



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 March 16, 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: 878 6784 9556

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, MARCH 16, AT 6:00 PM

	<u>Page #</u>
A. OPENING PROCEDURES – 7:00 p.m.	5
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
B. REPORTS AND PRESENTATIONS	6
1. Superintendent’s Report	
1.1. Developer Fees and Collection Report	7
1.2. Use of Facilities Report	8
1.3. Enrollment Report	9
2. Presentation to the Board of Education’s Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and Santee Teacher’s Association (STA)	10
3. Presentation of Santee Teacher’s Association’s (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA	12
C. PUBLIC COMMUNICATION	14
<i>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.</i>	

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

D. PUBLIC HEARINGS	15
1. Public Hearing for Santee School District Board of Education’s Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and Santee Teacher’s Association (STA)	16
2. Public Hearing for Santee Teacher’s Association (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA	17
E. CONSENT ITEMS	18
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Requests-to-speak were requested in advance.</i>	
Superintendent	
1.1. <u>Approval of Minutes</u>	19
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
Business Services	
2.1. <u>Approval/Ratification of Expenditure Warrants</u>	34
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of February 2021.	
2.2. <u>Approval/Ratification of Purchase Orders</u>	36
It is recommended that the Board of Education approve and ratify purchase orders for the month of February 2021 as presented in the item.	
2.3. <u>Approval/Ratification of General Services Agreements</u>	44
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.	
2.4. <u>Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation</u>	45
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.	
2.5. <u>Authorization to Contract with Aardvark Pest Control for Pest Control Services</u>	46
It is recommended that the Board of Education provide authorization to exercise the roll over option of the bid contract with Aardvark Pest Control for pest control services for the 2021-22 year.	
2.6. <u>Authorization to Extend Award of Bid for Grocery/Snack, Commodities, Non-Commodities</u>	47
It is recommended that the Board of Education extend award of contract for the grocery/snack, commodity, and non-commodities bid to Gold Star Foods and Newport Farms for the 2021-22 school year.	
2.7. <u>Authorization to Solicit Bids for Asphalt Replacement Project at PRIDE Academy</u>	48
It is recommended that the Board of Education authorize soliciting formal bids for the asphalt replacement project at PRIDE Academy.	
2.8. <u>Approval to Contract with Ninyo & Moore to Provide Soils Testing Services for the PRIDE Academy Asphalt Replacement Project</u>	49
It is recommended that the Board of Education approve contracting with Ninyo & Moore to provide soils testing services for the PRIDE Academy asphalt replacement project.	

- 2.9. Approval of Replacement of Audio System in the Board Assembly Room** 50
It is recommended that the Board of Education approve replacement of the outdated audio system in the Board Assembly Room with new components purchased from, and installed by, Datel Systems, in accordance with the attached quotes.

- 2.10. Approval of Agreement with Eide Bailly for Audit Services** 56
It is recommended that the Board of Education Approve the Agreement with Eide Bailly for Audit Services for the 2020-21; 2021-22; 2022-23 fiscal years.

Educational Services

- 3.1. Approval of Amended Teacher Preparation Clinical Practice Agreement with Cal State University San Marcos** 69
It is recommended that the Board of Education Approve the Amended Teacher Preparation Clinical Practice Agreement with Cal State University San Marcos.

Human Resource/Pupil Services

- 4.1. Personnel, Regular** 75
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.

- 4.2. Approval of 2021-2022 District School Calendar** 77
It is recommended that the Board of Education approve the proposed District school calendar for the 2021-2022 school year.

- F. DISCUSSION AND/OR ACTION ITEMS** 79
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. 2020-21 School Reopening Update/COVID-19 Update** 80
The Superintendent will provide a 2020-21 School Reopening/COVID-19 Update. Action, if any, is at the discretion of the Board of Education.

Business Services

- 2.1. Adoption of Resolution No. 2021-20 by the Santee School District Board of Education Declaring Emergency Conditions Exist at Schools and Offices in the District and Granting the Authorization Needed to Take Certain Necessary Actions to Prepare and Respond Effectively to the Novel Coronavirus (COVID-19)** 81
It is recommended that the Board of Education adopt Resolution No. 2021-20 declaring emergency conditions exist at schools and offices in the District and granting the authority needed to take certain necessary actions to prepare and respond effectively to the novel coronavirus (COVID-19).

Human Resource/Pupil Services

- 3.1. Approval of Employment of Additional Temporary Teachers for the 2021-2022 School Year** 84
It is recommended that the Board of Education approve hiring additional temporary teachers using one-time grant funding for the 2021-2022 school year.

G. BOARD POLICIES AND BYLAWS 85

- 1.1. **Second Reading of Board Bylaws (BB):** 86
- **BB 9321 – Closed Session Purposes and Agendas**
 - **BB 9322 – Agenda/Meeting Materials**
 - **BB 9323 – Meeting Conduct**

It is recommended that the Board of Education adopt Revised Board Bylaws 9321, 9322, and 9323, in a Second Reading, as presented.

- 1.2. **First Reading of Board Bylaws (BB):** 109
- **BB 9323.2 – Actions by the Board**
 - **BB 9324 – Board Minutes and Recordings**
 - **BB 9400 – Board Self-Evaluation**

Revised Board Bylaws 9323.2, 9324, and 9400, are being presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

H. EMPLOYEE ASSOCIATION COMMUNICATION

I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

J. CLOSED SESSION

1. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
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

K. RECONVENE TO PUBLIC SESSION

L. ADJOURNMENT

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 April 20, 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 March 16, 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. Use of Facilities Report
 - 1.3. Enrollment Report

2. Presentation to the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and Santee Teacher's Association (STA)

3. Presentation of Santee Teacher's Association's (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA

**DEVELOPER FEES COLLECTION REPORT
2020-21
CUMULATIVE THROUGH MARCH 16, 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
	X		8610 Atlas View Dr	01/27/21	989	\$3,342.82	PA
	X		8579 Prospect Ct	01/27/21	979	\$3,309.02	CFH
	X		9260 Carlton Oaks Dr (Bldg A and B)	02/03/21	14,774	\$49,936.12	CH
	X		349, 345, 341, 337, 333 Stillwater Ct, 332, 336, 340, 344, 348 Nile Ct	02/03/21	20,388	\$68,911.44	RS
X			1990 N Marshall Ave	02/10/21	25,923	\$10,628.43	PD
X			1948 N Marshall Ave	02/10/21	10,685	\$4,380.85	PD
X			1960 N Marshall Ave	02/10/21	11,326	\$4,643.66	PD
	X		10775 Rockville St	02/17/21	69,000	\$2,070.00	HC
	X*		8545 Mission Gorge Rd *Residential "Senior Housing" fee at Commercial Rate	02/17/21	997	\$408.77	CFH
	X		8835 Cottonwood Ave	02/25/21	598	\$2,021.24	PA
	X		9099 Trailmark Wy	03/01/21	224	\$757.12	CO
	X		9100 Trailmark Wy	03/01/21	180	\$608.40	CO
	X		9107 Trailmark Wy	03/01/21	180	\$608.40	CO
TOTAL PAGE 1						\$545,148.77	

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

Requests for Use of Facilities

Fiscal Year:	2020-21	Report For:	March 16, 2021	Week Starting		3/21/2021	
Site	Rio Seco	Organization	Girl Scouts, San Diego	Facility(ies) Used	Parking Lot	Board Meeting	3/16/2021
		Date From	3/6/2021	Date To	4/18/2021	This Week	x
		Day(s) of the Week	Sat & Sun	From Time	10:00 AM	Fees	
		To Time	6:00 PM	Total Days	14	Attend	
		Total Hours		Total			

Santee School District
 ENROLLMENT REPORT
 3/5/2021
 Month 8 Week 3
 School Week 29

SCHOOL	REGULAR ED										SPECIAL ED										Total All 02/26/21
	EAK 5yo	TK	K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Gr.8	03/05/21	03/06/20	# Diff	% Diff	03/05/21	03/06/20	# Diff	% Diff		
Cajon Park	18	4	67	79	78	91	85	76	98	103	766	766	0	0.0%	0	0	0	0	0	0	
Dist Lrng	0	24	0	0	25	0	34	0	33	0	116	116	0	0.0%	0	0	0	0	0	0	
GP TOTAL	18	4	67	79	103	91	119	76	131	103	882	882	-73	-7.9%	0	0	0	0	0	0	
Carlton Hills	10	20	48	49	42	52	48	50	53	51	68	491	491	0	0.0%	0	0	0	0	0	0
Dist Lrng	0	0	8	34	7	35	34	34	0	0	152	152	0	0.0%	0	0	0	0	0	0	0
CH TOTAL	10	20	48	57	76	59	83	84	87	51	69	643	647	-4	-0.6%	0	0	0	0	0	0
Carlton Oaks	17	77	62	57	62	67	83	63	79	85	654	654	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	18	29	25	25	0	0	0	0	0	36	133	133	0	0.0%	0	0	0	0	0	0	0
CO TOTAL	17	80	88	102	87	87	83	63	79	121	787	787	0	0.0%	0	0	0	0	0	0	0
Chet F. Harritt	15	54	58	58	64	49	57	51	51	34	491	491	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	0	25	23	24	0	0	0	0	0	31	103	103	0	0.0%	0	0	0	0	0	0	0
CFH TOTAL	15	79	81	82	64	49	57	51	82	34	594	594	-47	-7.9%	0	0	0	0	0	0	0
Hill Creek	14	22	69	62	68	75	70	73	47	51	688	688	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	0	0	19	0	0	0	0	0	41	58	118	118	0	0.0%	0	0	0	0	0	0	0
HC TOTAL	14	22	69	62	68	75	70	73	47	88	716	716	-18	-2.5%	0	0	0	0	0	0	0
Pepper Drive	19	56	70	72	77	70	69	109	74	656	656	656	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	24	0	0	25	74	27	0	0	0	150	150	150	0	0.0%	0	0	0	0	0	0	0
PD TOTAL	83	56	70	87	151	97	69	109	74	806	806	806	-100	-11.0%	0	0	0	0	0	0	0
Prado Academy	19	16	69	71	41	58	55	53	51	28	615	615	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
PA TOTAL	19	16	69	71	41	58	55	53	51	29	615	615	-48	-6.5%	0	0	0	0	0	0	0
Rio Seco	86	80	77	80	110	78	95	94	84	84	784	784	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	0	0	25	0	0	0	0	69	0	0	94	94	0	0.0%	0	0	0	0	0	0	0
RS TOTAL	86	80	102	80	110	78	164	94	84	84	878	878	-79	-8.3%	0	0	0	0	0	0	0
Sycamore Canyon	11	50	35	35	36	43	28	26	0	0	304	304	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	0	0	22	0	25	0	0	0	0	0	47	47	0	0.0%	0	0	0	0	0	0	0
SC TOTAL	11	50	35	35	36	43	28	26	0	0	351	351	-33	-8.6%	0	0	0	0	0	0	0
In Class	80	564	557	547	595	610	577	531	558	554	6181	6181	0	0.0%	0	0	0	0	0	0	0
Dist Lrng	0	91	101	108	107	109	95	103	105	94	913	913	0	0.0%	0	0	0	0	0	0	0
SUBTOTAL	88	88	655	655	702	719	672	634	693	646	6162	6162	-407	-6.7%	0	0	0	0	0	0	0
Alternative School	3	2	5	6	4	5	2	0	0	0	27	27	5	22.7%	0	0	0	0	0	0	0
Santee Success	0	0	0	0	0	0	0	0	0	0	7	7	-2	-22.2%	0	0	0	0	0	0	0
NPS	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
SUBTOTAL	3	2	5	6	4	5	2	0	0	0	34	34	3	9.7%	0	0	0	0	0	0	0
TOTAL	88	88	658	660	708	723	677	636	696	652	6196	6196	-404	-6.5%	0	0	0	0	0	0	0

