District
Sample Funding Schedules (Closed Group)

Fiscal Year	Pay-as-you-go	Level Contribution for 17 years	Level % of Unfunded Liability*	Constant Percentage Increase
2011	\$778,177	\$841,585	\$1,478,144	\$803,939
2012	762,378	841,585	1,299,915	828,057
2013	844,782	841,585	1,147,906	852,898
2014	885,724	841,585	1,023,058	878,485
2015	760,952	841,585	918,200	904,840
2016	758,514	841,585	821,645	931,985
2017	697,680	841,585	738,481	959,945
2018	653,835	841,585	663,877	988,743
2019	613,700	841,585	597,495	1,018,405
2020	638,357	841,585	538,375	1,048,957
2021	577,943	841,585	488,003	1,080,426
2022	582,368	841,585	441,695	1,112,839
2023	563,429	841,585	401,322	1,146,224
2024	573,616	841,585	365,106	1,180,611
2025	570,414	841,585	333,306	0
2026	553,823	841,585	304,729	0
2027	537,019	841,585	278,493	0
2028	512,783	0	254,278	0
2029	497,294	0	231,669	0
2030	473,775	0	210,686	0
2031	437,697	0	190,993	0
2032	415,234	0	172,316	0
2033	403,039	0	154,855	0
2034	315,369	0	138,625	0
2035	271,035	0	122,881	0
2036	244,131	0	108,332	0
2037	253,589	0	95,108	0
2038	252,334	0	83,195	0
2039	231,915	0	71,306	0
2040	197,379	0	59,538	0
2041	206,593	0	49,712	0
2042	182,119	0	41,510	0
2043	136,468	0	34,662	0
2044	136,019	0	28,943	0
2045	98,175	0	24,169	0
2046	74,414	0	20,182	0
2047	56,281	0	16,851	0
2048	43,797	0	14,070	0
2049	33,271	0	11,748	0
2050	33,352	0	27,352	0
2055	0	0	0	0

*Reverts to pay-as-you-go in 2051.

Note to auditor: when calculating the employer OPEB contribution for the year ending on the statement date, we recommend multiplying the actual District-paid premiums on behalf of retirees by a factor of 1.5541 to adjust for the implicit subsidy.

Actuarial Assumptions

In order to perform the valuation, the actuary must make certain assumptions regarding such items as rates of employee turnover, retirement, and mortality, as well as economic assumptions regarding healthcare inflation and interest rates. Our assumptions are based on a standard set of assumptions we have used for similar valuations, modified as appropriate for the District. For example, turnover rates are taken from a standard actuarial table, T-5, reduced by 40% at all ages. This closely matches the District's historic turnover patterns. Retirement rates were also based on recent District retirement patterns. Both assumptions should be reviewed in the next valuation to see if they are tracking well with experience.

The discount rate of 5.0% is based on our best estimate of expected long-term plan experience. It is in accordance with our understanding of the guidelines for selection of this rate under GASB 45 for unfunded plans such as the District's. The healthcare trend rates are based on our analysis of recent District experience and our knowledge of the general healthcare environment.

In determining the cost of covering early retirees (those under the age of 65), we used an age-adjusted claims cost matrix fitted to the average single premium for active employees and early retirees. A complete description of the actuarial assumptions used in the valuation is set forth in the "Actuarial Assumptions" section.

Projected Annual Pay-as-you go Costs

As part of the valuation, we prepared a projection of the expected annual cost to the District to pay benefits on behalf of its retirees on a pay-as-you-go basis. These numbers are computed on a closed group basis, assuming no new entrants, and are net of retiree contributions. Projected pay-as-you-go costs for selected years are as follows:

FYB	Pay-as-you-go
2011	\$778,177
2012	762,378
2013	844,782
2014	885,724
2015	760,952
2016	758,514
2017	697,680
2018	653,835
2019	613,700
2020	638,357
2025	570,414
2030	473,775
2035	271,035
2040	197,379
2045	98,175
2050	33,352
2055	0

Breakdown by Employee/Retiree Group

Exhibit I, attached at the end of the report, shows a breakdown of the GASB 45 components (ARC, AL, Service Cost, and PVFB) by bargaining unit (or non-represented group) and separately by active employees (future retirees) and current retirees.

