



# Santee School District

## SCHOOLS

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

## BOARD OF EDUCATION REGULAR MEETING AGENDA November 17, 2020

### District Mission

*Providing an extraordinary education in an inspiring environment with caring people*

In response to the Governor's Order regarding COVID-19, written notice is hereby given in accordance with Government Code Section 54956 that the following special meeting of the Board of Education of the Santee School District will be conducted virtually.

#### TO JOIN THE MEETING

[Click this link to join from a PC, Mac, iPad, iPhone, or Android](#) device or by phone: (669) 900-6833, Webinar ID: 893 8688 8773

#### FOR PUBLIC COMMENTS

[Click here to submit a public comment](#). All comments will be read by the meeting facilitator during the meeting and will be limited to five minutes.

**PUBLIC COMMENTS MUST BE RECEIVED BY TUESDAY, NOVEMBER 17, AT 6:00 PM**

Page #: 5

### A. OPENING PROCEDURES – 7:00 p.m.

1. Call to Order and Welcome
2. District Mission
3. Pledge of Allegiance
4. Approval of Agenda

### B. REPORTS AND PRESENTATIONS

1. Superintendent's Report  
  - 1.1. Developer Fees and Collection Report 7
  - 1.2. Use of Facilities Report 8
  - 1.3. Enrollment Report 9
  - 1.4. COVID-19 Update
  - 1.5. School Reopening Update
2. 2021-22 LCAP Timeline and Process 10

### C. PUBLIC COMMUNICATION

*During this time, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak were requested 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.*

<b>D.</b>	<b>PUBLIC HEARING</b>	12
1.	<b><u>Recycling of Obsolete Instructional Materials</u></b>	13
<b>E.</b>	<b>CONSENT ITEMS</b>	15
	<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. Requests-to-speak were requested in advance.</i>	
	<b>Superintendent</b>	
1.1.	<b><u>Approval of Minutes</u></b> It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	16
1.2.	<b><u>Establish Date and Time of Board of Education Annual Organizational Meeting</u></b> It is recommended that the Board of Education establish December 15, 2020, as the date for their annual organizational meeting.	23
1.3.	<b><u>Approval to Omit the January 5, 2021 Board of Education Meeting from the 2020 Board Meeting Calendar</u></b> It is recommended that the Board of Education approve to omit the January 5, 2021, meeting from the 2021 Board meeting calendar.	24
	<b>Business Services</b>	
2.1.	<b><u>Approval/Ratification of Travel Requests</u></b> It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	25
2.2.	<b><u>Approval/Ratification of Expenditure Warrants</u></b> It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of October 2020.	27
2.3.	<b><u>Approval/Ratification of Purchase Orders</u></b> It is recommended that the Board of Education approve and ratify purchase orders for the month of October 2020 as presented in the item.	29
2.4.	<b><u>Approval/Ratification of Revolving Cash Report</u></b> It is recommended that the Board of Education approve/ratify revolving cash checks as listed.	38
2.5.	<b><u>Acceptance of Donations, Grants, and Bequests</u></b> It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.	40
2.6.	<b><u>Approval/Ratification of General Services Agreements</u></b> It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.	41
2.7.	<b><u>Approval/Ratification of Agreements for Mileage Reimbursement In Lieu of District Transportation</u></b> It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.	42

- 2.8. **Approval of Agreement with DS&C to Serve as Dissemination Agent for Annual Continuing Disclosure and Debt Transparency Report Requirements Related to Long Term Debt** 43  
It is recommended that the Board of Education approve the agreement with DS&C to serve as dissemination agent for annual continuing disclosure and debt transparency report requirements related to Long Term Debt.
- 2.9. **Adoption of Resolution No. 2021-15 to Establish an Associated Student Body (ASB) Special Revenue Fund** 48  
It is recommended that the Board of Education Adopt Resolution No. 2021-15 to Establish an Associated Student Body (ASB) Special Revenue Fund.

### **Educational Services**

- 3.1. **Authorization to Sell/Dispose of Surplus Items** 50  
It is recommended that the Board of Education declare the described items as surplus and authorize the sale or disposal of them in accordance with the recommended terms.

### **Human Resource/Pupil Services**

- 4.1. **Personnel, Regular** 53  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. **Approval of Clinical Affiliation Agreement between California State University, Fullerton, and Santee School District** 56  
It is recommended that the Board of Education approve a Clinical Affiliation Agreement with California State University, Fullerton.
- 4.3. **Approval of Santee Collaborative Reinvestment Plan for the Use of LEA Medi-Cal Funds** 64  
It is recommended that the Board of Education approve the reinvestment plan for use of LEA Medi-Cal funds.
- 4.4. **Approval to submit California Community Schools Partnership Program Grant** 66  
It is recommended that the Board of Education submit a California Community Schools Partnership Program grant for Pepper Drive, PRIDE Academy, and State Preschool.
- 4.5. **Memorandum of Understanding with San Diego Youth Services for Bully Prevention** 68  
It is recommended that the Board of Education approve a Memorandum of Understanding to offer the Anti-BIAS program to 7<sup>th</sup> and 8<sup>th</sup> grade students as requested by school sites.

- F. **DISCUSSION AND/OR ACTION ITEMS** 86  
*Members of the audience wishing to address the Board about any of the following items were asked to submit their comment online prior to the deadline.*

### **Superintendent**

- 1.1. **California School Boards Association (CSBA) Delegate Assembly Call for Nominations** 87  
Nominations are at the discretion of the Board of Education.

	<u>Page #:</u>
1.2. <b><u>Approval of Amendment to Contract of Employment of Superintendent</u></b>	88
It is recommended that the Board of Education approve the Amendment to the Contract for Employment of the Superintendent.	
<b>G. BOARD POLICIES AND BYLAWS</b>	91
1.1. <b><u>First Readings of Board Bylaws (BB):</u></b>	92
<ul style="list-style-type: none"><li>• <b><u>BB 9010 - Public Statements</u></b></li><li>• <b><u>BB 9100 - Organization</u></b></li><li>• <b><u>BB 9110 - Number of Members and Terms of Office</u></b></li></ul>	
Revised Board Bylaws 9010, 9100, and 9110 are presented as a First Reading, Action, if any, is at the discretion of the Board of Education.	
<b>H. EMPLOYEE ASSOCIATION COMMUNICATION</b>	97
<b>I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	97
<b>J. CLOSED SESSION</b>	97
1. <b><u>Conference with Legal Counsel – Pending Litigation</u></b> (Gov't. Code § 54956.9) - OAH Case no. 2020100596	
2. <b><u>Conference with Labor Negotiator</u></b> (Gov't. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organizations: Santee Teachers Association (STA); and</i> <i>Classified School Employees Association (CSEA)</i>	
3. <b><u>Public Employee Performance Evaluation</u></b> (Gov't. Code § 54957) <i>Superintendent</i>	
<b>K. RECONVENE TO PUBLIC SESSION</b>	97
<b>L. ADJOURNMENT</b>	97

**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. As of this posting, the next regular meeting of the Board of Education will be held virtually on December 15, 2020, at 7:00 p.m. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

\_\_\_ Burns  
\_\_\_ Ryan  
\_\_\_ Levens-Craig  
\_\_\_ El-Hajj  
\_\_\_ Fox

**ITEM A. OPENING PROCEDURES – 7:00 P.M.**

1. Call to Order and Welcome
2. District Mission  
*Providing an extraordinary education in an inspiring environment with caring people*
3. Pledge of Allegiance
4. Approval of Agenda for the November 17, 2020, regular meeting

Agenda Item A.

## **Item B. REPORTS AND PRESENTATIONS**

The following items are presented for Board information:

1. Superintendent's Report
  - 1.1. Developer Fees and Collection Report
  - 1.2. Use of Facilities
  - 1.3. Enrollment Report
  - 1.4. COVID-19 Update
  - 1.5. School Reopening Update
  
2. 2021-22 LCAP Timeline and Process

**DEVELOPER FEES COLLECTION REPORT  
2020-21  
CUMULATIVE THROUGH NOVEMBER 17, 2020**

Residential Rate: \$2.35 per square foot - effective 6/20/18; \$3.38 per square foot - effective 3/18/2020  
 Commercial Rate: \$0.38 per square foot - effective 6/20/18; \$0.41 per square foot - effective 5/17/2020  
 Self Storage Rate: \$0.07 per square foot - effective 6/20/18; \$0.03 per square foot - effective 5/17/2020

COM	RES	SS	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X		1437 Roxanne Dr	07/15/20	894	\$3,021.72	PD
	X		349, 345, 341, 337, 333, 332, 336, 340, 344, 348 Creek Ct / 327, 323, 319, 315 Lagoon Way	07/21/20	28,596	\$96,654.48	RS
	X		8697, 8695, 8693, 8691, 8698, 8696, 8694, 8692, 8690 Barbados Ln / 8679, 8677, 8675, 8673, 8671 Tobago Ln	07/22/20	23,897	\$80,771.86	CFH
	X		7978, 7974, 7970, 7962, 7958, 7954, 7950, 7971, 7975, 7979 Robinson Lane	07/24/20	15,434	\$52,166.92	CFH
	X		1286 Tuttle Ln	07/30/20	1,200	\$4,056.00	PD
	X		9092 Trailmark Way	08/12/20	224	\$757.12	CO
	X		332, 336, 340, 344, 348 Stream Ct, 333, 337, 341, 345, 349 Waterbury Ct	10/07/20	20,388	\$68,911.44	RS
X			9702 Prospect Ave	10/26/20	35,334	\$14,486.94	PA
	X		348, 344, 340, 336, 332 Waterbury Ct, 349, 345, 341, 337, 333 Nile Ct	11/04/20	20,388	\$68,911.48	RS
<b>TOTAL PAGE 1</b>						<b>\$389,737.96</b>	

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

Requests for Use of Facilities

Fiscal Year: 2020-21		Report For: November 17, 2020		Week Starting									
Site	Organization	Facility(ies) Used	Date From	Date To	Day(s) of the Week	From Time	To Time	Total Days	Total Hours	Attend	Fees	This Week	Board Meeting
Rio Seco	Santee Santos	Parking Lot	11/7/2020	11/7/2020	Saturday	9:00 AM	1:00 PM	1		50		11/17/2020	11/15/2020
Rio Seco	Santee Santos	Parking Lot	11/14/2020	11/14/2020	Saturday	9:00 AM	1:00 PM	1		50		11/17/2020	11/17/2020





**BACKGROUND:**

Expenditure of Local Control Funding Formula (LCFF) funds is to be governed by a Local Control Accountability Plan (LCAP) that each school district must adopt to cover a three (3) year period and update annually. Development of the LCAP is a year-long process involving the following steps:

- Consultation with teachers, principals, school personnel, parents, students, and local bargaining units
- Presentation of draft LCAP to District Advisory Council (DAC) and District English Learner Advisory Council (DELAC) for review
- Written response to comments from DAC and DELAC
- Public Hearing to solicit input from parents and the community
- Written response to comments received during the Public Hearing process
- Adoption of LCAP at the same meeting at which the District's budget is adopted

Administration will provide the Board of Education an update on the timeline and process for LCAP 2021-22.

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

Agenda Item B.2

## **Item C. PUBLIC COMMUNICATION**

*During Public Communication, citizens are invited to address the Board of Education about any item not on the agenda. Public communication was requested in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.*

Agenda Item C.

**Item D. PUBLIC HEARING**

Agenda Item D.

**BACKGROUND:**

In accordance with Education Code 60510, the governing board of the school district may dispose of surplus or undistributed obsolete instructional materials that are usable for educational purposes by donating them to children or adults in the State of California or foreign countries for the purpose of increasing the general literacy of the people.

Due to the acquisition of new library books and limited space for storage, obsolete library books will be donated to the parents and children of Santee. Any obsolete library books deemed unusable by the school site Instructional Media Technician or District Instructional Media Technician will be recycled.

The public hearing should convene and permit any interested citizens to raise questions or to provide input on the recycling of obsolete library books.

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

Agenda Item D.1.

**PLEASE POST  
Until November 17, 2020**

**NOTICE OF PUBLIC HEARING  
FROM THE  
SANTEE SCHOOL DISTRICT  
FOR  
RECYCLING OF OBSOLETE TEXTBOOK MATERIALS**

The Santee School District Board of Education shall hold a public hearing regarding recycling of obsolete instructional materials.

**DATE:** Tuesday, November 17, 2020

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

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

Posted 11/6/2020  
Santee City Clerk's Office  
Educational Resource Center  
Santee Chamber of Commerce  
Santee Schools

## **Item E. CONSENT ITEMS**

*Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Requests-to-speak were requested in advance.*

Agenda Item E.

Consent Item E.1.1.  
Prepared by Dr. Kristin Baranski  
November 17, 2020

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- November 3, 2020, regular meeting minutes

**RECOMMENDATION:**

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

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



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

November 3, 2020  
**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

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

Members present:

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

Administration present:

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

**2. District Mission**

President Burns welcomed those in attendance and recited the District Mission.

**3. Pledge of Allegiance**

President Burns led members, staff, and audience, in the Pledge of Allegiance.

**4. Approval of Agenda**

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

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

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

- 1.1. Developer Fees and Collection Report
- 1.2. Use of Facilities
- 1.3. Enrollment Report

1.4. COVID-19 Update

Superintendent Baranski there were two students currently home because of positive cases. She explained there was an unusual circumstance where one of those students had already been in quarantine when they tested positive and were not on campus during their "infectious" period, and shown with an asterisk (\*) on the COVID-19 Dashboard. Superintendent Baranski noted two cases at Carlton Oaks and explained only one cohort was required to be quarantined. She shared recently being asked by the Union Tribune on the number of cases since students were back in session, September 14. Superintendent Baranski noted there have been eight (8) student cases; and one staff case. Fortunately, all the cases were mild, and the transmission was not continued at school.

1.5. School Reopening Update

Superintendent Baranski reported that over the last two weeks, the District procured a company to make specialized barriers for every student desk. She explained this would provide equity through out the District. Superintendent Baranski shared Administration continues to work with Site Administrators on removing non-essential furniture from the classrooms to create as much space as possible between the student desks; and with teachers on the desk layouts in the classrooms. She noted the barriers extend beyond the desks with enough room for use of the desktop. Superintendent Baranski shared lunch schedules were designed and reviewed by Site Administrators, teacher leadership teams, and Child Nutrition; and reiterated lunch time had been reduced by 10 minutes. She shared the importance of creating a safe environment for everyone. Superintendent Baranski shared the mask guidance in grades K-2 had been updated, from “strongly encouraged” to “strongly recommended,” on the District’s SAFE AT SCHOOL Reopening Plan based on input from the site leadership team. She shared Human Resources continues to work with Site Administrators on staffing for lunch coverage and supervision. Superintendent Baranski noted inquires on why the ability to increase cohort sizes. She explained the guidance from the Department of Public Health, for Counties on the monitoring list, allowing them to open in small cohorts; and noted this applied to Counties that were not able to open safely. This provision did not apply to San Diego County and does not require the District to keep cohorts in groups of 14 or less. Superintendent Baranski expressed her confidence in the safety measures set in place to safely combine the cohorts. Member Fox inquired on transportation schedules; and Member El-Hajj inquired on contracting with a neighboring district for services. Mr. Karl Christensen, Assistant Superintendent of Business Services, shared transportation routes were being developed and it looked like the same number of students were going to be able to be transported; and there was no current need for outside services. He noted a possible challenge with the students going to the Boys & Girls Club. President Burns inquired on the cost for the partitions; Superintendent Baranski shared the cost for the two-piece partitions and fasteners is approximately \$170,000. Member Fox inquired on funding sources and Mr. Christensen noted allocating approximately \$400,000 for reopening expenses.

**C. PUBLIC COMMUNICATION**

President Burns explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were seven (7) comments from the public. President Burns explained copies of the comments were provided to the Board and Superintendent prior the meeting; and posted on the School Board Meetings website for public review. President Burns reminded everyone that for transparency purposes, anonymous comments would not be posted on the website. He explained all public comment form fields were required to be properly completely; and noted personal information, phone number and/or email addresses, is not posted on the website.