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.

SCHOOL	PK	TK 3yo	EAK 4yo	Total All
Cajon Park	4	0	0	953
Carlton Hills	10	0	0	685
Carlton Oaks	5	0	0	867
Chet F. Harritt	0	0	0	607
Hill Creek	7	0	0	749
Prospect Ave	3	0	0	518
Sycamore Canyon	30	6	0	446
Total PK/EAK:	60	6	29	

Total Enrollment Including PK
6615

Reports and Presentations Item B.2.
Prepared by Tim Larson
March 16, 2021

Presentation of the Board of
Education's Initial Proposal to Modify
Articles of the Collective Bargaining
Agreement Between Santee School
District and Santee Teacher's
Association (STA)

Tonight, the Santee School District Board of Education's initial proposal to modify articles of the collective bargaining agreement between the Santee School District and STA are presented. Copies of the attached Board proposal have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiations proposals. The public hearing on the proposal will be held at tonight's meeting.

Agenda Item B.2.

**PLEASE POST UNTIL
March 16, 2021**

INITIAL PROPOSAL

FROM THE

**SANTEE SCHOOL DISTRICT
BOARD OF EDUCATION**

to the

SANTEE TEACHER'S ASSOCIATION

March 16, 2021

**It is the District's intention to modify articles of the
Current Collective Bargaining Agreement
Between
Santee School District
and
Santee Teacher's Association**

The District opens the following articles for substantive changes:

Article XVII Compensation
Salary considerations consistent with district objectives

The public hearing will be held at the regular Board of Education meeting on March 16, 2021

Reports and Presentations Item B.3.
Prepared by Tim Larson
March 16, 2021

Presentation of Santee Teacher's
Association's (STA) Initial Proposal to
Modify Articles of the Collective
Bargaining Agreement Between Santee
School District and STA

Tonight, STA's initial proposal to modify articles of the collective bargaining agreement between the Santee School District and STA are presented. Copies of the attached STA proposal have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiations proposals. The public hearing on the proposal will be held at tonight's meeting.

Agenda Item B.3.

**PLEASE POST UNTIL
March 16, 2021**

**INITIAL PROPOSAL
FROM THE
SANTEE TEACHER'S ASSOCIATION**

to the

**SANTEE SCHOOL DISTRICT
BOARD OF EDUCATION**

March 16, 2021

**It is the District's intention to modify articles of the
Current Collective Bargaining Agreement
Between
Santee School District
and
Santee Teacher's Association**

**Santee Teacher's Association opens the following articles for
substantive changes:**

Article VII	Procedures for Evaluations
Article IX	Class Size
Article XII	Leave Provisions
Article IXI	Safety
Article XV	Salary Provisions
Article XVI	Employee Benefits
Article XXIII	Term
NEW ARTICLE	Special Education
NEW ARTICLE	Evaluation Timelines and Forms

**The public hearing will be held at the regular Board of Education
meeting on March 16, 2021**

Item 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.

Agenda Item C.

Item D. PUBLIC HEARINGS

Agenda Item D.

Public Hearing Item D.1.
Prepared by Tim Larson
March 16, 2021

Public Hearing for Santee School
District Board of Education's Initial
Proposal to Modify Articles of the
Collective Bargaining Agreement
Between Santee School District and
Santee Teachers Association (STA)

Copies of the Santee School District Board of Education's proposal to modify articles of the collective bargaining agreement between Santee School District and STA have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center, and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals. The public hearing on the proposal will be held at tonight's meeting.

Agenda Item D.1.

Public Hearing Item D.2.
Prepared by Tim Larson
March 16, 2021

Public Hearing for Santee Teacher's
Association (STA) Initial Proposal to
Modify Articles of the Collective
Bargaining Agreement Between Santee
School District and STA

Copies of the STA proposal have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center, and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals.

Agenda Item D.2.

Item E. CONSENT ITEMS

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

Agenda Item E.

Consent Item E.1.1.
Prepared by Dr. Kristin Baranski
March 16, 2021

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- March 2, 2021, regular meeting minutes
- March 11, 2021, special meeting minutes

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____ Item E.1.1.

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

March 2, 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 7:03 p.m.

Members present:

Barbara Ryan, President
Elana Levens-Craig, Vice President
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 Burns led members, staff, and audience, in the Pledge of Allegiance.

4. Approval of Agenda

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

<i>Motion:</i>	<u>Burns</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>		

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

C. PUBLIC COMMUNICATION

President Ryan explained that given the current circumstances with COVID-19, the public was given the opportunity to submit comments online or by phone prior to the meeting. There was one (1) public comment.

ID	Name	Representing	Public Comment
1	Cary Ryan	My kids and family	<p>First, I want to thank you for getting our kids back to school that I feel is the best option right now compared to what other districts either are doing or what they're proposing to do. My kids are enjoying their time at school while getting focused attention from their teachers every day and being able to participate more in discussions with their fellow classmates since class sizes are much smaller. And I'll be honest, as a mom working from home, it's nice to have them out of the house for a few hours each day.</p> <p>Next, I've been reading how the state is now offering money to those schools who return students to campus. I cannot however find if this has to be a full day at school or if the hybrid models count. If hybrid does count, then I suggest keeping our district in the hybrid model until the end of the school year. As mentioned in the public comment from one of the last meetings, returning to full days as you suggest would not be a normal day for these kids. I've spoken to teachers who feel until we can have classes without the plexiglass and when kids can actually interact with each other, full day return does not make sense. Teachers, depending on how their classroom is situated, have to keep the curtains or blinds drawn because the glare on the plexiglass is so bad, kids can't see anything except their own reflection.</p> <p>After spring break, we only have about nine weeks left of the school year. Putting our kids through another change during this unprecedented time, is not necessary. I've heard from our school that yes, there were several kids struggling when we first started the hybrid model. But they were able to identify those kids and provide them with the help they needed. Now there are only a handful who are still being mentored and helped. I hope all the schools in our district have been able to do this for every child in need.</p> <p>Again, I feel hybrid is working and is the best way to keep our kids, teachers and families safe. It's been announced everyone who wants one, should be able to get vaccinated by the end of May. Let's just keep doing what we're doing and by Fall, welcome these kids back, without masks, without plexiglass and hopefully without so many restrictions to their day.</p>

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 Revolving Cash Report
- 2.3. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.4. Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation
- 2.5. Authorization to Sell/Dispose of Surplus Items
- 2.6. Authorization to Solicit Bids for Replacement of Asphalt at PRIDE Academy
- 2.7. Approval of General Services Agreement
- 3.1. Approval of Student Teaching Agreement with San Diego Christian College
- 4.1. Personnel, Regular

- 4.2. **Adoption of Resolution 2021-18 for Non-Reelection of Temporary Certificated Non-Management Employees**
- 4.3. **Approval/Ratification of Resolution 2021-19 to Eliminate Classified Non-Management Positions**
- 4.4. **Approval of Short-Term Services Agreement**

Member Burns moved approval of Consent Items.

<i>Motion:</i>	<u>Burns</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>			

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. California School Boards Association (CSBA) 2021 Delegate Assembly Election

Superintendent Baranski reported it was time to cast a unit vote to fill the vacancies in the CSBA Delegate Assembly and turned to President Ryan for her recommendation. President Ryan shared the slate of candidates and referenced an email from the National School District Superintendent asking for the support of Maria Bentancourt-Castañeda, as a write-in candidate, as she did not appear on the ballot. President Ryan recommended voting for the incumbents from Chula Vista ESD, Alpine USD, Lakeside Union SD, Ramona USD, and Santee SD; in addition to Maria Bentancourt-Castañeda as a write-in candidate. Member Burns moved to cast their unit vote to fill the vacancies for the CSBA Delegate Assembly Region 17 representatives as follows: Leslie Bunker, Chula Vista ESD; Andrew Hayes, Lakeside Union SD; Dawn Perfect, Ramona USD; Barbara Ryan, Santee SD; and Maria Bentancourt-Castañeda, National SD.