Net OPEB Obligation (NOO) and Annual OPEB Cost (AOC)

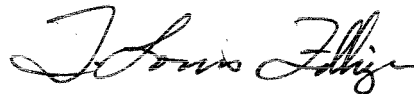
Exhibit II shows a development of the District's Net OPEB Obligation ("NOO") as of June 30, 2009, 2010, and 2011, and the Annual OPEB Cost ("AOC") for the fiscal years 2009-10, 2010-11, and 2011-12. The NOO as of June 30, 2011 and the AOC for 2011-12 are estimates as of the date this report is being published.

Certification

The actuarial certification, including a caveat regarding limitations of scope, if any, is contained in the "Actuarial Certification" section at the end of the report.

We have enjoyed working with the District on this report, and are available to answer any questions you may have concerning any information contained herein.

Sincerely,
DEMSEY, FILLIGER AND ASSOCIATES



T. Louis Filliger, FSA, EA, MAAA
Partner & Actuary

Benefit Plan Provisions

The District's healthcare coverage for active employees is purchased through the Southern California Schools VEBA and consist of three options: Anthem Blue Cross CaliforniaCare HMO, Kaiser Permanente HMO, and Kaiser HMO High Deductible with HSA Option. Prescription drug benefits under CaliforniaCare are provided through Medco Health Solutions. Dental benefits are provided through Delta Dental, and vision benefits are provided through Vision Service Plan (VSP).

The District maintains the same healthcare plans for its retirees as for its active employees, as well as an Anthem Blue Cross Open Choice plan for out-of-area retirees.

- Certificated and Classified employees are eligible to retire with District-paid benefits after attaining age 55 and completing at least 15 years of service (the last 5 of which must be consecutive) with the District. District contributions are capped at \$7,200 per year for Certificated retirees and \$6,292 per year for full-time Classified retirees, and end at age 65.
- Management and Confidential employees covered under PERS are eligible to retire with District-paid benefits after attaining age 50 and completing at least 10 years of service with the District. Management and Confidential employees covered under STRS are eligible to retire attaining age 55 and completing at least 10 years of service with the District. Benefits end at age 65.
- Board Members whose term of office began before January 1, 1995 are eligible to receive District-paid postretirement medical benefits under the provisions applicable to Management and Confidential retirees.

Retirees pay 100% of the premium for dependent coverage (if elected), as well as the premiums for dental and vision benefits. A \$75 per month stipend is paid to a number of retirees who elected not to take postretirement medical benefits. We did not include this stipend in the valuation because cash payments in lieu of health benefits are not covered by GASB 45.

There is one retiree receiving District-paid spousal coverage under a special, non-recurring contractual arrangement.

The following table summarizes the monthly premiums for available medical/Rx coverages. The rates shown below became effective on July 1, 2011:

Coverage	Retiree Only	Retiree Plus 1	Retiree Plus 2+
Anthem Blue Cross HMO	\$537.63	\$1,045.62	\$1,476.73
Anthem Blue Cross OOA	972.98	N/A	N/A
Kaiser Permanente HMO	465.68	926.08	1,308.20
Kaiser Permanente HMO-HD	362.01	718.73	1,014.82

Valuation Data

Active and Retiree Census

Age distribution of retirees included in the valuation

Age	Count
Under 55	0
55-59	22
60-64	106
65+	<u>0</u>
Total	128
Average Age	61.59

Age/Years of service distribution of active employees included in the valuation

Years→	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35+	Total
<u>Age</u>									
<25	5	3							8
25-29	20	6	2						28
30-34	24	19	10	1					54
35-39	5	8	19	4	2				38
40-44	9	14	14	28	7	0			72
45-49	9	18	24	18	15	3	0		87
50-54	4	9	13	25	17	13	5	0	86
55-59	0	5	20	20	24	21	8	3	101
60-64	3	3	8	7	7	9	3	6	46
65+*	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>5</u>	<u>0</u>	<u>8</u>
All Ages	80	85	110	103	72	48	21	9	528

*not eligible for District-paid health benefits.

