



# 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 February 2, 2021

### 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: 822 3192 0504

#### 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, FEBRUARY 2, AT 6:00 PM**

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### 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 5
  - 1.1. Developer Fees and Collection Report 6
  - 1.2. Enrollment Report 7

### 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.*

### D. **CONSENT ITEMS**

*Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no 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.*

### **Superintendent**

#### 1.1. **Approval of Minutes**

It is recommended that the Board of Education approve meeting minutes with any necessary modifications. 10

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

9625 Cuyamaca Street · Santee, California 92071-2674 · (619) 258-2300 · [www.santeesd.net](http://www.santeesd.net)

- 1.2. **Agreement with UCSD for Staff Symptomatic COVID-19 Testing** 26  
It is recommended that the Board of Education approve Agreement with UCSD for Staff Symptomatic COVID-19 Testing.

**Business Services**

- 2.1. **Approval/Ratification of Travel Requests** 41  
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Revolving Cash Report** 43  
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.3. **Acceptance of Donations, Grants, and Bequests** 45  
It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.4. **Approval/Ratification of General Services Agreements** 46  
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.
- 2.5. **Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation** 47  
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.
- 2.6. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 48  
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of December 2020.
- 2.7. **Approval to Purchase New Forklift** 53  
It is recommended that the Board of Education approve purchasing a new forklift to replace the existing one.

**Human Resource/Pupil Services**

- 3.1. **Personnel, Regular** 54  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 3.2. **Proclamation for National School Counseling Week (2/1/21 – 2/5/21 and National School Social Work Week (3/7/21 – 3/13/21)** 56  
It is recommended that the Board of Education proclaim the week of February 1 – 5, 2021 as National School Counseling Week, and the week of March 7 – 13, 2021 as National School Social Work Week.
- 3.3. **Approval of Short-Term Services Agreement** 58  
It is recommended that the Board of Education approve the short-term services agreement for Debbie Griffin, Interim Director of Transportation.

- E. **DISCUSSION AND/OR ACTION ITEMS** 59  
*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. **Appointment of Coordinator, Out-of-School Time Program** 60  
It is recommended the Board of Education approve the appointment of Chrishaun Green, as Coordinator, Out-of-School Time Program.

1.2.	<b><u>2020-21 School Reopening Update/COVID-19 Update</u></b>	61
	The Board of Education will discuss the timeline for the integration of the AM/PM student cohorts. Action, if any, is at the discretion of the Board of Education.	
1.3.	<b><u>Board of Education Self-Evaluation</u></b>	62
	It is recommended that the Board of Education conduct their annual self-evaluation as indicated in Board Bylaw 9400.	
<b>Business Services</b>		
2.1.	<b><u>Approval of Monthly Financial Report</u></b>	65
	It is recommended that the Board of education approve the Monthly Financial Report for the month of December 2020.	
F.	<b>BOARD POLICIES AND BYLAWS</b>	68
1.1.	<b><u>Second Reading of Board Bylaws (BB):</u></b>	69
	<ul style="list-style-type: none"><li>• <b><u>BB 9140 – Board Representatives</u></b></li><li>• <b><u>BB 9220 – Governing Board Elections</u></b></li><li>• <b><u>BB 9222 – Resignation</u></b></li></ul>	
	It is recommended that the Board of Education adopt Revised Board Bylaws 9140, 9220, and 9222, in a Second Reading, as presented.	
1.2.	<b><u>First Reading of Board Bylaws (BB):</u></b>	77
	<ul style="list-style-type: none"><li>• <b><u>BB 9223 – Filling Vacancies</u></b></li><li>• <b><u>BB 9230 – Orientation of Candidates and New Board Members</u></b></li></ul>	
	Revised Board Bylaws 9223 and 9230, are being presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	
G.	<b>EMPLOYEE ASSOCIATION COMMUNICATION</b>	85
H.	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	85
I.	<b>CLOSED SESSION</b>	85
1.	<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>	
2.	<b><u>Public Employee Performance Evaluation</u></b> (Gov't. Code § 54957) <i>Superintendent</i>	
J.	<b>RECONVENE TO PUBLIC SESSION</b>	85
K.	<b>ADJOURNMENT</b>	85

**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 February 16, 2021, 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:

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

**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 February 2, 2021 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. Enrollment Report

**DEVELOPER FEES COLLECTION REPORT**  
**2020-21**  
**CUMULATIVE THROUGH FEBRUARY 2, 2021**

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	\$68,911.44	RS
	X		8017 Mission Gorge Rd	12/16/20	3,732	\$1,530.12	CFH
	X		10126 Montura	01/20/21	667	\$2,254.46	HC
<b>TOTAL PAGE 1</b>						<b>\$393,522.50</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

**Santee School District  
ENROLLMENT REPORT  
1/29/2021  
Month 7 Week 2  
School Week 24**

SCHOOL	REGULAR ED													SPECIAL ED													Total All						
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/29/21	01/31/20	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/29/21	01/31/20	# Diff	% Diff	01/29/21	01/22/21	# Diff	
Cajon Park	12	4	66	69	80	79	91	86	76	99	104	766			5	4	2	4	9	2	7	4	10	47									
Dist Lrng	0	25	0	0	25	0	35	0	35	0	0	120			2	2	2	5	5	4	0	0	0	20									
<b>CP TOTAL</b>	12	4	91	69	80	104	91	121	76	134	104	886	952	-66	-6.9%	7	6	4	9	14	6	7	4	10	67	60	7	11.7%	953	952	1		
Carlton Hills	9	19	48	49	42	52	49	51	53	54	67	493			6	1	7	4	4	4	2	1	3	32									
Dist Lrng	0	0	8	34	7	35	35	34	0	0	0	153												0									
<b>CH TOTAL</b>	9	19	48	57	76	59	84	86	87	54	67	646	641	5	0.8%	6	1	7	4	4	4	2	1	3	32	37	-5	-13.5%	678	679	-1		
Carlton Oaks	10		62	58	77	61	68	83	63	78	87	647			5	8	2	10	2	9	5	6	5	52									
Dist Lrng			17	29	25	25	0	0	0	0	35	131			0	0	0	0	0	1	6	7	5	19									
<b>CO TOTAL</b>	10		79	87	102	86	68	83	63	78	122	778	785	-7	-0.9%	5	8	2	10	2	10	11	13	10	71	68	3	4.4%	849	846	3		
Chet F. Harritt		15	54	58	57	65	50	58	52	51	34	494												11									
Dist Lrng		0	25	24	25	0	0	0	0	34	0	108												0									
<b>CFH TOTAL</b>		15	79	82	82	65	50	58	52	85	34	602	643	-41	-6.4%										11	9	2	22.2%	613	615	-2		
Hill Creek	7	22	71	63	70	75	68	70	47	47	52	592			4	4	6	4	6	1	0	0	0	25									
Dist Lrng		0	0	20	0	0	0	0	0	41	60	121			0	0	0	0	0	0	0	0	0	0	0								
<b>HC TOTAL</b>	7	22	71	83	70	75	68	70	47	88	112	713	731	-18	-2.5%	4	4	6	4	6	1	0	0	0	25	24	1	4.2%	738	742	-4		
Pepper Drive			59	56	69	72	77	70	71	109	73	656												10									
Dist Lrng			24	0	0	25	77	27	0	0	0	153												0									
<b>PD TOTAL</b>			83	56	69	97	154	97	71	109	73	809	900	-91	-10.1%										10	12	-2	-16.7%	819	825	-6		
Pride Academy	11	16	71	70	41	54	52	51	51	30	55	502												0									
Dist Lrng			0									0												0									
<b>PA TOTAL</b>	11	16	71	70	41	54	52	51	51	30	55	502	564	-62	-11.0%										0	0	0	#DIV/0!	502	499	3		
Rio Seco			87	82	77	79	109	80	96	95	83	788			5	4	3	3	8	6	3	4	8	44									
Dist Lrng			0	0	25	0	0	0	69	0	0	94												0									
<b>RS TOTAL</b>			87	82	102	79	109	80	165	95	83	882	957	-75	-7.8%	5	4	3	3	8	6	3	4	8	44	61	-17	-27.9%	926	924	2		
Sycamore Canyon		12	50	55	35	56	42	28	26	0	0	304												0									
Dist Lrng		0	0	23	0	25	0	0	0	0	0	48			2	2	1	1	0	1	1	3		11									
<b>SC TOTAL</b>		12	50	78	35	81	42	28	26	0	0	352	379	-27	-7.1%	2	2	1	1	0	1	1	3	0	11	0	11	#DIV/0!	363	363	0		
In Class	88	568	560	548	593	606	577	535	563	555		5193			25	21	20	25	29	25	22	18	36	221									
Dist Lrng		0	91	104	109	107	112	97	103	110	95	928			4	4	3	6	5	6	7	10	5	50									
<b>SUBTOTAL</b>	40	88	659	664	657	700	718	674	638	673	650	6161	6552	-391	-6.0%	0	29	25	23	31	34	31	29	28	41	271	271	0	0.0%	6441	6445	-4	
Alternative School			3	2	5	6	4	5	2	0	0	27	23	4	17.4%																		
Santee Success											1	1	5	-4	-80.0%										0	0	0	0.0%	1	1	0		
NPS												0	0			0	0	0	0	2	1	4	4	2	13	16	-3	-18.8%	13	13	0		
<b>SUBTOTAL</b>			3	2	5	6	4	5	2	0	1	28	28	0	0.0%	0	0	0	0	0	2	1	4	4	2	13	16	-3	-18.8%	41	41	0	
<b>TOTAL</b>	40	88	662	666	662	706	722	679	640	673	651	6189	6580	-391	-5.9%	0	29	25	23	31	36	32	33	32	43	284	287	-3	-1.0%	6482	6486	-4	

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

	PK	TK 4yo	EAK 4yo	Total All
Cajon Park			9	962
Carlton Hills			11	689
Carlton Oaks			12	861
Chet F Harritt			0	613
Hill Creek			13	751
Prospect Ave			7	509
Sycamore Canyon	73	6	0	442
<b>Total PK/EAK</b>	73	6	52	

<b>Total Enrollment Including PK</b>
<b>6613</b>

## **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.*



## **Item D. CONSENT ITEMS**

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

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Consent Item D.1.1.  
Prepared by Dr. Kristin Baranski  
February 2, 2021

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- January 19, 2021, regular meeting minutes

**RECOMMENDATION:**

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

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

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

January 19, 2021  
**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

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

Members present:

Barbara Ryan, President  
Elana Levens-Craig, Vice President (joined via zoom)  
Dianne El-Hajj, Clerk  
Ken Fox, Member  
Dustin Burns, 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 Ryan welcomed those in attendance and recited the District Mission.

**3. Pledge of Allegiance**

Member Fox led members, staff, and audience, in the Pledge of Allegiance.

**4. Approval of Agenda**

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

<i>Motion:</i>	<u>Fox</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second:</i>	<u>Levens-Craig</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>El-Hajj</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. Claims Against the District
- 1.5. COVID-19 Update

Superintendent Baranski shared that since September 28, the date the District has been in session with the majority of students, a total of 207 positive COVID-19 cases had been reported. Of which, 60 cases were staff members and 147 were student cases. She reported today's Dashboard reflected 11 employee cases and 17 student cases. Superintendent Baranski noted the increase in cases were a result of the winter holiday break.

**2. 2020-2021 Trimester I District Assessments Results**

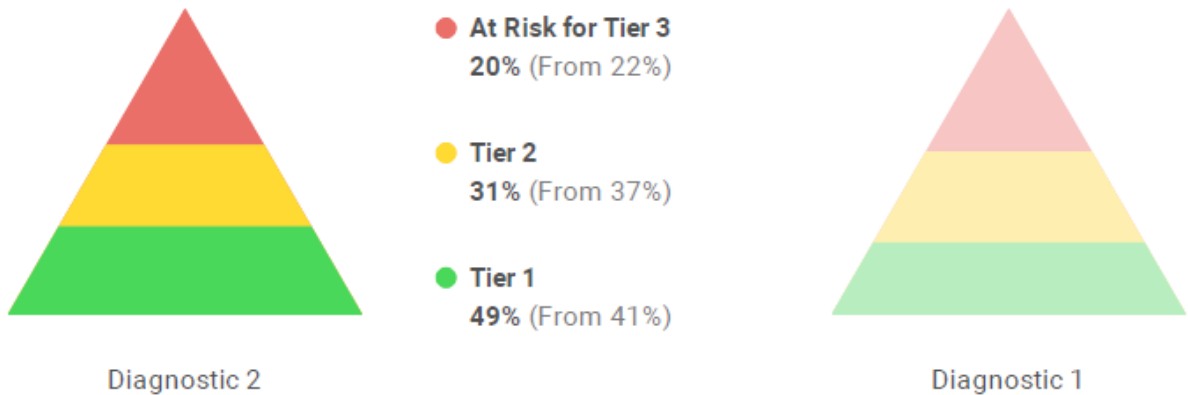
President Ryan shared staff would be presenting on the 2020-21 Trimester I Assessment results and asked that the Board hold their questions towards the end of the presentation and/or direct them towards Superintendent Baranski and or Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, since the other presenters were joining via zoom.

Dr. Pierce, along with Bonner Montler, Director of Assessment and Learning Support, and Mike Olander, Director of Pupil Services and Student Well Being, presented District Assessment results for Trimester 1. The presentation included an overview of multiple assessment measures, and how they relate to the two District LCAP goals, and ongoing support for improving student learning. Dr. Pierce commended teachers and students for their tenacity and perseverance on this year’s assessment and explained some students took the assessments via distance learning.

Mr. Montler explained iReady Data, 3rd - 8th Grade Beginning of Year – Standard View and Placement by Domain. He shared the Mathematics diagnostic is new this year and was administered at the beginning of the year and the second diagnostic in December.

### 2020-21 iReady Data, K - 8th Grade

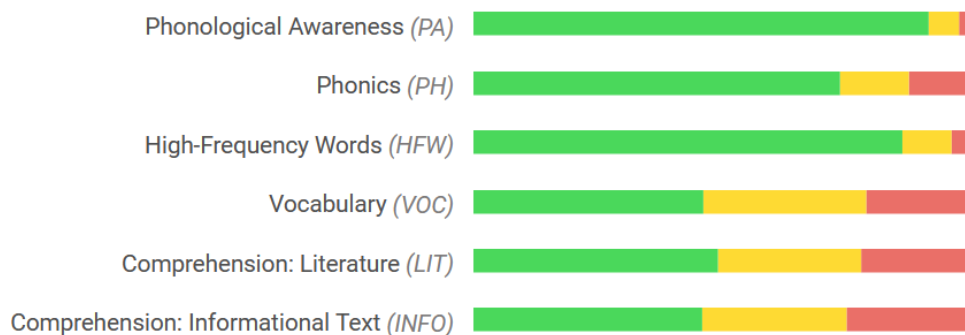
Reading: 2<sup>nd</sup> Diagnostic – Standard View



### iReady Data, K - 8th Grade

Reading: 2<sup>nd</sup> Diagnostic – Standard View

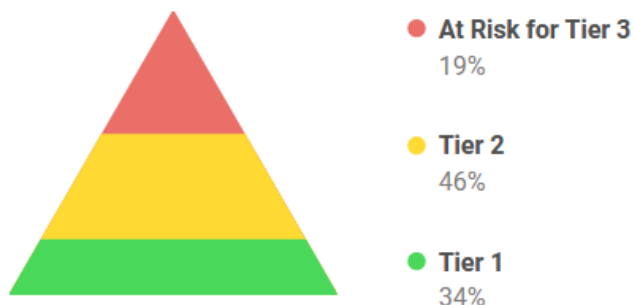
#### Placement By Domain



## 2020-21 iReady Data, K - 8th Grade

Mathematics: 2<sup>nd</sup> Diagnostic – Standard View

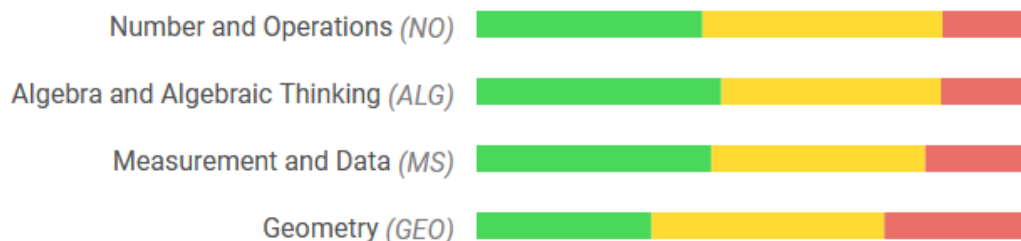
### Overall Placement



## 2020-21 iReady Data, K - 8th Grade

Mathematics: 2<sup>nd</sup> Diagnostic – Standard View

### Placement By Domain



Mr. Montler provided an overview of District SBAC Interim Assessment Block Data for grades 3-8. Data showed a -3.6% change in ELA and -1.1% change in Math for 3<sup>rd</sup> grade; -0.6% change in ELA and -2.7% change in Math for 4<sup>th</sup> grade; -1.3% change in ELA and -5.2% change in Math for 5<sup>th</sup> grade; 8.1% change in ELA and 6.9% change in Math for 6<sup>th</sup> grade; 6.7% change in ELA and 3.0% change in Math for 7<sup>th</sup> grade; and 5.7% change in ELA and -1.9% change in Math for 8<sup>th</sup> grade.

