



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 17, 2013**

Member Ryan will attend
 via teleconference from:
 10207 Molino Road
 Santee, CA 92071

District Mission

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

- | A. | OPEN SESSION – CALL TO ORDER - 6:00 p.m. | <u>Page #</u> |
|-----------|---|---------------|
| 1. | Public Communication on Closed Session Items
<i>During this time, citizens are invited to address the Board of Education about any item on the Closed Session agenda. Request-to-speak cards should be submitted in advance.</i> | 6 |
| B. | ADJOURN TO CLOSED SESSION | 7 |
| 1. | <u>Conference with Legal Counsel–Potential Litigation</u>
<i>Significant exposure to litigation pursuant to subdivision (b) of Gov't Code § 54956.9</i> <ul style="list-style-type: none"> • <i>One potential case.</i> | |
| 2. | <u>Conference with Legal Counsel–Existing Litigation</u> (Gov't Code § 54956.9(c)) <ul style="list-style-type: none"> • <i>Special Education Dispute, Student v. Santee School District, OAH Case No. 2013110748.</i> | |
| 3. | <u>Public Employee Discipline/Dismissal/Release</u> (Govt. Code § 54957) | |
| 4. | <u>Conference with Labor Negotiator</u> (Govt. Code § 54956.8)
<i>Agency Negotiators: Karl Christensen, Assistant Superintendent and
 Tim Larson, Assistant Superintendent</i>
<i>Employee Organizations: Santee Teachers Association</i> | |
| 5. | <u>Conference with Labor Negotiator</u> (Govt. Code § 54956.8)
<i>Purpose: Negotiations</i>
<i>Agency Negotiators: Karl Christensen, Assistant Superintendent and
 Tim Larson, Assistant Superintendent</i>
<i>Employee Organization: Classified School Employees Association</i> | |

The Board reserves the right to reconvene to closed session at the end of the open session if closed session matters have not been completed prior to the convening of the open session meeting.

C.	RECONVENE TO OPEN SESSION - OPENING PROCEDURES – 7:00 p.m.	<u>Page #</u> 8
	1. Call to Order and Welcome	
	2. District Mission	
	3. Pledge of Allegiance	
	4. Approval of Agenda	
	The Board will adjourn the meeting in memory of employee Rick Margo.	
	The Board will hold a moment of silence in memory of employee Marj Danco.	
D.	ORGANIZATIONAL MEETING	9
	1. <u>Election of Board of Education Officers</u>	10
	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 2014.	
	2. <u>Board Meeting Calendar for 2014</u>	11
	It is recommended that the Board of Education approve continuation of the existing meeting schedule with meeting dates for 2014 as listed.	
	3. <u>Board of Education Representatives to Councils, Advisory and Other Committees</u>	14
	It is recommended that the Board of Education assign Board members to serve as Board representatives to Advisory and other committees for 2014.	
E.	REPORTS AND PRESENTATIONS	16
	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. Santee School District Foundation Presentation of Awards for Stuff the Turkey	21
	3. Spotlight on Learning: Rio Seco School Presentation	22
F.	PUBLIC COMMUNICATION	23
	<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
G.	CONSENT ITEMS	24
	<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	Page #
1.1. <u>Approval of Minutes</u> It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	25
Business Services	
2.1. <u>Approval/Ratification of Travel Requests</u> It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	31
2.2. <u>Approval/Ratification of Expenditure Warrants</u> It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of November 2013.	33
2.3. <u>Approval/Ratification of Purchase Orders</u> It is recommended that the Board of Education approve and ratify purchase orders for the month of November 2013 as presented in the item.	35
2.4. <u>Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)</u> It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of October 2013.	43
2.5. <u>Approval/Ratification of Revolving Cash Report</u> It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.	48
2.6. <u>Acceptance of Donations</u> It is recommended that the Board of Education accept donations as listed and authorize staff to send letters of appreciation on behalf of the governing Board.	50
2.7. <u>Approval of Consultants and General Service Providers</u> It is recommended that the Board of Education approve Consultant and General Service Provider agreements as presented.	52
2.8. <u>Purchase of Delivery Truck for Child Nutrition Services</u> It is recommended that the Board of Education approve the purchase of a new delivery truck for Child Nutrition Services.	54
Educational Services	
3.1. <u>Approval of Nonpublic Master Contract with San Diego Center for Children for Residential Treatment Center Services and Nonpublic School Services</u> It is recommended that the Board of Education approve the Nonpublic Master Contract with San Diego Center for Children for residential treatment center services and nonpublic school services.	55
Human Resources/Pupil Services	
4.1. <u>Personnel, Regular</u> It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.	57

4.2.	<u>Adoption of Resolution No. 1314-11 to Reduce and/or Eliminate Vacant Classified Non-Management Positions</u>	Page # 60
	It is recommended that the Board of Education approve resolution no. 1314-11 to reduce and/or eliminate vacant classified non-management positions.	
4.3	<u>Approval of Appointment of Executive Assistant</u>	62
	It is recommended that the Board of Education approve the appointment of Executive Assistant pending pre-employment requirements.	
H.	DISCUSSION AND/OR ACTION ITEMS	
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	63
	Educational Services	
1.1.	<u>Strategic Plan Action Step: Dual Immersion Program 2014-2015</u>	64
	This is an information item. Action is at the discretion of the Board.	
1.2.	<u>Strategic Plan Action Step: Foreign Language Enrichment Program 2014-2015</u>	68
	This is an information item. Action is at the discretion of the Board.	
	Business Services	
2.1	<u>Approval of First Period Interim Report</u>	70
	It is recommended that the Board of Education approve the First Interim Report for the 2013-14 fiscal year with a positive certification.	
2.2.	<u>Approval of Monthly Financial Report</u>	72
	It is recommended that the Board approve the Monthly Financial Report.	
2.3.	<u>Purchase of Lucid Dashboard Software using Proposition 39 Planning Funds</u>	75
	It is recommended that the Board of Education approve the purchase of Lucid Building Dashboard software using Proposition 39 planning funds.	
I.	BOARD POLICIES AND BYLAWS	
1.1.	<u>First Reading: Revised Board Policy 3311, "Bids"</u>	84
	This is the first reading for revised Board Policy 3311. No action is requested at this time.	85
2.1.	<u>Second Reading: Revised Board Policy 5131.62 - Tobacco</u>	90
	Board Policy 5131.62, Tobacco is presented for a second reading and it is recommended that the Board of Education approved the revised Board Policy.	
J.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	94
K.	RECONVENE TO CLOSED SESSION	95
	The Board reserves the right to reconvene to closed session if closed session matters have not been completed prior to the convening of the open session meeting.	

L.	RECONVENE TO PUBLIC SESSION	<u>Page #</u> 95
M.	ADJOURNMENT	95

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting

No meeting of the Board of Education is scheduled for January 7, 2014.

The next regular meeting of the Board of Education is scheduled for January 21, 2014 at 7:00 p.m. in the Douglas E. Giles Educational Resource Center.

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

OPEN SESSION – CALL TO ORDER Item A.

Members present:

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

1. Public Communication on Closed Session

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

Agenda Item A.

ADJOURN TO CLOSED SESSION Item B.

The Board will convene to Closed Session to discuss:

1. **Conference with Legal Counsel–Potential Litigation**
Significant exposure to litigation pursuant to subdivision (b) of Gov't Code § 54956.9
 - *One potential case.*
2. **Conference with Legal Counsel–Existing Litigation** (Gov't Code § 54956.9(c))
 - *Special Education Dispute, Student v. Santee School District, OAH Case No. 2013110748.*
3. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
4. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
*Agency Negotiators: Karl Christensen, Assistant Superintendent and
Tim Larson, Assistant Superintendent*
Employee Organizations: Santee Teachers Association
5. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
*Agency Negotiators: Karl Christensen, Assistant Superintendent and
Tim Larson, Assistant Superintendent*
Employee Organization: Classified School Employees Association

The Board reserves the right to reconvene to closed session at the end of the open session if closed session matters have not been completed prior to the convening of the open session meeting.

Agenda Item B.

RECONVENE TO OPEN SESSION AND OPENING PROCEDURES ITEM C.

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

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

3. Pledge of Allegiance

4. Approval of Agenda for the December 17, 2013 regular meeting.

The Board will adjourn the meeting in memory of employee Rick Margo.

The Board will hold a moment of silence in memory of employee Marjorie (Marj) Danco.

Agenda Item C.

ORGANIZATIONAL MEETING Item D.

Agenda Item D.

Organizational Meeting Item D.1. Election of Board of Education Officers
Prepared by Cathy A. Pierce, Ed.D.
December 17, 2013

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 6 and December 20, 2013. 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 election/rotation of officers, the bylaw will be revised to reflect the changes.

Ken Fox, President
Dustin Burns, Vice President
Barbara Ryan, Clerk
Elana Levens-Craig, Member
Dianne El-Hajj – 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 D.1.

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 2014. 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 2014 reflects no meetings scheduled for January 7 and December 2, 2014, as they fall immediately following holiday breaks, impacting staff preparation time.

The schedule presented also reflects no meeting scheduled for April 15, 2014 as the date falls during the spring break.

RECOMMENDATION:

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

FISCAL IMPACT:

There is no fiscal impact to this item.

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

**Santee School District
Board of Education
2014 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 21**

February 4 and 18

March 4 and 18

***April 1**

May 6 and 20

June 3 and 17

July 1 and 15

August 5 and 19

September 2 and 16

October 7 and 21

November 4 and 18

***December 16**

*No regular meetings are scheduled for January 7, April 14, and December 2 due to holiday break schedules.

Santee School District 2014 Calendar

January 2014						
M	T	W	TH	F	S	
		1	2	3	4	
6	7	8	9	10	11	
13	14	15	16	17	18	
20	21	22	23	24	25	
27	28	29	30	31		

12/23-1/6 **WINTER BREAK**
 1/1 **NEW YEAR'S DAY**
 1/6 **Professional Day - NO SCHOOL**
 1/7 **Classes resume**
 1/20 **MARTIN LUTHER KING DAY**

July 2014						
M	T	W	TH	F	S	
	1	2	3	4	5	
7	8	9	10	11	12	
14	15	16	17	18	19	
21	22	23	24	25	26	
28	29	30	31			

7/4 **INDEPENDENCE DAY**

February 2014						
M	T	W	TH	F	S	
					1	
3	4	5	6	7	8	
10	11	12	13	14	15	
17	18	19	20	21	22	
24	25	26	27	28		

2/10 **LINCOLN'S DAY**
 2/17 **WASHINGTON'S DAY**

August 2014						
M	T	W	TH	F	S	
					1	2
4	5	6	7	8	9	
11	12	13	14	15	16	
18	19	20	21	22	23	
25	26	27	28	29	30	

March 2014						
M	T	W	TH	F	S	
					1	
3	4	5	6	7	8	
10	11	12	13	14	15	
17	18	19	20	21	22	
24	25	26	27	28	29	
31						

September 2014						
M	T	W	TH	F	S	
1	2	3	4	5	6	
8	9	10	11	12	13	
15	16	17	18	19	20	
22	23	24	25	26	27	
29	30					

9/1 **LABOR DAY**

April 2014						
M	T	W	TH	F	S	
	1	2	3	4	5	
7	8	9	10	11	12	
14	15	16	17	18	19	
21	22	23	24	25	26	
28	29	30				

4/7-4/18 **SPRING BREAK LOCAL HOLIDAY**
 Classes resume

October 2014						
M	T	W	TH	F	S	
					1	2
6	7	8	9	10	11	
13	14	15	16	17	18	
20	21	22	23	24	25	
27	28	29	30	31		

May 2014						
M	T	W	TH	F	S	
				1	2	3
5	6	7	8	9	10	
12	13	14	15	16	17	
19	20	21	22	23	24	
26	27	28	29	30	31	

5/26 **MEMORIAL DAY Observance**

November 2014						
M	T	W	TH	F	S	
					1	
3	4	5	6	7	8	
10	11	12	13	14	15	
17	18	19	20	21	22	
24	25	26	27	28	29	

11/11 **VETERANS' DAY**
 11/24-11/28 **THANKSGIVING BREAK**
 11/27 **THANKSGIVING DAY**
 11/28 **LOCAL HOLIDAY**

June 2014						
M	T	W	TH	F	S	
2	3	4	5	6	7	
9	10	11	12	13	14	
16	17	18	19	20	21	
23	24	25	26	27	28	
30						

6/25 **Last school day; minimum day**

December 2014						
M	T	W	TH	F	S	
					1	2
8	9	10	11	12	13	
15	16	17	18	19	20	
22	23	24	25	26	27	
29	30	31				

12/8-12/12 **Parent/Tchr conf; modified days**
 12/22-1/5 **WINTER BREAK**

Organizational Meeting Item D.3. Board of Education Representatives to Councils,
Advisory and Other Committees

Prepared by Cathy A. Pierce, Ed.D.
December 17, 2013

BACKGROUND:

Board Bylaw 9141 encourages appointment of Board members to serve on District committees, advisory committees/councils, or committees/councils for 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. Attached are the assignments designated in 2013.

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 Board Member selection and assignment to committees/councils as desired.

FISCAL IMPACT:

None

**Santee School District Board of Education
2013 BOARD COMMITTEE ASSIGNMENTS**

Committee (Staff chairs included)	Burns	El-Hajj	Fox	Levens-Craig	Ryan
A. District Advisory Committee (DAC) <i>Chair: Stephanie Pierce (Formerly ACI)</i>				X	X
B. Other District Committees					
1. Calendar Committee <i>Chair: Tim Larson</i>		Alt.	X		
2. Character Education Committee <i>Chair: John Schweller</i>	X				Alt
3. Special Education Advisory Committee <i>Chair: Hope Michel (created October 2008)</i>			X	X	
4. Wellness Committee <i>Chairs: Cathy Abel/Stephanie Pierce</i>		X			Alt.
5. Audit Ad Hoc Committee <i>(Active as necessary)</i>	X		X		
6. Facilities/Safety Committee <i>Chair: Christina Becker/Debbie Griffin</i>				X	
D. District – Greater Community Committees					
1. Educational Foundation <i>Mike Clinkenbeard, President</i>				X	X
2. Board/Santee City Council Joint Conference Committee <i>District Representative: Dr. Cathy Pierce Board Representatives are Board Pres. and VP City Representatives:</i>		X	X		
3. County Service Area #69			X		
4. Legislative Representative				X	X
5. Santee Chamber of Commerce				Alt.	X
6. Santee Collaborative <i>Collaborative Coordinator: Meredith Riffel</i>			X		

REPORTS AND PRESENTATIONS Item E.1. Superintendent's Report
Prepared by Cathy A. Pierce, Ed.D.
December 17, 2013

The following items are presented for Board information:

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

Agenda Item E.