Average Age: 46.93
Average Service: 14.54

Actuarial Assumptions

The liabilities set forth in this report are based on the actuarial assumptions described in this section.

Valuation Date:	July 1, 2011
Actuarial Cost Method:	Projected Unit Credit
Amortization Method:	30-year level dollar, open period
Discount Rate:	5.0% per annum
Pre-retirement Turnover:	According to the Crocker-Sarason Table T-5 less mortality, reduced by 40% at all ages. Sample rates are as follows:

Age	Turnover (%)
25	4.6%
30	4.3
35	3.8
40	3.1
45	2.4
50	1.5
55	0.6

Pre-retirement Mortality: 1994 Group Annuity Mortality, male and female tables. Sample deaths per 1,000 employees are as follows:

Age	Males	Females
25	0.71	0.31
30	0.86	0.38
35	0.92	0.51
40	1.15	0.76
45	1.70	1.05
50	2.77	1.54
55	4.76	2.47
60	8.58	4.77

Post-retirement Mortality: 1994 Group Annuity Mortality, male and female tables. Sample deaths per 1,000 retirees are as follows:

Age	Males	Females
65	15.63	9.29
70	25.52	14.73
75	40.01	24.39
80	66.70	42.36
85	104.56	72.84
90	164.44	125.02

Actuarial Assumptions (Continued)
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Claim Cost per Retiree or Spouse:

Age	Medical/Rx
50	\$6,252
55	7,247
60	8,402
64	9,456
65	4,636
70	4,995
75	5,381

Retirement Rates:

Age	Percent Retiring*
50-54	3.0%
55-56	12.0
57	15.0
58	17.5
59	25.0
60	35.0
61	45.0
62	55.0
63	65.0
64	75.0
65	100.0

* Of those having met eligibility for District-paid benefits. The percentage refers to the probability that an active employee reaching the stated age will retire within the following year.

Trend Rate:

Healthcare costs were assumed to increase according to the following schedule:

FYB	Medical/Rx
2011	8.0%
2012	7.0
2013	6.0
2014+	5.0

Percent Married:

Future retirees: 25%, with male spouses assumed 3 years older than female spouses. For current retirees, actual dependent data was used.

Cap Increases:

The hard caps of \$7,200 for Certificated retirees and \$6,292 for 40-hr. Classified retirees were assumed to remain frozen for all future years.

Actuarial Certification

The results set forth in this report are based on our actuarial valuation of the health and welfare benefit plans of the Santee School District ("District") as of July 1, 2011.

The valuation was performed in accordance with generally accepted actuarial principles and practices. We relied on census data for active employees and retirees provided to us by the District in September, 2011. We also made use of claims, premium, expense, and enrollment data, and copies of relevant sections of healthcare documents provided to us by the District.

The assumptions used in performing the valuation, as summarized in this report, and the results based thereupon, represent our best estimate of the actuarial costs of the program under GASB 43 and GASB 45, and the existing and proposed Actuarial Standards of Practice for measuring post-retirement healthcare benefits.

Throughout the report, we have used unrounded numbers, because rounding and the reconciliation of the rounded results would add an additional, and in our opinion unnecessary, layer of complexity to the valuation process. By our publishing of unrounded results, no implication is made as to the degree of precision inherent in those results. Clients and their auditors should use their own judgment as to the desirability of rounding when transferring the results of this valuation report to the clients' financial statements.

The undersigned actuary meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained in this report.