District	ELA IAB 2019 T1 Δ 2020 T1 Comparison								
	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
3rd Grade ELA IAB	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
<b>ELA Total</b>	<b>18.9%</b>	<b>45.7%</b>	<b>35.4%</b>	<b>13.2%</b>	<b>47.8%</b>	<b>39.0%</b>	<b>64.6%</b>	<b>61.0%</b>	<b>-3.6%</b>

District	Math IAB 2019 T1 Δ 2020 T1 Comparison								
	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
3rd Grade Math IAB	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
<b>Math Total</b>	<b>13.2%</b>	<b>47.0%</b>	<b>39.8%</b>	<b>17.4%</b>	<b>41.7%</b>	<b>40.9%</b>	<b>60.2%</b>	<b>59.1%</b>	<b>-1.1%</b>

District ELA IAB 2019 T1 Δ 2020 T1 Comparison

4th Grade ELA IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
ELA Total	16.1%	53.6%	30.3%	14.4%	54.8%	30.9%	69.7%	69.1%	-0.6%

District Math IAB 2019 T1 Δ 2020 T1 Comparison

4th Grade Math IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
Math Total	12.5%	48.3%	39.3%	12.0%	46.1%	41.9%	60.8%	58.1%	-2.7%

District ELA IAB 2019 T1 Δ 2020 T1 Comparison

5th Grade ELA IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
ELA Total	26.1%	49.2%	24.7%	21.8%	52.3%	26.0%	75.3%	74.0%	-1.3%

District Math IAB 2019 T1 Δ 2020 T1 Comparison

5th Grade Math IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
Math Total	15.4%	47.4%	37.1%	10.3%	47.3%	42.3%	62.9%	57.7%	-5.2%

District ELA IAB 2019 T1 Δ 2020 T1 Comparison

6th Grade ELA IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
ELA Total	18.5%	50.0%	31.5%	22.8%	53.7%	23.5%	68.5%	76.5%	8.1%

District Math IAB 2019 T1 Δ 2020 T1 Comparison

6th Grade Math IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
Math Total	10.9%	39.7%	49.5%	16.8%	40.6%	42.5%	50.5%	57.5%	6.9%

District ELA IAB 2019 T1 Δ 2020 T1 Comparison

7th Grade ELA IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
ELA Total	13.9%	59.0%	27.1%	17.8%	61.7%	20.4%	72.9%	79.6%	6.7%

District Math IAB 2019 T1 Δ 2020 T1 Comparison

7th Grade Math IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
Math Total	18.6%	51.1%	30.3%	19.4%	53.2%	27.4%	69.7%	72.6%	3.0%

District ELA IAB 2019 T1 Δ 2020 T1 Comparison

8th Grade ELA IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
ELA Total	18.3%	50.7%	31.0%	16.9%	57.8%	25.3%	69.0%	74.7%	5.7%

District Math IAB 2019 T1 Δ 2020 T1 Comparison

8th Grade Math IAB	2019 1st Trimester			2020 1st Trimester			19-T1	20-T1	Change
	Above	Near	Below	Above	Near	Below	A-N	A-N	Δ
Math Total	25.0%	44.5%	30.5%	17.3%	50.3%	32.4%	69.5%	67.6%	-1.9%

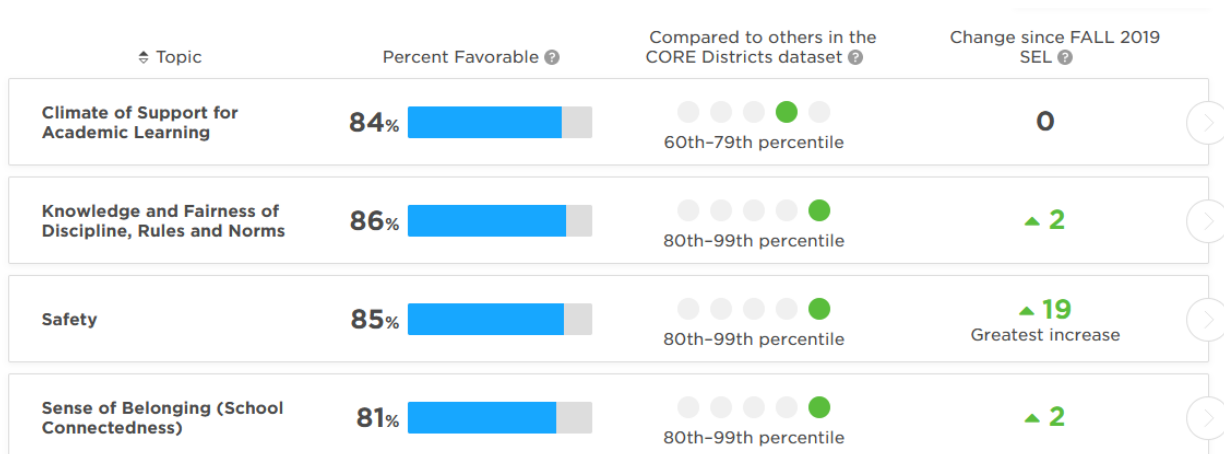
Dr. Pierce shared next steps include:

- Continue to learn from the data, apply learning to curriculum and instructional planning
- Design intervention systems to improve student learning in literacy and mathematics
- Intervention supplemental materials
- iReady Reading and Math Instruction
- Professional learning
  - Consulting for Assessment Alignment
  - Cognitive Guided Instruction (CGI)

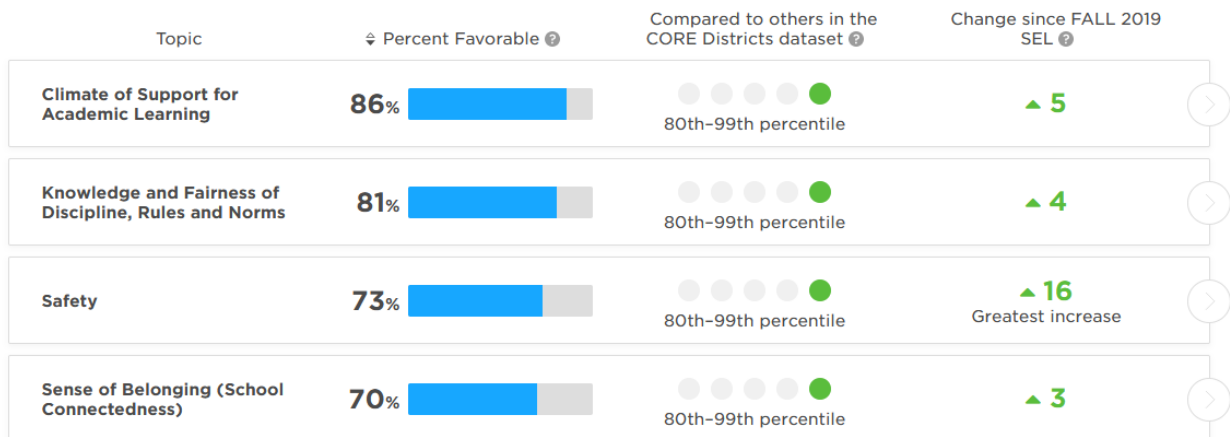
Mr. Olander shared the District began administering the Panorama Student surveys last year. He noted the surveys are broken down by grade span, 4-5<sup>th</sup> grade and 6-8 grade with each grade span taking two (2) surveys, “climate and culture” and “social emotional learning.” Mr. Olander noted each survey contained about 15-20 questions and addressed four (4) topics. He provided an overview of results by grade level and topic. Mr. Olander noted the greatest increase (19 percentage points in grades 4 and 5; and 16 percentage points in grades 6-8) was in the area of safety.

## Panorama Fall Survey

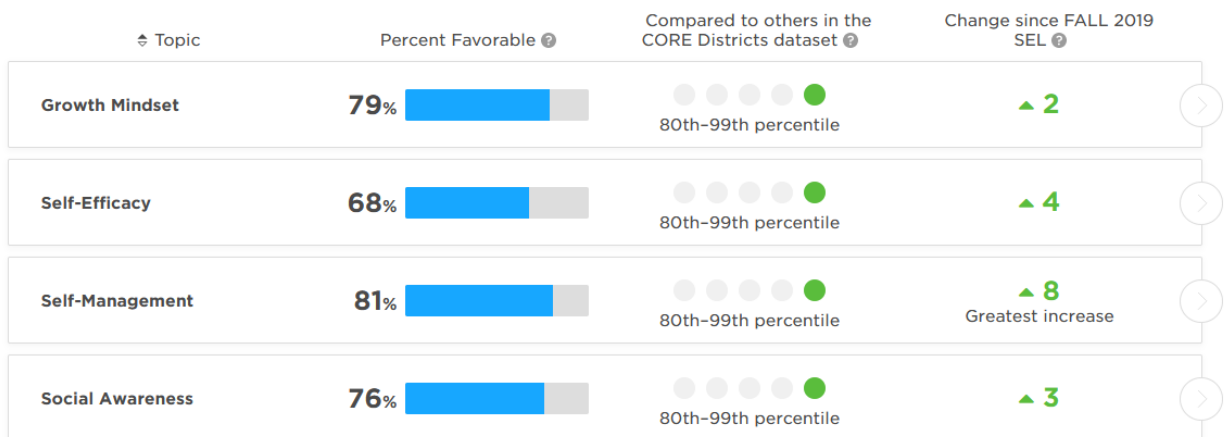
### Grades 4<sup>th</sup> & 5<sup>th</sup>: Climate and Culture



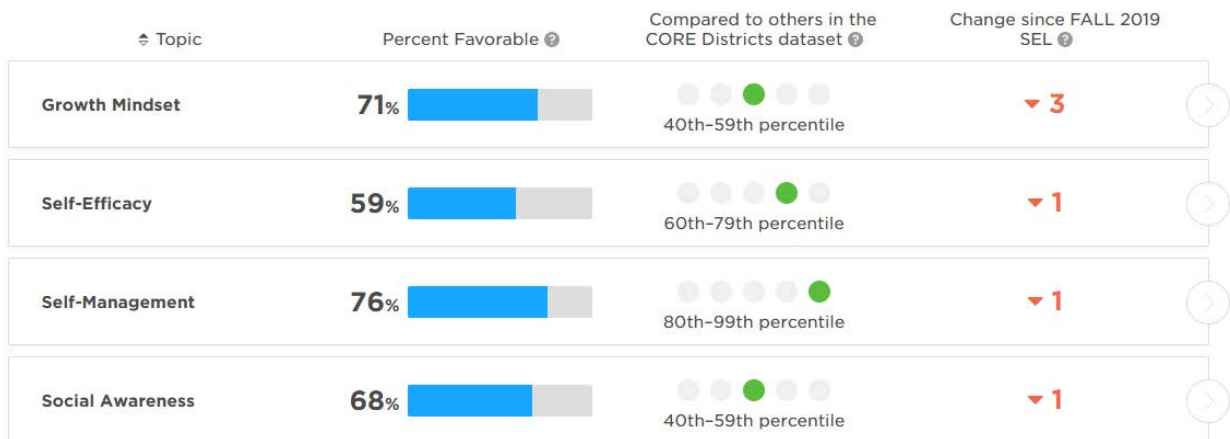
### Grades 6<sup>th</sup> - 8<sup>th</sup>: Climate and Culture



### Grades 4<sup>th</sup> & 5<sup>th</sup>: Social Emotional Learning



### Grades 6<sup>th</sup> - 8<sup>th</sup>: Social Emotional Learning



Dr. Pierce shared next steps include:

**Tier I Support**

- Implementation of Second Step curriculum
- Implementation of a school-wide PBIS system

**Beyond Tier I Support**

- Counselors use this data to identify individual student needs and determine individualized support
- Referrals to counselors

Member Burns inquired on obtaining San Diego County comparisons, as he thought a national comparison is somewhat skewed. Dr. Pierce shared not many San Diego County schools administer this survey but would follow up with the County Office of Education. Member Burns inquired on the administration of the survey to at-risk students. Dr. Pierce shared the survey was administered throughout the District with over 90% student participation. The Board expressed their appreciation to Dr. Pierce, Mr. Montler, and Mr. Olander for the presentation.



**C. PUBLIC COMMUNICATION**

President Ryan 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 was no communication from the public.

**D. CONSENT ITEMS**

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

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval/Ratification of General Services Agreements
- 2.7. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.8. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.9. Authorization to Sell/Dispose of Surplus Items
- 2.10. Acceptance of 2019-20 Audit Report
- 2.11. Approval of Second Addendum to Financial Advisory Services Agreement with DS&C For Additional Services Related to Coordinating Activities of the Independent Citizens Oversight Committee
- 2.12. Renewal of Terms for Members of the Independent Citizens Oversight Committee
- 3.1. Approval of School Accountability Report Cards for the 2019-2020 School Year
- 3.2. Annual Approval of School Plans for Student Achievement
- 4.1. Personnel, Regular
- 4.2. Approval to Submit Education for Homeless Children and Youth Consortium Grant Application
- 4.3. Ratification of Side Letter between Santee School District and California School Employees Association (CSEA) and its Chapter #557
- 4.4. Ratification of Side Letter between Santee School District and Santee Teachers Association


Member El-Hajj moved approval. Member Burns alluded to Item 2.10. Acceptance of 2019-20 Audit Report, and expressed his appreciation to Karl Christensen, Assistant Superintendent of Business Services and the Business Services staff, for having an audit with no findings for the third consecutive year.

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

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

**Superintendent**

- 1.1. 2020-21 School Reopening Update  
 Superintendent Baranski explained the District has been working on the integration of cohorts and shared everyone has done an exceptional job in getting students in class and providing long-term distance learning. But noted the District's goal has always been to integrate cohorts and return students to "full-day" instruction safely and as soon as possible. She explained at the last meeting, the Board discussed establishing criteria, instead of a target date. Superintendent Baranski shared the proposed criteria for Board discussion and/or action.



**Proposed Local Criteria for  
Cohort Integration  
1.19.2021**

- Santee Zip Code (92071) case rate is less than or equal to 7.0 for three consecutive weeks
- Santee School District “case rate” is also less than or equal to 7.0 for three consecutive weeks
- All schools have remained open for in-person learning for the past three weeks
- Vaccinations for all staff have been available for three weeks

*District will need a two-week notice to move from current hybrid to cohort integration.*

She explained the Santee zip code data can be easily obtained at the County website, which is currently at 70.4. Superintendent Baranski shared that in addition to the 92071, Santee School District also has children that live and attend school (Pepper Drive) in a different zip code. She noted the District created a similar tracking database like the County’s, including the Pepper Drive area for comparison purposes. Superintendent Baranski shared this information was tracked last week and the data shows the District “case rate” is 73.02. She noted the criteria for the District’s “case rate” includes all staff and students, including those on distance learning, and at the District Office; and explained this is different than the current Dashboard that only has staff and students on campus, and District Office staff. Superintendent Baranski explained that after the Thanksgiving break there was a surge of cases which is why one of the criteria was that the schools remain open for three weeks and moving towards a positive trend. In addition to the availability of vaccinations for staff. She shared vaccinations are in the process for the first tiers. Superintendent Baranski explained obtaining appointments has been challenging and noted some health office staff with appointments had been turned away. She shared it could be as early as February for the vaccine to be available for educators. Superintendent Baranski noted all of the proposed criteria would have to be met in order to move forward with the integration of the cohorts. She added the District required a two-week notice to prepare and for parent notification. Superintendent Baranski noted whatever criteria is established it will help the District and parents track three-week trends. She reiterated the current data shows the District is not ready for cohort integration.

Member Levens-Craig asked if vaccines would be made available for all educational staff, including classified personnel and substitutes (i.e., custodians, bus drivers, etc.). Superintendent Baranski shared all educational staff was included in the same tier, including substitutes. Member Burns noted a separate tier should be established for districts on distance learning, who do not have students on campus, and give those with students on campus priority.

Member Burns asked for clarification on the timeline. Superintendent Baranski explained trends would be monitored for three weeks. If at the third week, trends remain steady then the Board could meet to discuss cohort integration in two weeks. The Board expressed their concern of the proposed criteria and noted it would take too long for cohort integration to happen.

Member Fox asked if the availability of the vaccine to staff referred to the first and/or second dose. Superintendent Baranski noted it was for the first dose.

Member Levens-Craig expressed her appreciation for the development of the criteria and that it took staff and student safety, and logistics, into account and that the District is being proactive and smart.

Member Burns noted the District should be planning and working with staff now, in anticipation of cohort integration, to help minimize the two-week window. He shared concerns with inconsistency for students if the trends change and the District falls out of the criteria and students have to go back to hybrid. Superintendent Baranski explained the District, school, and cohort closure criteria would remain the same.