ID	Name2	Representing	Public Comment(s)
1	Dennae Lovell		Dear Dr. Baranski and Santee School Board, As a kindergarten teacher at PRIDE Academy, I wanted to take this time to express my concern over a full day return on November 30th and urge you to consider a new date of January 19th at the next board meeting. I feel the November 30th date was picked without having a chance to process all the good things the AM/PM schedule has been able to offer. Thank you to Mr. Dustin Burns for going out to talk to teachers, students, and families and hearing how great this hybrid system has been working and not picking the November 30th date. I have not heard one parent complaint over the AM/PM schedule but have heard many complaints once the November 30th date was determined for the return. I don't see the need to rush a full day reopening at this time for many reasons. • Students are thriving and excited to be at school learning EVERYDAY in the classroom. • Parents have worked out schedules to make this work and now will have to figure it out again. • Potential exposure to COVID 19 during the holiday season while many families will be traveling and meeting with extended family puts students and staff at risk. • The smaller class size makes it so teachers can focus on individual students and the needs they have. This will no longer be the case when we go

			<p>back to having 24-30 students in class. This schedule has allowed staff the opportunity to be able to work with each student on a more personalized, individual level. • We will never have this opportunity again to have such small groupings of kids to work with. Why rush this when it is such a positive thing to happen during such an awful time? • January 19th will be 15 days after the holiday break where students may be exposed to show symptoms, so only an AM or PM cohort would need to quarantine, rather than the whole class. Again, I hope you will take the January date and put it up for a vote at the next board meeting because a delayed full opening is in the best interests of students and staff. Thank you, Denna Lovell Kindergarten Teacher PRIDE Academy</p>
2	Nicole Eacobellis		<p>Hello, I want to thank you for reopening our schools as safely as possible. I can see so much improvement in my sons work. With that said we really like how everything is going now and think opening for a full day is just too soon. People are going to be gathering for Thanksgiving and Holidays and it's all right around flu season. We would feel much safer waiting until January and seeing how our numbers are at that time. I appreciate all your efforts I just hope we can do this when people feel a bit more comfortable. Thank you.</p>
3	Lynn Chapa		<p>I would like to know how the board is addressing serious issues brought up at the last board meeting and the guideline being used to answer these questions from: Ms. Eveland regarding safe classroom space, eating safely, and anxiety. Ganz, the lack of documented cleaning and sanitizing as listed and form provided in the safe reopening plan. Lastly, Ms. Colman brought many concerns. I am not confident that the plan is being followed and the lack of transparency to parents that their child will not have 6ft of distance, unmasked during a 40 minute lunch break, we are not fully staffed and lack substitutes. If you were to go through the safe reopening plan school by school, it is not happening and the public is not aware. With lunch, recess and p.e. as part of the full day curriculum, students are getting about 90 minutes more academic instruction. Hardly seems worth it with the upcoming week off for Thanksgiving and 3 weeks later, two weeks off for Christmas break. Why would you put the community at risk by going full time without proper and consistent procedures.</p>
4	Theresa Dust		<p>I am requesting pausing the return to full day instruction until after the holidays. Families will be traveling and mixing during the holidays which will increase the spread of COVID which is already at high levels in San Diego. The students will not be able to be spaced 6ft apart in the upper grades which will also increase the spread. The lunch plan is inadequate and will be the most dangerous time of the day. It only takes 4 cases per site to close the school for 2 weeks and 3 sites to shut down the entire district. Why would you change the current plan that is already working and risk total shutdown and a return to distance learning? The students are benefiting from the smaller class size which allows for more individualized instruction. Please do not move forward with full day instruction until it is safer to do so, the risks are too high. Thank you for your time and consideration.</p>
5	Ashley Monroe		<p>I am very concerned about the Santee School District's plan to return to full-time school on November 30th. I feel this is premature, and potentially harmful to children and their families. What has changed that now makes it safe to open fully? Who is the public health expert that is helping facilitate a safe plan? I am concerned about how you plan to social distance in classrooms. I know from speaking with multiple teachers that adequate social distancing is not possible even with half of the class. How do you plan to keep kids and their families safe? The district stated in their email to parents that you intend to social distance to "5 feet." 5 feet is not the standard guideline set forth throughout this pandemic. Where is the accountability for keeping safe standards? Working parents are not able to accommodate school schedules. In most situations this leaves grandparents, the vulnerable population, dropping off and picking up kids. With the current covid numbers and entering the flu season, our vulnerable population is being put more at risk. When going to a full day, k-5 is expected to stay in school for the full day, while 6-8 is sent home at lunch. Expecting younger children with a shorter attention span to remain in school with no PE or outdoor play, while older children are sent home seems very inappropriate and detrimental to their wellbeing. I have always trusted the Santee school district to have my children's best interest and wellbeing in mind. I hope that you reconsider your choice to reopen so quickly, and continue with the plan that is currently working, and wait until it is safer to reopen.</p>
6	Candace	Distance Learning students	<p>Please give serious consideration to allowing distance learning teachers to teach from home. Many of these teachers chose distance learning so their health would not be compromised. To have them on full campuses increases their risk. Please consider these teachers' safety. Their students are at home and able to learn, so why are these teachers not able to teach from a safe environment? If a distance learning teacher's health becomes compromised, who will teach the class? Is the District even able to provide a substitute teacher for distance learning while it is experiencing a shortage of substitutes for children that are in person? As a parent of two distance learning children, I would hope you would consider the fact that we choose this option in part because of the consistency and safety it provided for our children. If we lose a teacher because they are too sick to teach from home, that consistency will be gone. There are currently 974 students depending on distance learning teachers. Plus, if this group of</p>

		teachers is not consistently worried about their health, they will be more productive teachers. I strongly believe that when you have teachers who feel supported and are happy, you will in return have students who feel supported, happy, and in a position to grow both academically and emotionally. These teachers need the freedom and flexibility to choose where they teach from, and our students need these teachers to remain healthy and safe.
7	Joan McKeon	my 3rd grader Please reconsider opening full time on 11/30. Right after Thanksgiving and just 3 weeks before winter break is not the right time to increase exposure in our schools. The children are doing well with the hybrid model and I think we should stick with it until after the holidays. Especially with the current spikes in the positive rates.

**D. CONSENT ITEMS**

President Burns shared comments from the public were requested in advance and there were no public comments on consent items.

**Superintendent**

- 1.1. Approval of Minutes
- 1.2. Approval to Cancel the December 1, 2020 Regularly Scheduled Meeting of the Board of Education
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Acceptance of Donations, Grants, and Bequests
- 2.3. Approval/Ratification of General Services Agreements
- 2.4. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.6. Approval to Submit Application for PL 81-874 and Designation of Authorized Representative
- 2.7. Authorization to Purchase Pest Control Services from Aardvark Pest Control
- 2.8. Approval of Purchase of Delivery Truck for Child Nutrition Services
- 2.9. Approval of Agreement with Howard E. Nyhart Company, Inc. for GASB 75 Actuarial Services
- 2.10. Adoption of Resolution No. 2021-14, for Emergency Waiver of Competitive Bidding Requirements for Purchase of Plexiglass Barriers
- 3.1. Personnel, Regular
- 3.2. Approval to Create Speech/Language Pathology Assistant (SLPA) Job Description
- 3.3. Approval of Amended 2020-2021 District School Calendar
- 3.4. Ratification of Site Letter between Santee School District and California School Employees Association (CSEA) and its Chapter #557

Member Levens-Craig recognized the receipt of the Childcare Provider Grants awarded to support the Out-of-School Time Program and YALE Preschool Programs. Member Levens-Craig moved approval.

President Burns acknowledged the donation of \$104,714. \$56,784 from YMCA of San Diego County Childcare Resource Service for the Out-of-School Time Program; and Child Development Associates for donating \$14,100 for Carlton Hills YALE; \$13,630 for Hill Creek YALE; \$14,100 Sycamore Canyon YALE; and \$6,100 from Sycamore Canyon PTA for playground and supplies.

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

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

**Superintendent**

**1.1. Appointment of Coordinator, Human Resources**

Superintendent Baranski shared the District had recruited for a Coordinator of Human Resources for the past month. She noted the position replaced the Administrative Secretary position to the Assistant Superintendent of Human Resources; and a \$8,400 difference in salary and benefits. Superintendent Baranski shared her recommendation to appoint Katie Borts as Coordinator, Human Resources.

Ms. Borts has served in a variety of classified roles within the District, (i.e., school site secretary, department secretary, and most currently as benefits and risk management technician). Superintendent Baranski noted current and retired employees are touched by Katie's skills. She noted Ms. Borts has great customer service and is highly qualified for the leadership position; which she will help define and develop with her supervisor, Mr. Larson. Superintendent Baranski shared this is a very pivotal position for the District that impacts a lot of people.

President Burns clarified the \$8,400 was the total compensation difference; Superintendent Baranski confirmed that was the total difference. Member Levens-Craig, commended Ms. Borts, and moved approval. President Burns congratulated Ms. Borts on her new appointment.

Ms. Borts expressed her gratitude towards the Board of Education and Executive Council for the opportunity and shared her excitement to continue to serve the staff and students of Santee School District, in her new capacity. Ms. Borts shared being thankful to work for such a wonderful team, continuing the journey of innovation in Santee, where we truly do provide an extraordinary education in an inspiring environment with caring people.

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

**Business Services**

**1.1. Approval of Monthly Financial Report**

Karl Christensen, Assistant Superintendent of Business Services, reported the monthly financial report was for cash and budget revision transactions posted through September 30, 2020; and shared the District ended the month with a cash balance in the General Fund of approximately \$17.1 million. He once again noted, not being certain the District will have sufficient funds to pay all of its obligations with internal cash. Mr. Christensen noted the District is considering a Tax and Revenue Anticipation Notes (TRANS), and currently working with the San Diego County Office of Education and financial advisors before the final decision is needed in January. Mr. Christensen noted the decline in the Projected Reserve Percentage; and shared the Projected Reserve Percentage in 2022-23 is 10.95%. He clarified this was the budget reserve, not the cash reserve; and noted the cash reserve is less because of deferrals. The Board will receive a multi-year update in December during the First Interim Report. President Burns asked Mr. Christensen to explain the "Assigned Vacation Carryover" noted in the report. Mr. Christensen explained the District calculates employee vacation balances (time available to employees) as these are a liability to the District. He shared this number fluctuates based on incurred time and pay rate. Member Ryan moved approval.

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

**F. EMPLOYEE ASSOCIATION COMMUNICATION**

Melanie Hirahara, Santee Teachers Association President, shared working through the logistics of setting up classrooms, with the uncertainty of the end result. She acknowledged everyone’s hard work on the purchase and installation of barriers, but shared there is concern on how they will work. Mrs. Hirahara noted there are concerns about possible sound restrictions with the barriers; as it is already difficult understanding the students with the masks. She shared there are concerns with spacing and the ability for teachers to move around and effectively teach in that environment. Mrs. Hirahara noted they will continue to work through it, as they will not know until things actually happen and they can problem solve from there.

President Burns expressed his gratitude towards Mrs. Hirahara for the communication.

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Baranski shared there was no organizational business for discussion.

Member Levens-Craig shared there were great pictures on social media on the Red Ribbon Week activities; and commended Ms. Larson’s class at PRIDE Academy for using a crane for their giant squid project. Member Levens-Craig congratulated Superintendent Baranski on having a child vote for the first time and another committing to a university.

Member Ryan noted one of the public comments referenced her comment on her employer, Rady Children’s Hospital and their success on not having any work-related positive COVID-19 cases amongst their employees. She explained the comment noted that a school district is very different than a hospital setting; as hospital employees have access to a variety of personal protective equipment (PPE). Member Ryan clarified this was not the case. She explained that out of Rady Children’s Hospital employees, approximately 5,000 at multiple locations, more than half are not clinical providers. Member Ryan noted that employees, like herself, are required to wear a mask, socially distance, and wash their hands. They are not provided any other PPE equipment.

President Burns explained Ms. Larson's class studied invertebrates and used one of the construction cranes to hang a giant squid. He expressed his gratitude towards the entire District for their work in making sure students enjoyed Halloween. He shared his son’s concerns about how it was going to be different this year; and noted this has been a difficult year for a lot of students.

**H. CLOSED SESSION**

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

1. **Conference with Labor Negotiator** (Gov’t. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association (STA); and*  
*Classified School Employees Association (CSEA)*
2. **Public Employee Performance Evaluation** (Gov’t. Code § 54957)  
*Superintendent*

The Board entered closed session at 7:32 p.m.

**I. RECONVENE TO OPEN SESSION**

The Board reconvened to public session at 8:40 p.m., and reported no action had been taken.

**J. ADJOURNMENT**

With no further business, the regular meeting of November 3, 2020 was adjourned at 8:40 p.m.

Consent Item E.1.2.  
Prepared by Dr. Kristin Baranski  
November 17, 2020

Establish Date and Time of Board of Education  
Annual Organizational Meeting

**BACKGROUND:**

Education Code sections 35143 and 72000(2) (A) require that the 2020 annual organizational meeting of governing boards be held between December 11 and December 25, 2020, inclusive. The day and time of the annual organizational meeting shall be selected by the Board at its regular meeting held immediately prior to December 11. If a Board fails to select the day and time of its annual meeting, the County Superintendent of Schools sets the date.

The regularly scheduled Board meeting, which meets the requirements for this organizational process, to occur is December 15, 2020.

**RECOMMENDATION:**

Administration recommends that the Board of Education set the annual organizational meeting for the regular Board meeting on December 15, 2020, and authorize completion of the Notice of December 2020 Organizational Meeting of the Governing Board.

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

Agenda Item E.1.2.

Consent Item E.1.3.  
Prepared by Dr. Kristin Baranski  
November 17, 2020

Approval to Omit the January 5, 2021  
Board of Education Meeting from the  
2021 Board Meeting Calendar

**BACKGROUND:**

The regular meetings of the Board of Education are scheduled for the first and third Tuesdays of each month. The regular meeting date of January 5, 2021, would normally be included on the 2021 Board Meeting Calendar, which is scheduled to be adopted on December 15, 2020. However, in 2020 preparation for the first meeting falls during the winter break.

Administration recommends that the Board approve to omit a meeting on January 5, 2021 from the 2021 Board Meeting Calendar; being presented to the Board for approval on December 15. Regularly scheduled meetings will be held on December 5, 2020 and January 19, 2021, with only four weeks of business operations between those meetings.

This item comes to the Board at this time in order to have adequate notice to staff and the public since approval of the 2021 Board Meeting Calendar will not occur until December 15.

Administration does not believe cancellation of the meeting will have a negative impact on District operations and any routine business of the District will be brought to the Board at meetings directly preceding or following. The cancellation of this meeting would be properly noticed at the standard locations and on the District web site.

Administration will notify the Board President if a need arises to schedule a special meeting.

**RECOMMENDATION:**

Administration recommends that the Board omit scheduling a meeting for January 5, 2021 on the 2021 Board Meeting Calendar. It is determined at this time that it will be unnecessary to reschedule the meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item E.1.3.



Consent Item E.2.1. Approval/Ratification of Travel Requests  
 Prepared by Karl Christensen  
 November 17, 2020

**BACKGROUND:**

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The estimated travel expenses are \$1,873.00, as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.1.

Board Travel Report - November 17, 2020									
Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Monday, 11/09/20	Emily Harris	Rio Seco	Natl Assoc. of School Psychologists Learning Center	Online	\$0	\$375	Special Education	Five workshops on Special Education law for school psychologists	2
Thurs-Fri, 11/19/20 - 11/20/20	Karl Christensen	Business Services	CBO Symposium	Online	\$0	\$595	Business Services	Economic forecast and outlook for 2021-22	2
Friday, 11/20/20	Mike Olander	Pupil Services	Diamond Safety Team Training	Online	\$0	\$30	Pupil Services	Safety Training Workshop	2
Wed-Fri, 12/02/20 - 12/04/20	Eliana Levens-Craig	Board of Education	CSBA Annual Education Conference	Online	\$0	\$399	Board of Education	Comprehensive professional development for educational leaders	1, 2
Wed-Fri, 12/02/20 - 12/04/20	Barbara Ryan	Board of Education	CSBA Annual Education Conference & Delegate Assembly	Online	\$0	\$389	Board of Education	Board Member Ryan serves as a CSBA Delegate	1, 2
Wed-Fri, 03/03/21 - 03/05/21	Victoria Permetti	Rio Seco	CSEA Paraeducator Conference Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California	Online	\$0	\$75	Professional Development	Conference will provide information and classes for paraeducators.	1
			(NONE)						

District Goals:

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

Consent Item E.2.2.  
 Prepared by Karl Christensen  
 November 17, 2020

Approval/Ratification of Expenditure Warrants

**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 October 2020:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
0100 General	14-709564 TO 14-712815	\$753,439.91
0900	N/A	
1200	N/A	
1300	14-709592 TO 14-711719	\$155,420.41
1400	14-706996 TO 14-706996	\$108.83
2109	N/A	
2139 / 2108	14-709581 TO 14-709570	\$802,133.16
2518	14-711680	\$8,796.00
2538	14-709585 TO 14-709572	\$1,254,569.21
3500	N/A	
4000	N/A	\$2,135.74
6300	14-709579 TO 14-712816	\$4,071.06
<b>TOTAL:</b>		<b>\$2,980,674.32</b>

Student Body Warrants issued for the period of October 2020:

<b>\$1,282.76</b>
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Payroll Warrants issued for the period of October 2020:

<u>Fund #/Name</u>		<u>Amount</u>
01 00	01 00	\$5,374,046.00
12 00	12 00	\$27,707.24
13 00	13 00	\$118,665.32
14 00	14 00	\$0
25 18	25 18	\$0
63 00	63 00	\$241,156.02
		<b>\$5,761,574.58</b>

**RECOMMENDATION:**

It is recommended that the Board of Education approve the expenditure warrants for the month of October 2020 as presented.

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$8,743,531.66 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.

**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 October 2020:

AMOUNT	LOCATION
\$ 9,881.15	PEPPER DRIVE SCHOOL
\$ 2,466.18	CARLTON HILLS SCHOOL
\$ 2,464.65	SYCAMORE CANYON SCH
\$ 3,565.69	PROSPECT AVENUE SCH
\$ 2,105.64	CAJON PARK SCHOOL
\$ 28,722.09	CHET F HARRITT SCH
\$ 9,929.81	CARLTON OAKS SCHOOL
\$ 649.17	RIO SECO SCHOOL
\$ 387.50	HILL CREEK SCHOOL
\$ 96.95	STATE PRE-SCHOOL
\$ 8.62	SUPERINTENDENT DEPT
\$ 248,531.70	BUSINESS SERVICES
\$ 28,963.82	SPECIAL EDUCATION
\$ 3,642.35	EDUCATIONAL PROJECTS
\$ 16,150.72	PUPIL SERVICES
\$ 3,233.32	PROJECT SAFE
\$ 1,208.18	TECHNOLOGY SERVICES
\$ 3,630.61	MAINTENANCE
\$ 8,115.35	TRANSPORTATION
\$ 291.18	WAREHOUSE
\$ 726.66	CENTRAL KITCHEN
\$ 1,980.71	TECHNOLOGY SERVICES
\$ 376,752.05	Grand Total

**RECOMMENDATION:**

Administration recommends approval of purchase orders #0000010926 through 0000011080 issued October 1, 2020 through October 31, 2020.

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

The fiscal impact of \$376,752.05 is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.3.