Certified by:



T. Louis Filliger, FSA, EA, MAAA Date: 10/29/11
Partner & Actuary

Santee School District
GASB 45 Valuation Results By Employee Group

	7/1/2011 Valuation Results <u>Certificated</u>	7/1/2011 Valuation Results <u>Classified</u>	7/1/2011 Valuation Results <u>Certificated Mgmt</u>	7/1/2011 Valuation Results <u>Confidential</u>	7/1/2011 Valuation Results <u>Total All Groups</u>
Present Value of Benefits ("PVFB")					
Actives	\$ 7,463,822	\$ 4,090,622	\$ 867,725	\$ 846,150	\$ 13,268,319
Retirees	<u>3,010,524</u>	<u>748,927</u>	<u>346,323</u>	<u>18,312</u>	<u>4,124,086</u>
Total PVFB:	\$ 10,474,346	\$ 4,839,549	\$ 1,214,048	\$ 864,462	\$ 17,392,405
Accrued Liability ("AL")					
Actives	\$ 4,376,020	\$ 2,633,167	\$ 390,615	\$ 504,015	\$ 7,903,817
Retirees	<u>3,010,524</u>	<u>748,927</u>	<u>346,323</u>	<u>18,312</u>	<u>4,124,086</u>
Total AL:	\$ 7,386,544	\$ 3,382,094	\$ 736,938	\$ 522,327	\$ 12,027,903
Assets*	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unfunded Accrued Liability ("UAL")	\$ 7,386,544	\$ 3,382,094	\$ 736,938	\$ 522,327	\$ 12,027,903
GASB 45 Annual Required Contributions ("ARC")					
Service Cost at Year-end	\$ 288,366	\$ 177,207	\$ 39,213	\$ 39,674	\$ 544,460
30-year amortization of UAL	<u>480,505</u>	<u>220,010</u>	<u>47,939</u>	<u>33,978</u>	<u>782,432</u>
Total ARC (District's Annual Expense)	\$ 768,871	\$ 397,217	\$ 87,152	\$ 73,652	\$ 1,326,892

*Assets, if any, allocated in proportion to AL pursuant to CDE guidelines only; GASB 45 does not provide authority for this calculation

**Santee School District
Development of Annual OPEB Costs**

Exhibit II

	Amounts
Net OPEB Obligation 6/30/2008	-
ARC for 2008-9	1,705,380
Interest adjustment to ARC	-
Amortization adjustment to ARC	-
Annual OPEB Cost 2008-9	1,705,380
Employer Contribution	<u>(672,096)</u>
Net OPEB Obligation 6/30/2009	1,033,284
ARC for 2009-10	1,705,380
Interest adjustment to ARC	51,664
Amortization adjustment to ARC	<u>(75,067)</u>
Annual OPEB Cost 2009-10	1,681,977
Employer Contribution	<u>(173,818)</u>
Change in Net OPEB Obligation 2009-10	1,508,159
Net OPEB Obligation 6/30/2009	<u>1,033,284</u>
Net OPEB Obligation 6/30/2010	2,541,443
ARC for 2010-11	1,705,380
Interest adjustment to ARC	127,072
Amortization adjustment to ARC	<u>(165,325)</u>
Annual OPEB Cost 2010-11	1,667,127
Employer Contribution (est., including subsidy)*	<u>(1,312,642)</u>
Change in Net OPEB Obligation 2010-11	354,485
Net OPEB Obligation 6/30/2010	<u>2,541,443</u>
Net OPEB Obligation 6/30/2011 estimated	2,895,928
ARC for 2011-12	1,326,892
Interest adjustment to ARC estimated	144,796
Amortization adjustment to ARC estimated	<u>(188,385)</u>
Annual OPEB Cost 2011-12 estimated	1,283,303

* based on factor from page 7 of 2009 valuation report multiplied by \$854,028.75.

Discussion and/or Action Item F.3.1.
Prepared by Karl Christensen
December 6, 2011

Update to Costs to Enclose Stairways for Hill
Creek Addition and Authorization to Initiate
Change Orders

BACKGROUND:

At the October 4, 2011 meeting, the Board was presented with information regarding design changes for the 10-classroom additions. One of those design changes involved not enclosing the two stairways of the building to save an estimated \$30,000 to \$50,000 in construction costs.