Superintendent Baranski addressed Member Burns' concern and explained the District has logistics already to set in place (i.e. transportation, child nutrition, etc.) for cohort integration. But, noted concerns with Project SAFE and not providing parents ample time for registration. Member Burns shared his support of full-day return, when it is safe to do so, and added once it is safe to integrate cohorts the process should be done quickly. Member Burns asked if the Project SAFE could follow-up with parents now on interest. Superintendent Baranski explained Project SAFE needs may be based on when the cohorts are integrated, and interest may vary. Member Burns asked if consideration would be given to opening some schools, if the cases vary with the District. Upon discussion, Board members agreed of the inequity and did not support opening only some schools for "full-day" return.

Member Levens-Craig inquired on the funding incentives for schools to open for in-person learning of grades TK-2 by February 15; and asked if the District had considered cohort integration of lower grades. Mr. Christensen explained the funding was for reopening, and not the type of reopening. He shared the District was would receive some funding because it is already "open."

Member El-Hajj shared appreciating the discussion and agreed the criteria is good, but disliked the proposed timeline. Member Burns suggested that once the District's case rate reaches 7.0, then the timeline begins and Project SAFE can begin registration. He added parents would be able to follow the trends based on the District Dashboard. Member Burns noted the importance of communicating to parents. President Ryan noted the return timeline was too long and it would take away time students should be receiving in-person instruction. She reiterated the importance of following the guidelines of wearing masks, social distancing, and washing hands while in the workplace. But, added that social media posts show protocols are not being followed outside of work. Member Fox noted that even after being vaccinated, protocols still need to be followed. President Ryan shared that hospitalizations are lower in children than adults; and noted the importance of students being back in the classroom. She added there are likely more absences due to the flu.

Upon discussion, the Board agreed to bring the item back to the next meeting to allow for feedback.

Member Burns suggested the Board begin the discussion on providing funding to address student social and emotional needs as they transition back to "full day." He noted the need to make this a positive experience for students. President Ryan noted it would be nice to celebrate the students return in a special way; and agreed the schools would need a lot of support for a lot of the students in terms of social emotional needs. The Board asked the Superintendent begin discussion with Site Administration on support.

1.2. **Board of Education's Legislative Goals for 2021**

Superintendent Baranski presented the proposed Legislative Goals for 2021 for Board consideration and approval. Upon discussion, Member Levens-Craig moved approval.

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



- **Proposition 98**
  - Guarantee Calculation: Test 1 = \$85.8 billion; all-time highest, PLUS \$2.3 billion one-time supplemental
  - Distribution to K-12:
    - \$3 billion to Public School System Stabilization Account; \$747 million for 2020-21 and \$2.2 billion in 2021-22
      - Difference between Test 1 level and prior year level adjusted for growth and inflation up to maximum of capital gains revenue in excess of 8% of total revenues
    - \$2 billion to LCFF; funds 3.84% COLA; compounded amount of 2020-21 COLA not funded (2.31%) and 2021-22 estimated COLA of 1.5%
    - \$2 billion one-time funds for In-Person Instruction Grants
      - Continue or begin offering in-person instruction to TK-2 students with disabilities, foster youth, homeless youth, and students without access to technology or high-speed Internet by Feb 16<sup>th</sup> and all 3<sup>rd</sup>-6<sup>th</sup> grade students by March 15
      - \$450 to >\$700 per student depending on Unduplicated Pupil Count
  - Funds may be used for
    - Enhancing and expanding COVID-19 testing
    - Purchasing PPE
    - Improving ventilation and safety of indoor and outdoor learning spaces
    - Teacher or classified staff salaries for those providing and supporting in-person instruction
    - Social and mental health support services provided in conjunction with in-person instruction
  - \$4.6 billion one-time funds to address learning loss related to the pandemic by targeting interventions focused on Unduplicated Pupil Count students, including an extended school year or summer school
  - \$7.3 billion one-time to pay off a portion of the deferrals leaving a balance of \$3.7 billion
  - \$438.3 million for various professional development and teacher preparation programs supplemented by \$107 million of non-Prop 98 funds
  - \$305.5 million for Special Education early intervention grants, professional learning networks, and a study to examine certification and oversight of non-public school placements
  - \$264.9 million to expand existing networks of community schools and establish new ones
  - \$250 million one-time funds to provide grants to LEAs that offer early access to TK plus \$50 million to support the preparation of TK teachers
  - \$25 million on-going funds for innovative partnerships with county behavioral health to support student mental health services
  - 1.50% COLA for categorical programs outside the LCFF
- **Other Provisions:**
  - All criteria invoking CAP on reserves met in 2021-22, thereby requiring no more than 10% assigned and unassigned fund balance in 2022-23:

Factor	Criteria	Current/ Expected Condition	2021-22
<b>Prop 98 Maintenance Factor</b>	\$0 balance	Maintenance Factor expected to be paid off	<b>Met</b>
<b>Prop 98 Funding Test</b>	Test 1 (~=39% of State revenues plus prop taxes)	Test 1	<b>Met</b>
<b>Prop 98 Funding Amount</b>	Sufficient for enrollment growth and COLA	Prop 98 funding significantly exceeds minimum criteria	<b>Met</b>
<b>Capital Gains Taxes</b>	>8% of State Revenues	11.3% estimate	<b>Met</b>
<b>Balance of Public School Stabilization Account</b>	>=3% of K-12 share of Prop 98 Guarantee (\$2.3B threshold in 21-22)	\$3 billion	<b>Met</b>

- **CSBA Analysis – “The Good and the Bad”**

The Good

- 2/3 of deferrals (\$9.2 billion) were restored
- 3.84 percent COLA
- Employer pension contribution rates temporarily reduced
  - CalSTRS from 18.1 percent to 15.9 percent
  - CalPERS from 24.9 percent to 23 percent
- \$4.86 billion to address learning loss
- \$315.3 million for teacher development

- \$305.5 million in new special funding

#### The Bad

- 1/3 of deferrals remain
- The return of state-directed categorical programs
- No funding for broadband access

The following are some key message points your district can use to explain the budget to your community:

- Gov. Newsom's 2021–22 budget proposal reflects his desire to expedite the return to in-person instruction statewide. The terms of the proposal, however, are inadequate to produce that result.
- Despite tax revenues that exceeded expectations and the unveiling of the Safe Schools for All Plan, many students are unlikely to return to on-campus instruction this spring.
- The timeline of the Safe School for All application process leaves little time to gather community input, negotiate with bargaining units, acquire PPE, upgrade HVAC systems, recruit staff, organize logistics and to perform public health functions.
- Not paying off all deferrals allows the administration to use unrealized cuts to the Prop 98 guarantee for other projects. No one should consider this an increase — it is a bit like docking someone's pay, restoring the wages you withheld and then calling it a raise.
- Prop 98 funds should be protected for K-12 education. Yet, the budget proposal asks schools to perform critical public health functions — that are outside their scope of expertise — and pay for them with Prop 98 dollars. If schools are performing public health functions, those operations should be paid for from the public health portion of the budget.
- The proposal does emphasize education by restoring two-thirds of the deferrals that schools were facing and, partly because of CSBA's aggressive advocacy, a 3.84 percent COLA.
- The \$5 billion in grants for learning loss and professional development sounds like significant revenue until you consider that these funds are needed by every single LEA in the state and that the impact of the pandemic on student learning and social and emotional health will be with us for many years.
- The Safe Schools for All program is really a misnomer because not all schools are poised to take advantage. A much more comprehensive program is needed to facilitate on-campus instruction throughout California.
- The administration should provide the funding for districts of all types to return to on-campus instruction when it is safe to do and, in the meantime, offer additional resources to improve distance learning and mitigate learning loss. For this reason, it was disheartening to see that the budget proposal did not include money for broadband access or digital equity purposes.

- **Federal Stimulus Funds**

- \$900 billion Response and Relief Package
  - \$82 billion for education
    - \$54 billion for K-12 schools allocated based on Title 1; California's portion ~\$6.8 billion (ESSER)
    - \$22 billion for Higher Education
    - \$4 billion for Governor's Education Emergency Relief Funds (GEER)
  - Estimate for Santee = \$2,082,904
  - Allowable uses:
    - Anything permitted under other major Federal Programs
    - EXISTING:
      - Coordinating response efforts of LEAs with other public health departments and agencies to improve coordination of pandemic response
      - Providing principals and site leaders with resources necessary to address the needs of their schools
      - Activities to address the unique needs of marginalized or disadvantaged student sub-populations, including outreach and service delivery efforts
      - Developing and implementing processes and systems to improve pandemic response efforts of LEAs
      - Training for LEA staff regarding sanitization and minimizing the transmission of infection
      - Purchasing cleaning and sanitizing supplies for all facilities operated by an LEA

- Planning and implementing activities during long-term closures, including providing meals to students, providing technology for online learning, providing ongoing guidance to meet the requirements of IDEA, and ensuring educational services are provided consistent with all state, local, and federal requirements
- Purchasing educational technology for students served by the LEA
- Providing mental health services and supports
- Planning and implementing activities related to summer learning and supplemental after school programs, including providing instruction (online or in-person) during the summer months
- Other activities that are necessary to maintain the operation of and continuity of services in LEAs and continuing to employ existing LEA staff
- NEW:
  - Addressing learning loss among students by:
    - Administering and using high quality assessments to assess students' academic progress and assist educators in meeting students' academic needs (including by differentiating instruction)
    - Implementing evidence-based activities to meet the needs of students
    - Providing information and help to parents and families on how to support students during distance education
    - Tracking student attendance and improving student engagement during distance education
  - School facility repairs / improvements that help reduce risk of virus transmission and exposure to other environmental health hazards
  - Inspection, testing, maintenance, repair, and replacement projects to improve the indoor air quality of school facilities

**Human Resource/Pupil Services**

**3.1. Approval/Ratification of Resolution No. 2021-17 to Eliminate Classified Non-Management Positions**

Tim Larson, Assistant Superintendent of Human Resources, presented Resolution No. 2021-17 to Eliminate Classified Non-Management positions. He explained these are eliminations were due to the COVID-19 pandemic and decreased student enrollment.

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

**F. BOARD POLICIES AND BYLAWS**

President Ryan explained item F.1.1. were second readings of Board Bylaws 9010 (Public Statements); 9100 (Organization); and 9110 (Number of Members and Terms of Office); and item F.1.2. were first readings. Member Levens-Craig moved approval of item F.1.1.

**1.1. Second Readings of Board Bylaws (BB):**

- **BB 9121 – President**
- **BB 9123 – Clerk**
- **BB 9130 – Board Committees**

**1.2. First Readings of Board Bylaws (BB):**

- **BB 9140 – Board Representatives**
- **BB 9220 – Governing Board Elections**
- **BB 9222 – Resignation**

**G. EMPLOYEE ASSOCIATION COMMUNICATION**

Melanie Hirahara, Santee Teachers Association President, expressed appreciation for the Board's discussion and decision to bring the item back for further dialogue and added hopes to discuss during EERC. Mrs. Hirahara shared the development of an STA COVID communication committee to help with communication amongst teacher throughout the District. She noted the committee consists of a representative from each site and as issues are brought forward, the committee works to communicate with the school sites, EERC, or through her communication. Mrs. Hirahara noted being proud the District is one of the only districts providing in-person instruction, in a AM/PM model, on a daily basis. She shared that in order for this to happen,

teachers are designing and implementing learning experiences that make the most of each minute spent with students ensuring students are still receiving quality education. The Distance Learning teachers are doing a fabulous job meeting the students' needs in their challenging setting. Teachers are taking the necessary steps, in their personal and professional lives, to avoid spreading COVID and are looking for the County conditions to improve to be able to have all the students back and able to provide more than 2:45 of instruction. Mrs. Hirahara shared one of the issues brought forth to the COVID Communication Committee, was that some of the positions (i.e., custodial, substitutes, aides, etc.) had not been able to be filled and the challenge in trying to meet the needs for reopening when those positions remain unfilled. She noted teacher struggles include catching students up when they are in quarantine; student participation if their class is not on distance learning; and a lot of parents are choosing to keep their students home this month because of high case rates. Mrs. Hirahara noted that the Superintendent is working tirelessly to get staff access to the COVID vaccination.

#### **H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Baranski provided a modernization projects update. She shared the winter edition of Santee Magazine featured the projects and noted the buildings are scheduled to be ready very soon. Superintendent Baranski shared it was rumored that the PRIDE Academy and Sycamore Canyon construction superintendents are in competition as to who finishes first. Superintendent Baranski shared looking forward to holding the building dedication discussion. Timeline for student occupancy should be after spring break.

Member Levens-Craig shared the DAC meeting relayed great information and attendees seemed very engaged. She commended Mimi McGinty, Director of Special Education, for catching up on IEPs. Member Levens-Craig shared using social media to help PRIDE Academy with obtaining contributions for their pantry and learning they were already receiving contributions. She shared enjoyed reading for students at Pepper Drive; and expressed her gratitude towards Susie Reyes, this now has her recording reading books for her grandchildren and thanked Susie Reyes, Instructional Media Technician at Pepper Drive, for the idea.

Member El-Hajj shared that during the Wellness Committee discussion was held on the removal of the plexiglass from the students' desks. Superintendent Baranski shared holding a discussion with the Principals, and Executive Council, and it was decided that the plexiglass would not be removed from the desks. She shared it was an effort to install them and removal could cause damage; and that the District communicated that plexiglass was installed and it would be an astronomical reverse on that to take them down; and the increased perception of safety with the plexiglass on the desks. Member El-Hajj noted some of concerns brought forth, and she observed during visits, was streaking from the aerosol; and added that since then, the State has decided to discontinue the use of the aerosol. Mr. Christensen explained the Clorox360 takes the chemical and brakes-it down into very fine particles that surrounds the items to disinfect. Member El-Hajj also noted the recommendation is now four (4) feet, instead of six (6) feet in distance. Superintendent Baranski shared holding discussion on the new CalOSHA recommendation and the District was working on meeting the new regulation. She explained the challenge of having 26 students in a room and having desks four feet apart; and having to find another learning space for them. Superintendent Baranski noted it seems once the District has a plan in place, the requirements change. Member Fox asked if the classrooms continued to be set-up to accommodate full-day return. Superintendent Baranski shared the classrooms are set-up with 24-25 in the lower grades, and 28-30 in the upper grades. She shared that during a visit at Carlton Hills, they noticed a classroom set-up for 28 students looked very tight and desks were not set-up four (4) feet apart.

Member Fox noted he and Member El-Hajj would continue with their classroom visits in the upcoming weeks. He reiterated President Ryan's prior comment about following protocols at work, but also following them outside of work.

Member Burns shared visiting Carlton Hills, Carlton Oaks, and PRIDE Academy and seeing great instructional practices. He noted that when times are challenging, our staff uses their creativity to overcome. He shared that at Carlton Hills they fixed an issue with the plexiglass very creatively (blue tape on the corners); and in a Kindergarten class, they added foam figures on the plexiglass. Member Burns noted that in a junior high classroom, students were picking up desks



and adjusting them so they could safely collaborate in the classroom. He expressed his gratitude to the staff for their creativity. Member Burns encouraged the Board begin discussion of learning loss.

President Ryan noted a high degree of learning loss is anticipated and the Board could hold discussion as part of an upcoming meeting, or at a special workshop.

Member Burns noted speaking to a student about the plexiglass. She noted that when sitting in a certain position, her view is very distorted because she has to look through her plexiglass, and the two others on the desks in front of her. Member Burns shared the view is very distorted, but the students are learning ways to work around the issues.

**I. 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 9:13 p.m.

**J. RECONVENE TO OPEN SESSION**

The Board reconvened to public session at 10:23 p.m. and reported no action had been taken.

**K. ADJOURNMENT**

With no further business, the regular meeting of January 19, 2021 was adjourned at 10:23 p.m.

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Dianne El-Hajj, Clerk

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Dr. Kristin Baranski, Secretary

Consent Item D.1.2.  
Prepared by Dr. Kristin Baranski  
February 2, 2021

Agreement with UCSD for Staff  
Symptomatic COVID-19 Testing

**BACKGROUND:**

UCSD Health provides drive-through COVID-19 testing services for symptomatic adults. In an attempt to provide another testing solution for school district employees, administration recommends entering into an agreement with UCSD for this service.

This service will be used sparingly when an employee needs another testing solution aside from a personal physician’s office or a County Public Health testing location and may need results quickly. UCSD will generally provide results to the employee within 24 – 36 hours.

UCSD Health drive-through testing services are currently provided at five locations across the County. An employee who is provided this service will have a choice on the UCSD testing location.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Agreement with UCSD for Staff Symptomatic COVID-19 Testing.

**FISCAL IMPACT:**

Since this service will be limited to symptomatic adults who may require a quick turnaround of results, funding allocated to this service will also be limited to \$5,000 for the 2020-21 school year. This service will be charged to State CARES grant funding. District reimbursement may be available through employee insurance carriers Kaiser and Blue Shield of California.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Item D.1.2.