**LOCATION LIST 2020-21**

01	Santee School	76	Transportation
02	Pepper Drive School	78	Warehouse
03	Carlton Hills School	90	Central Kitchen
04	Sycamore Canyon School	92	Publications
05	Prospect Avenue School	97	District Wide
06	Cajon Park School	100	Summer School
07	Chet F. Harritt School	108	Carlton Oaks Summer School
08	Carlton Oaks School	110	Hill Creek Summer 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		
		<u>Fund Numbers</u>	
		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 OCTOBER 2020

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
10941	10/5/2020	0100	O'REILLY	076	TRANSPORTATION PARTS INCREASED AMOUNT	\$ 205.27 \$ 53.88 NEW TOTAL \$ 259.15
10248	10/7/2020	0100	CINTAS	074	JANITORIAL COVID SUPPLIES INCREASED AMOUNT	\$ 9,800.00 \$ 2,500.00 NEW TOTAL \$ 12,300.00
11016	10/26/2020	0100	HOME DEPOT	097	JANITORIAL COVID SUPPLIES INCREASED AMOUNT	\$ 1,415.84 \$ 1,686.38 NEW TOTAL \$ 3,102.22
11040	10/28/2020	0100	WESTERN PSYCHOLOGICAL SERVICES	097	OWLS INCREASED AMOUNT	\$ 589.39 \$ 58.94 NEW TOTAL \$ 648.33



**PURCHASE ORDER LISTING**  
**OCTOBER 2020**  
**REPORT BY SITE**

PO Number	DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
0000010926	10/1/2020	AMAZON.COM	4 WEATHER TIGHT STORAGE BOXES	0100	119.88	002	PEPPER DRIVE SCHOOL
0000010929	10/1/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	126.92	002	PEPPER DRIVE SCHOOL
0000010932	10/1/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	71.64	002	PEPPER DRIVE SCHOOL
0000010957	10/6/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	51.17	002	PEPPER DRIVE SCHOOL
0000010974	10/12/2020	SCHOLASTIC CLASSRM MAGAZINES	TECHNOLOGY EQUIPMENT	0100	353.43	002	PEPPER DRIVE SCHOOL
0000011000	10/16/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	183.72	002	PEPPER DRIVE SCHOOL
0000011000	10/16/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	180.15	002	PEPPER DRIVE SCHOOL
0000011011	10/21/2020	JUNIOR LIBRARY GUILD	PEPPER DRIVE - LIBRARY SUPPLIES	0100	5361.56	002	PEPPER DRIVE SCHOOL
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	1760.21	002	PEPPER DRIVE SCHOOL
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	556.65	002	PEPPER DRIVE SCHOOL
0000011021	10/23/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	141.54	002	PEPPER DRIVE SCHOOL
0000011031	10/26/2020	BEARCOM WIRELESS	PEPPER DRIVE - WALKIE TALKIES	0100	929.09	002	PEPPER DRIVE SCHOOL
0000011033	10/26/2020	AMAZON.COM	PEPPER DRIVE - SUPPLIES	0100	45.19	002	PEPPER DRIVE SCHOOL
					9881.15		<b>PEPPER DRIVE SCHOOL Total</b>
0000010930	10/1/2020	AMAZON.COM	TECHNOLOGY EQUIPMENT	0100	414.54	003	CARLTON HILLS SCHOOL
0000010931	10/1/2020	AMAZON.COM	TECHNOLOGY EQUIPMENT	0100	148.59	003	CARLTON HILLS SCHOOL
0000010937	10/2/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	141.54	003	CARLTON HILLS SCHOOL
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	254.64	003	CARLTON HILLS SCHOOL
0000011022	10/23/2020	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT	0100	771.25	003	CARLTON HILLS SCHOOL
0000011046	10/27/2020	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	0100	349.99	003	CARLTON HILLS SCHOOL
0000011068	10/29/2020	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT	0100	385.63	003	CARLTON HILLS SCHOOL
					2466.18		<b>CARLTON HILLS SCHOOL Total</b>
0000010958	10/7/2020	ACCO BRANDS USA LLC	LAMINATOR - SYCAMORE CANYON	0100	1499.004		SYCAMORE CANYON SCH
0000010984	10/14/2020	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT	0100	457.94	004	SYCAMORE CANYON SCH
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	67.03	004	SYCAMORE CANYON SCH
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	440.68	004	SYCAMORE CANYON SCH
					2464.65		<b>SYCAMORE CANYON SCH Total</b>
0000010972	10/12/2020	BARNES AND NOBLE BOOKSELLERS	PRIDE ACADEMY LIBRARY BOOKS	0100	1497.18	005	PROSPECT AVENUE SCH
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	227.28	005	PROSPECT AVENUE SCH
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	-169.75	005	PROSPECT AVENUE SCH
0000011025	10/26/2020	AMAZON.COM	PRIDE ACADEMY - SUPPLIES	0100	12.49	005	PROSPECT AVENUE SCH
0000011025	10/26/2020	AMAZON.COM	PRIDE ACADEMY - SUPPLIES	0100	17.24	005	PROSPECT AVENUE SCH
0000011027	10/26/2020	DEMCO INC	PRIDE ACADEMY - SUPPLIES	0100	4.19	005	PROSPECT AVENUE SCH
0000011027	10/26/2020	DEMCO INC	PRIDE ACADEMY - SUPPLIES	0100	14.64	005	PROSPECT AVENUE SCH
0000011027	10/26/2020	DEMCO INC	PRIDE ACADEMY - SUPPLIES	0100	3.26	005	PROSPECT AVENUE SCH
0000011027	10/26/2020	DEMCO INC	PRIDE ACADEMY - SUPPLIES	0100	3.26	005	PROSPECT AVENUE SCH
0000011027	10/26/2020	DEMCO INC	PRIDE ACADEMY - SUPPLIES	0100	65.38	005	PROSPECT AVENUE SCH
0000011027	10/26/2020	DEMCO INC	PRIDE ACADEMY - SUPPLIES	0100	296.1	005	PROSPECT AVENUE SCH
0000011028	10/26/2020	AMAZON.COM	PRIDE ACADEMY - SUPPLIES	0100	26.5	005	PROSPECT AVENUE SCH
0000011030	10/26/2020	AMAZON.COM	PRIDE ACADEMY - OWLS	0100	114.74	005	PROSPECT AVENUE SCH
0000011035	10/26/2020	BEARCOM WIRELESS	PRIDE ACADEMY - WALKIE TALKIE	0100	648.33	005	PROSPECT AVENUE SCH
0000011040	10/27/2020	WESTERN PSYCHOLOGICAL SERVICES	PRIDE ACADEMY - AMAZON ORDER	0100	90.49	005	PROSPECT AVENUE SCH
0000011055	10/28/2020	AMAZON.COM	TECHNOLOGY EQUIPMENT	0100	46.9	005	PROSPECT AVENUE SCH
0000011058	10/28/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	429.34	005	PROSPECT AVENUE SCH
0000011066	10/29/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	23.45	005	PROSPECT AVENUE SCH
0000011066	10/29/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	214.67	005	PROSPECT AVENUE SCH
					3565.69		<b>PROSPECT AVENUE SCH Total</b>
0000010959	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	102.35	006	CAJON PARK SCHOOL

0000010959	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	144.32	006	CAJON PARK SCHOOL
0000010959	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	144.32	006	CAJON PARK SCHOOL
0000010959	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	144.32	006	CAJON PARK SCHOOL
0000010960	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	105.42	006	CAJON PARK SCHOOL
0000010960	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	104.4	006	CAJON PARK SCHOOL
0000010960	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	104.4	006	CAJON PARK SCHOOL
0000010960	10/8/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	104.4	006	CAJON PARK SCHOOL
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	72.88	006	CAJON PARK SCHOOL
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	734.14	006	CAJON PARK SCHOOL
0000011054	10/28/2020	AMAZON.COM	AMAZON - TECH ORBITS DESK	0100	344.69	006	CAJON PARK SCHOOL
					2105.64		<b>CAJON PARK SCHOOL Total</b>
0000010956	10/6/2020	HOLLAND'S CUSTOM CABINETS, INC.	SYCAMORE CANYON - PORTABLES	2139	25054	007	CHET F HARRITT SCH
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	919.81	007	CHET F HARRITT SCH
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	79.11	007	CHET F HARRITT SCH
0000011044	10/27/2020	MCGRW HILL EDUCATION	CHET F HARRIT - WONDERWORKS	0100	208.17	007	CHET F HARRITT SCH
0000011067	10/29/2020	JOSTENS	CHET F HARRITT - YEARBOOK DEP	0100	2292	007	CHET F HARRITT SCH
0000011069	10/29/2020	ALLTECH IMAGING TECHNOLOGIES	CHET F HARRITT - LAMINATOR REPA	0100	169	007	CHET F HARRITT SCH
					28722.09		<b>CHET F HARRITT SCH Total</b>
0000010927	10/1/2020	AMAZON.COM	EDUCATIONAL SUPPLIES	0100	289.47	008	CARLTON OAKS SCHOOL
0000010973	10/12/2020	AMAZON.COM		0100	11.84	008	CARLTON OAKS SCHOOL
0000010978	10/13/2020	BROAD REACH	CARLTON OAKS LIBRARY	0100	300.04	008	CARLTON OAKS SCHOOL
0000010978	10/13/2020	BROAD REACH	CARLTON OAKS LIBRARY	0100	289.95	008	CARLTON OAKS SCHOOL
0000010985	10/14/2020	AMAZON.COM	SCHOOL SITE SUPPLIES	0100	14.55	008	CARLTON OAKS SCHOOL
0000010985	10/14/2020	AMAZON.COM	SCHOOL SITE SUPPLIES	0100	50.94	008	CARLTON OAKS SCHOOL
0000010985	10/14/2020	AMAZON.COM	SCHOOL SITE SUPPLIES	0100	67.79	008	CARLTON OAKS SCHOOL
0000010985	10/14/2020	AMAZON.COM	SCHOOL SITE SUPPLIES	0100	170.51	008	CARLTON OAKS SCHOOL
0000010985	10/14/2020	AMAZON.COM	SCHOOL SITE SUPPLIES	0100	25.85	008	CARLTON OAKS SCHOOL
0000010988	10/15/2020	KYOCERA	CO - CONTRACT OVERAGE CHARGE	0100	906.26	008	CARLTON OAKS SCHOOL
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	5871.99	008	CARLTON OAKS SCHOOL
0000011032	10/26/2020	BEARCOM WIRELESS	CARLTON OAKS - WALKIE TALKIES	0100	996.69	008	CARLTON OAKS SCHOOL
0000011032	10/26/2020	BEARCOM WIRELESS	CARLTON OAKS - WALKIE TALKIES	0100	33.49	008	CARLTON OAKS SCHOOL
0000011037	10/26/2020	AMAZON.COM	CARLTON OAKS - AMAZON	0100	473.88	008	CARLTON OAKS SCHOOL
0000011038	10/26/2020	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT	0100	385.63	008	CARLTON OAKS SCHOOL
0000011039	10/26/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	40.93	008	CARLTON OAKS SCHOOL
					9929.81		<b>CARLTON OAKS SCHOOL Total</b>
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	300.17	009	RIO SECO SCHOOL
0000011036	10/26/2020	IXL LEARNING	RIO SECO - LICENSE RENEWAL	0100	349	009	RIO SECO SCHOOL
					649.17		<b>RIO SECO SCHOOL Total</b>
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	387.5	010	HILL CREEK SCHOOL
					387.5		<b>HILL CREEK SCHOOL Total</b>
0000011026	10/26/2020	AMAZON.COM	PRIDE ACADEMY - DOOR MAT	1200	64.64	012	STATE PRE-SCHOOL
0000011029	10/26/2020	AMAZON.COM	PRIDE ACADEMY - SUPPLIES	1200	32.31	012	STATE PRE-SCHOOL
					96.95		<b>STATE PRE-SCHOOL Total</b>
0000011059	10/28/2020	AT&T TELECONFERENCE SERVICES	AT&T TELECONFERENCE SERVICES	0100	8.62	062	SUPERINTENDENT DEPT
					8.62		<b>SUPERINTENDENT DEPT Total</b>
0000010933	10/1/2020	AMAZON.COM	SAFETY GLASSES - COVID	0100	1800.77	064	BUSINESS SERVICES
0000010934	10/1/2020	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	362.04	064	BUSINESS SERVICES
0000010935	10/2/2020	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	773.41	064	BUSINESS SERVICES
0000010933	10/6/2020	WAXIE SANITARY SUPPLY	COVID SUPPLIES	0100	3076.67	064	BUSINESS SERVICES
0000010954	10/6/2020	HOME DEPOT COMMERCIAL ACCOUNT	COVID SUPPLIES	0100	510.89	064	BUSINESS SERVICES
0000010976	10/13/2020	AMERICAN AIR FILTER COMPANY, INC.	COVID SUPPLIES - AIR FILTERS	0100	400.83	064	BUSINESS SERVICES
0000010977	10/13/2020	AMERICAN AIR FILTER COMPANY, INC.	COVID SUPPLIES - AIR FILTERS	0100	820.15	064	BUSINESS SERVICES
0000010979	10/13/2020	WELLS FARGO BANK	ADMIN FEES	0100	1800	064	BUSINESS SERVICES

0000010980	10/13/2020	GB'S FENCE COMPANY	COVID - FENCING CARLTON HILLS	0100	3879.064	BUSINESS SERVICES
0000010982	10/14/2020	FEDERAL EXPRESS CORPORATION	SHIPPING	0100	17.45.064	BUSINESS SERVICES
0000010983	10/14/2020	UNITED PARCEL SERVICE	SHIPPING FOR RETURNED ITEM	0100	51.04.064	BUSINESS SERVICES
0000010993	10/15/2020	BRENTHAVEN	CHET F HARRITT - VANDALISM	0100	990.064	BUSINESS SERVICES
0000010994	10/15/2020	PROTELESIS	CHET F HARRITT - VANDALISM	0100	370.064	BUSINESS SERVICES
0000010995	10/15/2020	DATEL SYSTEMS	CHET F HARRITT - VANDALISM	0100	76.5.064	BUSINESS SERVICES
0000010996	10/15/2020	APPLE INC	CHET F HARRITT - VANDALISM	0100	20.064	BUSINESS SERVICES
0000010996	10/15/2020	APPLE INC	CHET F HARRITT - VANDALISM	0100	409.45.064	BUSINESS SERVICES
0000010996	10/15/2020	APPLE INC	CHET F HARRITT - VANDALISM	0100	160.55.064	BUSINESS SERVICES
0000010996	10/15/2020	APPLE INC	CHET F HARRITT - VANDALISM	0100	409.45.064	BUSINESS SERVICES
0000010997	10/15/2020	DELL MARKETING L.P.	CHET F HARRITT - VANDALISM	0100	19.4.064	BUSINESS SERVICES
0000010997	10/15/2020	DELL MARKETING L.P.	CHET F HARRITT - VANDALISM	0100	283.51.064	BUSINESS SERVICES
0000010997	10/15/2020	DELL MARKETING L.P.	CHET F HARRITT - VANDALISM	0100	590.85.064	BUSINESS SERVICES
0000011010	10/21/2020	MAINTEX INC	MAINTENANCE SUPPLIES	0100	3882.39.064	BUSINESS SERVICES
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	116.9.064	BUSINESS SERVICES
0000011016	10/23/2020	HOME DEPOT COMMERCIAL ACCOUNT	COVID SUPPLIES	0100	3102.22.064	BUSINESS SERVICES
0000011052	10/28/2020	USA SEALING	M&O - TABLE TOP DESK DIVIDERS	0100	144977.63.064	BUSINESS SERVICES
0000011053	10/28/2020	CLIP STRIP CORPORATION	M&O - HEAVY DUTY SIGN HOLDERS	0100	20931.73.064	BUSINESS SERVICES
0000011060	10/28/2020	AMERICAN AIR FILTER COMPANY, INC.	M&O - COVID - FILTERS	0100	268.6.064	BUSINESS SERVICES
0000011072	10/30/2020	VIRCO MANUFACTURING CORP	SINGLE DESKS - PEPPER DRIVE	0100	4822.24.064	BUSINESS SERVICES
0000011073	10/30/2020	VIRCO MANUFACTURING CORP	SINGLE DESKS - PRIDE ACADEMY	0100	7233.37.064	BUSINESS SERVICES
0000011074	10/30/2020	VIRCO MANUFACTURING CORP	SINGLE DESKS - CARLTON OAKS	0100	4018.54.064	BUSINESS SERVICES
0000011075	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY MACHINE-CP ID# 9006	0100	486.88.064	BUSINESS SERVICES
0000011075	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY MACHINE-CP ID# 9006	0100	1717.43.064	BUSINESS SERVICES
0000011075	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY MACHINE-CP ID# 9006	0100	457.98.064	BUSINESS SERVICES
0000011075	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY MACHINE-CP ID# 9006	0100	5709.89.064	BUSINESS SERVICES
0000011076	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY MACHINE-CP ID# 9007	0100	132.49.064	BUSINESS SERVICES
0000011076	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY MACHINE-CP ID# 9007	0100	4282.42.064	BUSINESS SERVICES
0000011077	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - SSD BS ID#8793	0100	1680.09.064	BUSINESS SERVICES
0000011077	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - SSD BS ID#8793	0100	9309.6.064	BUSINESS SERVICES
0000011078	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - SSD HR ID# 8917	0100	154.064	BUSINESS SERVICES
0000011078	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - SSD HR ID# 8917	0100	1125.99.064	BUSINESS SERVICES
0000011078	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - SSD HR ID# 8917	0100	1514.16.064	BUSINESS SERVICES
0000011078	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - SSD HR ID# 8917	0100	6896.064	BUSINESS SERVICES
0000011079	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - CO ID# 9052	0100	486.88.064	BUSINESS SERVICES
0000011079	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - CO ID# 9052	0100	1717.43.064	BUSINESS SERVICES
0000011079	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - CO ID# 9052	0100	457.98.064	BUSINESS SERVICES
0000011079	10/30/2020	SOUTH COAST COPY SYSTEMS	UPGRD COPY - CO ID# 9052	0100	5709.89.064	BUSINESS SERVICES
0000011080	10/30/2020	HOME DEPOT COMMERCIAL ACCOUNT	M&O - COVID SUPPLIES	0100	517.01.064	BUSINESS SERVICES
					248531.7	<b>BUSINESS SERVICES Total</b>
0000010938	10/2/2020	TOBII DYNAVOX LLC	BOARDMAKER SUBSCRIPTION RENEW	0100	895.5.067	SPECIAL EDUCATION
0000010991	10/15/2020	VOLUNTEERS OF VACAVILLE	SPECIAL EDUCATION - BRAILLER	0100	161.49.067	SPECIAL EDUCATION
0000010998	10/15/2020	COMMUNITY SCHOOL OF SAN DIEGO	COMMUNITY OF SD PROGRAMS	0100	5569.03.067	SPECIAL EDUCATION
0000011042	10/27/2020	ASPIRING FAMILIES. CENTER FOR MENTAL	SPECIAL EDUCATION - GSA	0100	3150.067	SPECIAL EDUCATION
0000011045	10/27/2020	VOLUNTEERS OF VACAVILLE	TECHNOLOGY EQUIPMENT	0100	56.25.067	SPECIAL EDUCATION
0000011057	10/28/2020	DELL MARKETING L.P.	ANNUAL PO FOR PSYCHO ED EVAL	0100	81.55.067	SPECIAL EDUCATION
0000011064	10/29/2020	JILL WECKERLY, Ph. D.	ANNUAL PO FOR IEE SPEECH EVAL	0100	11130.067	SPECIAL EDUCATION
0000011065	10/29/2020	ACCESS BEHAVIOR SOLUTIONS LLC		0100	7920.067	SPECIAL EDUCATION
					28963.82	<b>SPECIAL EDUCATION Total</b>
0000010970	10/12/2020	EMILY SMALL	TRAINING	0100	2750.068	EDUCATIONAL PROJECTS
0000010971	10/12/2020	BARNES AND NOBLE BOOKSELLERS	CAJON PARK LIBRARY BOOKS	0100	515.83.068	EDUCATIONAL PROJECTS
0000010978	10/13/2020	BROAD REACH	CARLTON OAKS LIBRARY	0100	231.61.068	EDUCATIONAL PROJECTS
0000011034	10/26/2020	FIRST BOOK	DISTRICT LIBRARY - BOOKS	0100	62.89.068	EDUCATIONAL PROJECTS