DEVELOPER FEES COLLECTION REPORT
2013-14
CUMULATIVE THROUGH DECEMBER 2, 2013

Residential Rate: \$1.98 per square foot over 500 - effective 6/17/12
 Commercial Rate: \$0.32 per square foot - effective 6/17/12
 Self Storage Rate: \$0.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	11539 Woodside Terrace	07/08/13	2,047	\$4,053.06	PD
X		8549 Graves Ave (Lantern Crest Senior Care Facility)	07/29/13	110,712	(\$35,427.87)	PD
X		101 Town Center Pkwy (Costco Wholesale)	09/12/13	1,616	\$517.12	RS
	X	9206 Inverness Rd	10/21/13	5,279	\$10,452.42	CO
	X	9224 Maranda Dr	11/14/13	641	\$1,269.18	CH
TOTAL PAGE 1					(\$19,136.09)	

*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 19, 2013

Group	Location	Date	Days	Time	Attendance	Fees Applied
Carlton Hills						
Girl Scout Daisy Troop 5350 (Meetings)	Classroom	11/21/13 - 6/19/14	Thursday	6:00 pm - 7:30 pm		
Christ the King Lutheran Church	Multi-Purpose	12/24/13	Tuesday	7:30 pm - 8:45 pm		\$125.00
Highland Trails Homeowner Association (Meeting)	Classroom	1/27/14	Monday	6:30 pm - 8:30 pm	30	\$85.00
Santee ASA (Softball)	2 Upper Fields #5	1/15/14 - 4/30/14	Mon - Sat	8:00 am - 7:00 pm		TBD
West Hills Little League	All Lower Fields #1-4	1/2014 - 6/2014	Mon - Sat	8:00 am - dusk	100	TBD
Carlton Oaks						
CSEA (Meeting)	Classroom	12/7/13	Saturday	9:00 am - 12:00 pm		
West Hills Little League	All Fields	1/2014 - 6/2014	Mon - Sat	8:00 am - dusk	100	TBD
ERC						
SMART Technologies (SMART Road Show)	Board Room	12/3/13	Tuesday	7:00 am - 4:00 pm	30	
Chet F. Harritt						
SPNLL (Santee Pioneer National Little League)*	Fields	1/1/2014 - 7/21/14	Mon - Sat	8:00 am - 8:00 pm	100	TBD
Hill Creek						
YALE (Holiday Program)	Multi-Purpose	12/19/13	Thursday	5:00 pm - 8:00 pm	150	
Riderwood Meadows Homeowners Association (Meeting)	Classroom	1/16/14	Thursday	6:00 pm - 8:00 pm	10 - 25	\$85.00
Santee ASA (Softball)	2 Fields	1/15/14 - 4/30/14	Mon - Fri	4:00 pm - 7:00 pm		TBD
Pepper Drive						
Arts Attack (After School Art Club)	Multi-Purpose	11/21/13 - 5/29/14	Thursday	2:50 pm - 3:50 pm		
PRIDE Academy (Prospect Avenue)						
World Mission Society Church of God	Playground	9/28/13 - 6/28/14	Saturday	3:30 pm - 5:30 pm	30	per MOU
Santee ASA (Softball)	2 North Fields #3 & #4	1/15/14 - 4/30/14	Mon - Fri	4:00 pm - 7:00 pm		TBD
SPNLL (Santee Pioneer National Little League)	2 South Fields #3 & #4	1/1/14 - 7/21/14	Mon - Sat	8:00 am - 6:30 pm	100	TBD
Rio Seco						
Tiffani D. Brown Voice Studio (Children Talent Club)	Intermediate Playground	11/22/13 - 11/23/13	Fri & Sat	5:00 pm - 6:00 pm	20	
Santee School District - Human Resources (Training)	Multi-Purpose	1/6/14	Monday	8:00 am - 5:00 pm	70	
PTA (Founders Dinner)	Multi-Purpose	3/12/14	Wednesday	4:45 pm - 8:30 pm	75	
Santee School Location						
SPNLL (Santee Pioneer National Little League)**	All Fields	1/1/14 - 7/21/14	Mon - Sat	8:00 am - 8:00 pm	100	TBD
Sycamore Canyon						
Girl Scouts (Parent Meeting)	Classroom	12/4/13	Wednesday	6:30 pm - 7:30 pm	20	
West Hills Little League	All Fields	1/2014 - 6/2014	Mon - Sat	8:00 am - dusk	100	TBD

*NOTE: SPNLL - CHET F. HARRITT - NO ACCESS TO BACK OF MAJORS FIELD & SNACK BAR, CONSTRUCTION UNTIL 2/2014

**NOTE: SPNLL - SANTEE SCHOOL - 30 DAY NOTICE IF DEVELOPER STARTS

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

Santee School District
 ENROLLMENT REPORT
 12/6/2013
 Month 4 Week 1*

SCHOOL	REGULAR ED														SPECIAL ED										Total All						
	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	12/06/13	11/16/12	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	12/06/13	11/16/12	# Diff	% Diff	12/06/13	11/15/13	# Diff	
Cajon Park		107	111	105	97	117	112	122	109	105	985	991	-6	-0.6%	3	3	7	14	5	5	5	7	10	59	62	-3	-4.8%	1044	1052	-8	
Carlton Hills	25	51	50	42	40	46	41	48	68	64	475	492	-17	-3.5%	4	3	2	5	2	4	5	4	5	34	29	5	17.2%	509	510	-1	
Carlton Oaks		65	86	69	97	93	100	80	97	120	807	798	9	1.1%	8	5	6	6	3	4	5	10	7	54	50	4	8.0%	861	859	2	
Chet F. Hamitt	24	59	56	66	68	53	70	47	48	54	545	542	3	0.6%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-2
Hill Creek		72	72	72	81	77	91	91	71	83	710	724	-14	-1.9%	1	0	2	3	2	3	2	0	0	13	13	0	0.0%	723	720	3	
Pepper Drive		119	95	101	93	93	67	86	70	73	797	766	31	4.0%	0	0	0	0	0	0	0	3	6	9	10	-1	-10.0%	806	804	2	
Prospect Ave	24	69	83	63	58	64	47	56	49	47	560	564	-4	-0.7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-1
Rio Seco		97	108	118	85	105	111	105	118	98	945	954	-9	-0.9%	6	2	5	4	6	5	5	7	8	47	42	5	11.9%	992	991	1	
Sycamore Canyon		45	51	59	53	38	41	44	0	0	331	321	10	3.1%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
SUBTOTAL	73	684	717	695	672	686	680	679	630	644	6155	6152	3	0.0%	21	13	22	32	18	21	22	31	36	216	206	10	4.9%	6371	6,374	-3	
Alternative School		2	5	2	4	8	4	5	4	11	45	43	2	4.7%													45	41	4		
Santee Success									4	3	7	8	-1	-12.5%									1	1	0		8	6	2		
EAK											0	0	0	0.0%													0	0	0		
NPS											0	0									2			2	2	0	0.0%	2	2	0	
SUBTOTAL	2	5	2	4	8	4	5	8	14	52	51	1	2.0%	0	0	0	0	0	0	2	0	1	3	2	1	50.0%	55	49	6		
TOTAL	73	686	717	697	676	694	684	684	638	658	6207	6,203	4	0.1%	21	13	22	32	18	21	24	31	37	219	208	11	5.3%	6426	6,423	3	

*11/23/2012 (Month 4 Week 1) Thanksgiving Break

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

PK	
Cajon Park	1046
Sycamore Canyon	368
Total PK	39

Total Enrollment Including PK
6465

Schedule of Upcoming Events

Date	Event
Dec. 23-Jan. 3	Schools and Departments Closed for Winter Break
January 6, 2014	District Professional Development Day - No school for students.
January 7	Students Return from Winter Break
January 7	No Board Meeting Scheduled
January 20	Martin Luther King Holiday - Schools and Departments Closed
January 21	Board Meeting – 7:00 p.m.
January 28	Strategic Action Leadership Team (SALT) Meeting – 6:00 p.m.
February 4	Board Meeting – 7:00 p.m.
February 10	Lincoln Holiday - Schools and Departments Closed
February 17	Presidents' Day Holiday - Schools and Departments Closed
February 18	Board Meeting – 7:00 p.m.
February 20	Santee Chamber of Commerce Awards Banquet
February 25	Strategic Plan Annual Review Meeting 5:30 at ERC
February 27	Foundation Art Show 6:00 – 8:00 p.m. @ Santee Boys & Girls Club
March 4	Board Meeting – 7:00 p.m.
March 18	Principals Meeting with Board – 6:00 p.m. Board Meeting – 7:00 p.m.
April 1	Student Forum with Board – 6:00 p.m. Board Meeting – 7:00 p.m.
April 7-18	Spring Break – Schools Closed
May 2	Honoring Our Own (ACSA & SDCSBA) @ Sheraton San Diego Hotel and Marina

Reports and Presentations Item E.2.
Prepared by Cathy A. Pierce, Ed.D.
December 17, 2013

Santee School District Foundation
Presentation of Awards for
Stuff the Turkey Fundraiser

BACKGROUND:

For a three-week period in November, the Santee School District Foundation returned with their annual **Stuff the Turkey** Fundraiser.

Each school's decorated "**Turkey**" was prominently displayed in their school office. Students were encouraged to fill their Turkey with "spare" change. The Turkeys gained feathers for every 5 pounds of coins donated. Students and families were urged to send in pocket change to their school to "Stuff their Turkey."

A special thanks to the principals who are an integral part of promoting this very successful fundraising event. This year's Stuff the Turkey fundraiser was the best yet.

The two "winning" schools, collecting the greatest number of pounds in their enrollment category, will receive a school-wide special treat. All proceeds from "Stuff the Turkey" will be distributed directly back to the schools for purchasing books.

Tonight, Mike Clinkenbeard, Foundation president, will announce the winners, the total pounds collected, and the total financial benefit that school's will receive from this year's Stuff the Turkey fundraiser. Mr. Clinkenbeard will present a check to each school and thank them for their participation in Stuff the Turkey.

Agenda Item E.2.

Reports and Presentations Item E.3.

Spotlight on Learning:
Rio Seco School Presentation

Prepared by Cathy A. Pierce, Ed.D.
December 17, 2013

BACKGROUND:

During the 2013-14 school year, our schools are transitioning to the Common Core State Standards (CCSS) and the Smarter Balanced Assessments (SBAC). The cognitive complexity of the CCSS and SBAC require students to employ a deeper level of thinking and application of learning to real-world situations. The CCSS are designed to be robust and relevant, preparing students for college and careers.

Success with the CCSS requires students to become more active in the learning process and to engage in a variety of dynamic learning opportunities, including using technology as a tool for learning. Inherent in the CCSS are the 21st Century Skills of Critical Thinking, Collaboration, Communication, and Creativity, with Critical Thinking permeating all of the standards. As students become more independent thinkers and increase their ability to process information at a deeper level, they will be formulating opinions, justifying their thinking with evidence, critiquing the opinions of their peers and other resources, and communicating their points of view effectively. Essentially, students will “learn to learn and learn to apply” their knowledge to real-world situations.

Tonight Principal Debra Simpson and her team will highlight student learning at Rio Seco School as they use 21st Century Skills with their implementation of the CCSS.

Agenda Item E.3.

PUBLIC COMMUNICATION Item F.

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 F.

CONSENT ITEMS Item G.

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 G.

Consent Item G.1.1. Approval of Minutes
Prepared by Cathy A. Pierce, Ed.D.
December 17, 2013

BACKGROUND:

Presented for Board approval –

- November 19, 2013, regular meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item G.1.1.

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

November 19, 2013

MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 7:02 p.m.
Members present:
Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk
Barbara Ryan, Member
Elana Levens-Craig, Member
Administration present:
Dr. Cathy Pierce, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited the audience to recite the District Mission and then invited Linda Vail, Executive Assistant, 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: Burns Second: Ryan 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

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

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

- 1.1. **Approval of Minutes**
- 1.2. **Establish Date and Time of the Board of Education Annual Organizational Meeting**
- 1.3. **Approval to Omit the January 7, 2014 Board of Education Meeting from the 2014 Board Meeting Calendar**
- 1.4. **Approval of Appointment of Members 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 of Consultants and General Service Providers**

- 2.7. **Approval to Submit Application for PL 81-874 and Designation of Authorized Representative**
- 2.8. **Authorization to Award Contract for the Central Kitchen Plumbing/Piping Replacement Bid #1314-090-001**
- 2.9. **Approval/Ratification to Contract with Demsey Filliger & Associates to Update Actuarial Valuation of Other Post Employment Retirement Benefits Required Under GASB 45
Authorization to Piggyback on Glendale Unified School District Agreement with Apple Inc. for Product Purchase and Professional Services**
- 3.1. *Pulled for separate consideration.*
- 3.2. **Approval of Inspector of Record and Testing Lab for the Chet F. Harritt School Snack Bar Project**
- 4.1. **Approval of 21st Century Community Learning Center Grant**
- 5.1. **Personnel, Regular**
- 5.2. **Certification of Competence in Evaluation and Instructional Methodologies**
- 5.3. *Pulled for separate consideration.*
- 5.4. **Approval of Revisions to Evaluation Timeframes / Requirements for Level II School Counselors / School Social Workers and School Psychologists**
- 5.5. **Strategic Plan Action Step: Approval of Partnership Agreement with Families OverComing Under Stress (FOCUS) to Provide Resiliency Training for Military Connected Students and Their Parents**

It was moved and seconded to approve Consent Items, with the exception of items D.3.1 and D.5.3, which were pulled for separate consideration.

Motion: Ryan Second: Fox Vote: 5-0

D.3.1. Authorization to Award Construction Contract for the Chet F. Harritt School Snack Bar Renovation Bid #13-001-007 and Increase Project Budget *(Pulled by Member Burns for separate consideration.)*

Member Burns stated that he would not support this item because he does not support using school district dollars for what he believes is a City expense. Member Levens-Craig agreed. Member Ryan moved to approve item D.3.1.

Motion: Ryan Second: Fox Vote: 3-2 (Burns, Levens-Craig, nos)

D.5.3. Approval of "High Impact" Daily Rate for Substitute Teachers *(Pulled by Member Levens-Craig for separate consideration.)*

Member Levens-Craig asked how often a high impact day may occur. Mr. Larson said it would be known and planned well in advance and it would be noticed on the sub website. It would be reserved for professional development days when a large number of subs would be needed and may occur 10-15 days per year. The designated days would be totally at the discretion of the district. Board members would like to know ahead of time when a high impact day is designated.

Motion: Burns Second: Ryan Vote: 5-0

E. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Leading the Learning in the 21st Century

Superintendent Pierce brought additional information about initiatives that are being undertaken this year as a result of the District's transition to and implementation of Common Core State Standards and Smarter Balanced Assessment. Reports were provided for Technology Connections to the Common Core State Standards and Bring Your Own Device Initiative (BYOD).

Dr. Laura Spencer was introduced and shared information about technology in the curriculum and how it is imbedded in the Common Core State Standards. Tomorrow's community will be working in a more virtual community. Common Core curriculum developers realized students must be able to produce and publish items requiring technology to be included in the Standards. Students must interact, collaborate, and communicate using web tools and how to evaluate information presented from different media formats.

Dr. Spencer shared some useful educational websites that students currently use. She also provided the Board with information about the BYOD program. Students are using many different devices including, iPods, iPads, smartphones, laptops, and E-readers. The Technology Department has activated 1,500 Office 365 accounts. Students are using their devices for research, note taking, blogging, skills practice, behavior tracking, writing, and educational online reading. Teachers see more movement, engagement, and curiosity. Dr. Spencer believes it is a very successful program.

Member Burns asked how easy it is for a student's device to be hacked from outside? Bernard Yeo, Director of Information Technology, said it is not easily done and clarified that it is an individual account that gets hacked into. This was an information item and no action was taken.

1.2. California School Boards Association (CSBA) Delegate Assembly Call for Nominations

Nominations for CSBA Delegate Assembly are being sought for nine vacancies created by expiring terms. Member Ryan said she believes all of the listed members whose terms are expiring are interested in continuing. She moved to nominate the 9 incumbents.

Motion: Ryan Second: Burns Vote: 5-0

1.3. Request for Letter of Support for SB 428 – “Safe Classrooms Act”

The Board of Education received a request for a letter support of SB 428 from Senator Anderson's office. SB 428 would require the State to provide funding to school districts to make schools safer. Member Ryan said the money would come from reductions in LCFF funding and if districts are going to have to give up money to fund safety measures, she would like to ask language be included in the Bill to reimburse school districts for safety expenditures already incurred toward these measures. Member Burns said safety at our schools is of utmost importance and he supports this even if it is helping other school districts more than ours but he does agree our district should be able to apply for reimbursement for expenditures already spent on safety. Member Ryan moved to send a letter of support from the Board which include suggested language for an amendment that school districts could seek funds retroactively. Member Ryan will work with Linda to get a letter composed and sent on behalf of the Board.

Motion: Ryan Second: Levens-Craig Vote: 5-0

2.1. Strategic Action Plan Committee: Student Afterschool Technology Opportunity

Dr. Stephanie Pierce shared that the district has received many requests from parent District Technology Committee members to provide an afterschool opportunity for students to engage in technology outside of the classroom, as there is not always time in during the school day. An opportunity has been developed that will allow students to have fun learning and participating in higher level technology skills and share their talents with one another.

Dr. Spencer said as a Strategic Action Plan step, Administration has brought this opportunity for Board consideration. She shared a program from the County Office where students compete in production of public service announcement videos, called Innovative Video in Education (IVIE). The proposed program would be for students in grades 3-8 with video topics from playground safety to anti-bullying. The goal is to help students develop 21st century learning skills and provide a positive message designed to help students make good decisions at school.