At the October 4, 2011 meeting, the Board approved moving forward with a change order to enclose the 2 stairways as was done for all previous 10-classroom addition buildings. At that time, staff estimated the cost for this change to be between \$50,000 and \$100,000.

Due to unanticipated changes required for interior finishes, electrical, and HVAC hardware, the total cost for this change will exceed the original estimate by as much as 100%. As of the time of this writing, known costs were \$110,000 and additional proposals for electrical, stair finishes and nosing, steel and sheet metal were still pending.

At the January 18, 2011 meeting, the Board granted the following maximum approval limits for individual change orders:

Staff Member	Proposed Approval Limit
Director, Facilities	\$40,000
Assistant Superintendent Business Services	\$65,000
Superintendent	\$90,000

The change order(s) for enclosing the stairways will exceed the approval limit of the Superintendent. To expedite the work associated with enclosing the stairways and not cause delays to the construction schedule, Administration requests that the Board grant the Superintendent authorization to approve change orders for enclosing the stairways of the Hill Creek 10-Classroom Addition in an amount not to exceed \$200,000.

Administration will present a final report of costs for enclosing the stairways for the Hill Creek Addition at a subsequent Board meeting when all known costs have been quantified.

RECOMMENDATION:

It is recommended that the Board of Education authorize the Superintendent to approve change orders for enclosing the stairways of the Hill Creek 10-Classroom Addition in an amount not to exceed \$200,000.

This recommendation supports the following District goal:

- Provide facilities that optimize the learning environment for all students.

FISCAL IMPACT:

Up to \$200,000 to be charged to Capital Improvement Program funds. Change order(s) will be charged to the Owner's Contingency for the HC Addition Project which was originally established with an amount of \$298,864. The cumulative total of all change orders charged to the owner's contingency in excess of \$298,864, if any, will cause a commensurate increase of the budgeted amount for the Hill Creek 10-Classroom Addition.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.3.1.
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BACKGROUND:

Senate Bill (SB) 1831, the Kindergarten Readiness Act of 2010, was signed by the Governor in September 2010. SB 1831 changes the required birthday for admission to kindergarten and first grade and establishes a Transitional Kindergarten program beginning in the 2012-2013 school year.

Minimum age for admittance to kindergarten in California will be as follows pursuant to SB 1831:

- 2011-2012: 5 years old on or before December 2
- 2012-2013: 5 years old on or before November 1
- 2013-2014: 5 years old on or before October 1
- 2014-2015: 5 years old on or before September 1 (and every year thereafter)

Minimum age for admittance to 1st grade in California will be as follows pursuant to SB 1831:

- 2011-2012: 6 years old on or before December 2
- 2012-2013: 6 years old on or before November 1
- 2013-2014: 6 years old on or before October 1
- 2014-2015: 6 years old on or before September 1 (and every year thereafter)

As support to children who will no longer meet minimum age requirements for kindergarten entrance, beginning in the 2012-2013 school year, elementary school districts are required to offer a Transitional Kindergarten program. Administration has formed a District committee to support the implementation of Transitional Kindergarten in Santee School District for Fall 2012. Some of these next steps include:

- **Recommending standards or learning foundations (preschool) for English Language Arts and mathematics.** Local Education Agencies (LEA's) are charged with deciding what standards or learning foundations are to be part of the local course of study.
- **Recommending assessments of those standards or learning foundations and how to report student understanding through progress reports.**
- **Determining instructional materials appropriate to use with a Transitional Kindergarten program.** California law (Education Code 48000) defines Transitional Kindergarten as "the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate". There is no State mandated curriculum and LEA's are expected to modify the local course of study to provide age and developmentally appropriate curriculum for Transitional Kindergarten.
- **Educating parents and staff on Transitional Kindergarten.**

The attached implementation timeline highlights additional actions required by the District Committee and administration to ensure readiness of a Transitional Kindergarten program in Santee School District for Fall 2012.