<i>Motion:</i>	<u>Burns</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>			

1.2. 2021-21 School Reopening Update/COVID-19 Update

Superintendent Baranski shared she would be providing an update on the Santee Zip Code (92071) and District case rates, vaccination efforts, and a follow-up discussion from the last meeting on the 4-foot distance guideline.

She noted the County was listed at 15 as of today, with an adjusted case rate of 10.28. Superintendent Baranski explained the tiers had changed throughout the State causing the reporting of an adjusted case rate. She noted the Santee Zip Code rate, updated on February 13, was 15.2; and the District's was 13.71 for the week ending February 27. Superintendent Baranski noted the decrease in cases and shared that since the beginning of February, there had been two (2) staff cases and 19 student cases.

She explained the vaccination efforts were not rolled out as expected, but shared being thankful that as of Saturday, the tier for education had opened in San Diego County and some employees received vaccinations and/or appointments. Superintendent Baranski noted the process used for the vaccination rollout was not efficient or fair. She shared being able to secure appointments through other agencies and that staff began vaccinations as of yesterday. Superintendent Baranski noted hearing from VEBA today that our Healthy Places Index (HPI) 3 Schools, including the District Office, would be eligible for vaccinations through VEBA; and learning there is more than one VEBA vaccination center. Staff on level 3, if they have not received a vaccination elsewhere, can now sign up for an appointment and should receive an email notification from VEBA. Superintendent Baranski noted she did not have a count of which staff has been vaccinated; but aware that some employees are not interested in the vaccine. She reiterated the vaccination is optional.

Superintendent Baranski noted that part of the reopening criteria was the timeline for vaccinations; and reported that staff is accessing appointments but unaware to which extent. She shared she would be addressing with the Principals on Thursday, about the teachers who are in front of children every day and issues with getting appointments during the day and assistance in securing appointments. Member Levens-Craig inquired if the district was asking employees to report if they have been vaccinated. Superintendent Baranski explained the only reporting was if they needed to be released during the workday. She explained that even when the District had the increased access yesterday, Administration needed to determine how many site subs were available to help release staff, and it varied by school. Superintendent Baranski noted Administration is working on this issue to make it more accessible for the teaching staff to secure appointments. She shared it is easier for teachers who do not have students in the classroom to get to an appointment.

Superintendent Baranski provided an update on the discussion of the 4-foot distance guidance and the waiver process. She shared speaking to Katie Gordon, School Sector Lead for the San Diego County Public Health. She noted Ms. Gordon shared the District would not receive the waiver for the 4-foot distance, but shared guidance could change. Superintendent noted discussing the possibility of having a doctor, from the San Diego County Public Health, visit and assess the schools for ideas based on other visitations to multiple schools; but was unable to coordinate the visit. She shared that after the Governor's announcement of the new funding incentive to reopen schools, the San Diego County Public Health staff has been focusing on schools that are not offering in-person learning.

Superintendent Baranski noted speaking with Gary Johnston, Chief Resilience Officer, San Diego County Office of Emergency Services, who works jointly with the San Diego County Office of Education and serves as liaison to the California Department of Public Health. She shared learning that the 4-foot distance went into guidance because Counties across the State were struggling with interpreting "most achievable." Superintendent Baranski shared Mr. Johnston agreed to advocate for Districts, like Santee, that have been successful in holding in-person instruction; and have not had school closures or have had to return to distance learning. An update will be provided upon hearing from Mr. Johnston.

Superintendent Baranski noted previously discussing feeling more comfortable accommodating grades K-3; but concerned about grades 4-8, even though the class size was reduced.

President Ryan noted the availability of appointments at the Rady Children's Hospital vaccination site. She shared her appreciation to Rady Children's Hospital for opening up their site to educators, and noted the process is very well organized.

Member El-Hajj inquired if using a 3-foot distance, instead of 4-feet, would make a significant difference. Karl Christensen, Assistant Superintendent of Business Services, shared the District has some unique classrooms and thought it would make a difference. The Board encouraged Mr. Christensen to calculate the 3-foot distance, in case it was determined acceptable.

Business Services

2.1. Approval of the Second Interim Report for 2020-21

Karl Christensen, Assistant Superintendent of Business Services, shared information on the second interim report. Mr. Christensen provided an overview of the Snapshot All Funds and noted more information would be provided during the Budget Workshop section of the agenda.

2020-21

Snapshot All Funds

LN#	Description	General Fund			Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40
		Unrest	Rest	Ttl					
1	INCOME:								
2	LCFF Sources	58,900,071	387,034	59,287,105	0	0	0		
3	Federal Revenue	102,717	9,109,505	9,212,222	0	3,219,122	0	32,809	
4	Other State Revenue	1,248,761	4,505,879	5,754,640	332,980	449,360	0		
5	Other Local Revenue	386,232	4,519,990	4,906,222	538	20,559	6,056	35,705	
6	Interfund Transfers In	1,023,513	0	1,023,513	0	10,000	373,000	182,235	
7	Other Sources	0	0	0	0	0	0		
8	Total Income	61,661,294	18,522,408	80,183,702	333,518	3,699,041	379,056	35,705	269,309
9	OUTGO:								
10	Certificated Salaries	25,375,603	8,894,358	34,269,961	127,252				
11	Classified Salaries	6,771,934	4,352,158	11,124,092	105,749	959,791	0	0	
12	Employee Benefits	10,606,948	6,930,061	17,537,009	72,399	312,170	0	0	
13	Books and Supplies	1,600,415	2,835,737	4,436,152	12,179	1,282,863	4,847	26,700	
14	Services, Other Operating Expenses	3,639,843	3,011,078	6,650,921	2,508	87,428	342,971	47,234	
15	Capital Outlay	50,059	0	50,059	7,689	78,124	0	50,000	
16	Other Outgo	685,278	0	685,278	0		0	1,373,087	
17	Transfers of Indirect/Direct Costs	-1,025,451	952,872	-72,579	0	72,579			
18	Interfund Transfers Out	192,235	373,000	565,235					
19	Other Uses	0	0	0					
20	Contributions to Restricted Programs	11,572,366	-11,572,366	0	0	0			
21	Total Outgo	59,469,230	15,776,899	75,246,128	327,776	2,792,955	347,818	0	1,497,021
22	Change in Fund Balance	2,192,065	2,745,509	4,937,574	5,742	906,086	31,238	35,705	-1,227,712
23	Projected Beginning Fund Balance	18,246,456	-364,749	17,881,706	44,103	731,119	514,045	3,104,788	5,871,439
24	Projected Ending Fund Balance	20,438,520	2,380,761	22,819,280	49,845	1,637,205	545,283	3,140,493	4,643,727
25	Committed Fund Balance	0	0	0			545,283		
26	Non-Spendable Fund Balance	507,039		507,039		104,566			
27	Restricted Fund Balance	0	2,380,761	2,380,761	49,845	1,532,639			4,643,727
28	Assigned Fund Balance	454,983		454,983					
29	Unassigned - Economic Uncertainty	2,257,384	0	2,257,384					
30	Remaining Unassigned	17,219,115	0	17,219,114	0	0	0	3,140,493	0
								<i>Solar:</i>	181,507
								<i>Tech:</i>	3,680,036
								<i>Bus:</i>	782,183
								<i>Fac Need:</i>	

2020-21

Snapshot All Funds

LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Yale	Project SAFE
1	INCOME:						
2	LCFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	74,546	1,102,802		2,456,652	557,432	1,899,220
6	Interfund Transfers In	0	0		0	0	0
7	Other Sources						
8	Total Income	74,546	1,102,802	0	2,456,652	557,432	1,899,220
9	OUTGO:						
10	Certificated Salaries				0		0
11	Classified Salaries		0		1,955,509	456,087	1,499,422
12	Employee Benefits		0		814,444	241,342	573,102
13	Books and Supplies	0	0		90,018	23,932	66,086
14	Services, Other Operating Expenses	0	13,796		225,030	54,271	170,759
15	Capital Outlay	13,105,757	12,322,279				
16	Other Outgo		681,010				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out	0	0		0		0
19	Other Uses				0		0
20	Contributions to Restricted Programs						
21	Total Outgo	13,105,757	13,017,085	0	3,085,001	775,632	2,309,369
22	Change in Fund Balance	-13,031,211	-11,914,283	0	-628,349	-218,200	-410,149
23	Projected Beginning Fund Balance	13,039,034	13,104,928	0	1,511,744	429,016	1,082,728
24	Projected Ending Fund Balance	7,823	1,190,645	0	883,395	210,816	672,579
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	7,823	613,168	0	210,816	210,816	
28	Assigned Fund Balance		577,477		672,579		672,579
29	Unassigned - Economic Uncertainty						
30	Remaining Unassigned	0	0	0	0	0	0
			<i>Dev Fees:</i>	100,001			
			<i>Fmr RDA:</i>	577,477			
			<i>Land:</i>	513,167			

Member El-Hajj moved approval of a positive certification for the Second Interim Report regarding the District's ability to meet its financial obligations for the 2020-21 fiscal year and two subsequent years.

<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>		

2.2. Approval of Monthly Financial Report

Karl Christensen, Assistant Superintendent of Business Services, shared the budget revision portion of the monthly financial report was what was previously presented for Second Interim. He shared the District ended the month of January with a cash balance in the General Fund of \$20,101,481 million and it is projected the District will be able to meet all of its financial obligations. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</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>		

F. BOARD POLICIES AND BYLAWS

President Ryan explained item F.1.1. were second readings of Board Bylaws BB 9250 (Remuneration and Reimbursement, Other Benefits); BB 9310 (Board Policies); and 9320 (Meeting and Notices). She noted item F.1.2. were first readings of BB 9321 (Closed Session Purposes and Agendas); BB 9322 (Agenda/Meeting Materials); and BB 9323 (Meeting Conduct). President Ryan explained the first readings pertained to how the Board conducts business and encouraged the Board to review and let administration know if they had any questions. Member Burns moved approval of Second Readings.