## COVID-19 LABORATORY TESTING SERVICES AGREEMENT

This COVID-19 Laboratory Testing Services Agreement (“Agreement”) is made and entered into as of February 2, 2021 (“Effective Date”), by and between The Regents of the University of California, a California Corporation, on behalf of THE UNIVERSITY OF CALIFORNIA, SAN DIEGO MEDICAL CENTER CLINICAL LABORATORIES (“UCSD”), and SANTEE SCHOOL DISTRICT (“SCHOOL DISTRICT”), (each individually a “Party” and collectively the “Parties”).

### RECITALS

WHEREAS, UCSD operates Clinical Laboratories and is duly licensed, certified, accredited or otherwise legally qualified and willing to provide laboratory and pathology services in the State of California;

WHEREAS, SCHOOL DISTRICT is the district that governs all public elementary schools in Santee, California;

WHEREAS, in order to detect and prevent the spread of the COVID-19 virus, UCSD and SCHOOL DISTRICT desire for UCSD to provide certain laboratory testing services (“Laboratory Testing Services”) for SCHOOL DISTRICT;

WHEREAS, UCSD and SCHOOL DISTRICT desire to enter into an agreement to set forth the terms and conditions of their relationship with respect to UCSD’s provision of Laboratory Testing Services to SCHOOL DISTRICT.

NOW, THEREFORE in consideration of the foregoing Recitals and the mutual covenants and promises contained herein, it is agreed as follows:

### ARTICLE I: RESPONSIBILITIES OF PROVIDER AND PURCHASER

#### 1.0 UCSD’s Responsibilities.

- A. COVID-19 Testing. Subject to availability of resources and staff, UCSD shall provide Laboratory Testing Services for all specimens obtained from SCHOOL DISTRICT as set forth in this Agreement:
- i. To detect whether symptomatic and/or exposed SCHOOL DISTRICT employees have the active COVID-19 virus, UCSD will provide one (1) initial Polymerase Chain Reaction anterior nares nasal swab test for the purpose of screening each individual presented for testing, subject to

UCSD's testing slots and current supply of tests available. Laboratory Testing Services provided to SCHOOL DISTRICT employees experiencing COVID-19 symptoms, or who have been exposed to COVID-19 may not exceed twenty (20) tests per week. If there is a need to exceed twenty (20) tests per week, SCHOOL DISTRICT must request additional testing from UCSD in writing, which shall be provided at UCSD's discretion and availability.

- ii. Offsite Testing. Symptomatic SCHOOL DISTRICT employees, or those that have been exposed to COVID-19, shall utilize the UCSD self-scheduling online URL unique to SCHOOL DISTRICT to register and schedule their testing appointment at one of the UCSD drive up testing facilities.

B. Results Reporting. UCSD shall report results as specified in Exhibit 2 attached hereto.

- i. SCHOOL DISTRICT employees must create and activate a MyChart account in order to access their individual test results. UCSD will provide a link and activation code to create the MyChart account. UCSD will make test results available via each individual's MyChart account.
- ii. UCSD shall make best efforts to notify SCHOOL DISTRICT employees of test results within 48 hours of UCSD receiving the relevant specimen at the lab. UCSD shall share test results with SCHOOL DISTRICT employees only, as referenced below in Sections 1.0.B.iv and shall not report results directly to SCHOOL DISTRICT.
- iii. UCSD shall notify SCHOOL DISTRICT of the number of positive cases. Such notification shall include the number of positive cases only. No patient information or possible identifying information of any kind shall be shared.
- iv. Employees. For SCHOOL DISTRICT employees, COVID-19 test results shall be provided directly to employees via MyChart. If the employee receives a COVID-19 positive test result, a telephone call will be made to notify the employee. If the employee receives a COVID-19 negative test result, the result will be reported via MyChart only. SCHOOL DISTRICT employees are responsible to share their test result directly with SCHOOL DISTRICT. Test results shall also be reported to state and local public health departments, as required.

C. UCSD will safeguard SCHOOL DISTRICT employees' health information as required by the Health Insurance Portability and Accountability Act (HIPAA) and in

accordance with UCSD's Patient Privacy Rights which are available on UCSD's website at: <https://medschool.ucsd.edu/compliance/privacy/Pages/patient-rights.aspx> SCHOOL DISTRICT will share UCSD's Patient Privacy Rights information with SCHOOL DISTRICT employees.

- D. Rate Information. UCSD will provide to SCHOOL DISTRICT a rate schedule containing all of the prices charged by UCSD for its Testing Services. This rate schedule is set forth in Exhibit 1 to this Agreement, which is attached hereto and incorporated herein by reference.

1.1 SCHOOL DISTRICT's Responsibilities.

- A. SCHOOL DISTRICT shall provide SCHOOL DISTRICT employees with all the necessary information about how to access the offsite UCSD testing services to register, schedule their appointment, obtain test results and how to report results back to SCHOOL DISTRICT.
- B. SCHOOL DISTRICT shall inform SCHOOL DISTRICT employees to utilize the UCSD self-scheduling online URL unique to SCHOOL DISTRICT to register and schedule their testing appointment at one of the UCSD drive up testing facilities.
- C. SCHOOL DISTRICT shall inform applicable SCHOOL DISTRICT employees who shall be submitted for testing that COVID-19 test results shall be reported to state and local public health authorities, as required by law; and advise that all individuals receiving a positive result, or who have additional medical questions, follow up with a primary care provider to discuss the test results and seek individualized medical care;
- D. SCHOOL DISTRICT is responsible to obtain test results directly from SCHOOL DISTRICT employees. UCSD shall not be responsible to report test results directly to SCHOOL DISTRICT. SCHOOL DISTRICT must have clear protocols in place for SCHOOL DISTRICT employees to share test results with A SCHOOL DISTRICT. Protocols must allow for test results to be reported to SCHOOL DISTRICT seven (7) days a week and twenty-four (24) hours a day. Protocols should also address appropriate action and next steps to be taken for a positive test result as outlined in Exhibit 3 ("SCHOOL DISTRICT COVID-19 Response Protocol and Contacts") attached hereto.
- E. SCHOOL DISTRICT will provide UCSD with employee information that UCSD reasonably requires to perform Laboratory Testing Services and to bill and collect from SCHOOL DISTRICT the amounts listed in Exhibit 1 for Laboratory Testing Services provided.

- 1.2 Use of Name. Except as required to carry out the terms of this Agreement, SCHOOL DISTRICT shall not use UCSD's name or any other similar reference to the University of California, San Diego, its providers or facilities, without the prior written approval of the Regents of the University of California in accordance with the provision of applicable law, including but not limited to, California Education Code Section 92000. UCSD will have the right to use SCHOOL DISTRICT's name for purposes of marketing the UCSD Laboratory Testing Services and otherwise to carry out the terms of this Agreement.
- 1.3 Licensure and Accreditation. UCSD shall, at all times in which this Agreement is in effect, remain: (i) licensed, certified, accredited or otherwise duly authorized to operate in the State of California as a licensed clinical laboratory; and (ii) accredited by any applicable accrediting body.
- 1.4 Compliance with California and Federal Statutes. Both Parties agree to cooperate with each other to meet any requirements imposed on UCSD and SCHOOL DISTRICT by state and federal law, as amended, and all regulations issued pursuant thereto including those governing confidentiality of protected health information. Both parties agree to maintain such records and provide such information to one another, and to applicable state and federal regulatory agencies, for compliance, when expressly required by law or this Agreement. Such responsibilities shall not be terminated upon termination of this Agreement. Both parties agrees to retain documents for a term of at least five (5) years from and after the termination of this Agreement, or any longer period required by law.
- 1.5 Confidential Information. The Parties acknowledge that as a result of this Agreement for Laboratory Testing Services, the Parties may become informed of, and have access to, valuable and confidential information of the other Party, including laboratory operation and pricing information, the provisions of this agreement, as well as information designated as "Confidential" (the "Confidential Information"). Except as required by law, neither Party will, at any time, either during or subsequent to the Term of this Agreement, use, reveal, report, publish, copy, transcribe, transfer or otherwise disclose or provide access to any person, corporation or other entity, any Confidential Information without the prior written consent of the other Party, except to those officers and employees of the Party (and other responsible persons who are in a contractual or fiduciary relationship with the Party) who have a need to know the Confidential Information, and except for information which legally and legitimately is or becomes of general public knowledge from authorized sources other than the receiving Party. With regard to patient information, each Party will, at a minimum, protect the confidentiality of patient information (including, but not limited to, medical records, electronic data, laboratory blocks and slides, and billing information) in compliance with all applicable state and federal laws and regulations.

- 1.6 Ownership. Patient records generated by UCSD as a result of testing specimen will be the sole and exclusive property of UCSD. All business and other medical records of each Party are and will remain the property of that Party.
- 1.7 Employees, Agents and Independent Contractors Bound to Confidentiality Requirements. Each Party will require that all of its employees, agents and independent contractors be bound to and comply with the applicable covenants and obligations of this Agreement.
- 1.8 Government Access to Books, Documents and Records. In accordance with Title 42 of the United States Code, Section 1395(x)(v)(1)(I), as amended, until the expiration of four (4) years after the termination of this Agreement, UCSD will make available to the Secretary of the United States Department of Health and Human Services and the United States Comptroller General, and their duly authorized representatives, this Agreement and all material books, documents and records necessary to certify the nature and extent of the cost to Client of the Laboratory Testing Services provided pursuant to this Agreement. Furthermore, UCSD will assist and cooperate with MediCal in complying with the agency's access to records requirement.
- 1.9 Compliance
- A. The Parties agree that the terms and provisions of the Agreement are (1) created in the context of an urgent community need and shared public health responsibility, (2) are not determined in a manner that takes into account – in the aggregate or otherwise – the volume or value of patient referrals or other potential business generated by and among the Parties, or any of their respective affiliates, owners, employees, or contractors, (3) are reasonable given the current needs of the community. The Parties agree that it is neither Party's purpose, in whole or in part, to induce the other Party or any of its affiliates, employees, or contractors to engage in any conduct that is prohibited by the federal health care program anti-kickback statute, 42 U.S.C. §1320a-7b(b), or any of its state law counterparts.
- B. No Referrals. The Parties acknowledge that none of the benefits granted to SCHOOL DISTRICT under this Agreement is conditioned on any requirements that SCHOOL DISTRICT make referrals to, be in a position to make or influence referrals to, or otherwise generate business for UCSD or any of its affiliates, employees or contractors.

## ARTICLE II: COMPENSATION

2.0 Rate Schedule. UCSD will bill SCHOOL DISTRICT directly for all services rendered under this Agreement, the amounts payable as set forth in Exhibit 1. SCHOOL DISTRICT will pay all undisputed bills within thirty (30) days of the date of the bill. If SCHOOL DISTRICT disputes any bill, it will submit the dispute in writing to UCSD within fifteen (15) days of the date of the bill, or it will waive its rights to dispute. UCSD may update or change its pricing

periodically. UCSD will provide or make available to SCHOOL DISTRICT, an updated/changed rate schedule annually or as updates/changes are made. If certain services are requested by SCHOOL DISTRICT, but not provided by UCSD, UCSD will not refer the service out to a separate provider on behalf of SCHOOL DISTRICT.

### **ARTICLE III: TERM; TERMINATION; EFFECT OF TERMINATION**

3.0 Term. The Term of this Agreement shall commence on the Effective Date and shall continue for a period of one (1) year from such date, provided, however that the Parties agree that the purpose of this Agreement and the services provided for herein are directly related to the COVID-19 pandemic and that the duration of the need and utility identified between the Parties shall be based upon the duration of the local COVID-19 pandemic response efforts. The Parties may renew this Agreement upon mutual written agreement.

3.1 Termination Due to Material Breach. This Agreement may be terminated in its entirety by either Party upon thirty (30) days prior written notice to the other Party, if the Party to whom notice is given is in material breach of this Agreement. The Party claiming the right to terminate shall set forth in its notice of termination, the breach hereof by the other Party. Remedy of such breach to the satisfaction of the Party giving notice, within thirty (30) days of receipt of the notice of breach, shall nullify the intended termination hereof, and this Agreement shall remain in full force and effect. If the breach is one which cannot reasonably be corrected within thirty (30) days, and if the breaching Party is making substantial and diligent progress toward correction, this Agreement shall remain in effect, provided that, and for so long as, such substantial and diligent progress towards correction is continued.

3.2 Termination without Cause. This Agreement may be terminated in its entirety by either Party, at any time, without cause, by giving at least fifteen (15) days prior written notice of termination to the other Party.

3.3 Effect of Termination. Upon the termination of this Agreement, as herein above provided, and except as specifically provided herein, no Party shall have any further obligation hereunder except for obligations, debts or liabilities arising hereunder prior to the date of termination.

### **ARTICLE IV: INSURANCE AND INDEMNIFICATION**

4.0 Insurance Coverage. Each Party will, at its own expense, continuously maintain:

- A. UCSD shall maintain professional liability insurance (or program of self- insurance) covering its agents for professional liability in relation to their clinical activities at their respective facilities;



- B. Both Parties shall maintain commercial general liability insurance (or program of self-insurance) covering their respective operations; and,
- C. Both Parties shall maintain workers' compensation insurance as required by applicable law.
- D. This insurance will be placed with insurers and have coverage limits consistent with applicable industry standards.
- E. Each Party shall provide the other Party with evidence of such insurance coverage, upon request. In addition, each Party shall provide the other Party with immediate written notice of any cancellation, material modification or non-renewal of any of the insurance coverage required by this Article.

4.1 Indemnification. Both Parties shall defend, indemnify and hold harmless, the other and their directors, officers, employees, affiliates, and agents against any claim, loss, damage, cost, expense or liability arising out of or related to the negligent or intentional acts or omissions of its employees or agents, of any activity pursuant to this Agreement.

4.2 Continuing Care. The Parties agree that in carrying out the activities described in this Agreement, UCSD does not assume any responsibility for continuing medical care and/or treatment of the SCHOOL DISTRICT employees whose test results may be handled by UCSD in performance of this Agreement.

The licensed medical provider ordering COVID-19 PCR tests and the UCSD team providing results are doing so as a means of process and do not assume any medical oversight of the individuals receiving testing. The licensed medical provider(s) shall not be held liable for care management, nor any act or failure to act after the reporting of the COVID-19 PCR test results. It is recommended that ALL individuals receiving a positive result, or who have additional medical questions, follow up with a primary care provider (“PCP”) to discuss the test results and seek individualized medical care. If an individual does not have a PCP, UCSD may share a list of local providers (including UCSD) that an individual may utilize for care management support.

## ARTICLE V: DISPUTE RESOLUTION

5.0 Meet and Confer Process. If any dispute or controversy arises between the Parties with respect to the making, construction, application, terms, conditions, interpretation or implementation of this Agreement, or the rights or duties of either Party hereunder, either Party may require, by giving written notice to the other Party, that the Parties meet and confer in good faith to resolve such dispute or controversy, at such times and at such places as may be mutually and reasonably acceptable to the Parties. In the event of any such notice, the Parties agree to meet and confer for such purposes within at least thirty (30) days after one Party’s written notice to the other initiating such process.

5.1 Arbitration. In the event of any dispute or controversy arising out of or relating to this Agreement, the Parties shall first attempt in good faith to resolve the dispute between themselves, pursuant to the process described in Section 5.0. If unable to resolve the dispute or controversy pursuant to such process, then all matters in dispute or controversy hereunder shall be submitted to binding arbitration pursuant to California Code of Civil Procedure, Section 1280, et seq. Such arbitration may be initiated by either Party by such Party's making a written demand for arbitration on the other Party. Unless the Parties can agree on a single arbitrator, each Party shall designate an arbitrator within thirty (30) days of receipt of written demand for arbitration. Within thirty (30) days of their appointment, these two (2) arbitrators shall designate a third arbitrator who shall conduct the arbitration. The arbitration shall be held in San Diego, California, unless another location is mutually agreed upon by the Parties. Either Party to an arbitration may seek judicial review by way of a petition to the court to confirm, correct or vacate an arbitration award pursuant to the provisions of the Code of Civil Procedure, Sections 1385 and 1294.2.

## ARTICLE VI: GENERAL PROVISIONS

6.0 Entire Agreement. This Agreement and all documents specifically referenced herein contain the entire agreement and understanding between the Parties with respect to the subject matter hereof, and supersedes any and all prior agreements and understandings, written or oral, with respect to such subject matter. Except as provided in this section or otherwise specifically provided in this Agreement, no agreement or understanding with respect to such subject matter not contained in this Agreement shall be valid or binding upon the Parties.

6.1 Independent Contractors. No provision of this Agreement is intended to create, nor shall any provision hereof be deemed or construed to create, any relationship between the Parties other than that of independent entities contracting with each other hereunder solely for the purpose of effecting the provisions of this Agreement. Neither Party, nor any of its respective contractors, employees, agents or representatives shall be deemed or construed to be the contractor, employee, agent or representative of the other.

6.3 Invalid Provision. The invalidity or unenforceability of any term or provision of this Agreement shall in no way effect the validity or enforceability of any other term or provision hereof.

6.4 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California, except to the extent that federal law supersedes such laws.