RECOMMENDATION:

Administration recommends offering the Transitional Kindergarten program for all children who will turn 5 after November 1 but before December 2 and space permitting for any children turning 5 in September or October. Based on the current age of the District's kindergarten student group, the District will likely support 2 – 3 Transitional Kindergarten classrooms for 2012-2013.

This recommendation supports the following district goals:

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

FISCAL IMPACT:

Students participating in a Transitional Kindergarten are included in the average daily attendance of a school district. Districts may not receive funding for any pupil for more than two years in kindergarten or for more than two years in a combination of Transitional Kindergarten and kindergarten.

While the District will collect ADA for student attendance, the District will need to financially support the development or purchase of instructional materials to support the determined standards for Transitional Kindergarten and the professional development for those teachers who decide to teach Transitional Kindergarten in the fall.

There should not be an increased staffing need for Transitional Kindergarten. The District will maintain a similar number of students but the class offering for these kindergarten-aged children will be different beginning in the 2012-2013 school year.

Administration will be returning to the Board in the spring and will present the fiscal impact of Transitional Kindergarten at that time.

STUDENT ACHIEVEMENT IMPACT:

Providing four and five year old children with a readiness year, Transitional Kindergarten, may be a more developmentally appropriate option and will better prepare children for success once they enter the traditional kindergarten class.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.4.1.



Transitional Kindergarten Implementation Timeline 2011-2012

November - April	Curriculum and Assessment <ul style="list-style-type: none"> • Determine Essential Standards for Transitional Kindergarten program (Using Common Core ELA/Math standards and preschool learning foundations) • Determine curriculum and resources • Develop assessments • Develop progress reports
December - January	Board Policy <ul style="list-style-type: none"> • Revise AR 5111, Student Enrollment (age eligibility) Revision to include exceptions made to birthday requirement; request made by a parent to allow the child early entrance to kindergarten • Review and/or revise District enrollment forms related to Board Policy and Administrative Regulations
January - April	Parent Outreach and Communication <ul style="list-style-type: none"> • PTA newsletters • Santee ECHO in April (entire community) • Website and Facebook • ACI goal • Preschools – provide brochure for their parents • Parent informational meetings @ sites with brochure and interest form • Registration forms and required information (kindergarten enrollment)
May- August	Materials & Professional Development <ul style="list-style-type: none"> • Curriculum purchase • Professional development on curriculum, assessment, progress reports
May	Locations <ul style="list-style-type: none"> • Determine site location(s) for potential two classes
June - August	Staffing <ul style="list-style-type: none"> • Staff certification, same requirements as our kindergarten teaching staff • Select staff

BACKGROUND:

The Out-of-School Time Parent Advisory Council (OSTPAC) was informed of the need to increase fees at the October 2011 meeting. The OSTPAC was given the short term and long term need to increase fees along with information on all fee increases since the 1996-1997 school year. The last overall increase in fees was during the 2006-2007 school year.

In 2010, summer fees were increased to cover the cost of field trips in the weekly fee; a fee that had been separate up to that time. Budgeting for the 2011-2012 school year indicated that the program would be operating a deficit budget and that there was an immediate need to increase fees.

The OSTPAC voted to increase Project SAFE fees 5% for all weekly and daily fees beginning January 2012. This would help reduce the deficit by approximately \$45,000. This was done with the understanding that all fees would be revisited and reworked for the 2012-2013 school year. Parents commented that our fees are more than fair even with a 5% increase.

RECOMMENDATION:

Administration recommends that the Board of Education approve to increase fees by 5% beginning January 2012.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency

FISCAL IMPACT:

This is a fee-based program and will not impact the general fund. Impact on families would range from \$5.00 to \$18.00 per month for families with one child (70% of our enrollment).

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.5.1.

2012 Project SAFE Proposed Fee Increases

All fees are listed as **WEEKLY** fees, regardless of the number of days per week that care is provided, unless otherwise noted. Current fees are listed with changes effective January 1, 2012 being highlighted.