Very little equipment would be required and students may also use their own equipment, with the requirement to get prior approval from their school before using their devices on campus. Workshops would be held at each school site after school, once a week for five weeks. Each site would have a designated teacher who would receive a stipend to lead the workshops and help students create their commercials. Students would submit a video for a district level completion and from those submissions some would be selected for submission to the County in March for IVIE. The videos will also be displayed at the Santee School District Foundation Art Show on February 27th. The cost to the District would be \$145 per teacher leader and \$10 per IVIE submission. Member Burns moved to approve the student afterschool technology opportunity.

Motion: Burns Second: Fox Vote: 5-0

3.1. Authorization to Award Contract for the Asphalt Paving Project at Various School Sites Bid #2013-001-075

The Deferred Maintenance budget was established at the beginning of the year at \$535,000 as a transfer from the General Fund. Of this amount, \$225,000 has been allocated for asphalt work. This bid pertains to use of that allocation for repair of existing asphalt and some additions of new asphalt. Mr. Christensen said the two asphalt projects in this bid would take care of two items in the original CIP master plan. He shared the asphalt items that were included in this bid consist of repairing existing asphalt in the main parking lot and access drive and add a new bus drop-off loop at Carlton Hills; asphalt for a playground and parking at the junior high building at Carlton Oaks; and asphalt for a Kindergarten lunch area and added asphalt for a CIP project at Cajon Park. Member Ryan moved to award the Asphalt Paving Project at various school sites Bid #2013-001-075 for base bid plus alternates 1 through 3 to Miller Paving Corporation.

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

3.2. Monetary Awards for Energy Challenge Top Performers

Karl Christensen reported at the last Board meeting staff spotlighted the three schools and two programs that were the top performers in the Save a Tree Energy Challenge. The Board asked for an item to come back to consider giving these schools and programs 50% of the estimated savings they generated for the District during the three-week challenge. If approved, schools will receive an increase to their discretionary budgets as follows: \$613 to Pepper Drive, \$375 to PRIDE Academy, \$500 to Rio Seco, \$63 to Alternative School, and \$62 to SSP, totaling \$1,613.

Member Burns moved to approve the increases to school allocations for Pepper Drive School, PRIDE Academy, Rio Seco School, Alternative School, and Santee Success Program for monetary awards for electricity reduction during the Energy Challenge.

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

3.3. Strategic Plan Action Step: Energy Audit and Proposition 39 Energy Efficiency Funding Update

Karl Christensen shared the Strategic Action Plan for Fiscal Accountability contains twelve distinct action steps for increasing revenue, reducing operational costs, and increasing efficiency. The first step was to conduct an energy audit to identify measures that could be implemented to save on electricity. Coincidentally, this year is the first of five years the district will receive an allocation of funds from Proposition 39 to implement energy efficiency and clean energy initiatives. An application to the California Energy Commission to obtain \$130k of the 2013-14 allocation of \$284,000 for planning purposes has been submitted. This allocation can include expenditures for conducting energy audits and any other planning or preparation activities. Applications have already been submitted to the California Conservation Corps to receive energy audits for our buildings at no cost to us and to the Bright Schools program to obtain up to a \$20,000 grant to conduct a more comprehensive level two audit for Pepper Drive School. Administration believes these planning funds can also be used to purchase the Building Dashboard software that was used to obtain real-time electricity consumption data during the Energy Challenge and would like to see all schools having access to this program as a way to monitor their conservation progress. Administration plans to bring an item forward for the Board to consider the purchase of Building Dashboard software for schools.

This was one of several items that will come forward as we progress with making plans for implementing Proposition 39 energy efficiency measures. No action was taken.

3.4. Budget Implications for Implementing a 1:1 Initiative

Karl Christensen said this item is a follow-up to the discussion to provide financial analysis regarding the impact to the budget of a 1:1 initiative. He noted that Administration continues to explore options and build the Board's background knowledge to help shape the technology vision for the future. No decisions are requested or needed at this time. In January, Administration will provide an initial look at the tracking of revenues and use those figures for revenue projections. He shared a list of significant budget needs, which included approved expenditures and savings that have been realized. The Director of Mathematics and Science will not be posted again for this year but Superintendent Pierce would like to keep it in the

budget to fill next year. Costs have also been added to the projected budget to increase health services for increased student medical needs. The way this will be done has not yet been decided. He provided multi-year projected budget drafts with several different scenarios, including percentage of reserves and structural deficits, for providing technology tools to students for Common Core and SBAC testing including purchasing computers/tablets and/or leasing computers/tablets. The plan can be adjusted to accommodate the Board's desire based on the budget outcomes. We need several hundred devices to begin testing next year and we need to begin to consider the vision for the future as we bring digital instructional materials to students. There is a large movement to digital curriculum units and other online resources. The instructional materials and publishing industry is changing rapidly.

Superintendent Pierce asked the Board if there were any questions Administration can answer or look into and bring back information to build their knowledge base. At the student forum, it was clearly heard students mostly referenced tablets, although they do not have a preference for iPads.

Member Burns said they might want to consider meeting with more students for additional conversations. He supports a 1:1 initiative but it would be very hard to support it financially if reserves drop below 10%. President El-Hajj asked if it is best to lease, rent, or buy computers or tablets. She believes we need to seriously considering getting the technology into the hands of the teachers as soon as possible so they can become familiar with the devices and be able to assist their students.

F. BOARD POLICIES AND BYLAWS

1.1. First Reading: Revised Board Policy 5131.62 - Tobacco

This was the first reading for revised Board Policy 5131.62. No action was requested and the revised Board Policy will return for second reading and request for approval. There was no discussion.

G. BOARD COMMUNICATION

The Board reviewed upcoming meeting dates and scheduled interview dates for the Executive Assistant position.

H. CLOSED SESSION

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

1. Conference with Labor Negotiator (Govt. Code § 54956.8)

*Agency Negotiators: Karl Christensen, Assistant Superintendent
Tim Larson, Assistant Superintendent*

Employee Organizations: Classified School Employees Association

The Board entered closed session at 9:06 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:40 p.m. No action was reported.

J. ADJOURNMENT

The November 19, 2013 regular meeting adjourned at 9:40 p.m.

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$7,116, 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 G.2.1.
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Board Travel Report - December 17, 2013

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Wed-Thurs, 12/04/13 - 12/05/13	Barbara Ryan	Board	CSBA Delegate Assembly Meeting	San Diego	\$0	\$300	Board	Board Member Ryan serves as a CSBA Delegate and attends meetings twice per year.
Thursday, 12/05/13	Renee Steel Marian Rashap Elyse Starr	Ed Services CH CO	Evaluating Students Who Are English Language Learners for Special Education Services	San Marcos	\$0 \$0 \$0	\$97 \$97 \$97	Special Education Special Education Special Education	This workshop will provide methods for identifying students who are English Language Learners that may be considered for Special Education services.
Tuesday, 12/10/13	Bruce Virgilio	Transportation	Ricon-S and K-Series Training (Mechanics Workshop)	San Marcos	\$0	\$15	Transportation	This workshop will provide training on wheelchair lift service and repair.
Fri-Sat, 01/31/14 - 02/01/14	Ken Fox Elana Levens-Craig	Board Board	CSBA Masters in Governance Modules	Garden Grove	\$0 \$0	\$808 \$808	Board Board	The CSBA Masters in Governance program equips Board members and superintendents with the necessary knowledge and skills to support an effective governance structure.
Mon-Wed, 02/24/14 - 02/26/14	Christina Becker	Maint/Opers/Facilities	C.A.S.H. Conference on School Facilities	Sacramento	\$0	\$1,894	Facilities	This 3-day conference will focus on school facility challenges and opportunities.
Mon-Fri, 04/28/14 - 05/02/14	Renee Steel Stephen Whittaker	Ed Services Ed Services	ProAct Training	San Diego	\$0 \$0	\$1,500 \$1,500	Special Education Special Education	This 5-day training will provide teaching strategies to mitigate assaulted and harmful behaviors.

Consent Item G.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 December 17, 2013

BACKGROUND:

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

Commercial Warrants issued for the period of November 2013:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-244651 TO 12-252905	\$477,588.12
09 00	N/A	\$0.00
12 06	N/A	\$0.00
13 00	12-244712 TO 12-252907	\$113,506.45
14 00	N/A	\$0.00
21 09	N/A	\$0.00
21 39 / 21 08	12-248051 TO 12-250450	\$27,379.96
25 18	N/A	\$0.00
25 38	N/A	\$0.00
35-00	N/A	\$0.00
40-00	12-248052 TO 12-252908	\$119.09
63 00	12-244733 TO 12-252911	\$9,564.62
		\$628,158.24

Student Body Warrants issued for the period of November 2013:

\$4,287.39

Payroll Warrant #'s beginning 10-282324 through 10-282380 and 10-933312 through 10-934070:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$2,831,755.14
06 00	\$787,765.96
12 06	\$17,518.91
13 00	\$82,964.71
25-18	\$0.00
63 00	\$156,041.94
\$3,876,046.66	

RECOMMENDATION:

Administration recommends that the Board approve the expenditure warrants for the month of November as presented.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$4,508,492.29 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.2.2.
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BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of November 2013:

AMOUNT	LOCATION
\$ 7,165.94	PEPPER DRIVE SCHOOL
\$ 349.97	CARLTON HILLS SCHOOL
\$ 5,841.76	SYCAMORE CANYON SCH
\$ 2,229.57	PROSPECT AVENUE SCH
\$ 5,242.60	CAJON PARK SCHOOL
\$ 3,832.13	CHET F HARRITT SCH
\$ 13,280.23	CARLTON OAKS SCHOOL
\$ 2,442.63	RIO SECO SCHOOL
\$ 3,320.67	HILL CREEK SCHOOL
\$ 874.80	SUPERINTENDENT DEPT
\$ 13,748.42	BUSINESS SERVICES
\$ 5,213.03	HUMAN RESOURCES
\$ 600.00	EDUCATIONAL SERVICES
\$ 2,569.04	SPECIAL EDUCATION
\$ 2,240.00	EDUCATIONAL SERVICES
\$ 8,426.93	PROJECT SAFE
\$ 58,672.66	TECHNOLOGY SERVICES
\$ 15,713.28	MAINTENANCE
\$ 1,977.67	TRANSPORTATION
\$475,244.61	FACILITIES MODERNIZATION
\$ 6,720.09	WAREHOUSE
\$ 1,077.00	FOOD SERVICES
\$ 1,338.00	PUBLICATIONS
\$638,121.03	Total Purchase Orders – November 2013

RECOMMENDATION:

It is recommended that the Board of Education approve purchase orders #130884 through #131018 issued November 1, 2013 through November 30, 2013.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of \$638,121.03 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.2.3.
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LOCATION LIST 2013-14

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

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

Fund Numbers

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

M = Monthly Blanket
 A = Annual Blanket
 L = Lottery

PURCHASE ORDER EXCEEDED BY 10%
 FOR THE MONTH OF NOVEMBER 2013

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
130033	6/25/2013	03	STATE OF CALIFORNIA DEPT. OF JUSTICE	065	ANNUAL AGREEMENT	\$1,500.00
			FINGERPRINTING SERVICES		INCREASED ANNUAL AGREEMENT	\$605.00
					NEW TOTAL	\$2,105.00
130851	10/29/2013	03	MAINTEX	008	CUSTODIAL SUPPLIES	\$164.00
					ADDED AN ITEM TO ORDER	\$44.99
					NEW TOTAL	\$208.99

PURCHASE ORDER LISTING - NOVEMBER 2013
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
130889	11/1/2013	3	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR	\$ 2,343.05	002	PEPPER DRIVE SCHOOL
130890	11/1/2013	3	SMART & FINAL	SUPPLIES FOR HARVEST FESTIVAL	\$ 1,000.00	002	PEPPER DRIVE SCHOOL
130891	11/1/2013	3	SMART & FINAL	SUPPLIES FOR HARVEST FESTIVAL	\$ 1,000.00	002	PEPPER DRIVE SCHOOL
130907	11/6/2013	6	APPLE COMPUTER INC	IPADS	\$ 2,709.60	002	PEPPER DRIVE SCHOOL
131012	11/22/2013	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 113.29	002	PEPPER DRIVE SCHOOL
				TOTAL \$	7,165.94		PEPPER DRIVE SCHOOL
131009	11/22/2013	6	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	\$ 349.97	003	CARLTON HILLS SCHOOL
				TOTAL \$	349.97		CARLTON HILLS SCHOOL
130931	11/12/2013	3	BUTTER BRAID SAN DIEGO	FUNDRAISER - SYC CYN	\$ 3,736.00	004	SYCAMORE CANYON SCH
130987	11/19/2013	3	GENERAL BINDING CORPORATION	MAINT. AGREEMENT	\$ 480.00	004	SYCAMORE CANYON SCH
130994	11/20/2013	3	APPLE COMPUTER INC	IPADS	\$ 1,625.76	004	SYCAMORE CANYON SCH
				TOTAL \$	5,841.76		SYCAMORE CANYON SCH
130932	11/12/2013	3	VIRCO MANUFACTURING CORP	CHAIRS - PA	\$ 1,289.78	005	PROSPECT AVENUE SCH
130958	11/14/2013	6	HORIZON WORRY FREE	TONER CARTRIDGES	\$ 436.17	005	PROSPECT AVENUE SCH
130960	11/14/2013	6	TECH4LEARNING	SUBSCRIPTIONS	\$ 304.00	005	PROSPECT AVENUE SCH
130963	11/14/2013	6	MICRON CONSUMER PRODUCTS GRP	ELECTRONIC PARTS/EQUIPMENT	\$ 107.98	005	PROSPECT AVENUE SCH
130975	11/14/2013	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 66.11	005	PROSPECT AVENUE SCH
130976	11/14/2013	3	SOUTHWEST SCHOOL SUPPLY	CUSTODIAL SUPPLIES	\$ 25.53	005	PROSPECT AVENUE SCH
				TOTAL \$	2,229.57		PROSPECT AVENUE SCH
39 130885	11/1/2013	3	CDW GOVERNMENT INC	COMPUTER EQUIPMENT	\$ 429.03	006	CAJON PARK SCHOOL
130906	11/6/2013	3	BRISTLEBOTS LLC	SUPPLIES	\$ 285.12	006	CAJON PARK SCHOOL
130980	11/19/2013	3	ANSMAR PUBLISHERS INC	CLASSROOM MATERIALS	\$ 198.24	006	CAJON PARK SCHOOL
130988	11/19/2013	6	NASCO MODESTO	CLASSROOM MATERIALS	\$ 3,794.12	006	CAJON PARK SCHOOL
130991	11/19/2013	3	TECH4LEARNING	SUBSCRIPTIONS	\$ 65.00	006	CAJON PARK SCHOOL
130992	11/20/2013	3 6	APPLE COMPUTER INC	ELECTRONIC EQUIPMENT	\$ 320.76	006	CAJON PARK SCHOOL
131000	11/20/2013	3	DEMCO INC	CLASSROOM SUPPLIES	\$ 150.33	006	CAJON PARK SCHOOL
				TOTAL \$	5,242.60		CAJON PARK SCHOOL
130898	11/4/2013	6	APPLE COMPUTER INC	MACBOOKS	\$ 1,081.92	007	CHET F HARRITT SCH
130899	11/4/2013	3	DELL MARKETING L.P.	TONER	\$ 420.62	007	CHET F HARRITT SCH
130937	11/12/2013	3	DELL AWARDS	VOLUNTEER NAME BADGES	\$ 12.64	007	CHET F HARRITT SCH
130938	11/12/2013	6	HEINEMANN	CLASSROOM MATERIALS	\$ 1,689.76	007	CHET F HARRITT SCH
130939	11/12/2013	3	SUPERINTENDENT OF SCHOOLS	ADMISSIONS	\$ 280.00	007	CHET F HARRITT SCH
130944	11/12/2013	3	4ALLPROMOS	SUPPLIES	\$ 347.19	007	CHET F HARRITT SCH
				TOTAL \$	3,832.13		CHET F HARRITT SCH
130892	11/1/2013	3	DELL MARKETING L.P.	COMPUTER EQUIPMENT	\$ 56.69	008	CARLTON OAKS SCHOOL
130894	11/4/2013	3	ENTERTAINMENT FUNDRAISING	FUNDRAISER - CO	\$ 4,317.50	008	CARLTON OAKS SCHOOL
130895	11/4/2013	3	INSIGHT INVESTMENTS	COMPUTER	\$ 359.00	008	CARLTON OAKS SCHOOL
130896	11/4/2013	3	SEHI COMPUTER PRODUCTS INC	ELECTRONIC EQUIPMENT	\$ 47.04	008	CARLTON OAKS SCHOOL
130922	11/7/2013	3	LAKESHORE	CLASSROOM SUPPLIES	\$ 175.92	008	CARLTON OAKS SCHOOL
130982	11/19/2013	3	IDENT-A-KID SERVICES OF AM	SUPPLIES	\$ 91.00	008	CARLTON OAKS SCHOOL