0000011071	10/29/2020	MIDAMERICA BOOKS	CARLTON OAKS - LIBRARY BOOKS	0100	82.02	068	EDUCATIONAL PROJECTS
					3642.35		<b>EDUCATIONAL PROJECTS Total</b>
0000010928	10/1/2020	XYZPRINTING, INC.	TECHNOLOGY EQUIPMENT	0100	377.07	070	PUPIL SERVICES
0000010928	10/1/2020	XYZPRINTING, INC.	TECHNOLOGY EQUIPMENT	0100	26.88	070	PUPIL SERVICES
0000010928	10/1/2020	XYZPRINTING, INC.	TECHNOLOGY EQUIPMENT	0100	26.88	070	PUPIL SERVICES
0000010928	10/1/2020	XYZPRINTING, INC.	TECHNOLOGY EQUIPMENT	0100	26.88	070	PUPIL SERVICES
0000010999	10/16/2020	BARNES AND NOBLE BOOKSELLERS	SPECIAL ED BOOKS	0100	15693.01	070	PUPIL SERVICES
					16150.72		<b>PUPIL SERVICES Total</b>
0000010986	10/15/2020	CDW GOVERNMENT INC	ADOBE ACROBAT PRO 2020 LICENSE	6300	165.66	072	PROJECT SAFE
0000011014	10/21/2020	AMAZON.COM	OST - AMAZON ORDER	6300	83.14	072	PROJECT SAFE
0000011023	10/26/2020	AMAZON.COM	OST SUPPLIES	6300	50.63	072	PROJECT SAFE
0000011024	10/26/2020	AMAZON.COM	OST SUPPLIES	6300	22.61	072	PROJECT SAFE
0000011043	10/27/2020	DISCOUNT SCHOOL SUPPLY	OST - SUPPLIES	6300	23.69	072	PROJECT SAFE
0000011043	10/27/2020	DISCOUNT SCHOOL SUPPLY	OST - SUPPLIES	6300	35.5	072	PROJECT SAFE
0000011043	10/27/2020	DISCOUNT SCHOOL SUPPLY	OST - SUPPLIES	6300	24.29	072	PROJECT SAFE
0000011043	10/27/2020	DISCOUNT SCHOOL SUPPLY	OST - SUPPLIES	6300	155	072	PROJECT SAFE
0000011046	10/27/2020	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	365.33	072	PROJECT SAFE
0000011046	10/27/2020	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	196.24	072	PROJECT SAFE
0000011046	10/27/2020	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	152.86	072	PROJECT SAFE
0000011047	10/27/2020	SMART & FINAL	PRIDE ACADEMY - 40' ROLLOFF DI	6300	100	072	PROJECT SAFE
0000011048	10/27/2020	WASTE MANAGEMENT OF EL CAJON -	OST - SUPPLIES	6300	177.79	072	PROJECT SAFE
0000011050	10/27/2020	AMAZON.COM	OST - SUPPLIES	6300	1551.3	072	PROJECT SAFE
0000011051	10/27/2020	AMAZON.COM	OST - SUPPLIES	6300	129.28	072	PROJECT SAFE
					3233.32		<b>PROJECT SAFE Total</b>
0000010936	10/2/2020	MOSYLE CORPORATION	TECHNOLOGY SERVICES	0100	1000	073	TECHNOLOGY SERVICES
0000011012	10/21/2020	2NDGEAR	TECHNOLOGY EQUIPMENT	0100	183.18	073	TECHNOLOGY SERVICES
0000011012	10/21/2020	2NDGEAR	TECHNOLOGY EQUIPMENT	0100	25	073	TECHNOLOGY SERVICES
					1208.18		<b>TECHNOLOGY SERVICES Total</b>
0000010965	10/12/2020	GE ROOFING, INC	PRIDE ACADEMY - ROOFING	0100	725	075	MAINTENANCE
0000010992	10/15/2020	ABILITY PLUMBING SERVICE & REPAIR	PLUMBING CONTRACT	0100	325	075	MAINTENANCE
0000010992	10/15/2020	ABILITY PLUMBING SERVICE & REPAIR	PLUMBING CONTRACT	0100	325	075	MAINTENANCE
0000011002	10/20/2020	ABABA BOLT	MAINTENANCE SUPPLIES	0100	61.84	075	MAINTENANCE
0000011006	10/20/2020	PACIFIC HVAC SERVICE	HVAC REPAIRS - CARLTON HILLS	0100	1654	075	MAINTENANCE
0000011013	10/21/2020	R&R CONTROLS, INC.	MAINTENANCE SERVICE	0100	326.42	075	MAINTENANCE
0000011015	10/23/2020	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	213.35	075	MAINTENANCE
					3630.61		<b>MAINTENANCE Total</b>
0000010940	10/5/2020	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	55.94	076	TRANSPORTATION
0000010940	10/5/2020	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	3.94	076	TRANSPORTATION
0000010941	10/5/2020	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	235.81	076	TRANSPORTATION
0000010941	10/5/2020	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	23.34	076	TRANSPORTATION
0000010942	10/5/2020	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	30.15	076	TRANSPORTATION
0000010943	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	579.35	076	TRANSPORTATION
0000010944	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	184.77	076	TRANSPORTATION
0000010945	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	192.21	076	TRANSPORTATION
0000010945	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	92.49	076	TRANSPORTATION
0000010945	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	149.65	076	TRANSPORTATION
0000010946	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	55.61	076	TRANSPORTATION
0000010947	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	565.46	076	TRANSPORTATION
0000010947	10/5/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	565.46	076	TRANSPORTATION
0000010948	10/5/2020	HOSE & RUBBER PRODUCTS	TRANSPORTATION SUPPLIES	0100	140.87	076	TRANSPORTATION
0000010949	10/5/2020	UNITY SCHOOL BUS PARTS	TRANSPORTATION SUPPLIES	0100	77.23	076	TRANSPORTATION
0000010950	10/5/2020	HORSMAN AUTOMOTIVE	TRANSPORTATION SUPPLIES	0100	1439.84	076	TRANSPORTATION
0000010951	10/5/2020	PENSKE FORD	TRANSPORTATION SUPPLIES	0100	88.77	076	TRANSPORTATION

0000010952	10/5/2020	WESTERN GRAPHIX	TRANSPORTATION PARTS	0100	145.076	TRANSPORTATION
0000010955	10/6/2020	C.L.P.	TRANSPORTATION PARTS	0100	56.23	TRANSPORTATION
0000010961	10/8/2020	O'REILLY AUTO PARTS	TRANSPORTATION PARTS	0100	35.53	TRANSPORTATION
0000010961	10/8/2020	O'REILLY AUTO PARTS	TRANSPORTATION PARTS	0100	146.44	TRANSPORTATION
0000010962	10/8/2020	SNAP-ON TOOLS	TRANSPORTATION TOOLS	0100	157.05	TRANSPORTATION
0000010963	10/8/2020	CLEANING SYSTEM SPECIALISTS, INC.	TRANSPORTATION SUPPLIES	0100	37.12	TRANSPORTATION
0000010964	10/8/2020	KIRKS RADIATOR	TRANSPORTATION SUPPLIES	0100	581.41	TRANSPORTATION
0000010975	10/13/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	91.46	TRANSPORTATION
0000010975	10/13/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	92.44	TRANSPORTATION
0000010981	10/13/2020	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	54.4	TRANSPORTATION
0000011007	10/20/2020	ALL STAR GLASS	WINDSHIELD REPAIR	0100	143.21	TRANSPORTATION
0000011008	10/20/2020	INTERSTATE BATTERY OF SAN DIEGO INC	TRANSPORTATION SUPPLIES	0100	461.88	TRANSPORTATION
0000011017	10/23/2020	ROADONE	TRANSPORTATION SERVICES	0100	360	TRANSPORTATION
0000011018	10/23/2020	INTERSTATE BATTERY OF SAN DIEGO INC	TRANSPORTATION PARTS	0100	121.79	TRANSPORTATION
0000011020	10/23/2020	KIRKS RADIATOR	TRANSPORTATION PARTS	0100	1105.75	TRANSPORTATION
0000011049	10/27/2020	CUMMINS PACIFIC LLC	TRANSPORTATION PARTS	0100	44.75	TRANSPORTATION
					8115.35	<b>TRANSPORTATION Total</b>
0000010966	10/12/2020	WASTE MANAGEMENT OF EL CAJON -	CAJON PARK ROLL-OFF DUMPSTER	0100	291.18	WAREHOUSE
					291.18	<b>WAREHOUSE Total</b>
0000010989	10/15/2020	GRAINGER	CHILD NUTRITION - EQUIPMENT	1300	581.33	CENTRAL KITCHEN
0000010990	10/15/2020	GRAINGER	CHILD NUTRITION - EQUIPMENT	1300	145.33	CENTRAL KITCHEN
					726.66	<b>CENTRAL KITCHEN Total</b>
0000010968	10/12/2020	APPLE INC	TECHNOLOGY EQUIPMENT	0100	1647.5	TECHNOLOGY SERVICES
0000010968	10/12/2020	APPLE INC	TECHNOLOGY EQUIPMENT	0100	4	TECHNOLOGY SERVICES
0000010987	10/15/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	118.51	TECHNOLOGY SERVICES
0000010987	10/15/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	129.29	TECHNOLOGY SERVICES
0000011056	10/28/2020	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	56.02	TECHNOLOGY SERVICES
0000011070	10/29/2020	UNITED PARCEL SERVICE	TECHNOLOGY REPAIRS SHIPMENT	0100	25.39	TECHNOLOGY SERVICES
					1980.71	<b>TECHNOLOGY SERVICES Total</b>
					376752.05	<b>Grand Total</b>

Consent Item E.2.4. Approval/Ratification of Revolving Cash Report  
 Prepared by Karl Christensen  
 November 17, 2020

**BACKGROUND:**

The Revolving Cash Fund of \$20,000 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:**

It is recommended that the Board of Education approve checks #22686 through #22689 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The fiscal impact is \$507.00 as disclosed on the following report.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.4.

**SANTEE SCHOOL DISTRICT  
REVOLVING CASH REPORT- \$20,000**

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
10/28/20	22686	California Department of Tax and Fee Admin	Acct# 057-415694 P/E 9/30/20 Diesel Fuel	7.00
11/05/20	22687	Walmart	Lorene Foster Fund-No Alcohol or Tobacco	200.00
11/05/20	22688	Walmart	Lorene Foster Fund-No Alcohol or Tobacco	300.00
11/06/20	22689	Michael Malott	Reimburse for Oct 30, 2020 Pyck# 13-301550	2,574.36
<b>Total Checks Written</b>				<b>3,081.36</b>
<b>Reimbursed by SDCOE</b>				<b>\$2,574.36</b>
<b>Total to be Reimbursed</b>				<b>\$507.00</b>
<b>Total to Deduct from Future Reimbursement</b>				<b>\$0.00</b>

Consent Item E.2.5. Acceptance of Donations, Grants, and Bequests  
 Prepared by Karl Christensen  
 November 17, 2020

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
<b>DONATIONS</b>			
Funds to Support the Instruction Program	\$100.00	Sempra Employee Giving Network	Pepper Drive School
<b>GRANTS</b>			
(None)			
<b>BEQUESTS</b>			
(None)			
<b>TOTAL RECEIVED</b>	\$100.00		

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

<b>SUPPORTED</b>	<b>STRATEGIC OBJECTIVE</b>	<b>DESCRIPTION</b>
✓	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, grants, and/or bequests listed above are valued at \$100.00.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.5.



**BACKGROUND:**

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

Approval of the following General Services Agreements is requested:

Vendor Name	Description of Services	Date(s) of Service	Amount	Funding
Patricia Hodge	External Evaluator	10/27/2020 – 06/30/2021	\$5,000.00 (not to exceed)	DODEA Grant
Jeffrey S. Owen, Ph.D. and Assocs.	Educational Evaluations	10/29/2020 – 06/30/2021	\$3,710.00 (not to exceed)	Special Education

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

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

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

**BACKGROUND:**

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

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement during the 2020-21 and 2021-22 school year for the transportation of their own child(ren) are listed below:

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Carlton Hills School	20.8	163	\$0.575	\$1,949.48
Carlton Oaks School	3.2	128	\$0.575	\$235.52
Carlton Oaks School	7.6	125	\$0.575	\$546.25
<b>Total:</b>				<b>\$2,731.25</b>

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

The fiscal impact of \$2,731.25 is paid in lieu of District provided transportation.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.7.

Consent Item E.2.8.  
Prepared by Karl Christensen  
November 17, 2020

Approval of Agreement with DS&C to Serve as  
Dissemination Agent for Annual Continuing Disclosure  
and Debt Transparency Report Requirements Related  
to Long Term Debt

**BACKGROUND:**

Each year the District has outstanding long-term debt traded publicly, such as General Obligation Bonds and Certificates of Participation, it must file continuing disclosure reports and comply with requirements of the Securities and Exchange Commission.

On November 3, 2015, the District entered into a 5-year agreement with DS&C to serve as dissemination agent for annual continuing disclosure requirements related to long term debt. On October 16, 2018, the Agreement was amended to include debt transparency reports that must be filed with the California Debt and Investment Advisory Commission (CDIAC).

This new agreement will continue the services of DS&C as dissemination agent for continuing disclosure and debt transparency reports.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the agreement with DS&C to serve as dissemination agent for annual continuing disclosure and debt transparency report requirements related to Long Term Debt.

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

- 1) \$5,000 for annual continuing disclosure requirements
- 2) \$500 one-time setup fee plus \$525.31 per ADTR, not to exceed \$2,626.56 annually with annual escalation of 2.5% in subsequent years

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.8.

October 15, 2020

Board of Trustees  
 c/o Karl Christensen, Assistant Superintendent - Business Services  
 Santee School District  
 9625 Cuyamaca Street  
 Santee, CA 92071

**Re: Santee School District  
 Continuing Disclosure and ADTR Services Agreement**

Ladies and Gentlemen:

It is our understanding that the Santee School District (the "District") wishes to comply with obligations under the continuing disclosure certificates the District has executed and delivered in connection with its outstanding long-term debt financings. Dale Scott & Company, Inc. ("DS&C", together with the District, the "Parties"; individually each a "Party") hereby agrees to assist the District as its continuing disclosure dissemination agent ("Dissemination Agent"). In connection with this goal, Dale Scott & Company, Inc. ("DS&C") proposes to advise and assist the District as its independent financial advisor as set forth below (the "Agreement").

**I. Continuing Disclosure Services Provided.** The services to be provided under this Agreement are set forth below:

- a. **Preparation of Annual Report.** Include all required items from the continuing disclosure certificate ("CDC") from each of the District's outstanding financings. DS&C shall, whenever possible, attempt to consolidate information from separate CDCs into a single Annual Report.
- b. **Annual Filing of Annual Report.** File all materials as required under each CDC with the Municipal Securities Rulemaking Board through its Electronic Municipal Market Access portal.
- c. **Preparation and Filing of Notice of Significant Events.** Notices of significant market events are required to be filed within 10 business days of their occurrence. DS&C will prepare notices of significant events as required by any CDC when DS&C becomes aware of such event. DS&C will monitor third-party sources for occurrences of significant events related to the rating of the District or any applicable credit enhancement such as bond insurance. The District will notify DS&C if it becomes aware of any significant event requiring a filing. The terms of the CDC govern but such significant events include, but are not limited to:
  - Delinquencies, defaults, unscheduled drawdowns of debt service reserves or credit enhancements, defeasances, bankruptcies, bond calls, adverse tax opinions, etc.
  - Changes in the underlying rating of the District
  - Changes in the ratings of the insurers on the District's outstanding financings
  - Any other significant event required to be disclosed by a CDC

**II. Preparation and Filing of Annual Debt Transparency Reports ("ADTRs")** shall include but not be limited to:

- a. Complete an Annual DTR for each applicable District bond or note issuance.



- b. Obtain outstanding data from the District not otherwise available as required for the filing of each Annual DTR
- c. Annually file ADTRs with the California Debt and Investment Advisory Commission ("CDIAC")
- d. Provide the District with notice and confirmation of each successful filing.

**III. Limitations on Services.**

- a. The services provided under this Agreement are limited to the services described above unless otherwise agreed to in writing by DS&C.
- b. Under the terms of this Agreement, DS&C is not responsible for determining whether any Annual Report makes an untrue statement of material fact or omits to state any material information or to make any determination with respect to the "materiality" of a significant event or whether such event reflects "financial difficulties" of the District.

**IV. Compensation.** For its services as set forth in this Agreement, DS&C shall be compensated as follows:

- a. For the preparation and filing of the Annual Report (including budgets, audits and any other required data) and for the reporting of significant events, an annual fee of \$5,000 payable within 30 days of receipt of invoice from DS&C.
- b. For the preparations and filing of ADTRs:
  - A one-time set up fee of \$500 for each ADTR
  - An annual fee of \$525.31 for each filed ADTR provided however:
    - o That for any one year, the total annual fee for all services related to the preparation and filing of ADTRs shall not exceed \$2,626.56
  - The Annual DTR fee and annual cap shall escalate by 2.5% per year
  - Payment of fees due within 30 days of receipt of invoice from DS&C
- c. The District agrees to reimburse DS&C all reasonable and necessary out-of-pocket expenses at their direct cost plus 5%.

**V. Effective Date, Terms, and Conditions.** This Agreement shall be effective on the date it is signed by an authorized representative of the District and expires April 1, 2025. The District agrees that, during the term of this Agreement, DS&C shall be the sole Dissemination Agent hired by the District for the services described herein.

Either Party may terminate this Agreement at any time with 30 days' written notice of such termination. If such termination is requested by the District, the District agrees to compensate DS&C for its services performed and expenses incurred through the effective date of termination as mutually agreed upon.

**VI. Additional Matters.**

- a. **Governing Law.** This Agreement shall be governed and interpreted in accordance with the laws of California, without giving effect to principles of conflicts of law. Any litigation or arbitration between the Parties will take place in the appropriate forum located closest to San Francisco, CA.