1.1. Second Readings of Board Bylaws (BB):

- **BB 9250 – Remuneration and Reimbursement, Other Benefits**
- **BB 9310 – Board Policies**
- **BB 9320 – Meeting and Notices**

1.2. First Readings of Board Bylaws (BB):

- **BB 9321 – Closed Session Purposes and Agendas**
- **BB 9322 – Agenda/Meeting Materials**
- **BB 9323 – Meeting Conduct**

<i>Motion:</i>	<u>Burns</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second:</i>	<u>El-Hajj</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>		

G. BUDGET WORKSHOP

Karl Christensen, Assistant Superintendent of Business Services, explained the annual budget workshop provides the Board an opportunity to review budget priorities in light of the Governor's Budget proposal, the Local Control Accountability Plan, needs throughout the District, and fiscal solvency. Mr. Christensen proceeded to discuss the following topics: State Budget Update; Summary of Prior Enacted Budget Solutions; LCFF Factors; Cost Pressures; Multi-Year Projection; and Potential District Needs and Funding Sources (Learning Recovery, COVID-19 Response and Prevention; and General Operations).

State Budget Update

Description	In-Person Instruction Grants	Expanded Learning Opportunity Grants	Combined
State Budget Amount	\$2B	\$4.6B	\$6.6B
Santee Estimate	\$1.94M	\$4.25M	\$6.19M
Requirements/Provisions	<ul style="list-style-type: none"> ● Offer in-person instruction by April 1 ● Grant reduced by 1% per day after and up to May 15 ● Grant forfeited if not open by May 15 or LEA does not provide continuous in- person for the remainder of the year ● If in Purple Tier: <ul style="list-style-type: none"> • TK-12 specialized cohorts • TK-2 when case rate <25/100K • Adopt Asymptomatic Testing Cadence (once or twice per wk) UNLESS open by April 1 or have CSP posted for in- person by that date ● For Other Tiers: <ul style="list-style-type: none"> • TK-12 specialized cohorts • TK-5/6 (depending on local elem model) • At least one middle or high school level • Describe testing cadence in CSP ● If CSP posted by March 31, no requirement to revise plan for funding conditions or for subsequent nonmandatory CDPH guidance 	<ul style="list-style-type: none"> ● Grants may be used for various strategies to accelerate learning and address student needs, such as extended learning time, professional development, programs to address social-emotional learning, and access to school meals ● At least 85% for in-person instruction ● At least 10% for paraprofessionals ● If LEA foregoes In-Person Instruction Grants, up to 10% for reopening ● Adopt a Plan by June 1 	<ul style="list-style-type: none"> ● Codifies prioritization of school staff for vaccines but does not require it as a condition for reopening ● Codifies set- aside of 10% of vaccine supply for school staff
Allocation and Distribution Methods	<ol style="list-style-type: none"> 1. In proportion to LCFF 2. 20-21 P1 ADA for May distribution 3. 20-21 P2 ADA for Aug distribution 	<ol style="list-style-type: none"> 1. \$1,000 for each homeless student 2. Remainder In proportion to LCFF 3. 20-21 P1 ADA for May distribution 4. 20-21 P2 ADA for Aug distribution 	
Last Date for Use	August 31, 2022	August 31, 2022	

Summary of Prior Enacted Budget Solutions

Mr. Christensen provided an overview of the one-time (\$3,970,866) and on-going (\$1,846,504) budget reductions previously enacted by the Board of Education.

Board Meeting	One-Time	On-Going
March 17, 2020	\$850,000	\$1,146,499
May 5, 2020	\$53,764	\$475,624
June 16, 2020	\$3,067,102	\$224,380
Total	\$3,970,866	\$1,846,504

LCFF Factors

COLA = The implicit price deflator for state and local governments

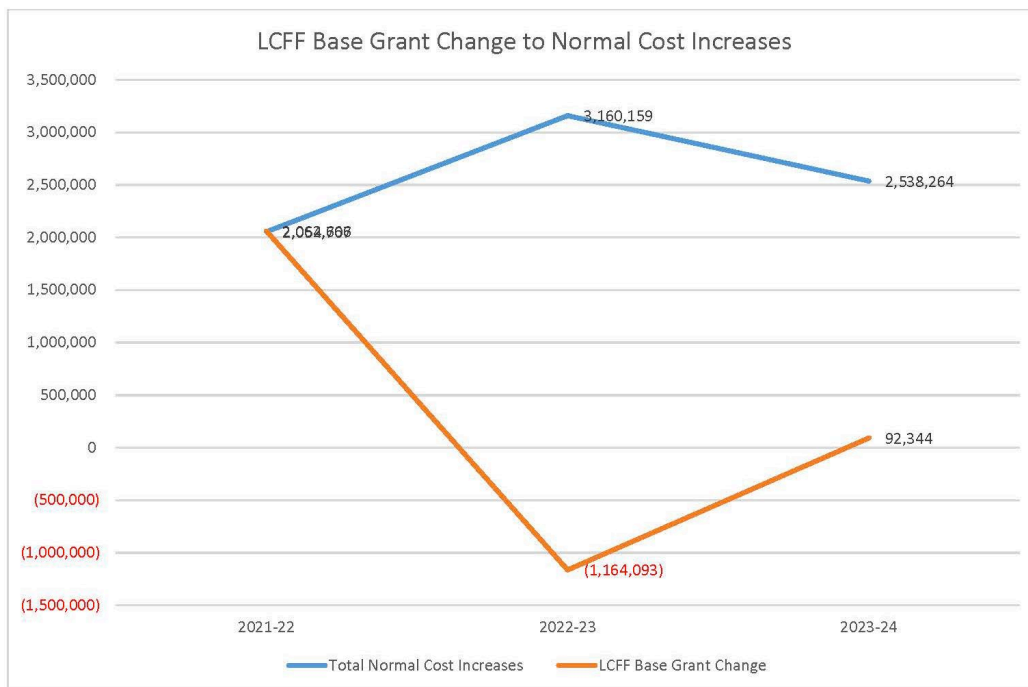
- Basket of goods and services consumed by local and state government entities across the nation, adjusted annually (up or down) to reflect their aggregate costs
- 8 data points used for the calculation
- 60% related to the wages of state and local government workers
- Remainder related to transportation and other operational costs
- From the year after the start of the Great Recession (2010-11) through this year (11 years), only three times has the COLA been 2.5% or higher

Event	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
18-19 Adopted - Statutory	2.71%	2.57%	2.67%	3.42%		
18-19 Adopted - Funded	3.70%					
19-20 Adopted		3.26%	3.00%	2.80%	3.16%	
20-21 Jan Proposal			2.29%	2.71%	2.82%	2.60%
20-21 Adopted - Statutory			2.31%	2.48%	3.26%	
20-21 Adopted - Funded			0.00%			
21-22 Jan Proposal-Statutory				1.50%	2.98%	3.05%
21-22 Jan Proposal-Funded				3.84%		
SSC Out-Year Recommendation				3.84%	1.28%	1.61%

Cost Pressures

Mr. Christensen provided an overview of the District's annual normal cost increases and a comparison of the normal cost increases, from 2021-22 through 2023-24 and the difference in the from the LCFF Base Grant change. Normal annual cost increases include staff step and column salary increases; retirement systems (STRS & PERS); other statutory benefits; property and liability insurance; utilities; non-salary special education costs; and non-salary RRMA costs.

Normal Annual Cost Increases:	2021-22	2022-23	2023-24
Step & Column Salary Increases	1,093,940	1,115,791	1,118,939
Retirement Systems	151,996	1,027,263	99,661
Other Statutory Benefits	56,266	58,291	65,424
Property & Liability Insurance	345,055	517,583	776,374
Utilities	128,102	138,244	149,215
Non-Salary Special Ed Costs	214,668	231,841	250,388
Non-Salary RRMA Costs	64,680	71,148	78,263
Total Normal Cost Increases	2,054,707	3,160,159	2,538,264
LCFF Base Grant Change	2,062,666	(1,164,093)	92,344
Difference	7,959	(4,324,252)	(2,445,920)



Multi-Year Projection

Mr. Christensen provided an overview of the multi-year projection. He noted the Estimated Change in LCFF Base Grant Funding, Change in Unrestricted Fund Balance, and the Estimated Structural Surplus (Deficit) in subsequent years. Mr. Christensen explained a comparison of various measures and the difference of Estimated Structural Surplus (Deficit) from the 1st Interim and 2nd Interim for 2020-21 (\$211,487); 2021-22 (\$278,111); and 2022-23 (-\$4,286,108).