6.5 Waiver. The waiver of any provision of this Agreement shall be effective only if set forth in writing, and signed by the waiving Party. No such waiver shall operate as, or be deemed to be or construed as, a continuing waiver of the same provision, or as a waiver or continuing waiver of any other provision of this Agreement.

6.6 Notice. Any notice required or desired to be given pursuant to or in connection with this Agreement shall be given in writing, addressed to the noticed Party as follows:



If to UCSD:

Lab Administration Director  
UC San Diego Health Clinical Laboratories  
9300 Campus Pointe Dr., MC7320  
La Jolla, CA 92037-7320

With a copy to:

Health Services Contracting - UC San Diego Health  
200 W. Arbor Drive, MC 8996  
San Diego, CA 92103-8996  
Attn: Chief Contracting Officer

If to SCHOOL DISTRICT:

9625 Cuyamaca Street  
Santee, CA 92071

Notices shall be delivered personally, by messenger or overnight delivery service, or by United States mail, certified, return receipt requested, postage prepaid. Notices given by personal delivery or messenger or overnight delivery service shall be deemed given upon actual delivery. Notices given by mail shall be deemed given on the date of delivery indicated on the return receipt. Each Party may change its address for purposes of receiving notice hereunder by giving notice of such change of address to the other Party in the manner provided for herein.

6.7 Third Party Beneficiaries. Except as otherwise expressly provided to the contrary herein, this Agreement shall not create, nor shall it be deemed or construed to create, any right in any person not an express Party hereto, including, without limitation, any patient, contractor, employee, agent or representative thereof.

6.8 Assignment. This Agreement and the rights, interests and benefits hereunder shall not be assigned or in any manner transferred by either Party unless the affected Party consents in writing.

6.9 Amendments.

- A. Except as otherwise stipulated in Section 2.0 and below in Section 6.9 B of this Agreement, this Agreement may only be amended by mutual written consent of the Parties.
- B. SCHOOL DISTRICT agrees that this Agreement shall be amended or modified within thirty (30) calendar days in any manner necessary or advisable to make this Agreement consistent with:

- i. UCSD's agreements with any health plans, including all amendments;
- ii. the standards of Accreditation Organizations, including all changes to such standards; or
- iii. the requirements of State or Federal Law, including all changes to such requirements.

6.10 Attorneys' Fees. If any legal action or arbitration is brought to enforce or interpret this Agreement, the prevailing Party therein shall be entitled to recover its incurred and accrued expenses, including, without limitation, its reasonable attorneys' fees and costs, from the other Party.

[THE REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]

**IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date set forth below.**

<b>For Santee School District:</b>	<b>For UCSD Medical Center Clinical Laboratories:</b>
Signature:	Signature:
Name: Kristin Baranski	Name: Patricia S. Maysent
Title: Superintendent	Title: CEO, UC San Diego Health
Date:	Date:



**EXHIBIT 1**

**UCSD SERVICES AND FEE SCHEDULE  
COVID-19 TESTING SERVICES**

<b>UCSD Charge Code</b>	<b>UC San Diego Clinical Laboratory Charge Code Description</b>	<b>CPT/HCPCS</b>	<b>UCSD Reference Rates 2021</b>
00006877	HB IADNA SARS-COV-2 COVID-19 PCR TQ	87635/U0003	\$40 per test

## EXHIBIT 2

### UCSD SCOPE OF WORK FOR RESULTING

1. For each positive COVID-19 test result, UCSD Results Team will make a telephone call to the relevant individual (or his or her guardian, as applicable) for:
  - a) Notification
  - b) Quarantine education
  - c) Brief contact tracing education
  
2. UCSD is not responsible for reporting any specific employee COVID-19 test results hereunder to SCHOOL DISTRICT. If relevant SCHOOL DISTRICT employee is unaware of the SCHOOL DISTRICT COVID-19 Response Protocol and Contacts, UCSD will direct such SCHOOL DISTRICT employee to contact SCHOOL DISTRICT as outlined in Exhibit 3 attached hereto.
  
3. SCHOOL DISTRICT employees who receive COVID-19 positive test results hereunder ("COVID Positive Patients") shall be counseled to follow up with their respective primary care provider, whether or not such primary care is obtained through UCSD.
  
4. COVID Positive Patients who are existing UCSD patients, or new UCSD patients who have elected to seek care with a UCSD PCP and have a pending appointment, shall receive monitoring phone calls from the UCSD Results Team during their quarantine period.
  
5. SCHOOL DISTRICT employees who receive COVID-19 negative test results shall receive their test results by accessing their individual MyChart accounts.

**EXHIBIT 3**  
**SCHOOL DISTRICT COVID-19 RESPONSE PROTOCOL AND CONTACTS**

SCHOOL DISTRICT employees must self-report positive results to the District Nurse:

Phone: 619-258-2231

Holly Chisholm, District Nurse

Jillaine Kwak, District Nurse

RESULTS CONTACT INFO			
Facility Address	9625 Cuyamaca Street, Santee, CA 92071		
General Phone	619-258-2231	Critical Phone	<input type="text"/>
General Fax	619-258-2367	Results Fax	619-258-2367

District nursing staff will document positive test result and direct the supervisor to notify the positive person with a District form. Supervisor then documents the positive case and close contacts in a District database for tracking purposes.



Consent Item D.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
February 2, 2021

**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 \$687, as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.1.

**Board Travel Report - February 2, 2021**

Travel Dates		Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Fri-Sat,	01/29/21 - 01/30/21	Jessica Ochoa	Out of School Time	Focus on Results	Online	\$0	\$179	Project SAFE	Focus on evidence-based solutions to improve district practices.	1, 2
Wed-Thurs,	02/03/21 - 02/04/21	Dawn Dully	Carlton Hills/Chet F. Harmit	San Diego School Counselor Conference: Reboot 2021	Online	\$0	\$30	Pupil Services	Conference will focus on counseling strategies for 2021	2
Wed-Thurs,	02/03/21 - 02/04/21	Kristen Strelton	Cajon Park/SSP	San Diego School Counselor Conference: Reboot 2021	Online	\$0	\$30	Pupil Services	Conference will focus on counseling strategies for 2021	2
Wed-Thurs,	02/03/21 - 02/04/21	John Schweller	Hill Creek	San Diego School Counselor Conference: Reboot 2021	Online	\$0	\$30	Pupil Services	Conference will focus on counseling strategies for 2021	2
Wed-Thurs,	02/03/21 - 02/04/21	Carrie Thompson	Carlton Oaks	San Diego School Counselor Conference: Reboot 2021	Online	\$0	\$30	Pupil Services	Conference will focus on counseling strategies for 2021	2
Wed-Thurs,	02/03/21 - 02/04/21	Mia Morales	PRIDE Academy/Chet F. Harmit	San Diego School Counselor Conference: Reboot 2021	Online	\$0	\$30	Pupil Services	Conference will focus on counseling strategies for 2021	2
Wed-Thurs,	02/03/21 - 02/04/21	Tracie Perez	Rio Seco	San Diego School Counselor Conference: Reboot 2021	Online	\$0	\$30	Pupil Services	Conference will focus on counseling strategies for 2021	2
Wed-Thurs,	02/03/21 - 02/04/21	Julian Sesma	Pepper Drive	San Diego School Counselor Conference: Reboot 2021	Online	\$0	\$30	Pupil Services	Conference will focus on counseling strategies for 2021	2
Wednesday,	03/31/21	Wendi Klain	Child Nutrition Services	Safe Food Handling Manager Certificate	San Diego	\$0	\$149	Child Nutrition Services	Safe food handling training - 5 year training required	2
Wednesday,	03/31/21	Ava Grover	Child Nutrition Services	Safe Food Handling Manager Certificate	San Diego	\$0	\$149	Child Nutrition Services	Safe food handling training - 5 year training required	2
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California										
(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.

**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 check #22694 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 \$32.00 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 D.2.2.

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

Date	Number	Name	Memo	Amount
01/19/21	22694	California Department of Tax & Fee Admin	Tax Period Ending 12/31/2020	32.00

Total Checks Written 32.00

Total to be Reimbursed \$32.00

Total to Deduct from Future Reimbursement \$0.00

Consent Item D.2.3.  
 Prepared by Karl Christensen  
 February 2, 2021

Acceptance of Donations, Grants, and Bequests

**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 for Lorene Foster Children's Fund	\$500.00 \$100.00	Kenneth & Kristie Wilhelm Anthony & Mary Beecher	Districtwide
Funds to Support the PRIDE Assisting the Community (food and clothing bank)	\$125.00	Charlotte Marshall	PRIDE Academy
<b>GRANTS</b>			
(None)			
<b>BEQUESTS</b>			
(None)			
<b>TOTAL RECEIVED</b>	<b>\$725.00</b>		

**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 \$725.00.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.3.

**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
Emily Small	Curriculum and Math Standards Lesson Design Professional Development Training	02/04/21 – 06/30/21	\$2,025.00	Educational Services

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.4.

**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	8.4	91	\$0.575	\$439.53
Pepper Drive School	14.8	90	\$0.575	\$765.90
Sycamore Canyon School	10.8	163	\$0.575	\$1,012.23
Sycamore Canyon School	15.2	89	\$0.575	\$777.86
<b>Total:</b>				<b>\$2,995.52</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 \$2,995.52 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: \_\_\_\_\_

Consent Item D.2.6. Approval/Ratification of Expenditure Transactions  
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)  
 February 2, 2021

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period December 1, 2020 through December 31, 2020.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There were 165 transactions totaling \$22,821.56 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.6.



PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20201228	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	85.10	Gluten & Dairy Food.
20201231	ABEL,CATHY	CHILD NUTRITION	VONS #1897	47.92	Gluten Free Buns.
				133.02	
20201202	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	TEMPATTOOSICREDITCAR	28.09	Miscellaneous supplies.
20201206	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO ENGRA	90.00	Engraving services.
20201211	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	131.24	Miscellaneous supplies.
20201213	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	36.14	Board meeting supplies.
20201215	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO ENGRA	49.44	Board meeting supplies.
20201216	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO ENGRA	16.19	Board meeting supplies.
20201216	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANDWICH BAGS	102.55	Board meeting supplies.
20201216	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	TST* NOTHING BUNDT CAK	24.00	Board meeting supplies.
20201217	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	1.99	Board meeting supplies.
				479.64	
20201203	AVILA,EVONN	BUSINESS SERVICES	WAL-MART #1917	12.93	Other Supplies - Printing.
				12.93	
20201202	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	15.25	Classroom craft supplies.
20201203	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	12.06	Classroom craft supply.
20201204	BAKER,HOPE	OST PROGRAMS	TJ MAXX #863	10.75	Christmas craft supplies.
20201204	BAKER,HOPE	OST PROGRAMS	TJ MAXX #863	4.30	Christmas craft supplies.
20201204	BAKER,HOPE	OST PROGRAMS	WAL-MART #3524	169.67	YALE Christmas party supplies.
20201207	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 5045	33.83	Yale Christmas party supplies.
20201208	BAKER,HOPE	OST PROGRAMS	MICHAELS #9490	16.57	Craft supplies.
20201209	BAKER,HOPE	OST PROGRAMS	DOLLARTREE	34.48	YALE Classroom supplies.
20201210	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	9.13	YALE Christmas party supplies.
20201211	BAKER,HOPE	OST PROGRAMS	HOBBY-LOBBY #658	21.07	Classroom craft supplies.
20201213	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	21.29	Classroom supplies.
20201216	BAKER,HOPE	OST PROGRAMS	VONS #1897	23.97	Holiday food craft
				372.37	
20201201	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	37.58	Car seat for community car seat event.
20201202	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*VZ04J9YL3	419.70	School wide art activity.
20201202	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*MP0MK5913	55.56	Foof for Parent Event.
20201203	BONSER,KRISTEN	PRIDE ACADEMY	SMART AND FINAL 931	23.98	Foof for Parent Event.
20201203	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*SY2P43243	17.12	Social distancing supplies.
20201203	BONSER,KRISTEN	PRIDE ACADEMY	ACCUTRAIN CORPORATION	192.34	Professional development online training.
20201204	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*7G2G29JE3	59.40	School supplies.
20201204	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	193.59	Car seat for community car seat event.
20201206	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*ER6J423J3	425.60	Santizing supplies.
20201210	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	39.73	Engagement activities supplies.
20201210	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*IR5JU3TH3	64.62	School wide art activity.
20201210	BONSER,KRISTEN	PRIDE ACADEMY	OTC BRANDS INC	104.68	Student incentives.
20201210	BONSER,KRISTEN	PRIDE ACADEMY	AMAZON.COM*Q54KW7Z53 A	40.78	Social distancing supplies.
20201211	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*LP9LB0AU3	11.84	Teacher supplies.
20201211	BONSER,KRISTEN	PRIDE ACADEMY	BARNES & NOBLE #2135	25.00	Student incentives.
20201211	BONSER,KRISTEN	PRIDE ACADEMY	THE HOME DEPOT #0673	29.76	Student incentives.
20201214	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*YS81P07W3	24.77	Social distancing supplies.
				1,766.05	
20201206	BORTS,KATHERINE	HUMAN RESOURCES	PAYPAL *AALRR	149.00	K-12 Leave Administration workshop for HR staff.
20201216	BORTS,KATHERINE	HUMAN RESOURCES	ASS CAL SCH ADMIN	259.00	Conference Registration for Summer Locka.
20201216	BORTS,KATHERINE	HUMAN RESOURCES	ASS CAL SCH ADMIN	379.00	Conference Registration for Chasity Forster.
				787.00	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20201225	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ZOOM.US 888-799-9666	79.98	Meeting teleconferencing services.
				79.98	
20201215	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*788Q10AT3	59.81	Teacher supply replacement - Sharpie Markers.
20201220	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*LN95137Q3	167.65	Teacher supply replacement - Stretched Canvas, Felt tip pens, Monitor wipes.
20201222	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*OV2LN3W43	20.54	Teacher Supply Replacement - Fabric roll.
20201223	DOBBINS,TIMOTHY	CAJON PARK	OTC BRANDS INC	31.58	Teacher supply replacement - Division Dry Erase Boards.
				279.58	
20201217	GRIFFIN,DEBRA	TRANSPORTATION	THE HOME DEPOT #0673	18.30	Heavy duty wet mop for cleaning buses.
20201213	GRIFFIN,DEBRA	TRANSPORTATION	TARGET.COM *	775.74	Replacement car seats for ones expiring in January.
20201206	GRIFFIN,DEBRA	TRANSPORTATION	FMCSA D&A CLEARINGHOUS	125.00	Yearly Drug & Alcohol Queries Request Plan 100 queries.
				919.04	
20201215	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*F47A04FD3	150.84	Lamination film.
20201214	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*GT9423JL3	26.94	Storage for attendance records.
20201210	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	20.47	Packaging distribution for student incentives.
20201209	HICKS,TYLENE	CHET F. HARRITT	DISCOUNTMUGS.COM	394.41	Student incentives.
20201209	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM*FN41740A3 A	25.26	Special Education classroom paperwork.
20201208	HICKS,TYLENE	CHET F. HARRITT	USPS PO 0541460040	9.60	Mailing work to distance learner.
20201204	HICKS,TYLENE	CHET F. HARRITT	OFFICE DEPOT #908	19.38	Labeling.
20201203	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*NU5709513	236.90	Marking tables for social distancing.
20201203	HICKS,TYLENE	CHET F. HARRITT	BSN SPORTS LLC	324.33	Marking out red zones for fire lane.
20201203	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*VW5Y26093	67.87	Setting up additional space for isolation room.
20201201	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*IQ7X00T03	470.04	Student supplies.
				1,746.04	
20201214	HOHIMER,KAREN	CAJON PARK	AMZN MKTP US*TL2G27ZF3	99.04	Heavy duty spray bottles for classroom disinfecting.
20201208	HOHIMER,KAREN	CAJON PARK	AMZN MKTP US*7H0HJ1KH3	116.34	Wobble chairs.
20201206	HOHIMER,KAREN	CAJON PARK	AMZN MKTP US*XW3EU5GC3	226.22	Wobble chairs for DL students.
				441.60	
20201218	HOOKS,TED A	PEPPER DRIVE	TARGET 00003046	106.09	Teacher Appreciation Materials.
20201211	HOOKS,TED A	PEPPER DRIVE	TARGET 00009977	323.05	Family Night Supplies.
20201206	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*DV8976JW3	77.57	Sanitizer for Office.
20201204	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*9K3OU7X83	51.68	Substitute Materials.
20201203	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*8S9GS4MQ3	236.90	Substitute Materials.
20201202	HOOKS,TED A	PEPPER DRIVE	SQ *BOOKOFF USA INC	196.10	Library Books.
				991.39	
20201209	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*G809L67R3	157.98	Microfiber cloths for cleaning plexiglass panels.
20201202	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*C41UJ4YB3	20.46	Chicken Water Dispenser.
20201202	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*YH5J75O43	21.03	Chicken Scratch (feed supplement).
				199.47	
20201220	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*RD88T0083 A	11.84	1 mini DisplayPort to HDMI cable, 3'.
20201217	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE	24.99	security system.
20201216	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*2W2N51VD3	53.54	laptop battery for Macbook Air.
20201215	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	8.95	modular phone cord, 25', satin & modular coupler.
20201209	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*F01MX50A3	58.16	2 of Dual Monitor mounts.
20201209	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	12.48	VGA cable w/3.5mm, 10'.
20201209	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	54.48	Junction box; VGA cable w/3.5mm, 50' slim ; Decora wall plate cover; Raceway 3/4" x8"; decora insert: VGA + 3.5.
20201204	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	MOSYLE COR* MOSYLEMAN	26.13	Data management system.
20201210	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*A63KN1LK3	35.52	3 of. 4k HDMI cables.
20201209	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*GP9DI2FY3	151.80	3 tv wall mounts.
20201220	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*SX4OR26A3	69.44	10-pk of HDMI to VGA cables for projectors.
20201222	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*E90G55XD3	311.40	Samsung curved monitor.
				818.73	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20201224	MARTIN,SUZANNE	HILL CREEK	STAPLES DIRECT	3.25	Teacher classroom materials. Title 1 budget
20201222	MARTIN,SUZANNE	HILL CREEK	WALMART.COM AV	(25.58)	EXPO markers were never delivered. Item refunded from Walmart. Covid Funds.
20201218	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*VJ0AL4XL3	42.00	Teacher recognition. General budget.
20201211	MARTIN,SUZANNE	HILL CREEK	BENDSHAPE MASK, LLC	142.39	See through view masks for primary teachers. Full coverage on face, with see-through panel. COVID funds.
20201221	MARTIN,SUZANNE	HILL CREEK	STAPLES DIRECT	6.64	Teacher classroom supplies and office supplies. General fund.
20201218	MARTIN,SUZANNE	HILL CREEK	WALMART.COM AV	(11.92)	Ordered item was not delivered. Credit returned expense back to account. Credit to COVID funds.
20201218	MARTIN,SUZANNE	HILL CREEK	WALMART.COM AV	(3.92)	Ordered item was not delivered. Credit returned expense back to account. Credit to COVID funds.
20201218	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*8M1KE2LV3	70.66	Speakers for classroom computer. Title I funds.
20201217	MARTIN,SUZANNE	HILL CREEK	WALMART.COM AV	9.65	Individual student items for intervention and learning loss mitigation. COVID funds.
20201215	MARTIN,SUZANNE	HILL CREEK	WALMART.COM AV	398.80	Kinetic sand, masking tape, string, Tale of Despereaux- Individual student supplies. COVID funds.
20201214	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*091YO6KM3	40.58	Food coloring, Borax Powder, string. Individual student instructional items. COVID funds.
20201214	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*8N4059EM3	164.21	Individual student items and instructional guides for student intervention. COVID funds.
20201214	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*H94K70J23	13.95	Individual student supplies. COVID funds.
20201214	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*PT8589FV3	250.61	Base 10 blocks. Individual student instructional materials. COVID funds.
20201214	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*908VU4813	30.16	Coats for evening custodians. Custodial budget.
20201213	MARTIN,SUZANNE	HILL CREEK	BARNES&NOBLE.COM-BN	256.70	Individual student texts: Holes. COVID Learning Loss Mitigation funds.
20201211	MARTIN,SUZANNE	HILL CREEK	PSS / CSS PRESENTATION	168.94	Belted voice amplifier system. COVID funds.
20201211	MARTIN,SUZANNE	HILL CREEK	CHR*CHRISTIANBOOK	180.72	Mr. Popper's Penguins- individual student books. COVID learning loss mitigation funds.
20201209	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*L09RK3323	59.23	Custodial coat for coverage of clothes when spraying and disinfecting. COVID funds.
20201208	MARTIN,SUZANNE	HILL CREEK	INSTACART	35.00	Student celebration and recognition supplies. Santee Santas incentive.
20201208	MARTIN,SUZANNE	HILL CREEK	INSTACART	2.42	Student celebration and recognition supplies. Santee Santas incentive. Student Engagement.
20201204	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*LX3RJ3BE3	45.78	Printer toner. General fund.
				1,880.27	
20201224	MCGINTY,MIRIAM	SPECIAL EDUCATION	MOBILITY SOLUTIONS INC	5,013.61	Activity Chair.
20201220	MCGINTY,MIRIAM	SPECIAL EDUCATION	THERAPRO	85.00	Protocols.
20201218	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*6W3N68L13	33.90	Noise canceling headphones for SDC student
20201215	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	33.75	Digital Protocols.
				5,166.26	
20201213	MINUTELLI,DAWN	EDUCATIONAL SERVICES	DOLLARTREE	190.34	Counting Collections Math for EAK (Supports CGI).
20201203	MINUTELLI,DAWN	EDUCATIONAL SERVICES	TARGET.COM *	43.06	State Pre-School Supplies.
20201203	MINUTELLI,DAWN	EDUCATIONAL SERVICES	TARGET.COM *	64.61	State Pre-School Supplies. Ordered Cancelled.
20201203	MINUTELLI,DAWN	EDUCATIONAL SERVICES	TARGET.COM *	21.53	State Pre-School Supplies.
				319.54	
20201217	MONTLER,BONNER M	EDUCATIONAL SERVICES	AUDIBLE*0446E2ZA3	28.99	Accidental charge-receipts, memo and check already submitted for this purchase.
20201222	MONTLER,BONNER M	EDUCATIONAL SERVICES	ADOBE PHOTOGRAPHY PLAN	119.88	Annual software subscription for Adobe Photoshop. Software used to manipulate images for reports, webpage images, etc.
				148.87	
20201217	NELSON,REBECCA	CHET F. HARRITT	SMART AND FINAL 936	15.10	Student incentives (fire department).
20201207	NELSON,REBECCA	CHET F. HARRITT	AMAZON.COM*WG2438TA3	74.06	School supplies.
20201204	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*N13VA5DH3	21.55	Mounting hall passes for bathrooms.
				110.71	
20201228	OCHOA,JESSICA	OST PROGRAMS	AMZN MKTP US*M88048DQ3	60.33	Keyboard for YALE.
20201222	OCHOA,JESSICA	OST PROGRAMS	DOLLARTREE	4.31	Staff appreciation.
20201222	OCHOA,JESSICA	OST PROGRAMS	SMART AND FINAL 929	20.48	Snacks for classroom.
20201220	OCHOA,JESSICA	OST PROGRAMS	GRUBHUBSULTANSBARGRIL	90.01	Staff Appreciation.
20201218	OCHOA,JESSICA	OST PROGRAMS	CVS/PHARMACY #09145	10.76	Under pads for student diaper changing.
20201206	OCHOA,JESSICA	OST PROGRAMS	DOLLARTREE	65.19	Staff appreciation supplies.
20201206	OCHOA,JESSICA	OST PROGRAMS	SMART AND FINAL 929	10.75	Classroom supplies.
20201204	OCHOA,JESSICA	OST PROGRAMS	SMART AND FINAL 929	117.25	Staff appreciation baskets.
				379.08	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20201218	OLANDER,MICHAEL	PUPIL SERVICES	SP * TABLET2CASES.COM	24.90	Shoulder strap for SPED student Ipad.
20201215	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*Q43MO66V3	96.96	Garden supplies - SSP
20201214	OLANDER,MICHAEL	PUPIL SERVICES	THE HOME DEPOT 673	225.87	Garden materials for SSP
20201214	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*UP4I291K3	23.15	Garden supplies for SSP
20201213	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*AI0YS8743	10.78	Book for SSP
20201209	OLANDER,MICHAEL	PUPIL SERVICES	KEYGUARD AT	145.69	Keyguards for SPED students- CH.
				527.35	
20201210	PEZONE,MELYNDA	CARLTON OAKS	GOPHER SPORT	395.85	Non-shareable PE Equipment for use during COVID-19 Pandemic.
				395.85	
20201215	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	SUPER DUPER PUBLICATIO	(169.95)	One Subscription returned.
20201213	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	SUPER DUPER PUBLICATIO	3,229.05	Online Speech Programs for SLP's Distance Learning. 18 Subscriptions.
				3,059.10	
20201217	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*IS5J773P3	59.15	Laptop stand.
20201217	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*9M2JZ05X3	39.84	Mouse and keyboard.
20201215	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*RF9VL74P3	21.54	Webcam.
20201215	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	FS *TECHSMITH	399.96	Licenses of Camtasia software.
20201209	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*7416I5893 A	13.57	USB C to DVI cable.
20201204	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*L24DA4ST3	19.80	Two wireless mouses.
20201203	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*OQ8414HG3	81.84	Four wireless keyboards.
20201203	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*VE5NO4CU3	177.45	3 laptop stands.
				813.15	
20201220	RIFFEL,MEREDITH	PUPIL SERVICES	GSKAUTISMILL	43.94	Gel desk pad for SPED student.
20201220	RIFFEL,MEREDITH	PUPIL SERVICES	BLT*FUN AND FUNCTION L	149.70	OT supplies for SPED students.
20201217	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	15.07	Baby wipes for SDC at CH.
20201216	RIFFEL,MEREDITH	PUPIL SERVICES	THE HOME DEPOT #0673	174.63	Garden supplies for SSP.
20201201	RIFFEL,MEREDITH	PUPIL SERVICES	BLT*FUN AND FUNCTION L	89.75	Weighted compression vest for OT student.
				473.09	
20201210	ROGERS,CHRISTOPHER	RIO SECO	AMZN MKTP US*ED5V71J13	26.93	Table Top Sign Holders.
				26.93	
20201217	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*QP4K06J63	59.04	Painter's Tape for Student Desk Shields: COVID.
20201214	SAUNDERS,LEAH	CARLTON HILLS	SMART AND FINAL 581	24.13	Staff Celebration Day: Hot Cocoa.
20201211	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*628KR5LO3	41.69	Library Book Return Cart: COVID.
20201210	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*LZ79K8OZ3	50.68	Custodial Supplies for room spraying: COVID.
20201210	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*ME5G22H13	25.34	Custodial Supplies for room spraying: COVID.
20201204	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*N02I69YK3	24.77	Aprons with pockets for PPE for Campus Aides- COVID.
20201204	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*MX4RY4XK3	15.07	Computer mouse pad and wrist support for DL teacher.
20201203	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*2C8LB8TY3	34.44	Safety Shields for SDC Staff COVID.
20201203	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*8B6OW8KM3	14.64	Bluetooth mouse for DL Teacher.
				289.80	
20201216	SHEEN,KRISTINA D	OST PROGRAMS	DOLLARTREE	7.54	Staff appreciation supplies.
20201215	SHEEN,KRISTINA D	OST PROGRAMS	DOLLAR TREE	16.16	Staff appreciation supplies.
				23.70	
20201211	SIMPSON,DEBRA	RIO SECO	MIMI KITCHEN	181.02	Staff food for Positive Climate.
				181.02	
				22,821.56	

**BACKGROUND:**

The current forklift used by the Warehouse and Child Nutrition Services is at least 10 years old, the battery no longer holds a charge, and it is beyond its useful life. Therefore, Administration recommends replacing it.

The California Department of Education (CDE) was consulted to determine if Child Nutrition Funds could pay for the new forklift. Unfortunately, unless it would be used exclusively by Child Nutrition Services, use of Child Nutrition funds is prohibited.

**RECOMMENDATION:**

It is recommended that the Board of Education approve purchasing a new forklift to replace the existing one.

This recommendation supports the following District goals:

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 is estimated to be up to \$35,000 from the General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.7.

Consent Item D.3.1. Personnel, Regular  
 Prepared by Tim Larson  
 February 2, 2021

**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
1. Bailey, Briana	Pepper Drive	IV-01 #10321383	\$0.00	\$52,667.00	01-26-21

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date
1. Goldman, Laura	Long-Term LOA		Personal	Approve	02-19-21 to 06-09-21
2. Weiss, Nicole	Long-Term LOA		Personal	Approve	01-25-21 to 06-09-21
3. Wilson, Jennifer	Long-Term LOA		Personal	Approve	02-09-21 to 06-09-21

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

**Classified Staff**

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Castaneda, Ashley	Human Resources	Personnel Assistant 24.5 A / 8.0 hrs #30014791	\$0.00	\$3,385.20	01-20-21

### Classified Staff continued

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

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
1. Herring, Tonya	Long-Term LOA		Personal	Approve	01-14-21 to 06-09-21
2. Palmeri, Bree	Long-Term LOA		Personal	Approve	11-20-20 to 06-09-21
3. Williams, Kendra	Long-Term LOA		Personal	Approve	02-01-21 to 03-19-21

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Bush, Soraida	Child Nutrition Service	Food Service Worker IA	Resignation	01-22-21
2. Mitton, Diane	Hill Creek	Campus Aide	Resignation	01-27-21
3. Wortham, Blanca	Hill Creek	Campus Aide	Resignation	01-25-21

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

**RECOMMENDATION:**

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

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

Consent Item D.3.2.

Proclamation for National School Counseling Week (2/1/21 - 2/5/21) and National School Social Work Week (3/7/21 – 3/13/21)

Prepared by Tim Larson  
February 2, 2021

**BACKGROUND:**

School counseling and school social work has been a contributing factor in the success of students in Santee School District for 17 years. These programs have vastly evolved during this time serving students at all Santee Schools. Nationally, the American School Counselor Association (ASCA) has sponsored the National School Counseling Week program for many years to shed light on the valuable contribution school counselors make in helping students focus on academic, personal, social, and career development by declaring February 1 – 5 as National School Counseling Week.

In addition, the National School Social Work Association has declared March 7 – 13 as National School Social Work Week. School social workers partner with school, community, and agency personnel to address at-risk student concerns.

Santee is fortunate to have seven School Counselor / School Social Workers that work with more than 1,000 students each year to help students reach their full potential by implementing school counseling and social work programs that are a vital part of the educational process for all students as they meet the challenges of the 21st century. Smart goals for each counselor this year include addressing attendance and bullying behavior.

**RECOMMENDATION:**

It is recommended that the Board of Education proclaim the week of February 1 – 5, 2021 as National School Counseling Week, and the week of March 7 – 13, 2021 as National School Social Work Week.

**FISCAL IMPACT:**

There is no cost to implement this proclamation.

**STUDENT ACHIEVEMENT:**

School counselors and school social workers directly support academic and social emotional growth of students in the Santee School District.

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

Agenda Item D.3.2.



# PROCLAMATION

## SCHOOL COUNSELING: HELPING STUDENTS REACH THEIR FULL POTENTIAL

**NATIONAL SCHOOL COUNSELING WEEK – FEBRUARY 1 – 5, 2021**

**NATIONAL SCHOOL SOCIAL WORK WEEK – MARCH 7 – 13, 2021**

**Whereas** school counselors and school social workers are employed to help students reach their full potential by implementing comprehensive school counseling programs that are a vital part of the educational process for all students as they meet the challenges of the 21st century; and

**Whereas** school counselors and school social workers are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

**Whereas** school counselors and school social workers, help parents focus on ways to further the educational, personal, and social growth of their children; and

**Whereas** school social workers and school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

**Whereas** school social workers and school counselors seek to identify and utilize community resources that can enhance school sites and help students to become productive members of society; and

**Whereas** comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school; and

**Whereas** Santee School District is fortunate to have outstanding school counselors and school social workers that have worked with more than 1,000 students in past years to support and enhance learning, as well as help students become resilient members of the community;

**NOW THEREFORE BE IT PROCLAIMED** that the Santee School District Board of Education does hereby proclaim February 1 – 5, 2021 as National School Counseling Week and March 7 – 13, 2021 as National School Social Work Week in Santee School District.

Congratulations to all of our school social workers and school counselors on making such an impact in the lives of our students and their families.

Adopted this 2<sup>nd</sup> day of February 2021.

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

\_\_\_\_\_  
Elana Levens-Craig, Vice-President

\_\_\_\_\_  
Dianne El-Hajj, Clerk

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

\_\_\_\_\_  
Dustin Burns, Member

\_\_\_\_\_  
Dr. Kristin Baranski, Superintendent

**BACKGROUND:**

From time to time, the Santee School District contracts with individuals to provide various types of general services. Some services are on an as-needed basis billed at an hourly or daily rate, while other services are billed by the job.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the following short-term services agreement:

Vendor Name	Description of Services	Dates (s) of Service	Amount	Funding
Debbie Griffin	Interim Director of Transportation	03/01/2021 – 06/30/2021	\$46.88/hour (not to exceed \$121,000.00)	Transportation

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 of the Short-Term Services Agreement is detailed in the table above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.3.3.

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

Agenda Item E.

Discussion and/or Action Item E.1.1.  
Prepared by Dr. Kristin Baranski  
February 2, 2021

Appointment of Coordinator,  
Out-of-School Time Program

**BACKGROUND:**

It is Administration's intention to appoint Chrishaun Green as the new Coordinator, Out of School Time Program, effective February 9, 2021.

**RECOMMENDATION:**

It is recommended the Board of Education approve the appointment of Chrishaun Green as the new Coordinator, Out of School Time Program, effective February 9, 2021.

**FISCAL IMPACT:**

Based on the salary schedule placement of this position, this position will cost the General Fund \$100,502.00.