- b. **Attorneys' Fees.** If either Party brings any action or proceeding to enforce, protect or establish any right or remedy arising out of or based upon this Agreement, including but not limited to the recovery of damages for its breach, the prevailing Party shall be entitled to recovery of its costs and reasonable attorneys' fees, including the reasonable value of counsel services.
- c. **DS&C's Duty to Comply with Laws.** DS&C shall, at all times, comply with all laws, statutes, ordinances, rules and regulations applicable thereto, enacted and adopted by federal, state, regional, municipal or other government bodies, departments or offices thereof.
- d. **Assignment.** This Agreement shall be binding upon and inure to the benefit of the Parties, their respective successors and permitted assigns; provided however, neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other Party.
- e. **Independent Contractor.** DS&C are independent contractors and not agents or employees of the District and shall have no authority to act as an agent of the District, nor to enter into any agreement for or on behalf of the District except as provided herein.
- f. **Property of District.** All work performed by DS&C pursuant to this Agreement shall become the property of the District, is for the sole use of the District, and shall not be released to any third party without prior written consent of the District.
- g. **Notices.** Where written notice is to be given under this Agreement, service shall be sufficient if deposited in the United States mail, postage paid, and shall be effective from the date of mailing. Notice to the Parties shall be addressed to the signatories below at their respective addresses first listed above. The Parties may deliver any documents related to this Agreement or any notices required by email or other electronic means. The Parties consent to (i) conduct business electronically, (ii) receive documents and notices by such electronic delivery, and (iii) sign documents electronically.
- h. **Entire Agreement.** This Agreement sets forth the entire agreement and understanding of the Parties relating to the subject matter herein and supersedes all prior or contemporaneous discussions, understandings and agreements between them relating to the subject matter hereof.
- i. **Amendments and Waivers.** No amendment to this Agreement, nor any waiver of any rights under this Agreement, shall be effective unless in writing signed by the Parties. No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that or any other instance.
- j. **Indemnity and Hold Harmless.** Each Party agrees to indemnify and hold harmless the other Party and its employees, agents, managers, and members from any claims, liabilities, losses, damages, and expenses asserted against the other Party and arising out of the indemnifying Party's negligence, willful misconduct, and negligent performance of, or failure to perform, any of its duties or obligations under this Agreement. The provisions of this indemnification are solely for the benefit of the Parties hereto and not intended to create or grant any rights, contractual or otherwise, to another person or entity.
- k. **Severability.** If a provision of this Agreement is held to be unenforceable under applicable law, the Parties agree to renegotiate such provision in good faith. In the event that the

# DS&C

Parties cannot reach a mutually agreeable and enforceable replacement for such provision, then such provision shall be excluded from this Agreement, and the balance of the Agreement shall be interpreted as if such provision were so excluded and shall be enforceable in accordance with its terms.

- l. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, and all of which together shall constitute one and the same agreement. Execution of a facsimile copy will have the same force and effect as execution of an original, and a facsimile signature will be deemed original and valid.
- m. **Construction.** This Agreement is the result of negotiations between the Parties, and has been reviewed by each of the Parties and their respective counsel, if any. Accordingly, this Agreement shall be deemed to be the product of the Parties, and no ambiguity shall be construed in favor of or against any one of the Parties.
- n. **No Municipal Advisory Services.** DS&C represents that it is not, in fact, conducting any municipal advisory services in the performance of this Agreement. The data that DS&C disseminates under the terms of this Agreement are of a factual nature and do not contain any opinions or advice of DS&C, and may not be relied upon as financial advice from DS&C. DS&C agrees to work with the District to ensure that the terms of the Agreement are interpreted and performed accordingly. The Parties agree to immediately amend the Agreement as soon as either becomes aware of any term herein that inadvertently requests or requires that DS&C provide municipal advisory services.
- o. **As-Is Data.** The data DS&C disseminates under this Agreement may be produced from third-party sources. While such data is reasonably believed to be reliable, DS&C makes no representation regarding the accuracy, completeness or reliability of such data, and disseminates it strictly "as is." DS&C shall not be liable for any damages arising from use of, or reliance upon, such data, however caused and on any theory of liability.

Dale Scott & Company, Inc.  
By:



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Dale Scott, President

Santee School District  
Accepted:

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Title:

Date:

Consent Item E.2.9.  
 Prepared by Karl Christensen  
 November 17, 2020

Adoption of Resolution No. 2021-15 to Establish an  
 Associated Student Body (ASB) Special Revenue  
 Fund

**BACKGROUND:**

The Governmental Accounting Standards Board (GASB) issued Statement No. 84 in January 2017. This statement establishes criteria for identifying “fiduciary activities” of all state and local governmental entities.

The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. Governments with activities meeting the criteria should present a statement of fiduciary net position and a statement of changes in fiduciary net position. For local education agencies (LEA), Associated Student Body (ASB) accounts maintained by the LEA meet this criteria.

GASB 84 is effective for reporting periods after December 15, 2018. This means it is to be included in the District’s 2019-20 Audit Report. To comply with the requirements of GASB 84, the California Department of Education (CDE) established a new Special Revenue Fund (Fund 08) in the Standardized Account Code Structure (SACS) to account for ASB activities. The attached resolution will establish this fund for the Santee School District.

**RECOMMENDATION:**

It is recommended that the Board of Education Adopt Resolution No. 2021-15 to Establish an Associated Student Body (ASB) Special Revenue Fund.

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

Total Revenues and Expenditures for ASB are as follows:

Description	2018-19	2019-20
Total Revenues	\$65,723.45	\$51,827.26
Total Expenditures	\$72,880.89	\$35,943.15

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.9.



**RESOLUTION**

Santee School District  
Resolution No. 2021-15

Resolution to Establish an Associated Student Body (ASB) Special Revenue Fund

On motion of Member \_\_\_\_\_, Seconded by Member \_\_\_\_\_, the following resolution is adopted:

WHEREAS, the California Department of Education has authorized school districts to establish a separate fund in accordance with the provision of Statement No. 84 of the Governmental Accounting Standards Board (GASB) for reporting non-fiduciary ASB activities; and

WHEREAS, the ASB activities within the Santee School District are considered governmental activities and should be reported in a governmental fund, either general fund or special revenue fund; and

WHEREAS, the California Department of Education added a new Special Revenue Fund (FUND 08) to its Standardized Account Code Structure (SACS) to account for non-fiduciary ASB activities;

THEREFORE, BE IT RESOLVED, that the Governing Board hereby authorizes the establishment of a special revenue fund to be known as the STUDENT ACTIVITY SPECIAL REVENUE FUND in accordance with California Department of Education guidelines.

PASSED AND ADOPTED by the Governing Board on November 17, 2020 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA )  
  ) SS  
COUNTY OF SAN DIEGO )

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

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

**BACKGROUND:**

Board Policy (BP) and Administrative Regulation (AR) 3270 govern the sale or disposal of surplus books, equipment, and supplies in accordance with applicable Education Code provisions. AR 3270 provides the following options for sale or disposal of surplus items:

<b><u>Category</u></b>	<b><u>Value/Condition</u></b>	<b><u>Option</u></b>	<b><u>Requirements</u></b>
<b><i>Obsolete Instructional Materials</i></b>	<ul style="list-style-type: none"> <li>Usable for educational purposes</li> <li>Any value</li> </ul>	<ul style="list-style-type: none"> <li>Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy</li> <li>Sell to any organization that agrees to use the materials for educational purposes</li> </ul>	<ul style="list-style-type: none"> <li>Receiving entity shall certify to the Board that it agrees to use the materials for educational purposes and make no charge to any persons to whom the materials are given or lent</li> <li>Notify public of intent at least 60 days prior to disposition</li> </ul>
	<ul style="list-style-type: none"> <li>Unusable for educational purposes or cannot be disposed of as above</li> <li>Any value</li> </ul>	<ul style="list-style-type: none"> <li>Mutilate so as not to be salable and sold for scrap</li> <li>Destroy beyond any economical means</li> </ul>	<ul style="list-style-type: none"> <li>For destruction, provide at least 30 day prior notice to those requesting notice</li> </ul>
<b><i>All Other Personal Property</i></b>	<ul style="list-style-type: none"> <li>Value insufficient to defray costs of arranging a sale</li> </ul>	<ul style="list-style-type: none"> <li>Donate to charitable organization deemed appropriate by the Board</li> </ul>	<ul style="list-style-type: none"> <li>Requires unanimous vote by Board</li> </ul>
	<ul style="list-style-type: none"> <li>\$2,500 or less (one or more items)</li> </ul>	<ul style="list-style-type: none"> <li>Sell without advertising</li> </ul>	<ul style="list-style-type: none"> <li>Requires unanimous vote by Board</li> </ul>
	<ul style="list-style-type: none"> <li>More than \$2,500 (one or more items)</li> </ul>	<ul style="list-style-type: none"> <li>Advertise for Bids or Conduct Public Auction</li> </ul>	<ul style="list-style-type: none"> <li>Post notices in 3 public places and advertise once a week for 2 weeks in general circulation newspaper</li> <li>Accept highest bid or reject all bids</li> <li>If no qualified bid received, may be</li> </ul>

<u>Category</u>	<u>Value/Condition</u>	<u>Option</u>	<u>Requirements</u>
			sold to any individual or entity
		<ul style="list-style-type: none"> <li>Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law</li> </ul>	<ul style="list-style-type: none"> <li>Sale price shall equal cost of property plus estimated cost of purchasing, storing, and handling</li> </ul>
		<ul style="list-style-type: none"> <li>Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district</li> </ul>	<ul style="list-style-type: none"> <li>Price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools</li> </ul>

The District has the option of using the services of a vendor that uses an on-line bidding methodology to satisfy the advertising for bids and public auction requirements. If used, the vendor retains a portion of the sale proceeds for their fee.

The items to declare surplus are described below:

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
2,800		Obsolete library books.	All nine school sites, plus the District Library	Used	\$0

The recommended terms for sale or disposal of the aforementioned personal property is as follows:

Type	Method	Option? (X)
<b>Obsolete Instructional Materials</b>	Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy	X
	Sell to any organization that agrees to use the materials for educational purposes	
	Mutilate so as not to be salable and sold for scrap	
	Destroy beyond any economical means	X
<b>Other Personal Property</b>	Value insufficient to defray costs of arranging a sale: Donate to charitable organization deemed appropriate by the Board	
	Value \$2,500 or less: Sell without advertising	
	Advertise for Bids (including on-line services)	
	Conduct Public Auction (including on-line services)	
	Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law with sale price to equal cost of property plus estimated cost of purchasing, storing, and handling	
	Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district with price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools	

**RECOMMENDATION:**

Declare the described items as surplus with an estimated value of \$0\_ and authorize the sale or disposal of them in accordance with the recommended terms.

This recommendation supports the following District goals:

**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:**

Income estimated at \$0\_ less fee to on-line bidding vendor, if used.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

**BACKGROUND:**

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

**Certificated Staff**

A. New Appointments:

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

B. Temporary Rehires:

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

C. Change of Status/Location:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Harlow, Sarah	Carlton Oaks	VI-12 0.6 FTE to 1.0 FTE #10324265	\$88,076.00	\$88,076.00	11-09-20
2. Schmelzlen, Allison	Carlton Oaks to <i>Chet F. Harritt</i>	VI-08 0.4 FTE to 1.0 FTE #30012029	\$77,560.00	\$77,560.00	11-09-20

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Kittrelle, Colette	Pepper Drive	V-20	Retirement	01-15-21
2. Pederson, Kathryn	Pepper Drive	VI-25	Retirement	12-02-20

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

**Classified Staff**

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Chavez, Alessandra	Chet F. Harritt	Community Liaison 20 A / 3.0 hrs #30010673	\$0.00	\$1,018.55	11-09-20
2. Gonzalez, Melissa	Business Services	Accounting Assistant III 28 A / 8.0 hrs #30007669	\$0.00	\$4,010.93	11-16-20

## Classified Staff continued

### H. New Appointments continued:

3. Griffin, Debra	Transportation	Director of Transportation MGMT 05 / 8.0 hrs #10328242	\$0.00	\$8,126.92	11-02-20
4. Medina, Tabitha	Carlton Oaks	Instructional Assistant, Special Ed II 21 A / 6.0 hrs #30004379	\$0.00	\$2,138.50	11-02-20
5. Perez, Janea	Carlton Oaks	Campus Aide 15 C / 2.0 hrs #30015674	\$0.00	\$586.30	11-09-20
6. Pontarolo, Duane	Maintenance and Operations	Craftsworker I / Warehouse / Delivery 24.5 A / 3.75 hrs #10326532	\$0.00	\$1,586.98	11-06-20
7. Rose, Susan	Carlton Hills	Campus Aide 15 A / 2.0 hrs #10327466	\$0.00	\$586.30	11-09-20

### I. Rehires:

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

### J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Borts, Katie	Human Resources	Benefits and Risk Management Specialist 30 D / 8.0 hrs to <i>Coordinator, Human Resources</i> MGMT 01 / 8.0 hrs #30016126	\$5,122.00	\$5,965.16	11-04-20
2. Gaus, Brittany	Rio Seco	Instructional Assistant, Special Ed II 21 C / 6.0 hrs to <i>Instructional Assistant, Special Ed I</i> 20 D / 5.0 hrs #30015679	\$2,356.90	\$1,964.08	10-26-20
3. Mattox-Cox, Samantha	Cajon Park	Instructional Assistant, Special Ed I 20 B / 5.0 hrs to 20 B / 6.0 hrs #10327174	\$1,782.08	\$2,138.50	11-02-20

### K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

### L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Barkley, Tracey	Hill Creek	Instructional Assistant, Special Ed II	Resignation	11-10-20
2. Wooding, Heather	Rio Seco	Campus Aide	Resignation	11-07-20

### M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

## Classified Staff continued

### N. Dismissals:

Employee	Location	Position	Effective Date
1. Yeager, Sherryl	Transportation	Bus Driver I	11-07-20

### **RECOMMENDATION:**

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

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

Agenda Item E.4.1.

Consent Item E.4.2.

Approval of Clinical Affiliation Agreement  
between California State University, Fullerton,  
and Santee School District

Prepared by Tim Larson  
November 17, 2020

**BACKGROUND:**

This agreement allows Santee School District to be an approved facility for students from the California State University, Fullerton (CSUF) School of Nursing Clinical Training Program to gain clinical experience and training. The training received through CSUF will provide students and staff a higher level of health-related supports throughout the district.

The district's obligations under this agreement are to provide students from the program clinical experience during their time with the district. The term of this agreement is three years, and the agreement can be terminated early with 30 days written notice by either party.

**RECOMMENDATION:**

Administration recommends that the Board approve a Clinical Affiliation Agreement with California State University, Fullerton.

**FISCAL IMPACT:**

There is no fiscal impact to the district.

**STUDENT ACHIEVEMENT IMPACT:**

A well-trained school nurse provides a safer environment for student learning.

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

Agenda Item E.4.2.



## CLINICAL AFFILIATION AGREEMENT

This Agreement is entered into by and between the State of California acting through the Trustees of the California State University on behalf of **CALIFORNIA STATE UNIVERSITY, FULLERTON**, hereinafter called the (“University”) and **SANTEE SCHOOL DISTRICT**, hereinafter called the (“Affiliate”). The Parties may be referred to collectively as the “Parties” and singularly as a “Party”.

- A. University is an institution of higher learning authorized pursuant to California law to offer fully accredited health science programs and to maintain classes and such programs at Affiliate for the purpose of providing clinical training for students in such classes.
- B. Affiliate operates clinical facility which is suitable for University’s Clinical training programs offered in BSN; School Nurse credential; MSN: Leadership, Women’s Health Care, School Nursing, Nurse Educator, FNP Concentrations; and DNP. (“Program” or “Programs”).
- C. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the Parties will institute the Programs at Affiliate.
- D. The Parties will both benefit by making a Program available to University students at Affiliate.

### THE PARTIES AGREE AS FOLLOWS:

#### I. GENERAL INFORMATION ABOUT THE PROGRAM

- A. The maximum number of University students who may participate in the Program during each training period shall be mutually agreed by the Parties at least 30 days before the training period begins.
- B. The starting date and length of each Program training period shall be determined by mutual agreement.

#### II. UNIVERSITY’S RESPONSIBILITIES

- A. Academic Responsibility. University shall develop the curriculum of the Programs and shall be responsible for offering health care education programs eligible, if necessary, for accreditation and approval by any state board or agency.
- B. Schedule of Assignments. University shall notify Affiliate’s Program supervisor of student assignments, including the name of the student, level of academic preparation, and length and dates of proposed clinical experience.
- C. Orientation Program. University shall provide orientation to all students and ensure that all students receive clinical instruction and have necessary basic skills prior to the clinical experience at Affiliate.
- D. Records. University shall maintain all personnel records for its staff and all attendance and academic records for its students participating in the Programs. University shall implement and maintain an evaluation process of the students’ progress throughout the Programs.

E. Discipline. University shall be responsible for counseling, controlling and disciplining students.

F. Health Clearance. University shall inform students of the students' need to comply with Affiliate's requirements for immunizations and tests, including but not limited to an annual health examination, negative tuberculin skin test/and or chest x-ray as required. Also, University shall inform students of the students' need to comply with Affiliate's policies and procedures regarding blood-borne pathogens, including but not limited to, universal precautions.

G. Student Responsibilities. University shall notify students in the Program that they are responsible for:

- 1) Complying with Affiliate's clinical and administrative policies, procedures, rules and regulations, including undergoing and passing any required background check;
- 2) Arranging for their own transportation and living arrangements if not provided by University;
- 3) Assuming responsibility for their personal illnesses, necessary immunizations, tuberculin tests, and annual health examinations;
- 4) Maintaining the confidentiality of patient information:
  - a) No student shall have access to or have the right to receive any medical record, except when necessary in the regular course of the clinical experience. The discussion, transmission, or narration in any form by students of any individually identifiable patient information, medical or otherwise, obtained in the course of the Program is forbidden except as a necessary part of the practical experience;
  - b) Neither University nor its employees or agents shall be granted access to individually identifiable information unless the patient has first given consent using a form approved by Affiliate that complies with applicable state and federal law, including the Health Insurance Portability and Accountability Act ("HIPAA") and its implementing regulations;
  - c) Affiliate shall reasonably assist University in obtaining patient consent in appropriate circumstances. In the absence of consent, students shall use de-identified information only in any discussions about the clinical experience with University, its employees, or agents.
- 5) Complying with Affiliate's dress code and wearing name badges identifying themselves as students;
- 6) Attending an orientation to be provided by their University instructors;
- 7) Notifying Affiliate immediately of any possible violation of state or federal laws by any student; and
- 8) Providing services to Affiliate's patients only under the direct supervision of University faculty and/or Affiliate's professional staff.

H. Payroll Taxes and Withholdings. University shall be solely responsible for any payroll taxes, withholdings, Workers' Compensation and any other insurance or benefits of any kind for University's employees and agents, if any, who provide services to the Program under this Agreement. Students are not employees or agents of University and shall receive no compensation or benefits of any kind for their participation in the Program, either from University or Affiliate.

I. Background Checks. If required by Affiliate, ensure that students complete any background check required by Affiliate and submit such results to Affiliate for review and approval.

### III. AFFILIATE'S RESPONSIBILITIES

A. Clinical Experience. Affiliate shall accept from University the mutually agreed upon number of students enrolled in the Program and shall provide the students with clinical experience during the agreed upon dates and times (for pre-licensure students, University faculty will be supervising the students).

B. Implementation of Programs. Affiliate agrees to cooperate with and assist in the planning and implementation of the Programs at Affiliate for the benefit of students from University.