Measure	2020-21	2021-22	2022-23	2023-24
Estimated Change in LCFF Base Grant Funding	(\$269,756)	\$2,062,666	(\$1,164,093)	\$92,344
Annual Normal Cost Increases	\$1,875,741	\$2,054,707	\$3,160,159	\$2,538,264
Change in Unrestricted Fund Balance	\$2,192,065	(\$176,789)	(\$4,281,208)	(\$7,589,891)
Value of Total Available Budget Reserve	\$22,616,992	\$22,458,085	\$18,178,657	\$10,590,486
¹ Budget Reserve as a % of Total GF Outgo	30.06%	29.08%	23.40%	13.07%
¹ Estimated Structural Surplus/(Deficit)	\$211,487	\$278,111	(\$4,286,108)	(\$6,619,991)
¹ Estimated GF Cash Reserve (Low Balance)	\$10,020,596	\$4,927,406		
Cash Reserve as a % of Total GF Outgo	13.32%	6.38%		
¹ Other Available Internal Cash	\$5,103,724	\$2,551,862		
Budget Condition (¹ =Factor Considered)	Green	Green		
Healthy Fiscal Condition	Green			
Some Signs of Pending Fiscal Disturbance	Yellow			
Prominent Signs of Pending Fiscal Distress	Orange			
Significant Fiscal Distress	Red			

Measure	2020-21			2021-22			2022-23		
	1st Interim	2nd Interim	Diff	1st Interim	2nd Interim	Diff	1st Interim	2nd Interim	Diff
LCFF COLA	0.00%	0.00%	0.00%	0.00%	3.84%	3.84%	0.00%	1.28%	1.28%
LCFF ADA	6,566.60	6,565.80	(0.80)	6,565.80	6,565.80	0.00	6,481.24	6,356.71	(124.53)
LCFF UPC% (3 Year Average)	39.25%	40.35%	1.10%	37.15%	38.28%	1.13%	36.09%	37.25%	1.16%
Total LCFF Funding	\$58,899,913	\$59,014,620	\$114,707	\$58,667,461	\$61,013,676	\$2,346,215	\$57,748,558	\$59,647,584	\$1,899,026
Total Unrestricted Outgo	\$61,498,909	\$59,469,230	(\$2,029,679)	\$63,197,622	\$62,803,343	(\$394,279)	\$66,622,125	\$65,537,511	(\$1,084,614)
Reserve Amount	\$20,503,099	\$22,616,992	\$2,113,892	\$17,608,817	\$22,458,085	\$4,849,268	\$10,352,907	\$18,178,657	\$7,825,750
Reserve %	26.52%	30.06%	3.54%	23.53%	29.08%	5.55%	13.26%	23.40%	10.14%
Estimated Structural Surplus(Deficit)	(\$280,311)	\$211,487	\$491,797	(\$2,907,048)	\$278,111	\$3,185,158	(\$7,262,975)	(\$4,286,108)	\$2,976,867

Potential District Needs and Funding Sources

Mr. Christensen shared the 2021-22 Learning Recovery and COVID Response Plan had been broken down into three areas: Learning Recovery, COVID Response and Protection, and General Operations, and categorized; and provided an overview of the ideas (summer school, personal protective equipment, staffing, etc.) to address the areas of need. The estimated cost for all ideas is \$9,321,390.

Dr. Stephanie Pierce, shared learning is the core business of our schools and learning is beyond just academics it is also social and emotional. The District cares about the whole child and staff's work involves wrapping our arms around all these aspects of caring for the whole child.

She outlined some potential ideas for learning recovery based on the feedback of the Board. Dr. Pierce shared that over this last year, stakeholders have shared ideas for ways to address the whole child in Santee through learning recovery; and noted the term Learning Recovery instead of mitigating learning loss (as the State has identified it) to honor the dedication of our teachers during this challenging time.

She explained the Learning Recovery ideas as follows:

1. Summer Academy – Offering an intervention program for students significantly below grade level and keeping the class sizes small. Summer school is another important component of allowable use of these one-time funds. When developing these interventions, Administration is keeping in mind high expectations and is developing a guide using the adopted curriculum to make sure students are being seen for their promise. The curriculum team developed an explicit instructional design with acceleration of learning in mind. Administration will be seeking Board authorization for this program as there is need to move on hiring our teachers and seeking student commitment for this program.
2. Another Learning Recovery method is reduction in class size. Stakeholders have discussed the importance of holding high expectations grounded in an equitable and relevant learning experience for children. Reducing class size will allow the educators to build on students' stamina, develop resilience, perseverance, and independent learning behaviors in the children. Dr. Pierce reiterated it is an opportunity to build the learning muscle and address the whole child by creating the conditions where children fall in love with school. Another idea is to continue with the Instructional Assistants, similar to this year. She explained they would be able to work with the Language Arts Specialists in supporting intervention.
3. Mental health services allow us to fortify resilience in the students. With Counselors, children have an opportunity to navigate difficult situations with support and learn how to bounce back after adversity and develop the ability to thrive in school. The idea in this plan is to add two additional counselors for next year.
4. Education Technology will support students in access to a rigorous and equitable instructional platform. Additional technology is included for the network and cyber security to keep the community safe while using technology.
5. Teachers have requested that the District continue with specific intervention instructional materials used this year to continue to move students forward in their learning journey. These materials include iReady ELA, and Mathematics and Lexia for emergent readers for building foundational skills; and Apps to support the curriculum alignment work.
 - Professional development is a cornerstone for empowering the educators to provide a rigorous, equitable and relevant learning experience for children. Professional Development includes consultants on curriculum alignment work, Cognitive Guided Instruction consultants, release days for subs and any possible professional development stipend hours for attending expected workshops and the Professional Learning Plan (PLP) so educators can self-select some learning opportunities. Professional Learning supports high expectations.
 - COVID-19 Response and Prevention
 - General Operations

Learning Loss Mitigation	COVID Response and Protection	General Operations
Expanded Summer Program	HVAC System Upgrades	Employee Compensation Increase(s)
Iready Instructional Software	Portable HEPA Filters	VP for PRIDE Academy
Professional Development		Custodial Supervisor
Decrease Class Sizes		
Technology End User Devices		
Technology Infrastructure Upgrades		

Santee School District
 2021-22 Learning Recovery and COVID Response Plan

Area	Category	Idea	Incl	Item	Unit Cost	# of Units	Estimated Cost
LEARNING RECOVERY	Extended Learning, Summer School, and After School Programs	Provide 4 week summer school		Teachers for Summer School	\$ 587	679.00	\$ 398,573
				Administrator for Summer School	\$ 700	20.00	\$ 14,000
				Office Staff (i.e. Secretary, SAC, Health Clerk)	\$ 31	252.00	\$ 7,862
				Campus Aides	\$ 20	240.00	\$ 4,759
				Custodial Support	\$ 25	480.00	\$ 12,149
				Classroom Materials	\$ 150	34.00	\$ 5,100
	Other Learning Recovery Methods	Reduce GR 4-8 Class Size		Additional Teachers	\$ 86,062	37.00	\$ 3,184,282
				Additional Teachers	\$ 86,062	0.00	\$ -
				Instructional Assistants	\$ 29,923	15.00	\$ 448,848
	Mental Health Services and Supports	Counselors		Provide 2 additional Counselors	\$ 93,768	2.00	\$ 187,536
							\$ -
	Educational Technology (Devices and Infrastructure)	Improve reliability, redundancy, and cybersecurity of the District's network		Various	\$ 685,000	1.00	\$ 685,000
					\$ -		\$ -
	Instructional Materials, Supplies, and Software	Intervention and Assessment Software		Iready Software	\$ 240,000	1.00	\$ 240,000
				Lexia	\$ 85,000	1.00	\$ 85,000
				Achieve 3000	\$ 75,000	1.00	\$ 75,000
				IPAD APPS (e.g. Seesaw, Peardeck, Mystery Science, etc.)	\$ 30	6,500.00	\$ 195,000
				Science Materials for Primary	\$ 72,000	1.00	\$ 72,000
				Math Manipulatives	\$ 6,000	1.00	\$ 6,000
	Professional Development (more virtual options)	Increase PD to improve learning recovery		Consultants/Trainers	\$ 4,788	23.00	\$ 110,125
			Release Days	\$ 173	421.00	\$ 73,031	
			Additional Hours	\$ 31	1,920.00	\$ 60,388	
			PLP	\$ 395	300.00	\$ 118,439	
COVID RESPONSE AND PROTECTION	Personal Protective Equipment	Facemasks, face shields, respirators, plexiglass, gowns, etc.			\$ 150,000	1.00	\$ 150,000
							\$ -
	Cleaning and Sanitizing (Personnel, Supplies, Equipment, Training)	Equipment			\$ 100,000	1.00	\$ 100,000
				Supplies	\$ 100,000	1.00	\$ 100,000
	Symptomatic and Asymptomatic Testing	Staff			\$ 35		\$ -
				Students	\$ 35		\$ -
	Ventilation and Air Quality Improvement	HEPA Filters		Portable HEPA Filters	\$ 1,476	400.00	\$ 590,400
				Replacement filters	\$ 10	3,000.00	\$ 31,250
				Maintain existing HVAC units	\$ 25	2,400.00	\$ 60,000
	School Facilities Repairs and Improvements to Reduce Risk of Transmission	Provide additional outdoor learning locations			\$ 20,000	9.00	\$ 180,000
			Portable classrooms	\$ 28,000	30.00	\$ 840,000	

President Ryan reiterated the importance of having students back in the classroom on a “full-time” basis and shared an article from the San Diego Union Tribune that referenced the unprecedented surge in the number of children requiring mental health services, and hospitalizations, during the pandemic.

J. CLOSED SESSION

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

1. **Conference with Legal Counsel – Pending Litigation** (Gov’t. Code § 54956.9)
- OAH #: 2020110484
2. **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)
3. **Public Employee Performance Evaluation** (Gov’t. Code § 54957)
Superintendent

The Board entered closed session at 9:09 p.m.

K. RECONVENE TO OPEN SESSION

The Board reconvened to public session at 10:25 p.m. and reported a dispute arose regarding a student’s special education program. It was moved by Member El-Hajj, seconded by Member Burns to reach a settlement regarding a student’s special education program. The agreement involved a release of potential District liability.

<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>		

L. ADJOURNMENT

With no further business, the regular meeting of March 2, 2021 was adjourned at 10:25 p.m.

Dianne El-Hajj, Clerk

Dr. Kristin Baranski, Secretary

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

March 11, 2021
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

The meeting was called to order at 7:00 p.m.

Members present:

Barbara Ryan, President
Elana Levens-Craig, Vice President (joined virtually)
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

B. PUBLIC COMMUNICATION

There was no public comments.

C. LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) ANNUAL REVIEW

Superintendent Baranski welcomed those in attendance and shared Assistant Superintendent's Dr. Stephanie Pierce and Karl Christensen would provided an overview of the Local Control Accountability Executive Summary.

Dr. Pierce shared the District's Vision and Mission Statements, Student Profile, California's Eight State Priority Areas, and Board of Education Goals. She noted the Metrics and Data for each State Priority Area, which include Conditions of Learning (Basic Services, Implementation of State Standards, and Course Access); Pupil Outcomes (Pupil Achievement and Other Pupil Outcomes); and Engagement (Parent Involvement, Pupil Engagement, and School Climate).

Mr. Christensen discussed the Status of the LCAP Actions and Services Implementation. He noted the District's Learning Continuity and Attendance Plan sections, the District's actions and the estimated cost of \$9,389,000 to address each section. Sections included In-Person Instructional Offerings; Distance Learning Program; Pupil Learning Loss; Mental Health and Social and Emotional Well-Being; School Nutrition; and Pupil Engagement and Outreach.

On behalf of the Board, President Ryan expressed her appreciation for those in attendance and their input. Stakeholders were asked to submit their input, online, by April 9.

D. ADJOURNMENT

With no further business, the March 11, 2021, special meeting was adjourned at 6:45 pm.

Dianne El-Hajj, Clerk

Dr. Kristin Baranski, Secretary

Consent Item E.2.1.
 Prepared by Karl Christensen
 March 16, 2021

Approval/Ratification of Expenditure Warrants

BACKGROUND:

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

Commercial Warrants issued for the period of February 2021:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
0100 General	14-752457 TO 14-751661	\$608,448.49
0900	N/A	
1200	14-754418 TO 14-751669	\$929.02
1300	14-754415 TO 14-751650	\$101,954.72
1400	14-751654 TO 14-754431	\$5,364.19
2109	N/A	
2139 / 2108	14-750427 TO 14-752447	\$1,035,984.80
2518	N/A	
2538	14-748084 TO 14-752447	\$709,279.96
3500	N/A	
4000	14-749481	\$7,099.00
6300	14-752462 TO 14-751688	\$5,058.19
TOTAL:		\$2,474,118.37

Student Body Warrants issued for the period of February 2021:

\$0

Payroll Warrants issued for the period of February 2021:

<u>Fund #/Name</u>	<u>Amount</u>
01 00	\$5,505,487.08
12 00	\$31,987.56
13 00	\$109,457.19
14 00	\$0
25 18	\$0
63 00	\$230,666.86
\$5,877,598.69	

RECOMMENDATION:

It is recommended that the Board of Education approve the expenditure warrants for the month of February 2021 as presented.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$8,351,717.06 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of February 2021:

AMOUNT	LOCATION
\$ 140,063.54	BUSINESS SERVICES
\$ 24,992.62	CAJON PARK SCHOOL
\$ 5,427.66	CARLTON HILLS SCHOOL
\$ 501.67	CARLTON OAKS SCHOOL
\$ 1,718.84	CENTRAL KITCHEN
\$ 185,996.12	CHET F HARRITT SCH
\$ 11,287.58	EDUCATIONAL PROJECTS
\$ 135.13	EDUCATIONAL SERVICES
\$ 2,461.96	HILL CREEK SCHOOL
\$ 15,493.35	MAINTENANCE
\$ 5,763.95	PEPPER DRIVE SCHOOL
\$ 7,583.46	PROJECT SAFE
\$ 70,015.53	PROSPECT AVENUE SCH
\$ 36,989.20	PUPIL SERVICES
\$ 310.75	RIO SECO SCHOOL
\$ 10,465.54	SPECIAL EDUCATION
\$ 804.00	STATE PRE-SCHOOL
\$ 357.00	SUPERINTENDENT DEPT
\$ 63,380.81	SYCAMORE CANYON SCH
\$ 5,573.13	TECHNOLOGY SERVICES
\$ 5,567.08	TRANSPORTATION
\$ 13,755.12	WAREHOUSE
\$ 608,644.04	Grand Total

RECOMMENDATION:

Administration recommends approval of purchase orders #0000011403 through 0000011530 issued February 1, 2021 through February 31, 2021.

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 \$608,644.04 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

PURCHASE ORDER EXCEEDED BY 10%
FOR THE MONTH OF FEBRUARY 2021

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
10282	2/4/2021	0100	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	065	LEGAL SERVICES INCREASED AMOUNT	\$ 36,000.00
					NEW TOTAL	\$ 41,000.00
10282	2/9/2021	0100	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	065	LEGAL SERVICES INCREASED AMOUNT	\$ 41,000.00
					NEW TOTAL	\$ 9,000.00
					NEW TOTAL	\$ 50,000.00
11464	2/18/2021	2538	ULINE	065	BOXES FOR MOVING - MODERNIZATION - PA INCREASED AMOUNT	\$ 697.05
					NEW TOTAL	\$ 386.93
					NEW TOTAL	\$ 1,083.98
11272	2/24/2021	0100	AMAZON	065	AMAZON - SCHOOL SUPPLY ORDER INCREASED AMOUNT	\$ 184.36
					NEW TOTAL	\$ 10.66
					NEW TOTAL	\$ 195.02
11376	2/25/2021	0100	WASTE MANAGEMENT	075	SURPLUS TRASH ALL SITES INCREASED AMOUNT	\$ 315.22
					NEW TOTAL	\$ 799.72
					NEW TOTAL	\$ 1,114.94

PURCHASE ORDER LISTING
 FEBRUARY 2021
 REPORT BY SITE

PO Number	DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
0000011430	2/10/2021	C & M RELOCATION SYSTEMS	SETUP OF PLEXIGLASS -ALL SITES	0100	33570.00	064	BUSINESS SERVICES
0000011449	2/16/2021	MAINTEX INC	COVID SUPPLIES	0100	716.54	064	BUSINESS SERVICES
0000011450	2/16/2021	AMERICAN AIR FILTER COMPANY, INC.	COVID SUPPLIES	0100	572.15	064	BUSINESS SERVICES
0000011453	2/16/2021	CITY ELECTRIC SUPPLY	DEFERRED MAINTENANCE SUPPLIES	1400	536.69	064	BUSINESS SERVICES
0000011456	2/17/2021	TROXELL COMMUNICATIONS INC	TECHNOLOGY SUPPLIES	4000	3437.57	064	BUSINESS SERVICES
0000011457	2/17/2021	LYNN'S LOCKSMITH SERVICE	SERVICE CALL	0100	210.00	064	BUSINESS SERVICES
0000011467	2/18/2021	APPLIED URETHANE SYSTEMS, INC.	DEFERRED MAINTENANCE	1400	12342.00	064	BUSINESS SERVICES
0000011487	2/19/2021	FERGUSON ENTERPRISES INC	COVID SUPPLIES	0100	291.21	064	BUSINESS SERVICES
0000011496	2/22/2021	SCHOOLS EXCESS LIABILITY FUND	FINANCIAL & INSURANCE SERVICES	0100	88188.77	064	BUSINESS SERVICES
0000011514	2/25/2021	ANIXTER/CLARK	VANDALISM - REKEY - CH	0100	84.49	064	BUSINESS SERVICES
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	114.12	064	BUSINESS SERVICES
					140063.54		BUSINESS SERVICES Total
0000011405	2/11/2021	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT	0100	385.63	006	CAJON PARK SCHOOL
0000011418	2/4/2021	HOUGHTON MIFFLIN HARCOURT	DO THE MATH REFRESH - CP	0100	2424.72	006	CAJON PARK SCHOOL
0000011419	2/4/2021	SCHOLASTIC INC	SCHOLASTIC EDUCATION - CP	0100	1710.95	006	CAJON PARK SCHOOL
0000011422	2/4/2021	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	40.93	006	CAJON PARK SCHOOL
0000011432	2/10/2021	AMAZON.COM	SCHOOL SUPPLIES - CP	0100	272.78	006	CAJON PARK SCHOOL
0000011455	2/17/2021	LAKESHORE LEARNING MATERIALS	CLASS SUPPLIES	0100	994.64	006	CAJON PARK SCHOOL
0000011463	2/18/2021	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	0100	1182.01	006	CAJON PARK SCHOOL
0000011465	2/18/2021	AMAZON.COM	SCHOOL SUPPLIES	0100	203.47	006	CAJON PARK SCHOOL
0000011479	2/19/2021	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	0100	1130.37	006	CAJON PARK SCHOOL
0000011486	2/19/2021	APPLE INC	TECHNOLOGY EQUIPMENT	0100	2691.06	006	CAJON PARK SCHOOL
0000011497	2/22/2021	AMAZON.COM	SCHOOL SUPPLIES - CP	0100	1026.68	006	CAJON PARK SCHOOL
0000011498	2/22/2021	AMAZON.COM	SCHOOL SUPPLIES - CP	0100	807.22	006	CAJON PARK SCHOOL
0000011499	2/22/2021	AMAZON.COM	SCHOOL SUPPLIES - CP	0100	1150.21	006	CAJON PARK SCHOOL
0000011500	2/22/2021	REALLY GOOD STUFF INC	SCHOOL SUPPLIES - CP	0100	1278.99	006	CAJON PARK SCHOOL
0000011503	2/23/2021	DATEL SYSTEMS	TECHNOLOGY EQUIPMENT	0100	9382.33	006	CAJON PARK SCHOOL
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	310.63	006	CAJON PARK SCHOOL
					24992.62		CAJON PARK SCHOOL Total
0000011429	2/9/2021	AMAZON.COM	CLASSROOM SUPPLIES - HC	0100	122.34	003	CARLTON HILLS SCHOOL
0000011508	2/24/2021	AMAZON.COM	AMAZON - SCHOOL SUPPLIES - CH	0100	823.75	003	CARLTON HILLS SCHOOL
0000011510	2/24/2021	NICHOLAS P. PIPINO ASSOCIATES, INC.	SCHOOL SUPPLIES - HPHONES - CH	0100	1395.00	003	CARLTON HILLS SCHOOL
0000011511	2/24/2021	FOLLETT SCHOOL SOLUTIONS INC.	BOOK ORDER - CH	0100	2149.45	003	CARLTON HILLS SCHOOL
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	937.12	003	CARLTON HILLS SCHOOL
					5427.66		CARLTON HILLS SCHOOL Total
0000011447	2/11/2021	2NDGEAR	TECHNOLOGY EQUIPMENT	0100	99.13	008	CARLTON OAKS SCHOOL
0000011502	2/23/2021	AMAZON.COM	SCHOOL SUPPLIES - CO	0100	275.62	008	CARLTON OAKS SCHOOL
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	126.92	008	CARLTON OAKS SCHOOL
					501.67		CARLTON OAKS SCHOOL Total
0000011417	2/4/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	1300	294.71	090	CENTRAL KITCHEN
0000011424	2/5/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	1300	1324.76	090	CENTRAL KITCHEN
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	1300	99.37	090	CENTRAL KITCHEN
					1718.84		CENTRAL KITCHEN Total
0000011468	2/18/2021	WORTHINGTON DIRECT	MODERNIZATION FURNITURE - CFH	2538	6753.72	007	CHET F HARRITT SCH
0000011469	2/18/2021	SCHOOL OUTFITTERS	MODERNIZATION FURNITURE - CFH	2538	4847.71	007	CHET F HARRITT SCH
0000011470	2/18/2021	CONCEPTS SCHOOL & OFFICE FURNISHINGS	MODERNIZATION FURNITURE - CFH	2538	7039.66	007	CHET F HARRITT SCH
0000011471	2/18/2021	CONCEPTS SCHOOL & OFFICE FURNISHINGS	MODERNIZATION FURNITURE - CFH	2538	36493.69	007	CHET F HARRITT SCH