**STUDENT ACHIEVEMENT IMPACT:**

It is the District's intention to provide essential staffing to support the transitions in education for students, staff, and parents.

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

Agenda Item E.1.1.

**BACKGROUND:**

At the January 19 meeting, the Board of Education discussed the following proposed, local criteria for the integration of student cohorts:

- Santee Zip Code (92071) case rate is less than or equal to 7.0 for three consecutive weeks
- Santee School District “case rate” is also less than or equal to 7.0 for three consecutive weeks
- All schools have remained open for in-person learning for the past three weeks
- Vaccinations for all staff have been available for three weeks

Tonight, administration will provide the Board of Education with a District COVID-19 update and will provide the Board of Education with a summary of public input related to the local criteria for the integration of student cohorts, otherwise known as full, in person return.

**RECOMMENDATION:**

Administration recommends the Board of Education discuss the criteria for the integration of AM/PM student cohorts. Any action is at the discretion of the Board.

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

Agenda Item E.1.2.

Discussion and/or Action Item E.1.3.  
Prepared by Dr. Kristin Baranski  
February 2, 2021

Board of Education Self-Evaluation

**BACKGROUND:**

Board Bylaw 9400 states the Board of Education shall conduct an annual self-evaluation in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the District's vision and goals.

**RECOMMENDATION:**

It is recommended that the Board of Education conduct their annual self-evaluation as indicated in Board Bylaw 9400. Action is at the discretion of the Board.

**FISCAL IMPACT:**

There is no fiscal impact.

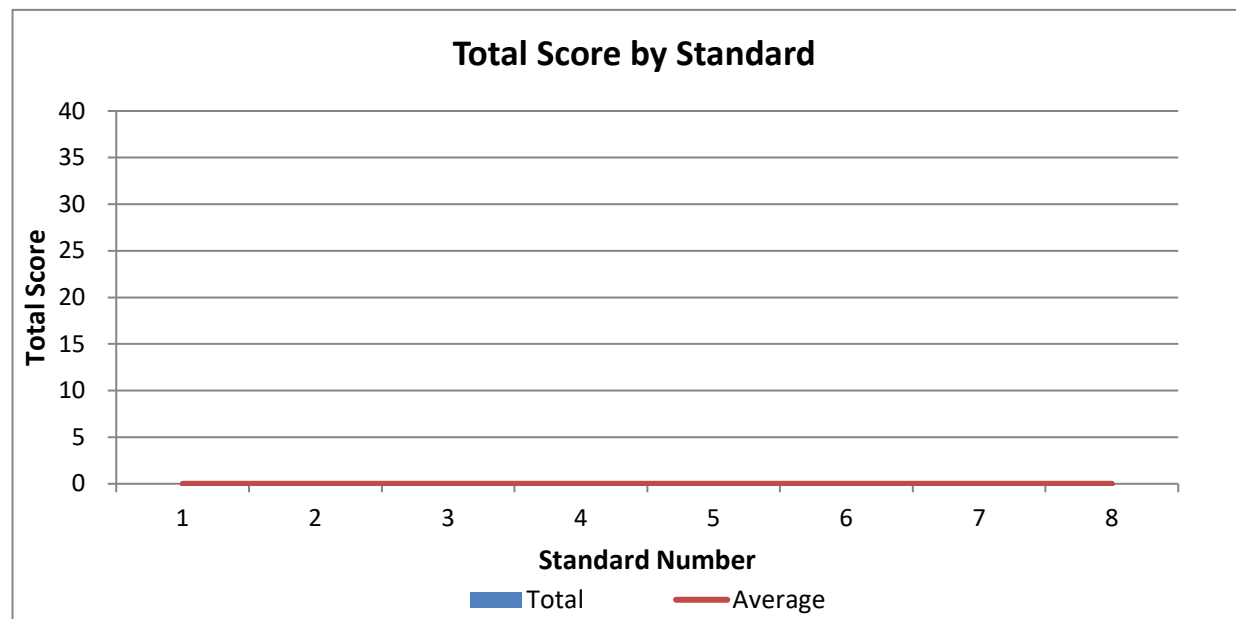
**STUDENT ACHIEVEMENT IMPACT:**

Effective governance assures a quality education for students.

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

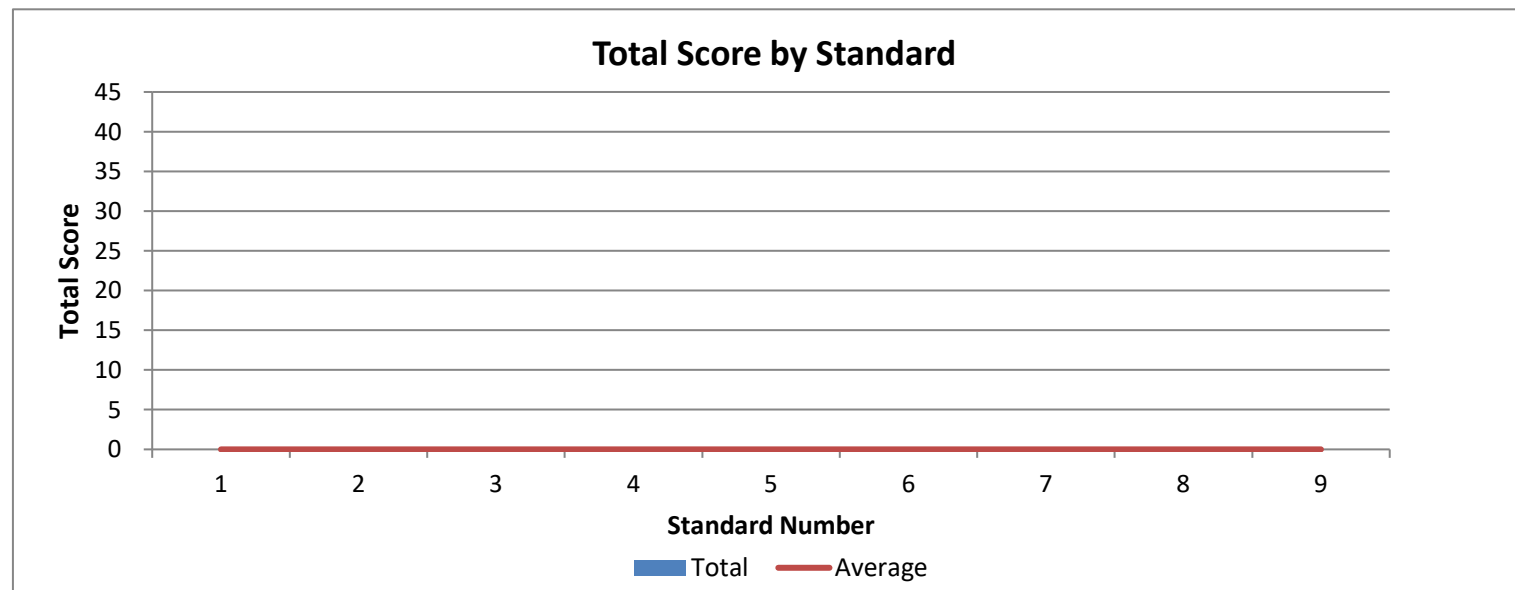
The Board								
Item	Standard	Ryan	Levens-Craig	El-Hajj	Fox	Burns	Total	Average
1	Keep the district focused on learning and achievement for all students						0	#DIV/0!
2	Communicate a common vision						0	#DIV/0!
3	Operate openly with trust and integrity						0	#DIV/0!
4	Govern in a dignified and professional manner, treating everyone with civility and respect						0	#DIV/0!
5	Govern within board-adopted policies and procedures						0	#DIV/0!
6	Take collective responsibility for the board's performance						0	#DIV/0!
7	Periodically evaluate its own effectiveness						0	#DIV/0!
8	Ensure opportunities for the diverse range of views in the community to inform board deliberations						0	#DIV/0!
<b>Totals</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Scoring Rubric:** 5 = Always, 4 = Often, 3 = Rarely, 2 = Never, 1 = Unsure



The Board's Jobs								
Item	Standard	Ryan	Levens-Craig	El-Hajj	Fox	Burns	Total	Average
1	Involve the community, parents, students, and staff in developing a common vision for the district focused on student learning and achievement and responsive to the needs of all students						0	#DIV/0!
2	Adopt, evaluate and update policies consistent with the law and the district's vision and goals						0	#DIV/0!
3	Maintain accountability for student learning by adopting the district curriculum and monitoring student progress						0	#DIV/0!
4	Hire and support the superintendent so that the vision, goals, and policies of the district can be implemented						0	#DIV/0!
5	Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable						0	#DIV/0!
6	Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district						0	#DIV/0!
7	Ensure that a safe and appropriate educational environment is provided to all students						0	#DIV/0!
8	Establish a framework for the district's collective bargaining process and adopt responsible agreements						0	#DIV/0!
9	Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels						0	#DIV/0!
<b>Totals</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Scoring Rubric:** 5 = Always, 4 = Often, 3 = Rarely, 2 = Never, 1 = Unsure





Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report  
 Prepared by Karl Christensen  
 February 2, 2021

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period December 1, 2020 through December 31, 2020 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$13,006,702; cash receipts of \$11,150,717; and disbursements of \$6,291,112 are reflected for the period of December 1, through December 31, 2020 resulting in an ending cash balance of \$17,866,307 as of December 31, 2020.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.1.

# Monthly Financial Report - December

1

## CASH REPORT FOR DECEMBER

	Actual	Projected*	Difference
Beginning Cash Balance as of December 1, 2020	\$13,006,702	\$13,006,702	\$ -
<b>INCOME</b>			
A. Local Control Funding Formula			
State Aid	2,641,060	2,641,060	\$ -
Property Taxes	4,753,146	3,951,707	\$ 801,439
B. Federal Income			
Federal Funding	358,577	124,032	\$ 234,545
C. State Income			
Other State Funding	17,897	-	\$ 17,897
EPA Funding	3,038,336	3,038,336	\$ -
D. Local Income			
Other Local Income	-	188,500	\$ (188,500)
Spec Ed	341,366	186,526	\$ 154,840
Interest	335	-	\$ 335
E. Due to/Due from other funds	-	80,926	\$ (80,926)
F. Debt Proceeds	-	-	\$ -
<b>TOTAL INCOME</b>	<b>\$11,150,717</b>	<b>\$10,211,087</b>	<b>\$ 939,630</b>
Beginning Balance Plus Income	\$24,157,419	\$23,217,789	\$ 939,630
<b>DISBURSEMENTS</b>			
G. Commercial Warrants	\$ 723,541	\$ 869,748	\$ (146,207)
H. Salary and Benefits	5,362,178	5,514,536	\$ (152,358)
I. Other Outgo	80,393	96,638	\$ (16,245)
J. Interfund Borrowing Out	125,000	1,165,235	\$ (1,040,235)
K. Budget Adjustments	-	-	\$ -
<b>TOTAL DISBURSEMENTS</b>	<b>\$6,291,112</b>	<b>\$7,646,157</b>	<b>\$ (1,355,045)</b>
Ending Cash Balance as of December 31, 2020	\$17,866,307	\$15,571,632	\$ 2,294,675

\* Based on Cash Flow Projection at First Interim FY 2020-21

**Budget Revisions**  
**Through December 31, 2020**  
**2020-21 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	18,246,456	(364,749)	17,881,707
<b>Estimated Income</b>	49,235,956	28,777,064	78,013,020
<b>Estimated Expenditures</b>	49,153,036	28,145,062	77,298,098
<b>Change in Fund Balance</b>	82,920	632,002	714,922
<b>Projected Ending Fund Balance</b>	18,329,376	267,253	18,596,629
<b>Less: Restricted Program Carryovers</b>	-	267,253	267,253
<b>Less: Non-Spendable</b>			
<b>Prepaid Expenses</b>	375,869	-	375,869
<b>Revolving Cash Fund</b>	20,000	-	20,000
<b>Stores Inventory</b>	111,170	-	111,170
<b>Less: Assigned Vacation Carryover</b>	454,983	-	454,983
<b>Assigned Site Carryover Balances</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	2,318,943	-	2,318,943
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	15,048,412	-	15,048,412
<b>Fund 17 Projected End of Year Balance</b>	3,135,746	-	3,135,746
<b>Projected Reserves</b>	20,503,101	-	20,503,101
	<u>December</u>	<u>November</u>	
<b>Projected Reserve % 2020-21<sup>1</sup></b>	26.52%	26.52%	
<b>Projected Reserve % 2021-22<sup>2</sup></b>	23.53%	23.53%	
<b>Projected Reserve % 2022-23<sup>2</sup></b>	13.26%	13.26%	

As a % of the Estimated Expense Total<sup>1</sup>

Based on Multi-Year Projection at 1st Interim- October 2020<sup>2</sup>

**Item F. BOARD POLICIES AND BYLAWS**

Agenda Item F.

Board Policies and Bylaws Item F.1.1.  
Prepared by Dr. Kristin Baranski  
February 2, 2021

Second Readings: Revised Board Bylaws  
(BB):

- BB 9140 – Board Representatives
- BB 9220 – Governing Board Elections
- BB 9222 – Resignation

**BACKGROUND:**

The attached revised Board Bylaws were updated to conform with California School Board Association’s (CSBA) language. They were presented as a first reading at the January 19, 2021 meeting.

**BB 9140 – Board Representatives**

Revised bylaw recognizes that participation of Board members on district or community committees supports the Board’s community leadership role. Bylaw also adds responsibility of Board representative to report back to the Board regarding committee activities and/or actions, and clarifies which boards must designate a voting representative to elect members of the county committee on school district organization.

**BB 9220 – Governing Board Elections**

(BB revised) Bylaw updated to reflect CSBA recommended language on Board member qualifications and election process and procedures.

**BB 9222 – Resignation**

Bylaw updated to clarify the effective date of a resignation of a member of the board, the need for the board to fill the vacancy by ordering an election or making a provisional appointment as appropriate, and the need for the resigning member to file a revised Statement of Economic Interest/Form 700.

**RECOMMENDATIONS:**

It is recommended that the Board of Education adopt revised Board Bylaws Board Representatives (BB 9140), Governing Board Elections (BB 9220), and Resignation (BB 9222), as presented in a second reading.

**FISCAL IMPACT:**

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

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

Agenda Item F.1.1.

**BOARD REPRESENTATIVES**

The Governing Board recognizes that effective performance of its community leadership responsibilities may require its participation in district or community committees on matters of concern to the district and its students. As needed, the Board may appoint any of its members to serve as its representative on a district committee or on a committee of another public agency or organization of which the Board or district is a member or to which the Board is invited to participate.

~~The Governing Board may appoint any of its members to serve as its representatives on district committees or advisory committees of other public agencies or organizations. Due to open meeting law requirements, a majority of the Board shall not be appointed to serve on the same committee.~~

When making such appointments, the Board shall clearly specify, on a case-by-case basis, what authority and responsibilities are involved the authority and responsibilities of the representative(s), including, but not limited to, reporting back to the Board regarding committee activities and/or actions. Board representatives shall not exercise the authority of the Board without prior Board approval. Board representatives shall not grant district support or endorsement for any activity without prior Board approval.

If a committee discusses a topic on which the Board has taken a position, the Board member may shall express that the position as a representative of the Board. When contributing his/her individual ideas or opinions, the representative shall clearly indicate that he/she is expressing his/her individual idea or opinion. on other topics, he/she shall make it clear that he/she is speaking as an individual, not on behalf of the Board.

Board Representative to Elect Members of County Committee on School District Organization.  
(Education Code 4007)

At its annual organizational meeting, the Board may designate one Board member as its representative to elect members to the county committee on school district organization.  
(Education Code 35023)

~~The Board shall provide the representative with nominees to this committee.~~

~~A Board member is eligible to serve as a member of the county committee on school district organization. (Education Code 4007)~~

*(Legal References on the next page)*

**BOARD REPRESENTATIVES**

*Legal Reference:*

EDUCATION CODE

4000-4014 County committees on school district organization

35020-35046 School district officers and agents (power of governing board to employ or appoint)

35160 Authority of governing boards

GOVERNMENT CODE

54952.2 Meetings

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Department of Education District Organization Handbook, 2010

## GOVERNING BOARD ELECTIONS

### Board Member Qualifications

Any person is eligible to be a member of the Governing Board, without further qualifications, if he/she is 18 years of age or older, a citizen of California, a resident of the school district, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or elected as a Board member except when he/she has been granted a pardon in accordance with law. (Education Code [35107](#); Elections Code [20](#))

A district employee elected to the Board shall resign his/her employment before being sworn in or shall have his/her employment automatically terminated upon being sworn into office. (Education Code [35107](#))

The Board encourages all candidates to become knowledgeable about the role of board members. The Superintendent or designee shall provide all candidates with information that will enable them to understand the responsibilities and expectations of being a Board member, including information regarding available workshops, seminars, and/or training. The Superintendent or designee shall provide all candidates with the county election official's contact information and general information about school programs, district operations, and Board responsibilities.