C. Orientation Program for University Instructors. Affiliate shall provide an orientation for University instructors who will oversee students in the Program, and shall include all information and materials that University instructors are to provide during the student orientation required in paragraphs II.C and II.G.6 above.

D. Access to Facilities. Affiliate shall permit students enrolled in the Program access to Affiliate facilities as appropriate and necessary for their Program, provided that the students' presence shall not interfere with Affiliate's activities.

E. Records and Evaluations. University shall maintain complete records and reports on each student's performance and Affiliate staff shall provide input on student performance to University as requested (Only faculty can evaluate student performance for grading; Affiliate staff provide input on student performance at the prelicensure level).

F. Withdrawal of Students. Affiliate may request that University withdraw from the program any student who Affiliate determines is not performing satisfactorily, refuses to follow Affiliate's administrative policies, procedures, rules and regulations, or violates any federal or state laws. Such requests must be in writing and must include a statement as to the reason or reasons for Affiliate's request. University shall comply with the written request within five (5) business days after actually receiving it.

G. Emergency Health Care/First Aid. Affiliate shall, on any day when a student is receiving training at its facilities, provide to that student necessary emergency health care or first aid for accidents occurring in its facilities. Any emergency health care or first aid provided by Affiliate shall be billed to the student at Affiliate's normal billing rate for private-pay patients. Except as provided in this paragraph, Affiliate shall have no obligation to furnish medical or surgical care to any student.

H. Student Supervision. In the absence of University faculty, Affiliate shall permit students to perform services for patients only when under the supervision of a registered, licensed, or certified clinician/professional on Affiliate's staff. Such clinicians or professionals are to be certified or licensed in the discipline in which supervision is provided. Students shall train (students train vs. work), perform assignments, and participate in ward rounds, clinics, staff meetings, and in-service educational programs at the discretion of their University faculty and/or Affiliate-designated supervisors. Students are to be regarded as trainees, not employees, and are not to replace Affiliate's staff.

I. Affiliate's Confidentiality Policies. As trainees, students shall be considered members of Affiliate's "workforce," as that term is defined by the HIPAA regulations at 45 C.F.R. § 160.103, and shall be subject to Affiliate's policies respecting confidentiality of medical information. In order to ensure that students comply with such policies, Affiliate shall provide students with substantially the same training that it provides to its regular employees.

#### IV. AFFIRMATIVE ACTION AND NON-DISCRIMINATION

The Parties agree that all students receiving clinical training pursuant to this Agreement shall be selected without discrimination on account of Age, Disability (physical or mental), Gender (or sex), Gender Identity (including transgender), Gender Expression, Genetic Information, Marital Status, Medical Condition, Nationality, Race or Ethnicity (including color or ancestry), Religion (or Religious Creed), Sexual Orientation, sex stereotype, and Veteran or Military Status.

#### V. STATUS OF UNIVERSITY AND AFFILIATE

The Parties expressly understand and agree that the students enrolled in the Program are in attendance for educational purposes, and such students are not considered employees of either Affiliate or University for any purpose, including, but not limited to, compensation for services, welfare and pension benefits, or Workers' Compensation insurance. Students are, however, considered members of Affiliate's "workforce" for purposes of HIPAA compliance.

#### VI. INSURANCE

A. University Insurance. The State of California has elected to be self-insured for its general liability, worker's compensation, professional liability, motor vehicle liability, and property exposures through an annual appropriation from the General Fund. As a State agency, the California State University, Office of the Chancellor, the Trustees, and its system of campuses are included in this self-insurance program.

The Office of Risk Management in the Chancellor's Office administers the general liability, workers' compensation, property, and professional liability programs. The State Office of Risk and Insurance Management administers the motor vehicle liability program.

Under this form of insurance, the State and its employees (as defined in Section 810.2 of the Government Code) are insured for any tort liability that may develop through carrying out official activities, including state official operations on non-state owned property. Should any claims arise by reason of such operations or under an official contract or license agreement, they should be referred to the California State University, Office of Risk Management, 401 Golden Shore, 5<sup>th</sup> Floor, Long Beach, CA 90802-4210.

B. Student Insurance. The California State University Risk Management Authority maintains a Student Professional Liability Insurance Program (SPLIP).

Coverage is provided on a “claims-made” basis for claims which are both made against the Insured during the policy period and reported to the carrier as soon as practicable, but not later than three (3) years after the policy period for claims arising from professional services which are rendered or incidents which occurred during the policy period.

Insureds include CSU students enrolled in required credited coursework in addition to employees, faculty and staff of the CSU.

Coverage includes General, Professional, & Educator’s Errors and Omissions Liability. Coverage limits are two million (\$2,000,000) each loss and four million (\$4,000,000) aggregate for all covered parties, and not per student. A Party to whom University is obligated by written agreement to provide such coverage is included as an additional insured.

C. Affiliate Insurance. Affiliate shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, insurance in amounts that are reasonably necessary to protect it against liability arising from any and all negligent acts or incidents caused by its employees, officers, agents, and volunteers. Coverage under such professional and commercial general liability insurance shall be not less than one million dollars (\$1,000,000) for each occurrence and three million dollars (\$3,000,000) in the aggregate. Such coverage is to be obtained from a carrier rated A VII or better by AM Best or a qualified program of self-insurance. Affiliate shall also maintain and provide evidence of workers’ compensation and disability coverage for its employees as required by law. Affiliate shall promptly notify University of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.

D. Each Party has the right to request, and agrees to provide upon request, documentation of such coverage(s) and to include naming each Party as additional insured.

## VII. INDEMNIFICATION.

A. University agrees to defend all claims of loss, indemnify and hold harmless Affiliate and its officers, agents and employees from any and all liability for personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of University or its employees, officers, or volunteers in the performance of this Agreement.

B. Affiliate agrees to defend all claims of loss, indemnify, and hold harmless the State of California, the Trustees of the California State University, California State University Fullerton and their officers, agents, volunteers and employees from any and all liability for personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of Affiliate or its employees, agents or volunteers in the performance of this Agreement.

## VIII. TERM AND TERMINATION

- A. **Term.** This term of this Agreement shall be effective upon execution and shall continue for three (3) years.
- B. **Renewal.** This Agreement may be renewed by mutual agreement.
- C. **Termination.** This Agreement may be terminated at any time by written agreement or upon 30 days' advance written notice by one Party to the other, PROVIDED, HOWEVER, that in no event shall termination take effect with respect to currently enrolled students, who shall be permitted to complete their training for any semester in which termination would otherwise occur.

## IX. GENERAL PROVISIONS

- A. **Amendments.** In order to ensure compliance with HIPAA, the following provisions of this Agreement shall not be subject to amendment by any means during the term of this Agreement or any extensions: Section II, Paragraph G, subdivisions 4.a), 4.b), and 4.c); Section III, Paragraphs H and I; and Section V. This Agreement may otherwise be amended at any time by mutual agreement of the Parties without additional consideration, provided that before any amendment shall take effect, it shall be reduced to writing and signed by the Parties.
- B. **Assignment.** Neither Party shall voluntarily or by operation of law, assign or otherwise transfer this Agreement without the other Party's prior written consent. Any purported assignment in violation of this paragraph shall be void.
- C. **Captions.** Captions and headings in this Agreement are solely for the convenience of the Parties, are not a part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement or any of its provisions.
- D. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.
- E. **Entire Agreement.** This Agreement is the entire agreement between the Parties. No other agreements, oral or written, have been entered into with respect to the subject matter of this Agreement.
- F. **Governing Law.** The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.
- G. **Electronic Signatures.** The exchange of copies of this Agreement by electronic mail in "portable document format" (".PDF") form or by other similar electronic means shall constitute effective execution and delivery of this Agreement and shall have the same effect as copies executed and delivered with original signatures.
- H. **Notices.** Notices required under this Agreement shall be sent to the Parties by certified or registered mail, return receipt requested, postage prepaid, at the addresses set forth below.

**TO UNIVERSITY:**

California State University, Fullerton  
Contracts & Procurement  
2600 Nutwood Ave., Suite 300  
Fullerton, CA 92831

**TO AFFILIATE:**

Santee School District  
9625 Cuyamaca Street  
Santee, CA 92071  
Attn: Tim Larson

**X. EXECUTION**

By signing below, each of the following represent that they have authority to execute this Agreement and to bind the Party on whose behalf their signature is made. This Agreement will not be considered binding until the University’s Contracts and Procurement department and Affiliate have both signed below.

CALIFORNIA STATE UNIVERSITY,  
FULLERON SCHOOL OF NURSING

SANTEE SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

CALIFORNIA STATE UNIVERSITY  
FULLERTON, CONTRACTS AND PROCURMENT

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Consent Item E.4.3.                      Approval of Santee Collaborative Reinvestment Plan for  
the Use of LEA Medi-Cal Funds

Prepared by Tim Larson  
November 17, 2020

**BACKGROUND:**

The Santee Community Collaborative’s mission is to promote a healthier, more proactive community that builds resilient children and families.

The Santee School District participates in the LEA Medi-Cal Program. School districts participating in the program are required to annually approve a budget for the reinvestment of the funds received through the billing and reimbursement process. The law also requires that the local community collaborative develop and recommend a budget to the governing board for consideration.

On October 28, 2020, Santee Community Collaborative approved the attached budget. The majority of the proposed budget will fund the Collaborative Director.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the reinvestment plan for use of LEA Medi-Cal funds.

**FISCAL IMPACT:**

The attached Santee Community Collaborative Reinvestment Plan outlines how LEA Medi-Cal funding will be expended for the 2020-21 school year.

**STUDENT ACHIEVEMENT:**

Support services may provide a greater potential for student success.

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

Agenda Item E.4.3.



**Santee Community Collaborative  
Budget and Reinvestment 2020-21**

<b>Revenue</b>	<b>Budget 20-21</b>	<b>FY 2019-2020</b>
LEA Medi-Cal Carryover:	\$ 123,094.13	\$ 120,338.00
 <b>Total Available for the year</b>	 <b>\$ 123,094.13</b>	 <b><u>\$ 120,338.00</u></b>
 <b>Expenses</b>		
<b>Staffing Salary and Fringe</b>		
Salary - \$79,318 and Benefits \$29,635	\$108,953	\$ 108,440.00
 <b>Supplies</b>		
Materials and Supplies	\$ 5,586.00	\$ 600.00
Food/Meeting Supplies/ Parenting Supplies	\$ 100.00	\$ 1,140.00
Postage		\$ 100.00
 <b>Travel and Training</b>		
Mileage	\$ 1,070.00	\$ 1,200.00
Training		\$ 1,200.00
 <b>Contracts</b>		
Billing Contract	\$ 1,524.00	\$ 2,150.00
Background Checks for Interns		\$ 200.00
 <b>Collaborative Programs</b>		
 <b>Subtotal</b>		 \$ 115,030.00
Indirect Cost 5.00%	\$ 5,861.00	\$ 5,302.88
 <b>Total for FY 2020-21</b>	 <b>\$ 123,094.00</b>	 <b><u>\$ 120,332.88</u></b>

Consent Item E.4.4.

Approval to Submit California Community Schools Partnership Program Grant

Prepared by Tim Larson  
November 17, 2020

## **BACKGROUND**

The California Department of Education issued a request for proposal for California Community Schools Partnership Program Grant (CCSPP). This grant provides funding for low income school sites to partner with community group and local government to align community resources to improve student outcomes. The partnerships are designed to provide an integrated focus on academics, health and social sciences, youth and community development and community engagement. We propose serving Pepper Drive, PRIDE Academy and the state preschool program along with Santee Collaborative partners to create community schools that build resilient children and families.

There are four areas of focus for this grant, integrated support services, family and community engagement, collaborative leadership and practices for educators and administrators, and extended learning time and opportunities.

Here are the goal areas for this grant:

1. Effectively and meaningfully engage students, teachers, families, and community partners.
  - Additional opportunities to connect with parents on campus including English and Computer classes, parent partners with stipend/laptop to participate
  - Increased student and family programs to increase connection to school and community
2. Establish and expand partnerships, supports and services that intentionally address locally defined needs.
  - Expand wrap services for families including preschool
  - Offer mental health services on campus through SDSU MFT Center for Counseling Excellence to increase therapy services for family services
  - Provide SDSU Nursing Services on campus with Dr. Zirkle and to conduct home visits cost
3. Expand student centered teaching practices and enrichment.
  - Training trauma informed practice and collaborative teaching with preschool/ and early grades to ensures students and families are ready to learn
  - Continue with USD Practicum and other practices to increase counseling options for students and families
  - Increase enrichment programs available to students' afterschool programs and classes including bus transportation home after programs. Use City of Santee mobile recreation to support after hour opportunities for families, fund childcare and summer options for students as needed

5. Demonstrate collaborative leadership practices (inclusive of students, families, teachers, site administrators, and community partners).
  - Increase Santee Collaborative reach and connection to 211-CIE and family strengthening practices
6. Develop the systems and practices necessary to maintain the positive outcomes of the CCSPP.
  - Robust evaluation and assessment of success, design new pathways and connections to community groups

This grant will expand community schools in Santee School District, coordinate and provide health, mental health and pupil support services to students and families. It will also increase training and support for school personnel to help develop best practices for integrating pupil supports.

The program will be administered by the Director of Community Collaborative and school principals.

**RECOMMENDATION**

Administration recommends that the Board of Education submit a CCSPP grant for Pepper Drive, PRIDE Academy, and State Preschool.

This recommendation supports the following district goals:

- Achieves the highest level of educational achievement for all students

**FISCAL IMPACT**

This grant provides \$1,000,000 for the planning and implementation of the program for a year and half. There is an expected in-kind match for this program and an expectation that some of the services will be sustained after grant funding ends.

**STUDENT ACHIEVEMENT**

By linking support and services to parents, schools will be able to more effectively provide education and support for all students.

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

Agenda Item E.4.4.

Prepared by Tim Larson  
November 17, 2020

**BACKGROUND:**

Since the 2016-17 school year, San Diego Youth Services (SDYS) has offered the Anti Bullying Intervention Advocacy Support Program (Anti-BIAS) to support Santee students cope with drama and bullying behavior. SDYS uses trained mental health specialists to provide therapeutic support, case management and advocacy for the students identified as being a victim of bullying.

The program, targeting 7<sup>th</sup>-12<sup>th</sup> grades, can offer classroom or small group support, as well as individual support for students and families. Last year, SDYS served 11 students in Santee School District in Anti-BIAS and the program expects to continue serving up to 25 students each year.

Examples of activities include:

- Case management services reflecting the needs of the youth and cultural considerations until crisis stabilization
- Education support with teachers, administrators, or school personnel
- Advocacy with criminal justice agencies, community resources, and mental health providers
- Counseling (individual or family) through referral to clinics or individual health networks
- Training in a strengths-based, problem-solving approach
- Networking youth and families for mutual support
- Understanding, acknowledging, and reinforcing individual and family strengths
- Provide follow-up information to the family and community stakeholders (school staff, law enforcement)

**RECOMMENDATION:**

Administration requests Board approval of a Memorandum of Understanding to offer the Anti-BIAS program to 7<sup>th</sup> and 8<sup>th</sup> grade students as requested by school sites virtually and, when appropriate, in person.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

SDYS is grant funded for Anti-BIAS. There is no fiscal impact to the school district or participants.

**STUDENT ACHIEVEMENT:**

Students learn best when their social and emotional needs are met and they have been given strategies to address the concerns of themselves and their peers. Anti-BIAS allows the District to provide support for students and help improve school climate and culture.

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

Agenda Item E.4.5.



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

This is a Memorandum of Understanding between **San Diego Youth Services (SDYS)** and **Santee School District (District)**. While this is not a legally binding document, this Memorandum does indicate a voluntary agreement to strengthen the respective organizations service delivery plans of the aforementioned party and other participating collaborators.

- I. **Purpose:** The purpose of the Memorandum of Understanding is to maintain the effective working relationship established between SDYS and **Santee School District** for the purpose of implementing coordinated services. The goal of the service partnership is: “To help at risk youth.”
- II. **Term:** This Memorandum of Understanding shall begin on January 1<sup>st</sup>, 2021 and will extend through December 31<sup>st</sup>, 2021. Either party can give written notice 30 days in advance of the intent to withdraw from collaboration.
- III. **Description of Participation:**
  - A. **Santee School District** agrees, per this memorandum, to provide the following:
    1. Designate an individual as a point of contact for the program.
    2. Provide the names and contact information for all youth and their families for which services are to be provided.
    3. School staff will support SDYS staff in providing follow up to students identified as needing additional services (e.g. pulling schedules, passes, space, etc.).
    4. Provide meeting and program space as available and appropriate.
    5. Provide coordinated input in the development of new programs, services and funding to insure that growth and expansion of services to children and their families fits into the ongoing aims of the collaboration.
    6. Participation in community awareness, mandated reporting, and documentation activities of the Collaborative.
    7. Communicate immediately if problems/concerns arise with students or program implementation.
  - B. **San Diego Youth Services** agrees, per this memorandum to provide the following:
    1. Provide oversight, facilitation and coordination of the program design, implementation, service delivery, information management, and reporting to ensure that a high caliber of services is maintained.

2. Designate an individual as a point of contact for the program.
3. Provide direct services for the target population of youth in grades 7<sup>th</sup> through 12<sup>th</sup> experiencing bullying/school violence services which may include services and intervention(s) such as:
  - Conduct accurate psycho/social history taking and assessment.
  - Assessment for safety issues.
  - Case Management services with duration and intensity of services reflecting the needs of the youth and cultural considerations until crisis stabilization
  - Education Advocacy with teachers, administrators, or school personnel; or advocacy with the criminal justice system and agencies, CaIVCP, community providers, mental health providers, or even parents.
  - Counseling, individually, family, or through referral to clinics or individual health networks
  - Understand and acknowledge individual and family strengths.
  - Offer training in a strengths-based problem-solving approach.
  - Assist families as they take action
  - Provide encouragement and moral support.
  - Provide activities and things that reinforce resilience.
  - Network youth and families with others for mutual support.
  - Provide activities and access to services that reinforce individual and family strengths.
  - Provide follow-up information to the family and community stakeholders (School staff, Law enforcement)
4. Continue efforts to identify additional youth needs and provide additional information to enhance the program's service effectiveness and promote better outcomes for youth.
5. Provide an updated status report upon request.
6. SDYS will follow district safety protocols for risk of self-harm, including notification of administration and parent/guardian where warranted and connecting students to mental health services.

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

For the purposes of this Memorandum of Understanding, the signature by the collaborative partner on this document and the attached Business Associate Contract (**Attachment A**) ensures that the collaborative partner shall be in full compliance with the applicable Health Insurance Portability and Accountability (HIPAA) regulations, Title 45 of the Code of Federal Regulations. The collaborative partner to SDYS, a Business Associate of SDYS as defined by HIPAA regulations, shall not use or further disclose protected health information other than as permitted or required by the contract or as required by law.