130983	11/19/2013	3	BUTTER BRAID SAN DIEGO	FUNDRAISER	\$	5,440.00	008	CARLTON OAKS SCHOOL
130986	11/19/2013	3	JUNIOR ACHIEVEMENT	ADMISSIONS	\$	1,872.00	008	CARLTON OAKS SCHOOL
131010	11/22/2013	3	HEINEMANN	SUBSCRIPTION	\$	25.00	008	CARLTON OAKS SCHOOL
131011	11/22/2013	3	TERESA HERMAN	ASSEMBLY FEES	\$	525.00	008	CARLTON OAKS SCHOOL
131014	11/22/2013	3	RAINBOW RESOURCE CENTER	CLASSROOM MATERIALS	\$	371.08	008	CARLTON OAKS SCHOOL
					TOTAL \$	13,280.23		CARLTON OAKS SCHOOL
130897	11/4/2013	3	APPLE COMPUTER INC	iPADS	\$	541.92	009	RIO SECO SCHOOL
130945	11/12/2013	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	200.00	009	RIO SECO SCHOOL
130961	11/14/2013	3	LEARNING LINKS	CLASSROOM MATERIALS	\$	60.92	009	RIO SECO SCHOOL
130962	11/14/2013	3	BENCHMARK EDUCATION CO	CLASSROOM MATERIALS	\$	1,282.66	009	RIO SECO SCHOOL
130981	11/19/2013	3	CONCEPTS SCHOOL & OFFICE	CABINET/SHELVES - RS	\$	275.04	009	RIO SECO SCHOOL
130999	11/20/2013	3	US FUND FOR UNICEF	DONATIONS	\$	82.09	009	RIO SECO SCHOOL
					TOTAL \$	2,442.63		RIO SECO SCHOOL
130886	11/1/2013	3	INSIGHT INVESTMENTS	COMPUTER	\$	359.00	010	HILL CREEK SCHOOL
130918	11/7/2013	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	488.87	010	HILL CREEK SCHOOL
130921	11/7/2013	3	SUPERINTENDENT OF SCHOOLS	ADMISSIONS	\$	168.00	010	HILL CREEK SCHOOL
130923	11/8/2013	6	E-COMPLETE LLC	SUPPLIES	\$	377.60	010	HILL CREEK SCHOOL
130959	11/14/2013	3	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES	\$	289.07	010	HILL CREEK SCHOOL
130971	11/14/2013	3	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES - HC	\$	140.39	010	HILL CREEK SCHOOL
130972	11/14/2013	6	READ NATURALLY INC	SUBSCRIPTIONS	\$	399.00	010	HILL CREEK SCHOOL
130993	11/20/2013	3	APPLE COMPUTER INC	iPADS	\$	1,083.84	010	HILL CREEK SCHOOL
131013	11/22/2013	3	SOUTHWEST SCHOOL SUPPLY	SUPPLIES	\$	14.90	010	HILL CREEK SCHOOL
					TOTAL \$	3,320.67		HILL CREEK SCHOOL
40 130990	11/19/2013	3	BOYD ANDERSON PHOTOGRAPHY	PHOTOGRAPHY	\$	874.80	062	SUPERINTENDENT DEPT
					TOTAL \$	874.80		SUPERINTENDENT DEPT
130920	11/7/2013	3	SUPERINTENDENT OF SCHOOLS	ADMISSIONS	\$	560.00	064	BUSINESS SERVICES
130936	11/12/2013	3	SAN DIEGO COUNTY	PROPERTY TAXES - PD ONSITE	\$	280.82	064	BUSINESS SERVICES
130940	11/12/2013	3	DEMSEY FILLIGER & ASSO LLC	ACTUARIAL REPORT	\$	4,500.00	064	BUSINESS SERVICES
130941	11/12/2013	3	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	\$	310.00	064	BUSINESS SERVICES
130942	11/12/2013	40	BEST BEST & KRIEGER LLP	SDG&E DISTRIBUTED GEN. RATE	\$	12.54	064	BUSINESS SERVICES
130943	11/12/2013	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY	\$	92.64	064	BUSINESS SERVICES
130955	11/14/2013	3 6	OFFICE DEPOT INC	OFFICE SUPPLIES FOR ALL SITES	\$	5,388.29	064	BUSINESS SERVICES
130956	11/14/2013	63	OFFICE DEPOT INC	OFFICE SUPPLIES - PROJ. SAFE	\$	153.33	064	BUSINESS SERVICES
130957	11/14/2013	3	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES - ALL SITES	\$	1,359.89	064	BUSINESS SERVICES
130984	11/19/2013	3	FAGEN FRIEDMAN & FULFROST	LEGAL SERVICES	\$	50.00	064	BUSINESS SERVICES
131007	11/22/2013	40	BEST BEST & KRIEGER LLP	SDG&E DIST. RATE STRUCTURE	\$	106.55	064	BUSINESS SERVICES
131008	11/22/2013	3	AT&T TELECONFERENCE SERVICES	CONFERENCE CALLS	\$	48.00	064	BUSINESS SERVICES
131016	11/22/2013	3	SEHI COMPUTER PRODUCTS INC	COMPUTER EQUIPMENT	\$	886.36	064	BUSINESS SERVICES
					TOTAL \$	13,748.42		BUSINESS SERVICES
130903	11/5/2013	3	ADOLPH, JOYCE	REIMBURSEMENT	\$	548.06	065	HUMAN RESOURCES
130904	11/5/2013	3	SCSEBA	COBRA PAYMENT	\$	4,664.97	065	HUMAN RESOURCES
					TOTAL \$	5,213.03		HUMAN RESOURCES
130979	11/19/2013	3	FITCHETT, MIKE	CLASSROOM MATERIALS	\$	600.00	066	EDUCATIONAL SERVICES
					TOTAL \$	600.00		EDUCATIONAL SERVICES

130887	11/1/2013	6	OFFICIA IMAGING	COPIER CHARGES FOR VI PROG.	\$	1,628.63	067	SPECIAL EDUCATION
130909	11/7/2013	6	PEARSON	TESTING MATERIALS	\$	900.00	067	SPECIAL EDUCATION
131015	11/22/2013	6	PATTERSON MEDICAL	SUPPLIES	\$	40.41	067	SPECIAL EDUCATION
					TOTAL \$	2,569.04		SPECIAL EDUCATION
130884	11/1/2013	3	DREAMBOX LEARNING	ON-LINE MATH TRAINING PROGRAM	\$	2,000.00	068	EDUCATIONAL PROJECTS
130893	11/4/2013	6	ASPARI, NAHID	CONSULTANT SERVICES	\$	240.00	069	EDUCATIONAL SERVICES
					TOTAL \$	2,240.00		EDUCATIONAL SERVICES
130905	11/6/2013	63	SMART & FINAL	SUPPLIES	\$	75.00	072	PROJECT SAFE
130919	11/7/2013	63	ADVERTISING EDGE INC	T-SHIRTS	\$	807.27	072	PROJECT SAFE
130947	11/13/2013	63	DISCOUNT SCHOOL SUPPLY	YALE SUPPLIES	\$	349.11	072	PROJECT SAFE
130969	11/14/2013	63	SKEDADDLE FUNDRAISERS	FUNDRAISER	\$	3,842.75	072	PROJECT SAFE
130970	11/14/2013	63	US FOODS	SNACK FOOD FOR PROJ. SAFE	\$	491.53	072	PROJECT SAFE
130978	11/19/2013	63	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	\$	200.00	072	PROJECT SAFE
130989	11/19/2013	63	ADVERTISING EDGE INC	T-SHIRTS FOR YALE	\$	129.60	072	PROJECT SAFE
130997	11/20/2013	63	AMERICAN EXPRESS	YALE & PROJ. SAFE SUPPLIES	\$	2,399.98	072	PROJECT SAFE
130998	11/20/2013	6	AMERICAN EXPRESS	ASES SUPPLIES	\$	75.69	072	PROJECT SAFE
131006	11/22/2013	63	ENTERTAINMENT FUNDRAISING	FUNDRAISER - PROJ. SAFE - CFH	\$	56.00	072	PROJECT SAFE
					TOTAL \$	8,426.93		PROJECT SAFE
130888	11/1/2013	3	6 APPLE COMPUTER INC	iPADS	\$	50,975.04	073	TECHNOLOGY SERVICES
130901	11/4/2013	3	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	36.09	073	TECHNOLOGY SERVICES
130929	11/8/2013	3	NETWORK HARDWARE RESALE LLC	NETWORK SERVER	\$	1,998.00	073	TECHNOLOGY SERVICES
130930	11/8/2013	3	SOFTWARE HOUSE INTERNATIONAL	LICENSES	\$	957.20	073	TECHNOLOGY SERVICES
130935	11/12/2013	3	TECH4LEARNING	SOFTWARE LICENSES	\$	4,160.00	073	TECHNOLOGY SERVICES
130948	11/13/2013	3	CDW GOVERNMENT INC	COMPUTERS	\$	330.38	073	TECHNOLOGY SERVICES
130995	11/20/2013	3	CDW GOVERNMENT INC	ELECTRONIC EQUIPMENT	\$	125.87	073	TECHNOLOGY SERVICES
130996	11/20/2013	3	INSIGHT INVESTMENTS	COMPUTER EQUIPMENT	\$	90.08	073	TECHNOLOGY SERVICES
					TOTAL \$	58,672.66		TECHNOLOGY SERVICES
130908	11/6/2013	6	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	22.71	075	MAINTENANCE
130946	11/13/2013	6	PRIORITY DOOR SYSTEMS	REPLACEMENT OF DOORS - CP	\$	1,422.26	075	MAINTENANCE
130953	11/14/2013	13	CHEMSEARCH	SUPPLIES FOR CENTRAL KITCHEN	\$	699.13	075	MAINTENANCE
130954	11/14/2013	13	COMPETITIVE METALS INC	RAMP MATERIALS - CNS	\$	46.28	075	MAINTENANCE
130964	11/14/2013	3	COMPETITIVE METALS INC	IPAD SHELF - RS	\$	296.34	075	MAINTENANCE
130965	11/14/2013	3	HOME DEPOT COMMERCIAL ACCOUNT	ELECTRICAL SUPPLIES-WELL@HC	\$	47.06	075	MAINTENANCE
130966	11/14/2013	3	EWING IRRIGATION PRODUCTS	PARTS/SUPPLIES - HC WELL	\$	1,375.98	075	MAINTENANCE
130967	11/14/2013	3	EWING IRRIGATION PRODUCTS	PARTS/SUPPLIES - HC WELL	\$	1,020.15	075	MAINTENANCE
130968	11/14/2013	3	EWING IRRIGATION PRODUCTS	PARTS/SUPPLIES - HC WELL	\$	10,472.72	075	MAINTENANCE
130977	11/14/2013	6	SAFE-T-LITE	SIGNS SUPPLIES	\$	310.65	075	MAINTENANCE
					TOTAL \$	15,713.28		MAINTENANCE
130910	11/7/2013	6	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$	214.62	076	TRANSPORTATION
130911	11/7/2013	6	W W GRAINGER INC	BUS REPAIRS & MAINTENANCE	\$	16.24	076	TRANSPORTATION
130912	11/7/2013	6	UNITY SCHOOL BUS PARTS	BUS REPAIRS & MAINTENANCE	\$	102.03	076	TRANSPORTATION
130913	11/7/2013	6	TIRE CENTERS, LLC	BUS REPAIRS & MAINTENANCE	\$	298.95	076	TRANSPORTATION
130914	11/7/2013	6	COUNTY MOTOR PARTS CO INC	BUS REPAIRS & MAINTENANCE	\$	99.78	076	TRANSPORTATION
130915	11/7/2013	6	ALL STAR GLASS	BUS REPAIRS & MAINTENANCE	\$	145.05	076	TRANSPORTATION

130916	11/7/2013	6	GOLDENBOY MOBILITY	BUS REPAIRS & MAINTENANCE	\$	555.66	076	TRANSPORTATION
130917	11/7/2013	6	BOB STALL CHEVROLET	BUS REPAIRS & MAINTENANCE	\$	545.34	076	TRANSPORTATION
				TOTAL	\$	1,977.67		TRANSPORTATION
130933	11/12/2013	21	39 PROTECH ROOFING SERVICE	RELO ROOF RESTORATION - CFH	\$	4,330.00	077	FACILITIES MODERNIZATION
130934	11/12/2013	14	DFS FLOORING	SHEET VINYL & INSTALLATION-CFH	\$	4,150.00	077	FACILITIES MODERNIZATION
130952	11/14/2013	3	GOLDEN IMAGE WINDOW	SAFETY WINDOW COVERINGS	\$	51,855.00	077	FACILITIES MODERNIZATION
130973	11/14/2013	21	39 NINYO & MOORE	DSA TESTING CONSULTANT - CFH	\$	8,570.00	077	FACILITIES MODERNIZATION
130974	11/14/2013	21	39 DEPT. OF INDUSTRIAL RELATIONS	CMU FEES - PD 10-CR ADDITION	\$	661.61	077	FACILITIES MODERNIZATION
131001	11/22/2013	13	COUNTYWIDE MECHANICAL	CNS PLUMBING/REPAIRS	\$	84,103.00	077	FACILITIES MODERNIZATION
131002	11/22/2013	13	NEXON CORPORATION	ASBESTOS ABATEMENT - CNS	\$	3,275.00	077	FACILITIES MODERNIZATION
131003	11/22/2013	13	WESTERN ENVIRONMENTAL & SAFETY	ASBESTOS TESTING & MONITORING	\$	2,800.00	077	FACILITIES MODERNIZATION
131004	11/22/2013	21	39 G.A. DONIMGUEZ	CONST. CONTRACTOR - CFH SNACK	\$	150,200.00	077	FACILITIES MODERNIZATION
131005	11/22/2013	14	MILLER PAVING CORPORATION	ASPHALT PAVING - ALL SITES	\$	165,300.00	077	FACILITIES MODERNIZATION
				TOTAL	\$	475,244.61		FACILITIES MODERNIZATION
130900	11/4/2013	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	275.40	078	WAREHOUSE
130902	11/5/2013	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	307.80	078	WAREHOUSE
130924	11/8/2013	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	241.70	078	WAREHOUSE
130925	11/8/2013	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	28.59	078	WAREHOUSE
130926	11/8/2013	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	324.13	078	WAREHOUSE
130927	11/8/2013	3	MAINTEX INC	STORES SUPPLIES	\$	485.74	078	WAREHOUSE
130928	11/8/2013	3	P&R PAPER SUPPLY CO INC	STORES SUPPLIES	\$	4,050.00	078	WAREHOUSE
130951	11/13/2013	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	146.19	078	WAREHOUSE
131017	11/22/2013	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	246.24	078	WAREHOUSE
131018	11/22/2013	3	AMERICAN CHEMICAL & SANITARY	STORES SUPPLIES	\$	614.30	078	WAREHOUSE
				TOTAL	\$	6,720.09		WAREHOUSE
130949	11/13/2013	13	INSIGHT INVESTMENTS	COMPUTERS	\$	1,077.00	090	FOOD SERVICES
				TOTAL	\$	1,077.00		FOOD SERVICES
130950	11/13/2013	3	LITHO EQUIPMENT SERVICE	EQUIPMENT REPAIRS	\$	1,338.00	092	PUBLICATIONS
				TOTAL	\$	1,338.00		PUBLICATIONS