0000011472	2/18/2021	DEMCO INC	MODERNIZATION FURNITURE - CFH	2538	577.59	007	CHET F HARRITT SCH
0000011473	2/18/2021	DEMCO INC	MODERNIZATION FURNITURE - CFH	2538	4665.56	007	CHET F HARRITT SCH
0000011474	2/18/2021	METEOR EDUCATION, LLC	MODERNIZATION FURNITURE - CFH	2538	41478.45	007	CHET F HARRITT SCH
0000011477	2/19/2021	VIRCO MANUFACTURING CORP	MODERNIZATION FURNITURE - CFH	2538	1068.29	007	CHET F HARRITT SCH
0000011478	2/19/2021	VIRCO MANUFACTURING CORP	MODERNIZATION FURNITURE - CFH	2538	79703.72	007	CHET F HARRITT SCH
0000011495	2/22/2021	EXPLORELEARNING REFLEX	CURRICULUM SUPPLIES	0100	3295.00	007	CHET F HARRITT SCH
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	72.73	007	CHET F HARRITT SCH
0000011411	2/1/2021	BARNES AND NOBLE BOOKSELLERS	PRIDE ACADEMY LOTTERY BOOKS	0100	997.22	068	CHET F HARRITT SCH Total
0000011431	2/10/2021	AMAZON.COM	CLASSROOM SUPPLIES - ERC	0100	259.82	068	EDUCATIONAL PROJECTS
0000011433	2/10/2021	FOLLETT SCHOOL SOLUTIONS INC.	BOOK ORDER - CH	0100	212.19	068	EDUCATIONAL PROJECTS
0000011434	2/10/2021	THE CORE COLLABORATIVE INC	CURRICULUM	0100	9150.00	068	EDUCATIONAL PROJECTS
0000011445	2/11/2021	FOLLETT SCHOOL SOLUTIONS INC.	BOOK ORDER - RS	0100	668.35	068	EDUCATIONAL PROJECTS
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	135.13	066	EDUCATIONAL PROJECTS Total
0000011428	2/9/2021	RIVERSIDE INSIGHTS	CLASSROOM LESSONS - HC	0100	2232.02	010	EDUCATIONAL SERVICES Total
0000011462	2/17/2021	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	158.65	010	HILL CREEK SCHOOL
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	71.29	010	HILL CREEK SCHOOL
0000011412	2/1/2021	TRAFFIC-TECH	GAMECOURTS -RESTRIPE COURTS PA	0100	1671.00	075	HILL CREEK SCHOOL Total
0000011415	2/2/2021	AMAZON.COM	DUAL MONITOR STAND - M&O	0100	43.05	075	MAINTENANCE
0000011458	2/17/2021	CALIFORNIA DEPARTMENT OF TAX AND FEE	HAZARDOUS WASTE GENERATOR FEE	0100	4932.00	075	MAINTENANCE
0000011488	2/19/2021	WESTERN FIRE PROTECTION, INC.	FIRE SPRINKLER SYSTEM - RS	0100	6430.00	075	MAINTENANCE
0000011512	2/25/2021	SITONE LANDSCAPE SUPPLY LLC	GROUNDS SUPPLIES	0100	52.30	080	MAINTENANCE
0000011515	2/25/2021	24-HOUR ELEVATOR, INC.	ELEVATOR REPAIR - PD	0100	2365.00	075	MAINTENANCE
0000011420	2/4/2021	MAINTEX INC	JANITORIAL SUPPLIES - PD	0100	285.01	002	MAINTENANCE Total
0000011505	2/23/2021	GLOBAL VENDING GROUP, INC.	BOOKWORM VENDING MACHINE - PD	0100	5140.00	002	PEPPER DRIVE SCHOOL
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	338.94	002	PEPPER DRIVE SCHOOL
0000011403	2/1/2021	AMAZON.COM	AMAZON - TS YALE	6300	13.90	072	PEPPER DRIVE SCHOOL Total
0000011414	2/2/2021	CITI CARDS /	OSTP - CITI BANK CARD	6300	382.71	072	PROJECT SAFE
0000011414	2/2/2021	CITI CARDS /	OSTP - CITI BANK CARD	6300	965.80	072	PROJECT SAFE
0000011421	2/4/2021	AMAZON.COM	AMAZON ORDER - OSTP	6300	119.95	072	PROJECT SAFE
0000011481	2/19/2021	AMAZON.COM	OFFICE SUPPLIES - OSTP	6300	80.20	072	PROJECT SAFE
0000011483	2/19/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	6300	357.00	072	PROJECT SAFE
0000011493	2/22/2021	HEALTH FIRST	MEDICAL SUPPLIES	6300	4167.90	072	PROJECT SAFE
0000011494	2/22/2021	SCHOOL HEALTH CORPORATION	MEDICAL SUPPLIES - OSTP	6300	477.02	072	PROJECT SAFE
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	6300	1018.98	072	PROJECT SAFE
0000011426	2/9/2021	DEMCO INC	SCHOOL FURNITURE SUPPLIES	0100	6.88	005	PROJECT SAFE Total
0000011427	2/9/2021	AMAZON.COM	SCHOOL SUPPLIES - PA	0100	50.81	005	PROSPECT AVENUE SCH
0000011444	2/11/2021	AMAZON.COM	OFFICE SUPPLIES - PA	0100	9.69	005	PROSPECT AVENUE SCH
0000011444	2/11/2021	AMAZON.COM	OFFICE SUPPLIES - PA	0100	14.74	005	PROSPECT AVENUE SCH
0000011464	2/18/2021	ULINE	LIBRARY RELOCATION SUPPLIES	2538	1083.98	005	PROSPECT AVENUE SCH
0000011475	2/18/2021	METEOR EDUCATION, LLC	MODERNIZATION FURNITURE - PA	2538	68849.43	005	PROSPECT AVENUE SCH
0000011408	2/1/2021	ARTREACH SAN DIEGO	VIRTUAL MURAL DESIGN - PA	0100	2000.01	070	PROSPECT AVENUE SCH Total
0000011408	2/1/2021	ARTREACH SAN DIEGO	VIRTUAL MURAL DESIGN - PA	0100	7999.99	070	PUPIL SERVICES
0000011408	2/1/2021	ARTREACH SAN DIEGO	VIRTUAL MURAL DESIGN - PA	0100	4000.00	070	PUPIL SERVICES
0000011409	2/1/2021	ARTREACH SAN DIEGO	VIRTUAL MURAL DESIGN -CFH & SC	0100	2000.01	070	PUPIL SERVICES