V. **Indemnification:** SDYS hereby indemnifies, defends, and holds harmless District, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of SDYS, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

District, hereby indemnifies, defends, and holds harmless SDYS, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the , its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

SDYS shall have no obligation to indemnify, defend, or hold harmless Santee School District, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for the District sole negligence or willful misconduct; and the District shall have no obligation to indemnify, defend, or hold harmless SDYS, its Board, officers, employees, agents, independent contractors, consultants and other representatives for SDYS's sole negligence or willful misconduct. This indemnity shall survive the termination of the Contract of final payment hereunder, and is in addition to any other rights or remedies that SDYS or District may have under the law or this contract.

VI. **Insurance:** San Diego Youth Services shall maintain Public Liability and Property Damage Insurance to protect them and the District from all claims for personal injury, including accidental death, as well as from all claims for property damage arising from the operations under this Agreement. The minimum amounts of such insurance shall be as hereinafter set forth.

Amounts of Insurance:	
Commercial General Liability	\$1,000,000 per occurrence
Auto Liability for owned and non-owned vehicles	\$1,000,000 per occurrence
Umbrella Liability	\$4,000,000 per occurrence

Workers Compensation will be in conformance with the laws of State of California and applicable federal laws. The District shall file, with the Agency, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the Santee School District as an additional insured.

VII. **Value of Services:** No Money is transferred. The value of staff time provided by San Diego Youth Services is approximately \$100,000 for each year of services..



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

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Date

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Walter Philips  
Executive Director  
**San Diego Youth Services**

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Date

## Attachment A

### Business Associate Contract

Covered Entity: San Diego Youth Services (SDYS)

Funding Source: California Governor's Office of Emergency Services (Cal OES)

Business Associate: Consultant is **Santee School District**

The terms and conditions of this Business Associate Contract are an integral part of that certain Consultant Agreement (the "Agreement") between SDYS and Consultant. The purpose of this Business Associate Contract is to ensure that Consultant is in full compliance with the applicable Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005, 42 U.S.C. section 17921 et seq., and their implementing privacy and security regulations at 45 CFR Parts 160 and 164. These provisions shall hereafter be collectively referred to as "HIPAA."

#### Definition of Terms

*Covered Entity.* "Covered Entity" shall mean SDYS designated as the full agency subject to the Standards for Privacy of Individually Identifiable Health Information set forth in 45 CFR Part 160 and Part 164, Subparts A and E, and those components of SDYS designated as Business Associates of other entities subject to the Standards for Privacy of Individually Identifiable Health Information.

*Designated Record Set.* "Designated Record Set" shall have the same meaning as the term "designated record set" in Section 164.501.

*Individual.* "Individual" shall have the same meaning as the term "individual" in Section 164.501 and shall include a person who qualifies as a personal representative in accordance with Section 164.502(g).

*Privacy Rule.* "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.

*Protected Health Information.* "Protected Health Information" shall have the same meaning as the term "protected health information" in Section 164.501, limited to the information created or received by Business Associate from or on behalf of Covered Entity.

*Required By Law.* "Required by Law" shall have the same meaning as the term "required by law" in Section 164.501.

*Secretary.* "Secretary" shall mean the Secretary of the United States Department of Health and Human Services or his or her designee.

"Security incident" means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of County PHI, or interference with system operations in an information system that processes, maintains or stores County PHI.

“Unsecured PHI” shall have the meaning given to such term under HIPAA and, 42 U.S.C., section 17932(h), and any guidance issued pursuant to such regulations.

#### Obligations & Activities of Business Associate

Business Associate agrees to not use or further disclose Protected Health Information other than as permitted or required by the Agreement or as Required by Law.

Business Associate agrees to use appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as provided for by the Agreement.

Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate in violation of the requirement of this Agreement.

Business Associate agrees to report to Covered Entity any use or disclosure of the Protected Health Information not provided for by the Agreement.

Business Associate agrees to ensure that any agent, including a Consultant, to whom it provides Protected Health Information received from, or created or received by Business Associate on behalf of Covered Entity, agrees to the same restrictions and conditions that apply through the Agreement to Business Associate with respect to such information.

Business Associate agrees to provide access, at the request of Covered Entity, and in the time and manner designated by Covered Entity, to Protected Health Information in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under Section 164.524.

Business Associate agrees to make any amendment(s) to Protected Health Information in a Designated Record Set that the Covered Entity directs or agrees to make pursuant to Section 164.526 at the request of Covered Entity or an Individual, and in the time and manner designated by Covered Entity.

Business Associate agrees to make internal practices, books, and records relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of, Covered Entity available to the Covered Entity, or at the request of the Covered Entity to the Secretary, in a time and manner designated by the Covered Entity or the Secretary, for purposes of the Secretary determining Covered Entity's compliance with the Privacy Rule.

Business Associate agrees to document such disclosures of Protected Health Information and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with Section 164.528.

Business Associate agrees to provide to Covered Entity or an Individual, in the time and manner designated by Covered Entity, information collected in accordance with the terms of the Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with Section 164.528.

Consultant shall use the forms and processes developed by SDYS for this purpose and shall respond to all requests for access to records requested by SDYS within forty-eight (48) hours of receipt of request by producing records or verifying there are none.

Amendment of SDYS PHI. Consultant shall make any required amendment(s) to SDYS PHI that were requested by an Individual, in accordance with HIPAA. Consultant additionally shall make any amendments to SDYS PHI as SDYS directs or agrees to make pursuant to section 164.526. These amendments shall be made in the time and manner designated by SDYS, and in no more than twenty (20) days.

Documentation of Disclosures. Consultant shall document disclosures of SDYS PHI, respond to a request by an Individual for an accounting of disclosures of SDYS PHI, and make these disclosures available to SDYS or to an Individual at SDYS's request, in accordance with HIPAA, including but not limited to sections 164.528, and 42 USC section 17935, and in the time and manner designated by SDYS.

If Consultant maintains electronic health records as of January 2009, Consultant shall provide an accounting of disclosures including those for Treatment, Payment, and Healthcare Operations (TPO), effective January 2014. If Consultant acquires electronic health records for SDYS after January 1, 2009, Consultant shall provide an accounting of disclosures, including those for TPO, effective with disclosures on or after the date the electronic health record is acquired, or on or after January 1, 2011, whichever date is later.

The electronic accounting of disclosures shall include the three (3) years prior to the request for an accounting. Consultant shall provide to SDYS or an Individual, in the time and manner designated by SDYS, but no more than sixty (60) calendar days, accounting of disclosures necessary to meet requirements in section 164.528.

#### Permitted Uses and Disclosures by Business Associate

##### General Use and Disclosure Provisions:

Except as otherwise limited in the Agreement, Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in the Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Covered Entity.

##### Specific Use and Disclosure Provisions:

Except as otherwise limited in the Agreement, Business Associate may use Protected Health Information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

Except as otherwise limited in the Agreement, Business Associate may disclose Protected Health Information for the proper management and administration of the Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurance from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which they are aware the confidentiality of the information has been breached.

Except as otherwise limited in the Agreement, Business Associate may use Protected Health Information to provide data aggregation services to Covered Entity as permitted by Section 164.504(e)(2)(i)(B).

### Prohibited Uses and Disclosures

Consultant shall not disclose SDYS PHI to a health plan for payment or health care operations purposes if SDYS PHI pertains solely to a health care item or service for which the health care provider involved has been paid out of pocket in full and the Individual requests such restriction, in accordance with 42 U.S.C. section 17935(a) and HIPAA.

Consultant shall not directly or indirectly receive remuneration in exchange for SDYS PHI, except with the prior written consent of SDYS and as permitted by 42 U.S.C. section 17935(d)(2).

### Safeguards.

Consultant shall comply with HIPAA regarding any and all operations conducted on behalf of SDYS under this Contract and shall use appropriate safeguards that comply with HIPAA to prevent the unauthorized use or disclosure of SDYS PHI.

Consultant shall develop and maintain a written information privacy and security program that complies with HIPAA, and that includes administrative, physical, and technical safeguards appropriate to the size and complexity of the Consultant's operations and the nature and scope of its activities.

### Security.

Consultant shall ensure the continuous security of all computerized data systems and paper documents containing SDYS PHI. These steps shall include, at a minimum:

Comply with all Standards put forth in Article 14.3, Data Security Requirements (also referenced below in section 8);

Achieve and maintain compliance with HIPAA; and

Provide a level and scope of security that is at least comparable to the level and scope of security established by the Office of Management and Budget in OMB Circular No. A-130, Appendix III - Security of Federal Automated Information Systems, which sets forth guidelines for automated information systems in Federal agencies

### Obligations of Covered Entity

Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with Section 164.520, as well as any changes to such notice. These privacy practices are available on SDYS's web site at **[www.SDYOUTHSERVICES.org](http://www.SDYOUTHSERVICES.org)**.

Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by an Individual to use or disclose Protected Health Information, if such changes affect Business Associate's permitted or required uses and disclosures.

Covered Entity shall notify Business Associate of any restriction to the use or disclosure of Protected Health Information that Covered Entity has agreed to in accordance with Section 164.522.

Reporting of Unauthorized Use or Disclosure. Consultant shall implement reasonable systems for the discovery of and prompt reporting to SDYS of any use or disclosure, or suspected

use or disclosure, of SDYS PHI not provided for by the Contract and/or any transmission of unsecured SDYS PHI, and to take the following steps.

Reports to COR and APO. Consultant shall provide all reports of Unauthorized Uses or Disclosures to SDYS, in order for SDYS to simultaneously report to the County of San Diego's Contracting Officer's Representative and Agency Privacy Officer.

Initial Report. Consultant shall notify SDYS immediately by telephone call plus email upon the discovery of a breach of unsecured SDYS PHI in electronic media or in any other media if SDYS PHI was, or is reasonably believed to have been, accessed or acquired by an unauthorized person, or upon the discovery of a suspected security incident that involves data provided to SDYS by the Social Security Administration.

Consultant shall notify SDYS by email within twenty-four (24) hours of the discovery of any suspected security incident or breach of SDYS PHI in violation of this BAA, or potential loss of confidential data affecting this BAA.

A suspected security incident or breach shall be treated as discovered by Consultant as of the first day the breach or security incident is known, even if it is not confirmed, or by exercising reasonable diligence would have known, to any person (other than the person committing the breach) who is an employee, officer or other agent of Consultant.

Reporting shall additionally include emailing of the "SDYS Privacy Incident Report" and/or "County of San Diego Privacy Incident Report" form within twenty-four (24) hours of any above incident, to include all information known at the time of the notification. Consultant shall use the most current version of this form, which is posted on San Diego County's website, [www.cosd.compliance.org](http://www.cosd.compliance.org).

Corrective Action. Upon discovery of a breach or suspected security incident, intrusion or unauthorized access, use or disclosure of SDYS PHI, Consultant shall take prompt corrective action to mitigate any risks or damages involved with the breach and to protect the operating environment; and any action pertaining to such unauthorized disclosure required by applicable Federal and State laws and regulations.

Investigation and Investigation Report. Consultant shall immediately investigate such security incident, breach, or unauthorized access, use or disclosure of SDYS PHI. Within seventy-two (72) hours of the discovery, Consultant shall submit an updated "SDYS Privacy Incident Report."

Complete Report. Consultant shall provide a complete report of the investigation within five (5) working days of the discovery of the breach or unauthorized use or disclosure. The report shall be submitted on SDYS's "Privacy Incident Report" form and shall include an assessment of all known factors relevant to a determination of whether a breach occurred under applicable provisions of HIPAA and applicable state law. The report shall also include a full, detailed corrective action plan, including information on measures that were taken to halt and/or contain the improper use or disclosure. If County requests information in addition to that listed on the "Privacy Incident Report" form, Consultant shall

make reasonable efforts to provide SDYS with such information. SDYS will review and approve the determination of whether a breach occurred, Individual notifications are required, and the corrective action plan is adequate.

Responsibilities for Notification of Breaches. If SDYS determines that the cause of a breach of SDYS PHI is attributable to Consultant or its subcontractors, agents or vendors, Consultant shall notify individuals of the breach or unauthorized use or disclosure when notification is required under Federal or State law and shall pay any costs of such notifications, as well as any costs associated with the breach. The notifications shall comply with the requirements set forth in 42 U.S.C. section 17932 and its implementing regulations, including, but not limited to, the requirements that:

Notifications be made to Individuals without unreasonable delay and in no event later than sixty (60) calendar days from the date the breach was discovered. SDYS shall approve the time, manner and content of any such notifications before notifications are made.

Notifications be made to media outlets and to the Secretary, if a breach of unsecured SDYS PHI involves more than five-hundred (500) residents of the State of California or its jurisdiction. SDYS shall approve the time, manner and content of any such notifications before notifications are made.

Designation of Individuals.

Consultant shall designate a Privacy Officer to oversee its data privacy program who shall be responsible for carrying out the requirements of this section and for communicating on Privacy matters with SDYS.

Consultant shall designate a Security Officer to oversee its data security program who shall be responsible for carrying out the requirements of this section and for communicating on Security matters with SDYS.

In accordance with section 164.504(e)(1)(ii), upon Consultant's knowledge of a material breach or violation by its subcontractor of the agreement between Consultant and the subcontractor, Consultant shall:

Provide an opportunity for the subcontractor to end the violation and terminate the agreement if the subcontractor does not end the violation within the time specified by SDYS; or

Immediately terminate the agreement if the subcontractor has violated a material term of the agreement and cure is not possible.

Data Security Requirements: Consultant shall ensure the continuous security of all computerized data systems and paper documents containing SDYS PHI and/or SDYS PII/PI. These steps shall include, at a minimum:

Personnel Controls. Consultant shall ensure: all workforce members who assist in the performance of functions or activities on behalf of SDYS, or access or disclose SDYS PHI and/or SDYS PII/PI, shall:

Have undergone a thorough Consultant background check, with evaluation of the results to assure that there is no indication that the worker may present a risk to the security, privacy, or integrity of SDYS PHI and/or SDYS PII/PI, prior to the workforce member obtaining access to SDYS PHI and/or SDYS PII/PI. The Consultant shall retain each workforce member's Consultant background check documentation for a period of three (3) years following contract termination.

Complete privacy and security training, at least annually, at Consultant's expense. Each workforce member who receives information privacy and security training shall sign a certification, indicating the workforce member's name and the date on which the training was completed. These certifications shall be retained for a period of six (6) years following contract termination, and shall be available to SDYS upon request. Sign a confidentiality statement that includes, at a minimum, General Use, Security and Privacy Safeguards, Unacceptable Use, and Enforcement Policies. The statement shall be signed by the workforce member prior to access to SDYS PHI and/or SDYS PII /PI and shall be renewed annually. The Consultant shall retain each person's written confidentiality statement for SDYS inspection for a period of six (6) years following contract termination.

Be appropriately sanctioned if they fail to comply with security and privacy policies and procedures, including termination of employment when appropriate.

Publication, Reproduction or Use of Materials. No material produced, in whole or in part, under this Agreement shall be subject to copyright in the United States or in any other country. SDYS shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement. All reports, data and other materials prepared under this Agreement shall be the property of the SDYS upon completion of this Agreement.

Physical Security Controls. Consultant shall safeguard SDYS PHI and/or SDYS PII/PI from loss, theft, inadvertent disclosure, and therefore shall:

Ensure SDYS PHI and/or SDYS PII/PI is used and stored in an area that is physically safe from access by unauthorized persons during both working hours and nonworking hours;

Secure all areas of Consultant facilities where Consultant workers use or disclose SDYS PHI and/or SDYS PII/PI. The Consultant shall ensure that these secured areas are only accessed by authorized individuals with properly coded key cards, authorized door keys or other access authorization, and access to premises is by official identification;

Issue workers who assist in the administration of SDYS PHI and/or SDYS PII/PI identification badges and require workers to wear badges at facilities where SDYS PHI and/or SDYS PII/PI is stored or used;

Ensure each location where SDYS PHI and/or SDYS PII/PI is used or stored has procedures and controls that ensure an individual whose access to the facility is terminated:

Is promptly escorted from the facility by an authorized employee; and

Immediately has their access revoked to any and all SDYS PHI and/or SDYS PII/PI.



Ensure there are security guards or a monitored alarm system twenty-four (24) hours a day, seven (7) days a week at facilities where SDYS PHI and/or SDYS PII/PI is stored;

Ensure data centers with servers, data storage devices, and critical network infrastructure involved in the use or storage of SDYS PHI and/or SDYS PII/PI have perimeter security and access controls that limit access to only authorized Information Technology Staff. Visitors to the data center area must be escorted by authorized IT staff at all times;

Store paper records with SDYS PHI and/or SDYS PII/PI in locked spaces in any facilities that are multi-use, meaning that there are SDYS PHI and/or SDYS PII/PI functions and Consultant functions in one building in work areas that are not securely segregated. The Consultant shall have policies that state workers shall not leave records with SDYS PHI and/or SDYS PII/PI unattended at any time in cars or airplanes and shall not check SDYS PHI and/or SDYS PII/PI on commercial flights; and

Use all reasonable means to prevent non-authorized personnel and visitors from having access to, control of, or viewing SDYS PHI and/or SDYS PII/PI.

Technical Controls. Consultant shall ensure:

All workstations, copiers, and laptops that process and/or store SDYS PHI and/or SDYS PII/PI shall:

Be encrypted using a FIPS 140-2 certified algorithm which is 128bit or higher, such as Advanced Encryption Standard (AES). The encryption solution shall be full disk; and

Install and actively use comprehensive anti-virus software solution with automatic updates scheduled at least daily.

Have critical security patches applied, with system reboot if necessary. There shall be a documented patch management process which determines installation timeframe based on risk assessment and vendor recommendations. All applicable patches shall be installed within thirty (30) days of vendor release.

All servers containing unencrypted SDYS PHI and/or SDYS PII/PI shall have sufficient administrative, physical, and technical controls in place to protect that data, based upon a risk assessment/system security review.

Only the minimum necessary amount of SDYS PHI and/or SDYS PII/PI required to perform necessary business functions may be copied, downloaded, or exported.

All electronic files that contain SDYS PHI and/or SDYS PII/PI shall be encrypted when stored on any removable media or portable device (i.e. flash drives, cameras, mobile phones, CD/DVD, backup media, etc). Encryption shall be a FIPS 140-2 certified algorithm, which is 128bit or higher, such as AES.

All users shall be issued a unique user name for accessing SDYS PHI and/or SDYS PII/PI. Username shall be promptly disabled, deleted, or the password changed upon the transfer or termination of an employee with knowledge of the password, at maximum within twenty-four (24) hours.