\$ 638,121.03

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period October 1, 2013 through October 31, 2013.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There were 151 transactions totaling \$16,682.60 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.2.4.
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PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20131001	ABEL, CATHY	CHILD NUTRITION	ATLAS PUMPING SERVICE	85.00	Pumping of Grease Trap at Central Kitchen
20131002	ABEL, CATHY	CHILD NUTRITION	DAYDOTS	69.38	Central Kitchen food labels
20131003	ABEL, CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	69.41	Office Supplies
20131021	ABEL, CATHY	CHILD NUTRITION	SMARTNFINAL39810803989	19.55	Foam Coolers
20131030	ABEL, CATHY	CHILD NUTRITION	LOWES #01661*	16.17	Dust Pan
20131030	ABEL, CATHY	CHILD NUTRITION	INSTAWARES	(140.32)	Label Return
20131031	ABEL, CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	450.38	Desk
				569.57	
20131003	ALBERT, DIANN L	PRIDE ACADEMY	LA JOLLA ICE TOWN	450.00	7/8 grade incentive field trip
20131031	ALBERT, DIANN L	PRIDE ACADEMY	APPLE STORE #R040	106.92	Replacement of Pheilm O'Connell's classroom iPod.
				556.92	
20131010	AVILA, EVONN	BUSINESS SERVICES	CA ASSOC OF SC00 OF 00	525.00	CBO Symposium 2013 Registration Fee (K. Christensen)
20131018	AVILA, EVONN	BUSINESS SERVICES	GROUPON INC	118.23	Technology Equipment (Business Services)
20131020	AVILA, EVONN	BUSINESS SERVICES	COUNTY OF SAN DIEGO	275.16	Onsite Residence Property Tax (CP)
20131020	AVILA, EVONN	BUSINESS SERVICES	COUNTY OF SAN DIEGO	6.19	Onsite Residence Parcel Fee (CP)
				924.58	
20131002	BAKER, HOPE	OST PROGRAMS	WAL-MART #1917	72.52	Supplies
20131017	BAKER, HOPE	OST PROGRAMS	WAL-MART #1917	152.49	Supplies (95.23%)
20131017	BAKER, HOPE	OST PROGRAMS	WAL-MART #1917	7.64	Food (4.77%)
20131024	BAKER, HOPE	OST PROGRAMS	IKEA SAN DIEGO	469.49	Supplies
20131025	BAKER, HOPE	OST PROGRAMS	CARTERS HAY & GRAIN IN	29.00	Supplies
				731.14	
20131030	BRASHER, PAMELA	OST PROGRAMS	MINDWARE BRAINY TOYS	147.77	Supplies
				147.77	
20131003	BRENNER, DEBBIE	PEPPER DRIVE	AMAZON.COM	19.32	Title 1 - Books
20131004	BRENNER, DEBBIE	PEPPER DRIVE	AMAZON.COM	133.40	Title 1 - Books
20131006	BRENNER, DEBBIE	PEPPER DRIVE	VONS STORE00018978	130.00	Prof Dev BG -Gift Cards for Common Core Parent Night \$50 from Prof Dev for Gift Cards
20131007	BRENNER, DEBBIE	PEPPER DRIVE	BARNES & NOBLE #2733	143.78	\$ 93.78 from SLIB for Books
20131010	BRENNER, DEBBIE	PEPPER DRIVE	ANSMAR PUBLISHERS, INC	178.20	Title 1 - Excel Math
20131011	BRENNER, DEBBIE	PEPPER DRIVE	BEST BUY 00013862	179.39	General - DVD players
20131028	BRENNER, DEBBIE	PEPPER DRIVE	DOLRTREE 4458 00044586	32.31	Donations - Red Ribbon Week ribbons
20131030	BRENNER, DEBBIE	PEPPER DRIVE	AMAZON.COM	65.30	Title - Reading
				882.70	
20131020	BROGAN-BARANSKI, K	CARLTON OAKS	SSI*EPSCC	103.11	Wordly Wise Literature books for 7th grade
20131020	BROGAN-BARANSKI, K	CARLTON OAKS	LEARNING A-Z	299.85	On-line instructional reading materials for students
20131021	BROGAN-BARANSKI, K	CARLTON OAKS	WESTIN	16.50	Lodging fee for 2nd grade teachers to attend Daily 5 in-service
20131021	BROGAN-BARANSKI, K	CARLTON OAKS	WESTIN	127.05	Lodging fee for 2nd grade teachers to attend Daily 5 in-service
20131027	BROGAN-BARANSKI, K	CARLTON OAKS	SEARS.COM 9301	41.03	Repair piece for heavy duty paper punch
20131028	BROGAN-BARANSKI, K	CARLTON OAKS	AMAZON MKTPLACE PMTS	95.92	Head phones for the school computer lab
				683.46	
20131002	GRIFFIN, DEBRA	TRANSPORTATION	KNIGHT PRODUCTS GROUP	133.92	Cleaner for parts washer.
				133.92	
20131021	HECK, TERRY	CARLTON HILLS	LOWES #01661*	38.82	Light purchased for our Conference room which was returned
20131023	HECK, TERRY	CARLTON HILLS	AMAZON.COM	25.90	Light for Conference Room 3
20131027	HECK, TERRY	CARLTON HILLS	LOWES #01661*	(38.82)	Credit for previous purchase of light for Conf. Rm. 3
20131029	HECK, TERRY	CARLTON HILLS	ALBERTSONS #6741	23.14	Food/Snacks for Common Core Parent meetings
20131029	HECK, TERRY	CARLTON HILLS	ALBERTSONS #6741	12.78	Food/Snacks for Common Core Parent meetings.
				61.82	
20131016	HICKS, TYLENE	CARLTON HILLS	THE WEBSTRAURANT STORE	69.37	Patrol/Campus Aid Safety Vests
				69.37	
20131006	HOOKS, TED A	CAJON PARK	AMAZON.COM	150.12	Materials for light-stimulation area in SPED classroom (donations)
20131013	HOOKS, TED A	CAJON PARK	T-SHIRT WHOLESAL MART	330.27	Kinder-Corner T-shirts (donations)
20131016	HOOKS, TED A	CAJON PARK	LOWES #01661*	43.23	Power strips for computer lab (donations)
20131017	HOOKS, TED A	CAJON PARK	RALPHS #0220	83.26	Food for CCSS Parent Night (donations)
				606.88	

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PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20131002	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON.COM	500.70	Number Talks: Helping Children Build Mental Math and Computation Strategies, K-5. 10 Books.
20131002	JOHNSTON,ANDREW	CHET F. HARRITT	EDUCATION WEEK	39.00	Subscription to Education Week.
20131002	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON MKTPLACE PMTS	461.45	I-pad Covers
				1,001.15	
20131003	JOINER,KRISTIE L	PEPPER DRIVE	AWL*PEARSON EDUCATION	420.16	Title 1 -Envision math
20131014	JOINER,KRISTIE L	PEPPER DRIVE	SAGE PUBLICATIONS INC.	89.54	Title 1 - Reading
20131016	JOINER,KRISTIE L	PEPPER DRIVE	READ NATURALLY INC	73.04	Title 1 - Reading
20131027	JOINER,KRISTIE L	PEPPER DRIVE	AMAZON.COM	65.20	Title 1 - Reading headphones
20131028	JOINER,KRISTIE L	PEPPER DRIVE	WAL-MART #3516	118.53	General -incentives for SE class
20131028	JOINER,KRISTIE L	PEPPER DRIVE	BED BATH & BEYOND #212	16.09	General - Items for SE class
				782.56	
20131014	LINDSAY,JERELYN	SYCAMORE CANYON	WAL-MART #5140	41.57	Coffee pots and water for CCSS meetings
20131015	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	21.41	Professional Development books for staff
20131015	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON.COM	93.16	Professional Development books for staff
20131020	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	110.95	Non-fiction videos for library
20131020	LINDSAY,JERELYN	SYCAMORE CANYON	WALMART.COM	77.85	Tubs for organization of book room
20131024	LINDSAY,JERELYN	SYCAMORE CANYON	SUBWAY 00507574	50.00	CCSS Parent mtg drawing
				395.04	
20131017	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	30.05	Extension cord, VGA Cable, Hook and Loop Tape
20131017	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	STAPLES 00102655	112.31	Toner Cartridge
20131021	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	LAPTOP SCREEN.COM	63.94	LCD Screen Replacement
20131021	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *PARTNERS	59.78	Lenovo Keyboard
				266.08	
20131013	MARTIN,SUZANNE	CAJON PARK	ORIENTAL TRADNG CO	107.99	Student Recognition- Trimester Honor Roll Intermediate Activity- SLIB
20131027	MARTIN,SUZANNE	CAJON PARK	ALBERTSONS #6727	214.92	Fieldtrip cost (Kindergarten fieldtrip to Albertsons)- Donations
				322.91	
20131003	MCCOLL,LISA	HILL CREEK	REI*GREENWOODHEINEMANN	422.46	Units of study for writing instruction
20131013	MCCOLL,LISA	HILL CREEK	SCRIPPS SPELLING BEE	120.00	Registration fee
				542.46	
20131003	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	SMARTNFINAL39810803989	145.76	Food - PD - 10/7/13 PD Day
20131013	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	ACT*CCSESA	375.00	Travel - PD - S. Pierce CISC Leadership Symposium, Monterey
20131021	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	FOOD4LESS #0345	10.07	Food - ERC/Admin - Instructional Team Training/Meeting
				530.83	
20131010	MICHEL,HOPE	SPECIAL EDUCATION	HAWTHORNE EDUCATIONAL	44.00	Psych - Testing Protooils
20131010	MICHEL,HOPE	SPECIAL EDUCATION	APL*APPLE ITUNES STORE	49.99	Articulation Station App for Student iPod
20131013	MICHEL,HOPE	SPECIAL EDUCATION	PRO ED INC	70.40	Books/Curriculum - Mod/Severe Classes (33.33%)
20131013	MICHEL,HOPE	SPECIAL EDUCATION	PRO ED INC	140.80	Books/Curriculum - Mild/Moderate Classes (66.67%)
20131024	MICHEL,HOPE	SPECIAL EDUCATION	THERAPY SHOPPE INC #3	188.03	OT Materials - Wedge and Cushions
20131027	MICHEL,HOPE	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	276.80	RSP - Testing Protocols
20131027	MICHEL,HOPE	SPECIAL EDUCATION	USPS 05702095524902264	9.20	Postage Stamps
20131029	MICHEL,HOPE	SPECIAL EDUCATION	THERAPY SHOPPE INC #3	51.78	CT - Therapy Pencils
				831.00	
20131010	MONTLER BONNER M	EDUCATIONAL SERVICES	DATA BLOCKS	540.00	Software Support License. Scannable forms solution Magenta suite.
				540.00	
20131007	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	ACE LOT 0150- HORTON	12.00	Event Parking
20131017	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	BASKIN #360081 Q35	22.99	Employee Recognition
20131028	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	OWW*ORBITZ.COM	6.99	Travel for ACSA Conference
20131029	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	AMERICAN AIRLINES	253.60	Travel for ACSA Conference
				295.58	
20131023	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	AMAZON.COM	132.38	Professional Development - Books
				132.38	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20131003	PROUTY,DANIEL J	CHET F. HARRITT	EINSTEIN BROS BAGELS33	14.65	Food for ELAC second language parent meeting.
20131004	PROUTY,DANIEL J	CHET F. HARRITT	BEST BUY MHT 00011452	21.59	External microphone for computer.
20131011	PROUTY,DANIEL J	CHET F. HARRITT	POSITIVE PROMOTIONS	63.90	Red Ribbon Week poster.
20131013	PROUTY,DANIEL J	CHET F. HARRITT	NIMCO INC	59.60	Wristbands for Red Ribbon Week.
20131016	PROUTY,DANIEL J	CHET F. HARRITT	RADIOHACK COR00130906	39.38	Audio plugs for AV sound system in library.
20131021	PROUTY,DANIEL J	CHET F. HARRITT	LAKESHORE LEARNING MAT	489.54	2 rolling backpack carts for primary classrooms.
20131022	PROUTY,DANIEL J	CHET F. HARRITT	AMAZON.COM	43.19	Computer external microphone.
				731.85	
20131006	REES,TAMMY	HILL CREEK	EINSTEIN BROS BAGELS33	14.65	Refreshments for ELAC meeting
20131011	REES,TAMMY	HILL CREEK	AMAZON MKTPLACE PMTS	34.50	Toner cartridge for fax machine
20131020	REES,TAMMY	HILL CREEK	AMAZON MKTPLACE PMTS	37.31	Disposable Food Preparation Gloves
20131027	REES,TAMMY	HILL CREEK	DOMINO'S 7708	81.54	Pizza party for Summer Reading Club
				168.00	
20131002	RIFFEL,MEREDITH	PUPIL SERVICES	WAL-MART #1917	17.28	Bubbles for Health Fair-Meredith
20131003	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	32.94	SLP materials-R. Pabis
20131003	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	77.22	SLP materials-R. Pabis
20131003	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	34.98	SLP materials-R. Pabis
20131003	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	17.39	SLP materials-R. Pabis
20131003	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	11.83	SLP materials-R. Pabis
20131004	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	78.63	Spec. Ed program for OT
20131004	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	6.54	SLP materials-R. Pabis
20131007	RIFFEL,MEREDITH	PUPIL SERVICES	PAYPAL *LEAHKUYPERS	44.04	Books for Special Ed
20131007	RIFFEL,MEREDITH	PUPIL SERVICES	PAYPAL *LEAHKUYPERS	44.04	Books for Special Ed
20131009	RIFFEL,MEREDITH	PUPIL SERVICES	SUPER DUPER PUBLICATIO	24.73	Game for Marion Rashap
20131010	RIFFEL,MEREDITH	PUPIL SERVICES	WAL-MART #1917	136.51	Materials for counselors
20131015	RIFFEL,MEREDITH	PUPIL SERVICES	SYNERGY ENTERPRISES, I	250.00	Registration fee for Meredith for DoDea Grant Award Mtg.
20131022	RIFFEL,MEREDITH	PUPIL SERVICES	DOLRTREE 3194 00031948	76.68	Materials for counselors
20131024	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON.COM	7.77	Book for Carrie Thompson
20131025	RIFFEL,MEREDITH	PUPIL SERVICES	OFFICE DEPOT #908	5.94	Supplies for SSP
20131031	RIFFEL,MEREDITH	PUPIL SERVICES	USPS 05702000734913463	19.95	Postage for grant
				887.17	
20131002	ROSA JIM	RIO SECO	OFFICE DEPOT #5125	97.19	Office Chair
20131009	ROSA JIM	RIO SECO	AMAZON MKTPLACE PMTS	28.12	Technology Equipment for Teacher
20131017	ROSA JIM	RIO SECO	DELL SALES & SERVICE	239.74	Replacement ink cartridges
20131018	ROSA JIM	RIO SECO	APEXLAMPS	263.29	Replacement lamps for projectors
				628.34	
20131015	SCHWELLER,JOHN	PUPIL SERVICES	SYNERGY ENTERPRISES, I	250.00	Registration for DODEA post award meeting for Grant evaluator
20131017	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	15.61	Materials for R. Pabis from LEA funds
20131018	SCHWELLER,JOHN	PUPIL SERVICES	KNOTT'S BERRY FARM HOTE	99.68	Hotel room for conference in LA for John Schweller
20131018	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	112.46	Materials for R. Pabis from LEA funds
20131020	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	219.99	App for A. Olson Ipad (Proloquo2Go)
20131020	SCHWELLER,JOHN	PUPIL SERVICES	PESICM)	199.99	Conference for Marian Rashap from earned LEA funds
				897.73	
20131003	SHEEN,KRISTINA D	OST PROGRAMS	OFFICE DEPOT #908	46.32	INSTRUCTIONAL SUPPLIES PS (32.52%)
20131003	SHEEN,KRISTINA D	OST PROGRAMS	OFFICE DEPOT #908	96.13	INSTRUCTIONAL SUPPLIES YALE (67.48%)
20131008	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	65.76	INSTRUCTIONAL SUPPLIES- PS
20131016	SHEEN,KRISTINA D	OST PROGRAMS	ORIENTAL TRADNG CO	93.00	Supplies (26.16%)
20131016	SHEEN,KRISTINA D	OST PROGRAMS	ORIENTAL TRADNG CO	236.49	Supplies (66.53%)
20131016	SHEEN,KRISTINA D	OST PROGRAMS	ORIENTAL TRADNG CO	26.00	Ases supplies (7.31%)
20131025	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	11.62	Supplies (15.22%)
20131025	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	64.73	Supplies (84.78%)
20131025	SHEEN,KRISTINA D	OST PROGRAMS	SPROUTS FARMERS MARK	209.34	Supplies
				849.39	
20131002	SIMPSON,DEBRA	RIO SECO	FOOD4LESS #0349	41.10	Refreshments for Parent Common Core Meetings
20131009	SIMPSON,DEBRA	RIO SECO	TEACHERSPAYTEACHERS	95.68	Common Core Materials
20131022	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	33.18	Teacher Materials
				170.16	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20131002	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	AMAZON.COM	73.95	Common Core English Language Arts in a PLC at Work, Grades K-2 (3 books)
20131002	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	VONS STORE00018978	13.49	Principals' Learning Walks
20131009	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	33.18	Replacement laptop battery for MacBook (Schulze)
20131009	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	50.28	3 AC power adapters for MacBook (Schulze)
20131009	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	HILTON HOTELS	286.66	eLearning Strategies Symposium lodging - one room (Boerman & Schipke) - 12/5 - 7/13
20131009	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	HILTON HOTELS	286.66	eLearning Strategies Symposium lodging - one room, Joe Kemery - 12/5 - 7/13
20131018	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	EVERNOTE.COM	10.00	Monthly online subscription for 4 classes - T. O'Connell, Freund, P. O'Connell, Hammack
20131021	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	APL*APPLE ITUNES STORE	84.66	Chet F. Harritt purchase: Incredifix Animation Studio software.
20131021	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	APL*APPLE ITUNES STORE	84.66	Chet F. Harritt purchase: Incredifix Animation Studio software.
20131027	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	AMAZON.COM	40.04	Apple Mini Display Port to VGA Adapter for Hammack
				<u>963.58</u>	
20131020	SPENCER,LAURA K	EDUCATIONAL SERVICES	RLI*RENAISSANCE LEARN	189.00	Additional Capacity for STAR testing - CO
20131030	SPENCER,LAURA K	EDUCATIONAL SERVICES	APL*APPLE ITUNES STORE	35.76	Explain Everything app for PA
20131030	SPENCER,LAURA K	EDUCATIONAL SERVICES	SMORE.COM	59.00	Newsletter web 2.0 tool for ERC to share CCSS PD w/district staff
				<u>283.76</u>	
20131001	VAIL,LINDA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	38.64	Frames for Recognition Awards
20131011	VAIL,LINDA	SUPERINTENDENT'S OFFICE	PAYPAL *KEBM INC	27.56	Board Recognition Award
20131013	VAIL,LINDA	SUPERINTENDENT'S OFFICE	CHILI'S SANTEE	20.71	Board Agenda Review Meeting w/President
20131016	VAIL,LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	7.59	Meeting Refreshments
				<u>94.50</u>	
				<u><u>16,682.50</u></u>	