~~Regular elections are held biennially on the first Tuesday after the first Monday in November of each succeeding even numbered year. The purpose of this election is to fill those vacancies of members whose terms will expire on the first Friday in December.~~

~~Special Governing Board election procedures shall be conducted in accordance with the Election Code of the State of California.~~

~~Any person is eligible to be a Board member, without further qualifications, if he/she is 18 years of age or older, a citizen of the state, a resident of the school district, a registered voter, and not legally disqualified from holding civil office. (Education Code 35107)~~

~~A district employee elected to the Board shall resign his/her position before being sworn in or shall have his/her employment automatically terminated upon being sworn into office. (Education Code 35107)~~

~~Whenever possible, the Board shall consolidate Board elections with the local municipal or statewide primary or general election. Board election procedures shall be conducted in accordance with state and federal law.~~



**GOVERNING BOARD ELECTIONS**

Elections Process and Procedures

Board members may reside anywhere within the district's boundaries and shall be elected by all voters in the district.

**Campaign Conduct**

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign donations, funding, and expenditures.

A Board member shall not expend, and a candidate shall not accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

**Statement of Qualifications**

On the 125<sup>th</sup> day prior to the day fixed for the general district election, the Board secretary or his/her designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

The district shall assume no part of the cost of printing, handling, translating, or mailing, or electronically distributing candidate statements filed of candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the hard copy and/or electronic voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

## GOVERNING BOARD ELECTIONS

### Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time shall determine the winner by lot. (Education Code 5016)

~~This bylaw shall remain in full force and effect until rescinded by the Board. In any event, the Board recognizes that, in accord with law, this bylaw must be adopted by the Board before the nominating period for election opens, and that the bylaw may not be revoked or modified after the seventh day before the opening of the nominating period.~~

*Legal Reference:*

EDUCATION CODE

1006 *Qualifications for holding office, county board of education*

5000-5033 *Elections*

5220-5231 *Elections*

5300-5304 *General provisions (conduct of elections)*

5320-5329 *Order and call of elections*

5340-5345 *Consolidation of elections*

5360-5363 *Election notice*

5380 *Compensation (of election officer)*

5390 *Qualifications of voters*

5420-5426 *Cost of elections*

5440-5442 *Miscellaneous provisions*

7054 *Use of district property*

35107 *Eligibility; school district employees*

35177 *Campaign expenditures or contributions*

35239 *Compensation of governing board member of districts with less than 70 ADA*

ELECTIONS CODE

20 *Public office eligibility*

1302 *Local elections, school district election*

2201 *Grounds for cancellation*

4000-4004 *Elections conducted wholly by mail*

10010 *District boundaries*

10400-10418 *Consolidation of elections*

10509 *Notice of election by secretary*

10600-10604 *School district elections*

13307 *Candidate's statement*

13308 *Candidate statement contents*

13309 *Candidate's statement, indigence*

14025-14032 *California Voting Rights Act*

14050-14057 *California Voter Participation Rights Act*

20440 *Code of Fair Campaign Practices*

GOVERNMENT CODE

1021 *Conviction of crime*

1097 *Illegal participation in public contract*

12940 *Nondiscrimination, Fair Employment and Housing Act*

81000-91014 *Political Reform Act*

**GOVERNING BOARD ELECTIONS**

PENAL CODE

68 Bribes

74 Acceptance of gratuity

424 Embezzlement and falsification of accounts by public officers

661 Removal for neglect or violation of official duty.

CALIFORNIA CONSTITUTION

Article 2, Section 2 Voters, qualifications

Article 7, Section 7 Conflicting offices

Article 7, Section 8 Disqualification from office

COURT DECISIONS

*Rey v. Madera Unified School District*, (2012) 203 Cal. App. 4th 1223

*Randall v. Sorrell*, (2006) 126 S.Ct. 2479

*Sanchez v. City of Modesto*, (2006) 145 Cal. App. 4th 660

*Dusch v. Davis*, (1967) 387 U.S. 112

ATTORNEY GENERAL OPINIONS

85 *Ops. Cal. Atty. Gen.* 49 (2002)

83 *Ops. Cal. Atty. Gen.* 181 (2000)

81 *Ops. Cal. Atty. Gen.* 98 (1998)

69 *Ops. Cal. Atty. Gen.* 290 (1986)

Management Resources:

WEB SITES

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

*Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections*, January 2017

California Secretary of State's Office: <http://www.ss.ca.gov>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute for Local Self Government: <http://www.ca-ilg.org>

**RESIGNATION**

A Governing Board member who wishes to resign may do so by filing a written resignation with the County Superintendent of Schools. (Education Code 5090)

~~The resigning Board member shall also notify the Board and give a copy of his/her written resignation to the Board secretary. A copy shall be given to the Board secretary.~~

~~The resignation shall become effective when filed with the County Superintendent, except when a deferred effective date is specified in the resignation. A Board member may not defer the effective date of his/her resignation for more than 60 days after he/she files the resignation with the County Superintendent. (Education Code 5090, 5091) The written resignation is effective when filed, except when a deferred effective date is specified in the resignation. (Education Code 5090)~~

~~A Board member may not defer the effective date of his/her resignation for more than 60 days after filing. (Education Code 5091)~~

~~Once filed, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090) A written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable upon being filed. (Education Code 5090)~~

~~A Board member who tenders his/her resignation with a deferred effective date shall, until the effective date of the resignation, continue to exercise all the powers of the office, except that he/she shall not have the right to vote for his/her successor in an action taken by the Board to make a provisional appointment. (Education Code 5091, 35178) Upon resignation, the Board member may continue to exercise all his/her powers, save that of voting for a successor, until the effective date of resignation. (Education Code 35178)~~

~~A Board member who resigns shall file, within 30 days of leaving office, a revised Statement of Economic Interest/Form 700 covering the period of time between the closing date of the last statement required to be filed and the date he/she leaves office. (Government Code 87302, 87500) When leaving office, the Board member is required to file a financial disclosure statement within 30 days. See BB 9270 Conflict of Interest.~~

*Legal Reference:*

EDUCATION CODE

5090 Definition (vacancy)

5091 Special Election

35178 Resignation with deferred effective date

Bylaw adopted: February 17, 2009

Revised:

**SANTEE SCHOOL DISTRICT**

Santee, California

Board Policies and Bylaws Item F.1.2.  
Prepared by Dr. Kristin Baranski  
February 2, 2021

First Readings: Revised Board Bylaws (BB):

- BB 9223 – Filling Vacancies
- BB 9230 – Orientation of Candidates and New Board Members

**BACKGROUND:**

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

**BB 9223 – Filling Vacancies**

Bylaw updated to reflect governing boards to approve a board member's out-of-state absence for illness or urgent necessity for an unlimited duration. Updated bylaw also reflects current law which provides that, when an interim board member is appointed to fill an absence created by a member's military deployment that exceeds six months, the term of the interim member cannot extend beyond the return of the absent board member or beyond the next regularly scheduled election for that office, whichever occurs first.

**BB 9230 – Orientation of Candidates and New Board Members**

Bylaw updated to delete section on "Board Candidate Orientation" and move that material to BB 9220 - Governing Board Elections. Bylaw also clarifies that an orientation meeting must be conducted in open session if a majority of the members of the board will be discussing district business, provides examples of topics and materials to be addressed in the orientation, and provides information about CSBA trainings for new and first-term board members.

**RECOMMENDATIONS:**

Revised Board Bylaws Filling Vacancies (BB 9223), Orientation of Candidates and New Board Members (BB 9230), and Renumeration and Reimbursement, Other Benefits (BB 9250), 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.1.2.

**FILLING VACANCIES**

**Events Causing a Vacancy**

A vacancy on the Governing Board may occur by a failure to elect or for any of the following events:

1. The death of an incumbent. (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term. (Government Code 1770)
3. A Board member’s resignation. (Government Code 1770)

A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A Board member may not defer the effective date of his/her resignation for more than 60 days after he/she files the resignation with the County Superintendent. Upon being filed with the County Superintendent, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090, 5091)

4. A Board member’s removal from office, including recall. (Government Code 1770; Elections Code 11384)
5. A Board member’s ceasing to be ~~an inhabitant of the state or~~ a resident of the district. (Government Code 1770)
6. A Board member’s absence from the state for more than 60 days, except in the following situations: ~~beyond the period allowed by law without the permission required by law.~~ (Government Code 1064, 1770)

~~No Board member shall be absent from the state for more than 60 days, except in any of the following situations: (Government Code 1064)~~

- a. ~~Upon district business of the school district~~ with the approval of the Board
- b. With the consent of the Board for an additional period not to exceed a total absence of 90 days

In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board.

## FILLING VACANCIES

- c. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard

If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the Board may appoint an interim member to serve in his/her absence. If two or more members of the Board are absent by reason of these circumstances, and those absences result in the inability to establish a quorum at a regular meeting, the Board may immediately appoint one or more interim members, as necessary to enable the Board to conduct business and discharge its responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent Board member or beyond the next regularly scheduled election for that office, whichever occurs first.

- ~~d. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board for an additional period not to exceed 30 days.~~

7. A Board member's ceasing to discharge the duties of his/her office for the period of three consecutive months, except when prevented by illness sickness or when absent from the state with the permission required by law. (Government Code 1770)
8. A Board member's conviction of a felony or any offense involving a violation of his/her official duties or conviction of a designated crime resulting in a forfeiture of office. (Government Code [1770, 3000-3003](#))
9. A Board member's refusal or neglect to file his/her required oath or bond within the time prescribed. (Government Code 1770)
10. The decision of a competent tribunal declaring void a Board member's election or appointment. (Government Code 1770)
11. A Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code [1770](#))
- ~~11. The making of an order vacating a Board member's office or declaring the office vacant when the officer fails to furnish an additional or supplemental bond. (Government Code 1770)~~
- ~~12. A Board member's commitment to a hospital or sanitarium by a court of competent jurisdiction as a drug addict, dipsomaniac, inebriate, or stimulant addict; in this event, the office shall not be deemed vacant until the order of commitment has become final.~~

**FILLING VACANCIES**

~~(Government Code 1770)~~ A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a Board seat(s) (Education Code [5090](#), [5326](#), [5328](#))

**Timelines for Filling a Vacancy**

When a vacancy occurs, the Board shall take the following action, as appropriate:

1. When a vacancy occurs less than four months before the end of a Board member's term, the Board shall take no action to fill the vacancy. (Education Code 5093)
2. When a vacancy occurs four or more months before the end of a Board member's term, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below. (Education Code 5091, [5093](#))
3. When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which he/she was elected to fill. (Education Code 5093)

Eligibility

In order to be appointed or elected to fill a vacancy on the Board, a person must meet the eligibility requirements specified in Education Code [35107](#).

**Provisional Appointments**

~~When the special election described above is not required, the Board may make a provisional appointment. (Education Code 5091, 5093)~~ When authorized by law to make a provisional appointment to fill a vacancy on the Board, the Board shall advertise in the local media to solicit candidate applications or nominations. A committee consisting of less than a quorum of the Board shall ensure that applicants are eligible for Board membership and announce the names of the eligible candidates. The Board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

Within 10 days after the appointment is made, the Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code [6061](#) and posted in at least three public places within the district. (Education Code [5092](#))



**FILLING VACANCIES**

The notice shall contain: (Education Code 5092)

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation
2. The full name of the appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, it shall become an effective appointment

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment. (Education Code 5091)

~~The procedure for selection of provisional appointee will be:~~

1. ~~Advertise the vacancy in area newspapers and posting in Santee City Hall and Public Library.~~
2. ~~Solicit applications or nominations of legally qualified, interested citizens.~~
3. ~~Provide candidates with Board information responsibilities.~~
4. ~~Announce names of candidates and accept public input either in writing or at a public meeting.~~
5. ~~Interview candidates at a public meeting.~~
  - a. ~~Every candidate who submits an application will be given three to five minutes to present why he/she feels he/she should be selected as the trustee for the district's Board.~~
  - b. ~~\_\_\_\_\_~~
  - c. ~~At the conclusion of the presentation by the candidates, the Board may choose to ask the candidates questions.~~
  - d. ~~At the conclusion of the presentations by all of the candidates, the Board will conduct an open discussion to determine candidates who will be nominated to fill the open seat on the Board.~~
6. ~~Select the provisional appointee by majority vote at a public meeting.~~

**FILLING VACANCIES**

- a. ~~The Board president will ask each Board member who they would like to appoint to the vacant seat. At least two other Board members are required to concur about the proposed candidate in order for the candidate to be selected as a Board member.~~
- b. ~~The Board may decide to eliminate any candidate for consideration at any time after the presentation and interview.~~
- e. ~~Board members will conduct an open discussion on the final slate of candidates.~~
- d. ~~A Board member will make a motion to appoint a specific candidate. Once a second has been presented, the Board will vote.~~
- e. ~~Following the vote and assuming that a person has been selected, the Oath of Office may be administered at this meeting or at a future Board meeting designated by Board members.~~

~~In order to serve on the Board, a person must meet the eligibility requirements specified in Education Code 35107.~~

~~Within 10 days after the appointment is made, the Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the district. (Education Code 5092)~~

~~The notice shall contain: (Education Code 5092)~~

- 1. ~~The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation~~
- 2. ~~The full name of the appointee~~
- 3. ~~The date of appointment~~
- 4. ~~A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent of Schools within 30 days of the provisional appointment, it shall become an effective appointment~~

~~The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment. (Education Code 5091)~~

**FILLING VACANCIES**

Appointment Due to Failure to Elect

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and a district election will not be held, the Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election. (Education Code 5328)

When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures for "Provisional Appointments," as specified above.

*Legal Reference:*

EDUCATION CODE

5000-5033 Elections

5090-5095 Vacancies

5200-5208 Districts governed by boards of education 5300-5304 Elections

5320-5329 Order and call of election 5340-5345 Consolidation of elections 5360-5363 Election notice

5420-5426 Cost of elections

5440-5442 Miscellaneous provisions, elections 35107 Eligibility of board members

35178 Resignation with deferred effective date ELECTIONS CODE

10600-10604 School district elections 11381-11386 Candidates for recall GOVERNMENT CODE

1064 Absence from state

1770 Vacancies: definition

3000-3002~~3~~ Forfeiture of office

3060-3075 Removal other than by impeachment

6061 One time notice

54950-54963 The Ralph M. Brown Act PENAL CODE

88 Bribery, forfeiture from office UNITED STATES CODE, TITLE 18

704 Military medals or decorations

ATTORNEY GENERAL OPINIONS

58 Ops.Cal.Atty.Gen. 888 (1975)

*Management Resources:*

CSBA PUBLICATIONS

Filling a Board Vacancy, rev. January 2008 December 2010

WEB SITES

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

California State Attorney General's Office, Quo Warranto Applications:-

~~<http://caag.state.ca.us/opinions/quo.htm>~~ [http://ag.ca.gov/opinions/quo\\_warranto.php](http://ag.ca.gov/opinions/quo_warranto.php)

Bylaw adopted: February 17, 2009

Revised:

**SANTEE SCHOOL DISTRICT**

Santee, California

## ORIENTATION OF CANDIDATES AND NEW BOARD MEMBERS

The Governing Board recognizes the importance of providing all newly elected or appointed Board members with support and information to assist them in becoming effective members of the Board. Incoming Board members shall be provided an orientation designed to build their knowledge of the district and an understanding of the responsibilities of their position. Such orientation may include the provision of information, support, and/or training related to Board functions, policies, protocols, and standards of conduct.

As early as possible following the election or appointment of Board members, one or more orientation sessions shall be held during open meeting(s) of the Board. The Board president and the Superintendent or designee shall develop an agenda for the meeting(s) and shall identify resources that may be useful for incoming Board members.

Upon their election or appointment, incoming Board members shall be provided a copy of the Brown Act and informed that, pursuant to Government Code [54952.1](#), they must conform to the Act's requirements as if they had already assumed office. Additional information for incoming Board members may include, but is not limited to, Board bylaws related to the limits of individual Board member authority, the conduct of Board meetings, and other Board operations; governance standards for ethical conduct; legal requirements related to conflict of interest and prohibited political activity; protocols for speaking with district staff, members of the public, and the media; and publications on effective governance practices.

In addition, the Superintendent or designee shall provide incoming Board members with specific background information regarding the district, including, but not limited to, the district's vision and goals statements, local control and accountability plan and other comprehensive plans, student demographic data, student achievement data, district policy manual, district budget, and minutes of recent open Board meetings.

The Superintendent or designee may offer incoming Board members a tour of district schools and facilities, and may introduce them to district and school site administrators and other staff.

### **Board Candidate Orientation**

~~The Governing Board desires to provide Board candidates with orientation that will enable them to understand the responsibilities of Board membership. The Superintendent or designee shall provide all candidates with general information about school programs, district operations, and Board responsibilities.~~

~~The Board encourages all candidates to attend public Board meetings during the period of their candidacy. Candidates have the same access as members of the public to district staff and information.~~

**Item G. EMPLOYEE ASSOCIATION COMMUNICATION**

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

**Item I. CLOSED SESSION**

**Item J. RECONVENE TO PUBLIC SESSION**

**Item K. ADJOURNMENT**

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