Passwords shall be:

At least eight characters;

A non-dictionary word;

Changed at least every ninety (90) days;

Changed immediately if revealed or compromised; and

Composed of characters from at least three of the following four groups from the standard keyboard

-Upper case letters (A-Z)

-Lower case letters (a-z)

-Arabic numerals (0-9)

-Non-alphanumeric characters (punctuation symbols)

Passwords shall not be shared and shall not be stored in readable format on the computer.

Appropriate management control and oversight, in conjunction with SDYS of the function of authorizing individual user access to SDYS PHI and/or SDYS PII/PI and over the process of maintaining access controls numbers and passwords.

When no longer needed, all SDYS PHI and/or SDYS PII/PI shall be wiped using the Gutmann or US Department of Defense (DoD) 5220.22-M (7 Pass) standard, or by degaussing. Media may also be physically destroyed in accordance with NIST Special Publication 800-88.

All systems providing access to, transport of, or storage of SDYS PHI and/or SDYS PII/PI shall:

Provide an automatic timeout, requiring re-authentication of the user session after no more than twenty (20) minutes of inactivity.

Display a warning banner stating that data is confidential systems are logged and system use is for business purposes only by authorized users. Users must be directed to log off the system if they do not agree with these requirements.

Maintain an automated audit trail that identifies the user or system process which initiates a request for SDYS PHI and/or SDYS PII/PI, or which alters SDYS PHI and/or SDYS PII/ PI. The audit trail shall be date and time stamped, shall log both successful and failed accesses, shall be read only, and shall be restricted to authorized users. If SDYS PHI and/or SDYS PII/ PI is stored in a database, database logging functionality shall be enabled. Audit trail data shall be archived for at least three (3) years after occurrence, and shall be available to SDYS upon request.

Use role based access controls for all users, enforcing the principle of least privilege.

Be protected by a comprehensive intrusion detection and prevention solution if they are accessible via the internet.

All data transmissions of SDYS PHI and/or SDYS PII/PI outside the secure internal network shall be encrypted using a FIPS 140-2 certified algorithm which is 128bit or higher, such as AES. Encryption can be end to end at the network level, or the data files containing SDYS PHI and/or SDYS PII/PI can be encrypted. This requirement pertains to any type of SDYS PII/PI in motion such as website access, file transfer, and E-Mail.

Audit Controls. Consultant shall ensure:

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have at least an annual system risk assessment/security review which provides assurance that administrative, physical, and technical controls are functioning effectively and providing adequate levels of protection. Reviews should include vulnerability scanning tools.

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have a routine procedure in place to review system logs for unauthorized access.

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have a documented change control procedure that ensures separation of duties and protects the confidentiality, integrity and availability of data.

Investigate anomalies in usage of SDYS PHI and/or SDYS PII/PI identified by SDYS and report conclusions of such investigations and remediations to SDYS.

Business Continuity / Disaster Recovery Controls

Consultant shall establish a documented plan to enable continuation of critical business processes and protection of the security of electronic SDYS PHI and/or SDYS PII/PI in the event of an emergency. Emergency means any circumstance or situation that causes normal computer operations to become unavailable for use in performing the work required under this Agreement for more than twenty-four (24) hours.

Consultant shall ensure Data Centers with servers, data storage devices, and critical network infrastructure involved in the use or storage of SDYS PHI or PII/PI, must include sufficient environmental protection such as cooling, power, fire prevention, detection, and suppression.

Consultant shall have established documented procedures to backup SDYS PHI and/or SDYS PII/PI to maintain retrievable exact copies of SDYS PHI and/or SDYS PII/PI. The plan shall include a regular schedule for making backups, storing backup's offsite, an inventory of backup media, and an estimate of the amount of time needed to restore SDYS PHI and/or SDYS PII/PI should it be lost. At a minimum, the schedule shall be a weekly full backup and monthly offsite storage of SDYS data.

Paper Document Controls. Consultant shall ensure:

SDYS PHI and/or SDYS PII/PI in paper form shall not be left unattended at any time, unless it is locked in a file cabinet, file room, desk or separate office inside a larger office. Unattended means that information is not being observed by an employee authorized to access the information. SDYS PHI and/or SDYS PII/PI in paper form shall not be left unattended at any time in vehicles and shall not be checked in baggage during commercial flights.

Visitors to areas where SDYS PHI and/or SDYS PII/PI are contained shall be escorted and SDYS PHI and/or SDYS PII/PI shall be kept out of sight while visitors are in the area.

SDYS PHI and/or SDYS PII/PI shall be disposed of through confidential means, such as cross cut shredding and pulverizing.

SDYS PHI and/or SDYS PII/PI shall not be removed from the premises of the Consultant except for identified routine business purposes or with express written permission of SDYS.

Faxes containing SDYS PHI and/or SDYS PII/PI shall not be left unattended and fax machines shall be in secure areas. Fax cover sheets shall contain a confidentiality statement instructing persons receiving faxes in error to destroy them. Fax numbers shall be verified with the intended recipient before sending the fax.

Mailings of SDYS PHI and/or SDYS PII/PI shall be sealed and secured from damage or inappropriate viewing of SDYS PHI and/or SDYS PII/PI to the extent possible. Mailings which include 500 or more individually identifiable records of SDYS PHI and/or SDYS PII/PI in a single package shall be sent using a tracked mailing method which includes verification of delivery and receipt, unless the prior written permission of SDYS's HHS Privacy Officer to use another method is obtained.

Consultant shall mitigate, to the extent practicable, any harmful effect that is known to Consultant of a use or disclosure of SDYS PHI and/or SDYS PII/PI by Consultant or its agents, including a subcontractor, and/or in violation of the requirements of this Agreement.

#### Permissible Requests by Covered Entity

Covered Entity shall not request Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.

#### Return of Information

Upon cancellation, termination or expiration of the Agreement, for any reason, Business Associate shall return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of Consultants or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information.

In the event that Business Associate determines that returning or destroying the Protected Health Information is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the parties that return or destruction of Protected Health Information is infeasible, Business Associate shall extend the same confidentiality protections to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

#### Miscellaneous

*Regulatory References.* A reference to a section in the Privacy Rule means the section as in effect or as amended, and for which compliance is required.

*Amendment.* The parties agree to take such action as is necessary to amend this Attachment A from time to time as is necessary for Covered Entity to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act, Public Law 104-191.

*Survival.* The respective rights and obligations of Covered Entity and Business Associate under this Attachment A shall survive the termination of the Agreement.

*Interpretation.* Any ambiguity in this Attachment A shall be resolved in favor of a meaning that permits Covered Entity to comply with the Privacy Rule.

**Item F. DISCUSSION AND/OR ACTION ITEMS**

Agenda Item F.

Discussion and/or Action Item F.1.1. California School Boards Association  
Prepared by Dr. Kristin Baranski (CSBA) Delegate Assembly Call for Nominations  
November 15, 2020

**BACKGROUND:**

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

Nominations will be accepted until Thursday, January 7, 2021. CSBA will prepare and distribute ballots to the Board to vote for Delegate Assembly members in February. Elected delegates will begin their two-year terms on April 1, 2021 through March 31, 2023.

**REGION 17 – SAN DIEGO COUNTY  
DELEGATES WHOSE TERMS EXPIRE IN MARCH 2021**

- Richard Barrera (San Diego USD)◇, 2021
  - Leslie Bunker (Chula Vista ESD), 2021
  - Andrew Hayes (Lakeside Union SD), 2021
  - Beth Hergesheimer (San Dieguito Union HSD), 2021
  - Christi Knight (Escondido Union HSD), 2021
  - Darshana Patel (Poway USD)◇, 2021
  - Dawn Perfect (Ramona USD), 2021
  - Barbara Ryan (Santee SD), 2021
  - Arturo Solis (Sweetwater Union HSD)◇, 2021
  - Sharon Whitehurst-Payne (San Diego USD)◇, 2021
- ◇ = Appointed

**RECOMMENDATION:**

Nominations are at the discretion of the Board of Education.

**FISCAL IMPACT:**

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

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

Agenda Item F.1.1.

Discussion and/or Action Item F.1.2.  
Prepared by Dr. Kristin Baranski  
November 17, 2020

Approval of Amendment to Contract of  
Employment of Superintendent

**BACKGROUND:**

Annually, the Board evaluates the performance of the Superintendent based on performance objectives established by the Board of Education and the Superintendent, as provided in the Superintendent’s contract. On October 5, the Board met in closed session to complete its responsibilities for the annual evaluation of the Superintendent, Dr. Kristin Baranski. Based on the Superintendent’s satisfactory evaluation, the Board met in closed session on October 20, 2020 to discuss new contract terms and an increase in the base salary of the Superintendent as noted below:

- The term of the contract is July 1, 2020 – June 30, 2023
- Annual base salary increased to \$210,119

**RECOMMENDATION:**

It is recommended that the Board take action to approve the modifications to the Superintendent’s contract as listed above and to be effective as of July 1, 2020.

**FISCAL IMPACT:**

The fiscal impact from these contract modifications is \$4,933 and is paid from the general fund.

**STUDENT ACHIEVEMENT IMPACT:**

Effective leadership leads to excellence in student learning and achievement.

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

Agenda Item F.1.2.



**AMENDMENT TO CONTRACT FOR EMPLOYMENT OF SUPERINTENDENT  
BETWEEN SANTEE SCHOOL DISTRICT  
AND DR. KRISTIN BARANSKI**

THIS AMENDMENT modifies the Contract for Employment of Superintendent (“Contract”) executed October 15, 2019, between the Board of Trustees (hereinafter referred to as the “Board”) of the Santee School District of San Diego County, California (hereinafter referred to as the “District”) and Dr. Kristin Baranski (hereinafter referred to as the “Superintendent”). The above named parties hereby mutually agree as follows:

Section 2. Term of Employment

The term of this Contract shall be from July 1, 2020 – June 30, 2023.

Should the Superintendent receive a satisfactory evaluation pursuant to this Agreement, or should the Superintendent not receive a formal evaluation at all during any school year, this Agreement shall be extended for an additional year by action of the Board, so long as the term of the Agreement does not at any time exceed four (4) years.

Section 7. Salary

The Superintendent’s annual base salary shall be two hundred five thousand, nine hundred ninety-nine dollars \$210,119, which shall be prorated for partial months or partial years of service. The Superintendent also will receive annual compensation in the amount two thousand dollars (\$2,000.00) for possession of a doctoral degree, prorated from the first of the month following conferral of the degree. The annual salary shall be paid in twelve (12) substantially equal monthly installments with the 2020-21 rate being retroactive to July 1, 2020. Based on annual satisfactory performance, the Superintendent shall receive each year of the Term of this Agreement a 2% increase to the Superintendent’s salary beginning July 1 of each school year. The Board also reserves the right to increase the annual salary rate of any or all years of the Superintendent’s contract. Furthermore, the Board may decide to not increase the Superintendent’s salary if there is a financial crisis and other management employees receive no salary increase. Any adjustment in salary during the term of this Contract shall be in the form of an amendment, and shall not operate as a termination of this Contract.

Section 8. Professional Schedule and Vacation, Fringe Benefits, Retirement, and Sick Leave

(a) The Superintendent shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this Contract or a portion thereof, provided, however, that the Superintendent shall be entitled to twenty-five (25) days of annual vacation with pay, exclusive of holidays as defined in Sections 37220 and 37221 of the California Education Code, and any additional local holidays granted by the Board to twelve-month management employees of the District. Vacation entitlement shall be prorated for or partial years of service. Vacation requests should be given to the Board as far in advance as possible.

The above changes are effective November 17, 2020. All remaining terms of the Contract remain unchanged.

Ratified by a \_\_\_\_\_ vote of the Board of Trustees in open session at a regular meeting thereof, held on November 17, 2020.

**BOARD OF TRUSTEES OF THE SANTEE SCHOOL DISTRICT**

Dated: November 17, 2020

\_\_\_\_\_  
Dustin Burns, President

Dated: November 17, 2020

\_\_\_\_\_  
Barbara Ryan, Vice President

Dated: November 17, 2020

\_\_\_\_\_  
Elana Levens-Craig, Clerk

Dated: November 17, 2020

\_\_\_\_\_  
Ken Fox, Member

Dated: November 17, 2020

\_\_\_\_\_  
Dianne El-Hajj, Member

**SUPERINTENDENT**

Dated: November 17, 2020

\_\_\_\_\_  
Kristin Baranski, Ed.D.

**Item G. BOARD POLICIES AND BYLAWS**

Agenda Item G.

Board Policies and Bylaws Item F.1.1.  
Prepared by Dr. Kristin Baranski  
November 17, 2020

- First Readings Revised Board Bylaws (BB):
- Public Statements (BB 9010)
  - Organization (BB 9100)
  - Number of Members and Terms of Office (BB 9110)

**BACKGROUND:**

The attached revised Board Bylaws were updated to conform with California School Board Association's (CSBA) language.

**BB 9010 - Public Statements**

Bylaw updated to add concepts related to communicating the district's message in a manner that promotes public confidence in the Board's leadership, refraining from disclosing confidential information, and adhering to the same standards and protocols established for other Board communications when participating on social networking sites, blogs, or other electronic media.

**BB 9100 - Organization**

Bylaw updated to clarify the time periods during which the annual organizational meeting must be held pursuant to law and to expand items to be addressed during the meeting to include a review of resources on board governance and leadership roles and responsibilities.

**BB 9110 - Number of Members and Terms of Office**

Bylaw updated to reflect AB 2449 which changes the commencement of the term of office of board members from the first Friday in December following their election to the second Friday in December. Bylaw also provides that, if the district chooses or is required to consolidate its board elections with the local municipal or state primary or general elections, elections could occur in even-numbered years and the term of incumbent board members would be extended to align with the next election.

**RECOMMENDATIONS:**

Revised Board Bylaws Public Statements (BB 9010); Organization (BB 9100); Number of Members and Terms of Office (BB 9110), are being presented for a first reading. Action, if any, is at the discretion of the Board.

**FISCAL IMPACT:**

There is no fiscal impact to the district by revising this board policy.

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

Agenda Item F.1.1.

**PUBLIC STATEMENTS**

The Governing Board recognizes the responsibility rights of Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the district, and their right to freely express their views. and encourages open discussion of issues during the Board meeting. However, to ensure communication of a consistent, unified message regarding district issues, Board members are expected to respect the authority of the Board to choose its representatives to communicate its positions and to abide by established protocols. The Board believes that effective Board members have a responsibility to express themselves, whether in agreement or disagreement with the Board majority, in ways that promote the Board's ability to govern the district.

All public statements authorized to be made on behalf of the Board shall be made by the Board president or, if appropriate, by the Superintendent or other designated representative.

When speaking for the district, the Board encourages its spokespersons to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the Board's leadership.

Board spokespersons shall not disclose confidential information or information received in closed session except when authorized by a majority of the Board. (Government Code 54963)

When speaking to community groups, the media, or other members of the public, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the Board.

In addition, the Board encourages members who participate on social networking sites, blogs, or other discussion or informational sites to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for district students and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.

*Legal Reference:*

EDUCATION CODE

35010 Control of district; prescription and enforcement of rules

GOVERNMENT CODE

6250-6270 California Public Records Act

54960 Actions to stop or prevent violation of meeting provisions

54963 Confidential information in closed session

Management Resources:

WEB SITES

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

Bylaw adopted: February 17, 2009

Revised:

**SANTEE SCHOOL DISTRICT**

Santee, California

## ORGANIZATION

### ~~Annual Organizational Meeting~~

~~The Governing Board shall hold an annual organizational meeting within the time frame prescribed by law. (Education Code 35143)~~

Each year, the Governing Board shall hold an annual organizational meeting. In any year in which a regular election of district Board members is conducted, the organizational meeting shall be held within a 15-day period beginning from the date upon which a Board member elected at that election takes office. During non-election years, the meeting shall be held within the same 15-day period on the calendar. (Education Code 35143)

The day and time of the annual meeting shall be selected by the Board at its regular meeting held immediately prior to the first day of the 15-day period. On behalf of the Board, the Superintendent shall notify the County Superintendent of Schools of the day and time selected. Within 15 days prior to the date of the annual meeting, the clerk of the Board, with the assistance of the Superintendent, shall notify in writing all Board members and members-elect of the date and time selected for the meeting. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president and a clerk and/or vice president from its members
2. Appoint a secretary to the Board
3. Authorize signatures
4. Develop a schedule of regular meetings for the year and a Board governance calendar stating the time when the Board will address important governance matters
- ~~5. Develop a Board calendar for the year~~
5. Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates
6. Review and/or consider resources that define and clarify the Board's governance and leadership roles and responsibilities including, but not limited to, governance standards, meeting protocols, Board rules and bylaws, and other Board development materials

### Election of Officers

At the annual organizational meeting, the Board will elect a president, vice president and a clerk by rotation as per BB 9120.

**ORGANIZATION**

*Legal Reference:*

EDUCATION CODE

5017 *Term of Office*

35143 *Annual organizational meeting date, and notice*

35145 *Public meetings*

GOVERNMENT CODE

54953 *Meetings to be open and public; attendance*

ATTORNEY GENERAL OPINIONS

68 *Ops. Cal. Atty. Gen. 65 (1985)*

59 *Ops. Cal. Atty. Gen. 619, 621-622 (1976)*

Bylaw adopted: February 17, 2009

Revised:

**SANTEE SCHOOL DISTRICT**

Santee, California

**NUMBER OF MEMBERS AND TERMS OF OFFICE**

The Governing Board shall consist of five members whose terms shall be staggered so that as nearly as practicable, one half of the members shall be elected in ~~each even-numbered year.~~ each year in which the Board's elections are regularly held. (Education Code 35012)

The term of office for Board members elected in regular elections shall be four years, commencing on the first Friday in December following ~~next succeeding~~ their election. (Education Code 5017)

Board member terms expire four years after their initial election on the first Friday in December following the election of new members. (Education Code 5000)

A Board members whose term have ~~has~~ expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office. (Government Code 1302, 1360; Education Code 5017)

If a regularly scheduled Board election date is changed due to consolidation with a statewide or municipal general election, the term of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

*Legal Reference:*

EDUCATION CODE

*5000-5033 Election of school district board members*

*35010 Control of district*

*35012 Board members; number, election and terms*

*35107 Eligibility*

GOVERNMENT CODE

*1302 Continuance in office until qualification of successor*

*1303 Exercising functions of office without having qualified*

*1360 Necessity of taking constitutional oath*

Bylaw adopted: February 17, 2009  
Revised:

**SANTEE SCHOOL DISTRICT**  
Santee, California



**Item H. EMPLOYEE ASSOCIATION COMMUNICATION**

**Item I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

**Item J. CLOSED SESSION**

**Item K. RECONVENE TO PUBLIC SESSION**

**Item L. ADJOURNMENT**

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