Consent Item G.2.5. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
December 17, 2013

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of checks #22314 through #22318 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$871.51 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 G.2.5.
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SANTEE SCHOOL DISTRICT
 REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
11/12/13	22314	San Diego County Superintendent	CBO FORUM Karl Christensen	175.00
11/13/13	22315	Richard Spangler	Payroll Correction	473.59
11/19/13	22316	Damyn Bezeck	State Pre-School Fee Refund	18.45
11/21/13	22317	Vons	Lorene Foster Children's Fund	100.00
11/21/13	22318	Walmart	Lorene Foster Children's Fund	100.00

Total Checks Written \$867.04

Bank Fees 4.47

Total to be Reimbursed \$871.51

Consent Item G.2.6. Acceptance of Donations
 Prepared by Karl Christensen
 December 17, 2013

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support the Instructional Program: - Primary Reading Garden - Kindergarten Playground Equipment - Guided Reading Materials - Science Equipment - iPads for 3 rd Grade Classroom - EduDance for 5 th Grade - Themed Based Book Sets - Physical Education Materials - iPads for 2 nd Grade - Adapted PE Equipment and Fitness Book - Mad Science Workshops - UnoBook for Students	\$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$252.00 \$500.00 \$500.00	Santee School District Foundation	Cajon Park Carlton Hills Carlton Oaks Chet F. Harritt Hill Creek Pepper Drive PRIDE Academy Rio Seco Sycamore Canyon Sp. Ed Itinerant Prgm Santee Alt. School Santee Success Prgm
Funds Designated for Playground Equipment	\$147.24 \$264.40	Rubio's Panda Restaurant Group, Inc.	Carlton Hills School
Funds to Support Technology Materials and Supplies	\$600.00	Mission Gorge Development Co.	Chet F. Harritt School
Funds to Support the Instructional Program	\$163.00 \$222.00	Target – Take Charge of Education	Pepper Drive School Sycamore Canyon School
Funds to Provide 6 th Grade Camperships	\$1,700.00	PTA	PRIDE Academy
Funds to Support Language Learning Programs	\$1,590.00	Barona Band of Mission Indians	Santee Alternative School
TOTAL DONATIONS RECEIVED	\$14,938.64		

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The donations above are valued at \$14,938.64.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.2.6.
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BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.2.7.
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Consultant / General Service Provider Report
December 17, 2013

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Mad Science	General Service Provider	Mad Science Workshop	11/12/13	\$176.00 (not to exceed)	Santee Alternative School	Independent Contractor
Heritage Tours of San Diego	General Service Provider	Student Assembly	12/05/13	\$250.00 (not to exceed)	CP - Field Trip	Independent Contractor
Deaf Community Services of San Diego	Consultant	Signing Aide	07/07/14 - 06/30/14	\$32/hour; 3 Hrs/day; 108 days (not to exceed \$10,368.00)	Special Education	Independent Contractor
Laura Bueno	Consultant	Choir Direction for 4th Grade	10/10/13 - 12/20/13	\$1,000.00 (not to exceed)	PD - Donation Acct.	Independent Contractor
Laura Bueno	Consultant	Directing 3rd Grade Play	12/03/13 - 02/15/14	\$2,000.00 (not to exceed)	PD - Donation Acct.	Independent Contractor
Catherine Willams	Consultant	Math Professional Development	01/06/14 - 06/30/14	\$3,000.00 (not to exceed)	Educational Services - Professional Development	Employee
Kim Whitacre	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$825.00 (not to exceed)	Cajon Park	Employee
Amber Hobbs	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$491.00 (not to exceed)	Carlton Hills	Employee
DeAnna Tritthart	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$825.00 (not to exceed)	Carlton Oaks	Employee
Shannon Modica	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$650.00 (not to exceed)	Chet F. Harritt	Employee
Patty Pavlik-Clem	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$412.50 (not to exceed)	Hill Creek	Employee
Tammy Morgan	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$412.50 (not to exceed)	Hill Creek	Employee
Alisa Marrone	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$825.00 (not to exceed)	Pepper Drive	Employee
Fred Sibert	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$491.00 (not to exceed)	PRIDE Academy	Employee
Christine Hartpence	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$825.00 (not to exceed)	Rio Seco	Employee
Dejah Kielinen	Consultant	Arts Attack Coordinators	09/03/13 - 06/25/14	\$491.00 (not to exceed)	Sycamore Canyon	Employee

Consent Item G.2.8. Purchase of Delivery Truck for Child Nutrition
Prepared by Karl Christensen Services
December 17, 2013

BACKGROUND:

Over the last five years, the Child Nutrition Services Department (CNS) has increased the number of serving lines at school sites and this plan is expected to continue. This has increased the number of food cages / carts that need to be delivered by the Child Nutrition Delivery Drivers. Consequently, it is necessary to increase the size of one of the delivery trucks.

Currently, CNS deliver drivers use a 20' delivery truck and a 16' delivery truck. CNS would like to purchase an additional 20' truck to replace the 16' delivery truck. The 16' truck will be kept for other uses such as transporting equipment and recyclable (non-food) items.

RECOMMENDATION:

It is recommended that the Board of Education approve the purchase of a new delivery truck for Child Nutrition Services.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$69,335 from the Child Nutrition Services Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.2.8.
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Consent Item G.3.1. Approval of Nonpublic Master Contract with San Diego Center for Children for Residential Treatment Center Services and Nonpublic School Services

Prepared by Dr. Stephanie Pierce
December 17, 2013

BACKGROUND:

At times, students with disabilities also demonstrate significant mental health needs. These students may require enrollment in a Residential Treatment Center (RTC) and nonpublic school (NPS) due to their need for intensive mental health intervention and to demonstrate educational progress.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Master Contract with San Diego Center for Children (RTC) and San Diego Center for Children Academy (NPS) for one student for the term of January 1, 2014 through June 30, 2014. The Nonpublic Master Contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

RTC/Nonpublic School	Number of Students	Duration of Service	Cost per Month/Day	Total Cost
San Diego Center for Children (RTC)	1 student	6 months	\$9669 monthly	\$58,014
RTC Mental Health Services	1 student	128 days	\$138	\$17,664
San Diego Center for Children Academy (NPS)	1 student	113 days, includes ESY instruction	\$166.20 daily	\$18,781
GRAND TOTAL				\$94,459

Based on East County SELPA funding priorities for students with mental health needs, the RTC costs of \$75,678 are anticipated to be covered in full through Prop 98 and Federal IDEA mental health funding sources.

STUDENT ACHIEVEMENT:

Some students require alternative settings and mental health intervention to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.3.1.

Consent Item G.4.2. Adoption of Resolution No. 1314-11 to Reduce and/or Eliminate Vacant Classified Non-Management Positions

Prepared by Tim Larson
December 17, 2013

BACKGROUND:

It has been determined that work hours for a vacant classified non-management position in the Out-of-School Time Programs (OST) will need to be reduced before posting as an open position due to fluctuating enrollment at Carlton Hills OST site.

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

Because all of the positions are currently vacant, no employees will be affected as a result of the reductions and/or eliminations. Administration has brought forward the following recommendation to the Board.

RECOMMENDATION:

Administration recommends that the Board of Education approve the reduction and/or elimination of the following positions effective December 18, 2013:

- Reduce one (1) vacant OST Assistant Site Leader position at Carlton Hills from 5.75 to 5.25 FTE per day
- Eliminate one (1) vacant 6.0 FTE OST Site Lead position at Chet F. Harritt
- Eliminate one (1) vacant 3.5 FTE OST Project SAFE Assistant position at Carlton Oaks

FISCAL IMPACT:

The annual savings to the OST fee-based program as a result of the adjustments will be \$53,699.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item G.4.2.

**SANTEE SCHOOL DISTRICT
Resolution No. 1314-11**

**REDUCE and/or ELIMINATE VACANT
CLASSIFIED NON-MANAGEMENT POSITIONS**

WHEREAS, it has been determined that work hours for a vacant classified non-management position in the Out-of-School Time Programs (OST) will need to be reduced before posting as an open position due to fluctuating enrollment at Carlton Hills OST site; and

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

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

NOW, THEREFORE, BE IT RESOLVED that as of the 17th day of December 2013, the Governing Board of Santee School District approved to reduce and/or eliminate the following vacant positions effective December 18, 2013:

- Reduce one (1) vacant OST Assistant Site Leader position at Carlton Hills from 5.75 to 5.25 FTE per day
- Eliminate one (1) vacant 6.0 FTE OST Site Lead position at Chet F. Harritt
- Eliminate one (1) vacant 3.5 FTE OST Project SAFE Assistant position at Carlton Oaks

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

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 17th day of December 2013, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 12/17/13

Clerk, Board of Education

Consent Item G.4.3.
Prepared by Tim Larson
December 17, 2013

Approval of Appointment of Executive Assistant

BACKGROUND:

After a comprehensive search a successful candidate for the Executive Assistant position has been selected. The person being recommended is Sarah Swan.

RECOMMENDATION:

Administration recommends the Board of Education approve the employment of Sarah Swan to fill the Executive Assistant Position effective January 6, 2014, pending completion of all pre-employment requirements.

FISCAL IMPACT:

Placement at step 1 of the salary schedule results in an annual salary of \$68,748.00. Benefits, PERS, and other costs total \$21,659.09, resulting in a total annual compensation of \$90,407.

STUDENT ACHIEVEMENT IMPACT:

Continuity in the superintendent's office is important to support all programs within the Santee School District.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.4.3.

DISCUSSION AND/OR ACTION ITEMS Item H.

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 H.

Prepared by Stephanie Pierce
December 17, 2013

BACKGROUND

From data gathered during our recent strategic planning process and from parental feedback during student enrollment, families in Santee School District have expressed an interest in foreign language opportunities for their children. For the past eight years, a Spanish I class for grade eight students has been offered in Santee School District at one school. Students who pass this course may enter Spanish II at any school in the Grossmont Union High School District.

In addition to this language opportunity for grade eight students, the Strategic Action Plan Committee for Foreign Language is interested in developing a Spanish dual immersion program for Santee School District students, beginning in Kindergarten. Language acquisition research indicates that teaching children another language before they have fully developed their primary language is the best acquisition model. Students in dual immersion programs have also received additional educational benefits besides fluency in another language; literacy in the child’s primary language has also increased.

At the October 29, 2013 Strategic Planning Leadership Team meeting, the team approved a survey for parent input into Foreign Language Program options. Since that Strategic Planning Leadership meeting, the committee created and disseminated a parent survey to over 6,500 students in Santee School District. Based on recent dual immersion survey results, school visitations, and continued research, the Strategic Action Planning Committee for Foreign Language is suggesting the Governing Board consider next steps toward beginning a one-way, Spanish dual immersion program in Santee School District for the 2014-2015 school year.

Program Design and Goals

Based on Santee School District’s student population and survey responses, the Strategic Action Planning Committee for Foreign Language suggests that the Governing Board consider a one-way, Spanish immersion program. One-way immersion is for students that are native English speakers.

After continued dual immersion school observations and research of dual immersion programs, particularly one-way immersion programs, the Strategic Action Planning Committee for Foreign Language is suggesting the following two options for immersion structure in grades K – 8.

Option 1: 50/50 one way model for a Spanish immersion program

Kindergarten – Eighth Grade	50% Spanish/50% English
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Option 2: 90/10 one way model for a Spanish immersion program

Kindergarten – First Grade	90% Spanish/10% English
Second Grade	80% Spanish/20% English
Third Grade	70% Spanish/30% English
Fourth Grade	60% Spanish/40% English
Fifth – Eight Grade	50% Spanish/50% English

Most elementary schools in San Diego County do not have the benefit of a K – 8 school structure. Beginning a dual immersion program in Santee School District will provide students with a long-term commitment to biliteracy and bilingualism. Based on this commitment, the following goals will be essential program outcomes:

- Students will become bilingual and biliterate in Spanish.
- Students will achieve at grade level in the content areas measured in both English and Spanish.
- Students will develop positive cross-cultural attitudes.

Program Location

Dual immersion programs need space to grow on a school campus as grade levels are added each year. Carlton Hills School has the smallest K – 6 student enrollment of all nine school sites and has the most number of empty classrooms in the District available for this program. The school is centrally located within Santee and is no further than four miles from any of the District schools.

Parent Communication – Program Information Meetings

Terry Heck, Principal of Carlton Hills School; Stephanie Pierce, Assistant Superintendent of Educational Services; and newly hired immersion teachers (if available) will be holding parent meetings. At these meetings, personnel will review the following highlights of dual immersion programs as well as enrollment procedures:

- Language acquisition research
- Bilingual and bi-literacy benefits in a global environment
- Program design (K – 8), expectations, and family commitment
- Student assessment

Program Evaluation

Besides student enrollment and continuance of students in the dual immersion program, other evaluation measures will help the Carlton Hills School staff determine if program goals are met:

- Pre and post family surveys regarding program goals, parent knowledge of immersion program research, and bilingual/biliteracy benefits in a global society
- Teacher and administrator observations
- Student assessment data

The Strategic Action Committee for Foreign Language suggested Option 1 for a 50/50 one-way model, Spanish dual immersion program beginning August 2014 for up to two kindergarten classes.

This evening, Terry Heck, Principal of Carlton Hills School, and Stephanie Pierce, Assistant Superintendent of Educational Services, will present information regarding the two options for a dual immersion program as part of the strategic action planning process.

RECOMMENDATION

This is an information item. Any action is at the discretion of the Board.

This recommendation supports the following District goal:

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

FISCAL IMPACT

Dual immersion classrooms require highly qualified teaching staff who are BCLAD credentialed and who are native or native-like Spanish speakers. Santee School District does not currently employ teachers who fit this criterion. The estimated cost in chart below also includes instructional materials.

During the first year of program operation, student enrollment may be solely based on intradistrict attendance, dependent on parent interest within Santee School District. If room permits, the District will allow interdistrict transfers which will help offset program expenditures due to the additional student enrollment/average daily attendance (ADA) in Santee School District.

While the dual immersion program will require long-term expenditures, it is expected that fewer students will choose to leave Santee School District for a dual immersion program outside the District.