Type of care or fee	First child	Additional for second child	Additional for each added child	Additional special fee per family
Bi-annual Registration (school year)	\$15.00	\$15.00	\$15.00	
Re-registration fee (Mon.-Fri.-- or more absence)	\$10.00	\$10.00	\$10.00	
AM Only**	\$26.50 to \$27.75	\$20.00 to \$21.00	\$13.25 to \$14.00	
PM Only**	\$59.50 to \$62.50	\$44.75 to \$47.00	\$29.75 to \$31.25	
Before and After School*	\$68.50 to \$72.00	\$51.50 to \$54.00	\$34.50 to \$36.25	
Sibling Program*	\$15.50 to \$16.25	\$15.50 to \$16.25	\$15.50 to \$16.25	
Modified Day Program*	\$6.00 to \$6.25	\$6.00 to \$6.25	\$6.00 to \$6.25	
Add'l for Extended Modified Day*	\$6.00 to \$6.25	\$6.00 to \$6.25	\$6.00 to \$6.25	
Late Pick-up (after 6:00 p.m.)				\$1.00 per min. first 15 min.; \$2.00 per min. after first 15 min.
Spring Break Rate K-8	\$91.50 to \$96.00	\$70.50 to \$74.00	\$48.50 to \$51.00	
Holiday Care (Pre-registration)	\$17.50 to \$18.50	\$16.00 to \$16.75	\$16.00 to \$16.75	
Holiday Care (Late Registration-if space is available)	\$29.50 to \$31.00	\$26.75 to \$28.00	\$26.75 to \$28.00	
Late Payment Charge (after the 15 th)				\$30.00 per month for all accounts with a past due balance
Re-enrollment Fee				\$30.00 per family when dropped for non-payment of fees
Non-Sufficient Funds Fee				\$25.00 per occurrence

Discussion and/or Action Item F.5.2. Adoption of Resolution No. 1112-09 to Lay Off Identified Classified Non-Management Position

Prepared by Minnie Malin
December 6, 2011

BACKGROUND:

Due to the current needs of the students in the Visually Impaired (VI) program, administration has determined that an Instructional Assistant, Special Education II position will no longer be required. As a result, several classified employees will be affected by the elimination of this position. However, all affected classified employees will have an option to bump into another position within the same classification. The affected employee(s) will receive a 45-day notice of layoff and/or reduction in work hours and be placed on a reemployment list.

Administration brings forward this recommendation at tonight's meeting.

RECOMMENDATION:

Administration supports the following recommendations:

Layoff

- Eliminate one (1) 6.0 hour Instructional Assistant, Special Education II position effective January 23, 2012.

FISCAL IMPACT:

The total annual savings to the general fund by eliminating one (1) 6.0 hour, Instructional Assistant, Special Education II position will be \$33,676.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.5.2.

SANTEE SCHOOL DISTRICT

Resolution No. 1112-09

WHEREAS, when a bona fide reduction or elimination of funds or services occurs within a school district, classified employees shall be subject to reduction of hours for either lack of work or lack of funds;

WHEREAS, the elimination of certain services being performed by the classified staff has resulted in an elimination of work;

WHEREAS, due to lack of funds and/or lack of work, the Board finds that it is in the best interest of this school district that certain services be eliminated and/or reduced in work hours:

Layoff

- Eliminate one (1) 6.0 hour Instructional Assistant, Special Education II position effective January 23, 2012.

BE IT FURTHER RESOLVED that the Board authorizes the District Superintendent to give notice to the affected classified employees that their position will be eliminated and/or reduced in work hours/year pursuant to applicable provisions of the Education Code of the State of California, and the negotiated agreement with California School Employees Association Article XI, (Layoff, Reemployment, Involuntary Reduction in Hours, and the Impacts and Effects of Such Matters), such notice to be given forty-five (45) days prior to the effective date of reduction/layoff as set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 6th day of December 2011, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 12/6/11

Clerk, Board of Education

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item G.

Agenda Item G.

ADJOURNMENT Item H.