The table below summarizes the estimated costs of a Dual Immersion program.

Option Description	Year 1		Year 5		Year 9 (Full Implementation)	
	Estimated Annual Net Cost	Estimated Cumulative Net Cost	Estimated Annual Net Cost	Estimated Cumulative Net Cost	Estimated Annual Net Cost	Estimated Cumulative Net Cost
Dual Immersion at one school with initial startup of 2 teachers in Grade K and subsequent grade added each year up through 8th Grade	129,878	129,878	315,304	1,107,724	433,219	2,725,843

STUDENT ACHIEVEMENT

Students in a dual immersion program, beginning in kindergarten, develop speaking and listening skills, reading and writing proficiency in two languages. This allows students to see their first language in a comparative perspective, in turn helping them analyze and refine their language use. In addition, research shows that not only do students in a dual immersion program perform at or above non-participating peers but they are also able to read and write at grade level in another language.

Discussion and/or Action Item H.1.2.

Strategic Plan Action Step:
Foreign Language Enrichment Program
2014-2015

Prepared by Stephanie Pierce
December 17, 2013

BACKGROUND

From data gathered during the last strategic planning process and from parental feedback during student enrollment, families in Santee School District have expressed an interest in foreign language opportunities for their children. For the past eight years, a Spanish I class for grade eight students has been offered in Santee School District. Students who pass this course may enter Spanish II at any school in the Grossmont Union High School District.

In addition to this language opportunity for grade eight students, administration, parents and the Strategic Action Planning Committee for Foreign Language is interested in developing a Foreign Language enrichment program for Santee School District students at specific grade levels.

At the October 29, 2013 Strategic Planning Leadership Team meeting, the team approved a survey for Foreign Language enrichment program data collection. Since that Strategic Planning Leadership meeting, administration created and disseminated a parent survey to over 6,500 students in Santee School District. Based on recent survey results and the strategic action planning committee for Foreign Language is recommending next steps toward beginning a Foreign Language Enrichment program in Santee School District for the 2014-2015 school year.

Based on Santee School District's survey responses, the Strategic Action Planning Committee for Foreign Language suggests that the Governing Board consider the following three options.

Option 1: Rosetta Stone incorporated into a 8th grade Junior High Elective period at each school.

Option 2: Hiring a Junior High BCLAD teacher to serve as a Foreign Language Teacher during the Junior High Elective period and teach academics during the other part of the day.

Option 3: Rosetta Stone is offered to middle school students through an afterschool program held once a week for an hour with a teacher stipend.

The Strategic Action Committee for Foreign Language suggested Option 1 for a Foreign Language enrichment class using Rosetta Stone as the curriculum in an Eighth grade elective class at each school.

This evening, Terry Heck, Principal of Carlton Hills School, and Stephanie Pierce, Assistant Superintendent of Educational Services, will present information regarding the three options for a Foreign Language enrichment program as part of the strategic action planning process.

RECOMMENDATION

This is an information item. Any action is at the discretion of the board.

This recommendation supports the following District goal:

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

FISCAL IMPACT

The table below provides the range of estimated costs depending on the option chosen.

#	Option Description	Estimated Annual Net Cost Year 1		Estimated Annual Net Cost Year 5		Total Cumulative Net Cost over Analysis Period	
		Per School (8)	District-Wide	Per School (8)	District-Wide	Per School (8)	District-Wide
1	Rosetta Stone incorporated into an 8th grade Junior High Elective period at each school	5,881	47,047	6,348	50,787	30,562	244,492
2	^Hire a Junior High BCLAD teacher at each school to serve as a Foreign Language Teacher during the Junior High Elective period and teach academics during the other part of the day	1,182	9,454	209	1,668	3,962	31,698
3	Rosetta Stone offered to middle school students through an afterschool program held once a week for an hour with a teacher stipend	7,121	56,971	7,700	61,597	37,038	296,305

^Assumes no additional teacher cost district-wide if Gen Ed teacher staffing ratios maintained and full implementation occurs over 3 years through attrition

STUDENT ACHIEVEMENT

Students in an enrichment program have the opportunity to develop initial skills in a Foreign Language prior to High School. This opportunity allows students to experience the foundational skills in a Foreign Language as an elective.

Motion: _____ Second: _____ Vote: _____

Agenda Item H.1.2.

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, 2013 for the Santee School District. The projection for the unrestricted General Fund includes a beginning balance of \$9,850,255, anticipated income of \$38,953,373, anticipated outgo of \$40,018,363, and a projected ending balance on June 30, 2014, of \$8,785,266. 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.

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 2013-14 fiscal year and two subsequent years.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed in the following chart:

Item	2012-13		2013-14		2014-15		2015-16	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	8,858,417	274,581	\$9,850,256	\$383,099	\$8,785,266	\$1,517,351	\$6,156,658	\$97,312
Audit Adjustments	0							
Total Income	\$37,606,326	\$8,217,929	\$38,953,373	\$8,647,027	\$39,943,500	\$7,167,890	\$41,346,757	\$7,167,890
Total Outgo	\$36,614,487	\$8,109,411	\$40,018,363	\$7,512,775	\$42,572,109	\$8,587,929	\$44,189,324	\$7,167,890
Change in Fund Balance	\$991,839	\$108,518	(\$1,064,990)	\$1,134,252	(\$2,628,608)	(\$1,420,039)	(\$2,842,568)	(\$0)
Ending Fund Balance	\$9,850,256	\$383,099	\$8,785,266	\$1,517,351	\$6,156,658	\$97,312	\$3,314,090	\$97,312
Undesignated/Unappropriated	\$7,575,593	\$0	\$6,749,484	\$0	\$4,008,401	\$0	\$1,157,722	\$0
Economic Uncertainty Reserve	\$1,341,717		\$1,425,934		\$1,534,801		\$1,540,716	
Fund 17 Reserve	\$2,862,076		\$2,871,006		\$2,888,232		\$2,905,562	
Total Reserves	\$11,779,386		\$11,046,425		\$8,431,435		\$5,604,000	
Reserve as % of Expenditures	26.34%		23.24%		16.48%		10.91%	

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item H.2.1.
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Discussion and/or Action Item H.2.2. Approval of Monthly Financial Report
Prepared by Karl Christensen
December 17, 2013

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period October 1, 2013 through October 31, 2013 prepared on a cash and modified accrual basis and includes the District's revenue, expenditure, and cash activities.

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$8,034,933; cash receipts of \$2,918,805; and disbursements of \$4,647,468 are reflected for the period of October 1, through October 31, 2013 resulting in an ending cash balance of \$6,306,269 as of October 31, 2013.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item H.2.2.
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Monthly Financial Report - October

1

CASH REPORT FOR OCTOBER

		Actual	Projected*
Beginning Cash Balance as of October 1, 2013		\$8,034,933	\$8,034,933
INCOME			
<hr/>			
A. Local Control Funding Formula			
State Aid	\$ 1,416,794		
Property Taxes	\$ 131,414		
		1,548,208	
B. Federal Income			
Federal Funding	60,963		
		60,963	
C. State Income			
Categorical Funding	483,387		
Lottery	302,683		
		786,070	
D. Local Income			
Other Local Income	116,983		
Spec Ed	246,973		
Interest	5,452		
		369,408	
E. Due to/Due from other funds		154,156	
F. Debt Proceeds		-	
TOTAL INCOME		\$2,918,805	\$2,918,805
Beginning Balance Plus Income		\$10,953,738	\$10,953,738
DISBURSEMENTS			
<hr/>			
G. Commercial Warrants	\$ 681,664		
H. Payroll Warrants	2,989,241		
I. Statutory Employee Benefits	548,162		
J. Health & Welfare	203,141		
K. Other Outgo	75,740		
L. Interfund Borrowing Out	149,520		
M. Budget Adjustments			
TOTAL DISBURSEMENTS		\$4,647,468	\$4,647,468
Ending Cash Balance as of October 31, 2013		\$6,306,269	\$6,306,269

* Based on Cash Flow Projection updated for First Interim FY 2013-14

**Budget Revisions
Through October 31, 2013
2013-14 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	9,850,255	383,099	10,233,355
Estimated Income	34,762,189	12,838,210	47,600,399
Estimated Expenditures	35,827,179	11,703,958	47,531,137
Change in Fund Balance	(1,064,990)	1,134,252	69,262
Projected Ending Fund Balance	8,785,265	1,517,351	10,302,617
Less: Restricted Program Carryovers	-	1,517,351	1,517,351
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	28,440	-	28,440
Less: Assigned Vacation Carryover	190,538	-	190,538
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	1,425,934	-	1,425,934
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	6,749,484	-	6,749,484
Fund 17 Projected End of Year Balance	2,871,006	-	2,871,006
Projected Reserves	11,046,424	-	11,046,424
As a % Estimated Expense Total	23.24%		
* Projected Reserve % 2014-15	16.48%		
* Projected Reserve % 2015-16	10.91%		

* Based on most recent Multi-Year Projection at First Interim FY 2013-14

Discussion and/or Action Item H.2.3.
Prepared by Karl Christensen
December 17, 2013

Purchase of Lucid Building Dashboard Web-
Based Software Using Proposition 39 Planning
Funds

BACKGROUND:

Proposition 39, approved by the voters November 6, 2012, closes a tax loophole for out of state corporations doing business in California and is expected to generate approximately \$550 million in additional tax revenue annually. The revenue is to be used for clean energy and energy efficiency initiatives.

The State’s plan for use of these funds involves distribution of the funds to school districts on a per ADA basis over a 5-year period. The allocation for Santee for 2013-14 is \$284,271, of which up to \$130,000 can be used for planning purposes. Part of the planning process for use of Prop 39 funds involves the accumulation and analysis of usage data in order to identify buildings and sites where energy efficiency measures could be most beneficial.

During the recent Save-A-Tree Energy Challenge, the Lucid Building Dashboard web-based software was used by all schools to monitor their usage and conservation efforts. In addition, this software has been installed at Hill Creek since the inception of the solar shade structures. The software is user-friendly and extremely useful in building awareness of electricity usage and altering behavior.

Administration recommends purchase of the software using Prop 39 planning funds. Lucid presented a proposal for a one-time cost of \$59,586 for a 5-year software license with all setup and integration.

RECOMMENDATION:

It is recommended that the Board of Education approve the purchase of Lucid Building Dashboard software using Proposition 39 planning funds.

This recommendation supports the following District goal:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$59,586 from Proposition 39 planning funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item H.2.3.
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PROPOSAL

Lucid's **BuildingOS®** connects all meters, devices, and systems across your portfolio of buildings and provides you with a low-cost, cloud-based meter data management platform. BuildingOS is designed for everyone. The intuitive user interface gives occupants, managers, engineers, and sustainability teams access to the analytics, data visualization, and communication tools necessary to effectively manage and reduce consumption and identify energy efficiency opportunities.

This Proposal includes pricing for all software, hardware, data integration, service, and support for the proposed BuildingOS solution. For more information, please contact your Lucid salesperson below.

Client	Santee School District	One-time setup & integration	\$28,625
Project Name	Project 2 - 8 Sites	5 Year(s) Software License	\$30,598
Date	Nov 5, 2013	Hardware	\$363

Prepared by **Kevin Burns**
 619.804.3966
kevin@luciddg.com

GRAND TOTAL > **\$59,586.00**

TIMEFRAME

- Presentation/demo** ✓
- Scope of work defined** ✓
- Proposal sent** ✓
- Budget approval**
- Contract execution**
- Desired go-live**

buildingOS
buildingdashboard

Valid through Dec 31, 2013

buildingOS



Self managed: create facilities, commission meters, work with data.



150+ supported system integrations. ConnectNow™ self-commissioning.



Cloud-based meter data management.



Define who has access to which buildings and in what capacity.



Bring all of your facilities online and leverage low-cost metering.



Connect all building systems: sub-meters, BMS, renewables, lighting.



Track and report waste and recycling data. Enter and report bills.



Robust, yet easy-to-use analytics and reporting.

SOFTWARE SET-UP

	Quantity	List Price	Qty. Price	Total
Each manual building	0	\$250	\$250	\$0
Each real-time building ¹	15	\$1,000	\$775	\$11,625
Additional metering points	0	\$100	\$100	\$0

¹ Initial software set-up of real-time buildings includes set-up of up to 5 real-time metering points.

INTEGRATION

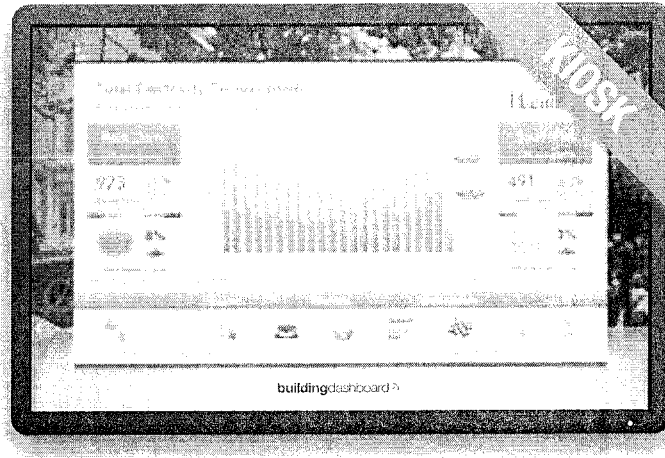
	Quantity	Price	Total
First data service integration	1	\$5,000	\$5,000
Additional data service integrations	0	\$2,500	\$0

SET-UP & INTEGRATION TOTAL >

\$16,625

BuildingOS Project Information Page

buildingdashboard KIOSK



Visible, accessible, and engaging. Building Dashboard® Kiosk, add-on software packages for BuildingOS, provides an engaging, interactive experience on touchscreen kiosk displays. This packages includes customization and branding.



Engage occupants, tenants, and visitors



Express consumption in different unit equivalents



Display resource use with interactive graphs & gauges



Display current weather conditions and events



Run energy reduction competitions



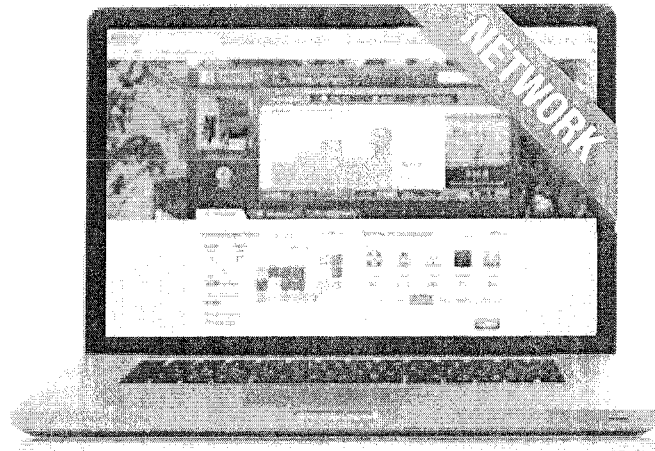
Showcase green features and LEED® credits

DASHBOARD SETUP & CUSTOMIZATION

	Included	Price	Total
Building Dashboard Kiosk	<input checked="" type="checkbox"/>	\$4,950	already purchased
Additional Building Dashboard Kiosks	8	\$1,500	\$12,000

* Discounts apply when purchased together with Building Dashboard Network

buildingdashboard NETWORK



Engage, educate, motivate, and empower. Building Dashboard® Network, add-on software packages for BuildingOS, provides an engaging, interactive experience on personal computers and the web. A rich set of features enables students, employees, and the general public to interact with your entire building portfolio.



Create multi-building comparisons across a campus or region



Track performance against goals and budgets



Leverage real-time feedback to drive behavioral and operational efficiency



Compete beyond your campus with organizations across the country



Showcase sustainability initiatives and success stories



Highlight renewables and track system performance and payback



Display detailed consumption breakdowns of sub-metered loads



Track and report waste diversion and reduction rates

DASHBOARD SETUP & CUSTOMIZATION

	Included	Price	Total
Building Dashboard Network	<input checked="" type="checkbox"/>	\$7,500	\$0

* Discounts apply when purchased together with Building Dashboard Kiosk

SOFTWARE LICENSE

SOFTWARE LICENSE

	Quantity	List Price	Qty. Discount	Total
BuildingOS - Real-time Edition	15 buildings	\$600	\$516	\$7,740.00
BuildingOS - Analytics Edition	0 buildings	\$960	\$826	FREE- \$4,650 Value
Building Dashboard*	site-wide	\$1,500	FREE	\$0.00

* Projects with 5 or more buildings receive a discount on their Building Dashboard license

LICENSE TERM

	Selected	Term Discount	Total
1-Year License	<input type="checkbox"/>	0%	\$7,740
2-Year License	<input type="checkbox"/>	0%	\$15,480
3-Year License	<input type="checkbox"/>	10%	\$20,898
5-Year License	<input checked="" type="checkbox"/>	20%	\$30,960



All packages include phone & email support and automatic software updates.

Term Length	5 Year(s)
Term Discount	20%
Estimated existing Software License credit ¹	\$362

SOFTWARE LICENSE TOTAL > **\$30,598.00**

1. This amount may vary based on project configuration.

HARDWARE

Hardware is often required to act as a bridge between the End User's building automation system (BAS) and/or meters and Lucid's hosted back-end, securely pushing data to BuildingOS. If no BAS or metering exists, plug-and-play, Internet-enabled data loggers and easy-to-install electrical meters can be installed.

METERS & INTEGRATION HARDWARE

	Quantity	Price	Total
Meter Acquisition Gateway (Pulse + Modbus) (up to 8 pulse meters and 31 Modbus devices)	0	\$1,850	\$0
Meter Acquisition Gateway (Modbus) (up to 32 Modbus meters)	0	\$1,200	\$0
Meter Acquisition Gateway (Pulse) (up to 4 pulse meters)	0	\$850	\$0
Rain Forest Automation - Eagle (Must have local utility HAN capability)	15	\$100	FREE
Electric Meter (Small) (includes 3 CTs and a Modbus interface, up to 800A)	0	\$850	\$0
BuildingOS Metering Package (Split Core) (up to 1500A, Meter, Meter Gateway and 3 Split Core CTs)	0	\$1,400	\$0
BuildingOS Metering Package (Rope CTs) (up to 2500A, Meter, Meter Gateway and 3 rope CTs)	0	\$1,800	\$0

* All metering packages require installation by a certified electrician

TOUCHSCREEN KIOSK PACKAGES

	Quantity	Price	Total
32" ELO LCD Touchscreen Package	0	\$4,250	\$0
42" ELO LCD Touchscreen Package	0	\$5,250	\$0
46" ELO LCD Touchscreen Package	0	\$6,250	\$0

* All touchscreen packages include touchscreen, integrated PC, and tilting wall mount.

HARDWARE TOTAL >

\$0.00

SUMMARY

SOFTWARE SET-UP & INTEGRATION

BuildingOS	\$11,625
Building Dashboard	\$12,000
Data service integrations	\$5,000
SET-UP & INTEGRATION TOTAL >	\$28,625

HARDWARE

All hardware	\$0
Sales tax	\$88
Shipping & handling	\$275
HARDWARE TOTAL >	\$363

SOFTWARE LICENSE

Software license	\$38,700
<i>Term length</i>	5 Year(s)
<i>Term discount</i>	20%
<i>Estimated existing Software License credit¹</i>	\$362
SOFTWARE LICENSE TOTAL >	\$30,598

GRAND TOTAL > **\$59,586.00**

Please remit payment to:

Lucid Design Group, Inc.
c/o Marble Bridge Funding Group, Inc.
P.O. Box 8195
Walnut Creek, CA 94596
Attn: Operations

Or, pay using your credit card.



Lucid, Project, Projector, Team

THANK YOU

NOTES

¹ The actual amount of this credit will be calculated based on contract effective date (or purchase order date if no contract is used) for this project. The estimate provided assumes that this date is 30 days from the date on the proposal. Details:

Contract effective date / P.O. date		11/28/2013					
License Name	# buildings covered	\$/year	\$/year including discount	end date	# overlapping days	credit type	credit amount
Hill Creek - License 2	1	\$500	\$400	9/1/2015	396	final	\$362

TERMS & CONDITIONS

Software license term starts on the contract effective date or, if no contract is used, the purchase order date.

Client must provide written notice to Lucid of its intent to discontinue Service not less than thirty (30) days before the anniversary of the Independent Contractor Agreement Effective Date (new clients) or Purchase Order (P.O.) Date (existing clients).

Touchscreen on-site exchange program is available only in continental U.S.

For existing customers, billing terms for this project will be those specified in the Independent Contractor Agreement unless otherwise noted. Client shall pay all shipping charges and agrees that all hardware shall be shipped FOB shipping point. Additional insurance for shipping is available to Client at cost. Any shipping terms listed on Client's purchase order shall be of no force and effect.

Software prices are valid for 30 days from the date on this document. Thereafter, software prices are subject to change without notice to you. Hardware prices, including touchscreen packages, are subject to change at any time without notice.



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Lucid Design Group, Inc. | 11/28/2013

BOARD POLICIES AND BYLAWS Item I.

Agenda Item I.

BACKGROUND:

Recent changes in law require school district governing boards to adopt new procedures to prequalify bidders for public projects that use funds received under the Leroy F. Greene School Facilities Act or from future state school bonds involving projected expenditures of \$1 million or more. The changes are effective for contracts awarded on or after January 1, 2014.

Assembly Bill (“AB”) 1565 which amended the California Public Contract Code, mandated that governing boards require prospective bidders to complete and submit a standardized prequalification questionnaire and financial statement, verified under oath. Previously, districts could decide for themselves whether they would require a standardized questionnaire and/or financial statement. Neither the questionnaires, nor the financial statements are considered public records and they are not open to public inspection.

Boards must also adopt and apply a uniform system of rating bidders on the basis of the completed questionnaires and financial statements. The questionnaires, financial statements and rating system must cover, at a minimum, all of the issues included in the standardized questionnaire and model guidelines for rating bidders developed by the Department of Industrial Relations (DIR).

Under AB 1565, districts are precluded from accepting bids from any bidder that did not submit prequalification documents at least 10 business days before the date fixed for the public opening of sealed bids or from a bidder that has not been prequalified for at least five business days prior to that date. For purposes of the new law, a “bidder” includes the general contractor and, if used, all electrical, mechanical, and plumbing subcontractors. AB 1565 does not preclude governing boards from prequalifying or disqualifying a subcontractor.

If a public project covered by AB 1565 includes electrical, mechanical, or plumbing components that will be performed by electrical, mechanical or plumbing contractors, the governing board must prepare a list of its prequalified electrical, mechanical, and plumbing subcontractors (in addition to general contractors). The list must be available to all bidders at least five business days before the date fixed for public opening of sealed bids.

Governing boards may establish a process for prequalifying prospective bidders subject to AB 1565 on a quarterly or annual basis. A prequalification is valid for one calendar year.

The revisions to Board Policy 3311 address the changes to prequalification procedures required by AB 1565. The revisions also bring this policy into alignment with CSBA's template provided through the GAMUT system.

RECOMMENDATION:

This is the First Reading for Revised Board Policy 3311. No action is requested at this time.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

None at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item 1.1.1.
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BIDS

~~In order to ensure transparency and the prudent expenditure of public funds, the Governing Board shall award contracts in an objective manner and in accordance with law. District equipment, supplies, and services shall be purchased using competitive bidding when required by law or if the Board determines that it is in the best interest of the district to do so.~~

~~In regular bidding circumstances for equipment, supplies, and services, the amount by which contracts shall be competitively bid shall escalate automatically based upon the annual adjustment by the Superintendent of Public Instruction.~~

~~For Public Works Projects, at the Governing Board's discretion, competitive bids may be sought through advertisement for contracts exceeding the amount delineated by the administrative regulation accompanying the Board policy (Government Code 53060, Public Contract Code 20111) The Governing Board is committed to promoting public accountability and ensuring prudent use of public funds. In leasing or purchasing equipment, materials, supplies, or services for the district and when contracting for public projects involving district facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the district, such leases and purchases shall be made using competitive bidding or, in lieu of competitive bidding, by informal bidding procedures under the Uniform Public Construction Cost Accounting Act (Section 22000, et seq. of the Public Contract Code).~~

~~The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements; and for using informal bidding procedures under the Uniform Public Construction Cost Accounting Act (Section 22000, et seq. of the Public Contract Code).~~

~~No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20111-20118.4. (Public Contract Code 20116)~~

~~When calling for bids, the Superintendent or designee shall ensure that the bid specification clearly describes in appropriate detail the quality, delivery, and service required and includes all information which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.~~

~~The Superintendent or designee shall develop the procedures to be used for rating bidders for award of contracts which, by law or Board policy, require prequalification. The procedures shall identify a uniform system for rating bidders and shall address the issues covered by the standardized questionnaire and model guidelines developed by the Department of Industrial Relations pursuant to Public Contract Code 20101.~~

BIDS (continued)

Except as authorized by law and specified in the administrative regulation, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

~~Bid specifications shall be carefully designed and shall describe in detail the quality, delivery, and service required.~~

~~To assist the district in determining whether bidders are responsible, the Board may require prequalification procedures as allowed by law and specified in administrative regulation.~~

~~In certain circumstances allowed by law, the Board may use a Request for Qualifications (RFQ) or Request for Proposal (RFP) process or may approve use of an alternative delivery method for public works projects such as Lease/Leaseback and/or Design Build. In these cases, the Board shall approve use of a best value competitive process and shall publicly enumerate the pre-determined criteria, including price and non-price factors, to be used for evaluating submittals and selecting a vendor.~~

~~The Superintendent or designee shall ensure that the award/selection process:~~

- ~~1. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration;~~
- ~~2. Complies with Government Code 87100 by ensuring district officials excuse themselves from participation in a particular procurement process or decision to award a contract if he/she knows, or has reason to know, he/she has a financial interest in, or has a relationship with, the person or business entity seeking a contract.~~

Legal Reference: (see next page)

BIDS (continued)

Legal Reference:

EDUCATION CODE

17070.10-17079.30 Leroy F. Greene School Facilities Act

17406 Lease-leaseback contract

17595 Purchases through Department of General Services

17602 Purchase of surplus property from federal agencies

38083 Purchase of perishable foodstuffs and seasonable commodities

38110-38120 Apparatus and supplies

39802 Transportation services

GOVERNMENT CODE

4217.10-4217.18 Energy conservation contracts

4330-4334 Preference for California-made materials

6252 Definition of public record

53060 Special services and advice

54201-54205 Purchase of supplies and equipment by local agencies

87100 Conflict of Interest

PUBLIC CONTRACT CODE

1102 Emergencies

2000-2004.2 Responsive bidders

3000-3010 Roofing projects

3400 Bids, specifications by brand or trade name not permitted

3410 United States produce and processed foods

6610 Bid visits

12200 Definitions, recycled goods, materials and supplies

20101-20103.7 public construction projects, requirements for bidding

20103.8 Award of contracts

20107 Bidder's security

20111-20118.4 Contracting by school districts

20189 Bidder's security, earthquake relief

22002 Definition of public project

22030-22045 Alternative procedures for public projects (UPCCAA)

22050 Alternative emergency procedures

22152 Recycled product procurement

COURT DECISIONS

Los Angeles Unified School District v. Great American Insurance Co., (2010) 49 Cal.4th 739

Great West Contractors Inc. v. Irvine Unified School District, (2010) 187 Cal.App.4th 1425

Marshall v. Pasadena USD, (2004) 119 Cal.App.4th 1241

Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449

City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 1 (2006)

Management Resources:

WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

Prepared by Tim Larson
December 17, 2013

BACKGROUND:

Due to increased prominence of tobacco related products, administration is bringing revisions to Board Policy 5131.62, Tobacco, to include additional language from CSBA. All additional CSBA language is underlined.

Administration has also added with or without nicotine content to the language since the first reading.

RECOMMENDATION:

Administration recommends that the Board of Education approve the revisions for Board Policy 5131.62.

FISCAL IMPACT:

There will not be an additional fiscal impact to the general fund as a result of this item.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

Motion: _____ Second: _____ Vote: _____

Agenda Item I.2.1.

TOBACCO

The Governing Board recognizes that tobacco use presents serious health risks and desires to provide support and assistance in reducing the number of students who begin or continue to use tobacco. The Superintendent or designee shall establish a comprehensive program that includes consistent enforcement of laws prohibiting tobacco possession and use by students, tobacco-use prevention education, and intervention and cessation activities and/or referrals.

Prohibition Against Tobacco Use

Students shall not possess, smoke, or use tobacco, or any product containing tobacco or nicotine, while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. This prohibition does not include students' possession or use of their own prescription products. Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.

Students' possession or use of nicotine delivery devices, such as electronic cigarettes or hookah pens, with or without nicotine content, is also prohibited.

Intervention/Cessation Services

The district may provide or refer students to counseling, intensive education, and other intervention services to assist in the cessation of tobacco use.

Prevention Instruction

The district shall provide developmentally appropriate tobacco-use prevention instruction for students at selected grade levels from K-8. Such instruction shall be aligned with state content standards and the state curriculum framework for health education and with any requirements of state and/or federal grant programs in which the district participates.

Program Planning

The Superintendent or designee shall coordinate with the local health department and county office of education in program planning and implementation. He/she may establish an advisory council including students, parents/guardians, district staff, representatives of the local health department and community organizations, law enforcement professionals, and/or others with demonstrated expertise in tobacco prevention and cessation.

The Superintendent or designee also shall coordinate the district's tobacco-use prevention program with other district efforts to reduce students' use of illegal substances and to promote student wellness.

TOBACCO (continued)

The district's program shall be aligned with guidelines issued by the California Department of Education (CDE) and with federal Principles of Effectiveness described in 20 USC 7115. The Superintendent or designee shall:

1. Base the district's program on a thorough assessment of objective data regarding tobacco-use problems in district schools and the community

This assessment shall include an analysis of data regarding the incidence and consequences of tobacco use, an examination of existing efforts and activities in the community, and a determination of high-priority groups that are most in need of district services.

2. Establish a set of measurable goals and objectives and design the program to meet those goals and objectives
3. Design and implement the program based on scientific research or evaluation that provides evidence that the strategies will prevent or reduce tobacco use
4. Use the results of ongoing program evaluations to strengthen the program and refine program goals and objectives

Program Evaluation

To evaluate the effectiveness of the district's program and ensure accountability, the Superintendent or designee shall biennially administer the California Healthy Kids Survey to students at selected grade levels in order to assess student attitudes toward tobacco and student use of tobacco. He/she also shall annually report to the Board and the CDE on program activities, program expenditures, the number of individuals receiving each type of service or training, progress toward program goals and objectives, and other data required pursuant to Health and Safety Code 104450.

Legal Reference: (see next page)

TOBACCO (continued)

Legal Reference:

EDUCATION CODE

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

51202 Instruction in personal and public health and safety

60041 Instructional materials, portrayal of effects of tobacco use

HEALTH AND SAFETY CODE

104350-104495 Tobacco-use prevention education

PENAL CODE

308 Minimum age for tobacco possession

CODE OF REGULATIONS, TITLE 17

6800 Definition, health assessment

6844-6847 Child Health and Disability Prevention program; health assessments

UNITED STATES CODE, TITLE 20

7111-7117 Safe and Drug-Free Schools and Communities Act

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 8 (2005)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools: Kindergarten Through Grade Twelve, 2003

Getting Results: Part II California Action Guide to Tobacco Use Prevention Education, 2000

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Guidelines Related to School Health Programs to Prevent Tobacco Use and Addiction, 1994

WEST ED PUBLICATIONS

Guidebook for the California Healthy Kids Survey: 2008-2009 Edition, 2008

WEB SITES

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

California Department of Education, Tobacco-Use Prevention Education:

<http://www.cde.ca.gov/ls/he/at/tupe.asp>

California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Healthy Kids Survey: <http://www.wested.org/hks>

Centers for Disease Control and Prevention, Smoking and Tobacco Use: <http://www.cdc.gov/tobacco>

Safe and Healthy Kids Annual Report: <http://hk.duerrevaluation.com>

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

U.S. Surgeon General: <http://www.surgeongeneral.gov>

Policy adopted: August 17, 2010

Policy revised: _____

SANTEE SCHOOL DISTRICT

Santee, California

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item J.

Agenda Item J.

RECONVENE TO CLOSED SESSION (If Necessary) Item K.

The Board reserves the right to reconvene to closed session at the end of the open session if closed session matters have not been completed prior to the convening of the open session meeting.

RECONVENE TO PUBLIC SESSION Item L.

ADJOURNMENT Item M.