0000011409	2/1/2021	ARTREACH SAN DIEGO	VIRTUAL MURAL DESIGN -CFH & SC	0100	7999.99	070	PUPIL SERVICES
0000011409	2/1/2021	ARTREACH SAN DIEGO	VIRTUAL MURAL DESIGN -CFH & SC	0100	4000.00	070	PUPIL SERVICES
0000011459	2/17/2021	SUPERINTENDENT OF SCHOOLS	IMPACT LEGISLATION CWA - TRAIN	0100	90.00	070	PUPIL SERVICES
0000011480	2/19/2021	HEALTH FIRST	MEDICAL SUPPLIES - PUPIL SER	0100	5766.68	070	PUPIL SERVICES
0000011501	2/23/2021	SPHERO, INC.	SCHOOL SUPPLIES - SC	0100	2988.37	070	PUPIL SERVICES
0000011520	2/23/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	144.15	070	PUPIL SERVICES
					36989.20		PUPIL SERVICES Total
0000011425	2/5/2021	JUNIOR LIBRARY GUILD	LIBRARY BOOKS - RS	0100	33.94	009	RIO SECO SCHOOL
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	276.81	009	RIO SECO SCHOOL
					310.75		RIO SECO SCHOOL Total
0000011407	2/1/2021	CONNECT4KIDS PSYCHOLOGICAL SERVICES, INC	PSYCHOLOGICA/NEURO EVAL	0100	3710.00	067	SPECIAL EDUCATION
0000011410	2/1/2021	COASTAL SPEECH THERAPY INC	INDEPENDENT EDU SPEECH EVAL	0100	1650.00	067	SPECIAL EDUCATION
0000011423	2/4/2021	CDW GOVERNMENT INC	TECHNOLOGY SOFTWARE	0100	178.50	067	SPECIAL EDUCATION
0000011448	2/12/2021	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	144.35	067	SPECIAL EDUCATION
0000011460	2/17/2021	BUREAU OF EDUCATION & RESEARCH	LANGUAGE PROCESSING - TRAIN	0100	4144.00	067	SPECIAL EDUCATION
0000011484	2/19/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	0100	575.48	067	SPECIAL EDUCATION
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	63.21	067	SPECIAL EDUCATION
					10465.54		SPECIAL EDUCATION Total
0000011406	2/1/2021	EVERYCHILD CALIFORNIA	EVERY CHILD CA SEMINAR	1200	199.00	012	STATE PRE-SCHOOL
0000011416	2/3/2021	DEPARTMENT OF SOCIAL SERVICES	COMMUNITY CARE LICENSING FEES	1200	605.00	012	STATE PRE-SCHOOL
					804.00		STATE PRE-SCHOOL Total
0000011482	2/19/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	0100	357.00	062	SUPERINTENDENT DEPT
					357.00		SUPERINTENDENT DEPT Total
0000011443	2/11/2021	AMAZON.COM	AMAZON - OSTP	2538	233.47	004	SYCAMORE CANYON SCH
0000011476	2/19/2021	METEOR EDUCATION, LLC	MODERNIZATION FURNITURE - SC	2538	61990.46	004	SYCAMORE CANYON SCH
0000011492	2/22/2021	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT	0100	1156.88	004	SYCAMORE CANYON SCH
					63380.81		SYCAMORE CANYON SCH Total
0000011486	2/19/2021	APPLE INC	TECHNOLOGY EQUIPMENT	0100	5382.11	091	TECHNOLOGY SERVICES
0000011520	2/25/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	191.02	073	TECHNOLOGY SERVICES
					5573.13		TECHNOLOGY SERVICES Total
0000011435	2/10/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	221.67	076	TRANSPORTATION
0000011436	2/10/2021	SNAP-ON TOOLS	TRANSPORTATION SUPPLIES	0100	202.84	076	TRANSPORTATION
0000011437	2/10/2021	BORDER TIRE	TRANSPORTATION SUPPLIES	0100	1629.08	076	TRANSPORTATION
0000011437	2/10/2021	BORDER TIRE	TRANSPORTATION SUPPLIES	0100	252.00	076	TRANSPORTATION
0000011438	2/10/2021	PENSKE FORD	TRANSPORTATION SUPPLIES	0100	44.08	076	TRANSPORTATION
0000011439	2/10/2021	ASBURY ENVIRONMENTAL SVCS	TRANSPORTATION SUPPLIES	0100	160.00	076	TRANSPORTATION
0000011440	2/10/2021	INTERSTATE BATTERY OF SAN DIEGO INC	TRANSPORTATION SUPPLIES	0100	143.34	076	TRANSPORTATION
0000011446	2/11/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	21.08	076	TRANSPORTATION
0000011446	2/11/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	180.00	076	TRANSPORTATION
0000011451	2/16/2021	CROWN LIFT TRUCKS	TRANSPORTATION SUPPLIES	0100	180.00	076	TRANSPORTATION
0000011489	2/19/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLY	0100	66.66	076	TRANSPORTATION
0000011490	2/19/2021	NORTHERN TOOL & EQUIPMENT	TRANSPORTATION SUPPLY	0100	107.74	076	TRANSPORTATION
0000011491	2/19/2021	CLEANING SYSTEM SPECIALISTS, INC.	TRANSPORTATION SUPPLY	0100	247.54	076	TRANSPORTATION
0000011504	2/23/2021	CAL PACIFIC TRUCK CENTER, LLC	TRANSPORTATION - VEHICLE DIAGN	0100	144.00	076	TRANSPORTATION
0000011516	2/25/2021	BORDER TIRE	TRANSPORTATION SUPPLIES	0100	1639.32	076	TRANSPORTATION
0000011517	2/25/2021	INTERSTATE BATTERY OF SAN DIEGO INC	TRANSPORTATION SUPPLIES	0100	143.34	076	TRANSPORTATION
0000011518	2/25/2021	RDO EQUIPMENT CO	TRANSPORTATION SUPPLIES	0100	70.79	076	TRANSPORTATION
0000011519	2/25/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	21.52	076	TRANSPORTATION
0000011519	2/25/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	92.08	076	TRANSPORTATION
					5567.08		TRANSPORTATION Total
0000011454	2/16/2021	PITNEY BOWES - SUPPLIES	POSTAGE MACHINE SUPPLIES	0100	165.31	078	WAREHOUSE
0000011522	2/26/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	744.04	078	WAREHOUSE

0000011523	2/26/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	1951.46	078	WAREHOUSE
0000011524	2/26/2021	US GAMES	INVENTORY REPLENISHMENT	0100	181.02	078	WAREHOUSE
0000011525	2/26/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	729.25	078	WAREHOUSE
0000011526	2/26/2021	MAINTEX INC	INVENTORY IMPLISHMENT	0100	1240.95	078	WAREHOUSE
0000011527	2/26/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	3973.13	078	WAREHOUSE
0000011528	2/26/2021	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	1430.14	078	WAREHOUSE
0000011529	2/26/2021	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	2479.33	078	WAREHOUSE
0000011530	2/26/2021	AMAZON.COM	INVENTORY REPLENISHMENT	0100	860.49	078	WAREHOUSE
					13755.12		WAREHOUSE Total
							Grand Total
					\$ 608,644.04		

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
Bilingual Speech Services	Bilingual Speech Evaluations	03/17/2021 – 06/30/2021	\$10,000.00 (not to exceed)	Special Education
Lynn Lunceford	Professional Development For Speech/Language Pathologists	04/15/2021	\$500.00 (not to exceed)	Special Education

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.

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
Sycamore Canyon School	22	163	\$0.575	\$ 2,061.95
Total:				\$2,061.95

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 \$2,061.95 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 E.2.5. Authorization to Contract with Aardvark Pest Control
 Prepared by Karl Christensen for Pest Control Services
 March 16, 2021

BACKGROUND:

Aardvark Pest Control was awarded the Pest Control Services bid for the Child Nutrition Services department for the school year 2019-20 with the option to roll over for two additional years. The Board of Education approved an extension for the 2020-21 school year. Child Nutrition Services is requesting to roll over for an additional year of services with Aardvark Pest Control through 2021-22.

RECOMMENDATION:

It is recommended that the Board of Education provide authorization to exercise the roll over option of the bid contract with Aardvark Pest Control for pest control services for the 2021-22 year.

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 is approximately \$3,720 from Fund 13.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.5.

Consent Item E.2.6.
Prepared by Karl Christensen
March 16, 2021

Authorization to Extend Award of Bid For
Grocery/Snack, Commodities, Non-Commodities

BACKGROUND:

The grocery /snack, commodities, non-commodities bid was awarded line by line based on the lowest price per item to Gold Star Foods and Newport Farms for the 2019-20 school year with the option to extend the contract for up to two additional years. The Board of Education approved the extension of the contract into the 2020-21 school year. Board authorization is being requested to extend the contract with Gold Star Foods and Newport Farms for one additional year through the 2021-22 school year.

RECOMMENDATION:

It is recommended that the Board of Education extend award of contract for the grocery/snack, commodity, and non-commodities bid to Gold Star Foods and Newport Farms for the 2021-22 school year.

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 estimated cost of \$700.000 annually is to be funded from the Child Nutrition Services Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.6.

Consent Item E.2.7.
Prepared by Karl Christensen
March 16, 2021

Authorization to Solicit Bids for Asphalt Replacement
Project at PRIDE Academy

BACKGROUND:

The District's Deferred Maintenance Plan incorporates replacement of asphalt on the upper and lower playgrounds at PRIDE Academy. In addition, the walkways to/from the upper playground to the lower classroom wings also needs replacement.

The project will exceed the limits for CUPCAA informal bids and will, therefore, require a formal bid process.

RECOMMENDATION:

It is recommended that the Board of Education authorize soliciting formal bids for the asphalt replacement project at PRIDE Academy.

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:

To be determined.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.7.

Consent Item E.2.8.
Prepared by Karl Christensen
March 16, 2021

Approval to Contract with Ninyo & Moore to Provide
Soils Testing Services for the PRIDE Academy Asphalt
Replacement Project

BACKGROUND:

In order to provide accurate data on soils conditions to bidders for the PRIDE Academy asphalt replacement project and ensure the integrity of the installed asphalt, it is necessary to contract for soils testing services. Ninyo & Moore currently provides testing services for the three Capital Improvement Program projects.

RECOMMENDATION:

It is recommended that the Board of Education approve contracting with Ninyo & Moore to provide soils testing services for the PRIDE Academy asphalt replacement project.

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 is \$14,636 from Deferred Maintenance funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.8.

Consent Item E.2.9.
Prepared by Karl Christensen
March 16, 2021

Approval of Replacement of Audio System
in the Board Assembly Room

BACKGROUND:

The current audio system components used in the Board Assembly Room are over 20 years old and deficiencies have become more prominent as Board of Education meetings are being conducted virtually. In addition, replacement components are no longer available making repairs and maintenance of the system difficult.

Staff researched options and obtained a quote from Datel Systems for wireless microphones, a new amplifier, and new ceiling mounted speakers.

RECOMMENDATION:

It is recommended that the Board of Education approve replacement of the outdated audio system in the Board Assembly Room with new components purchased from, and installed by, Datel Systems, in accordance with the attached quotes.

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 will be \$35,644 from the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.9.

San Diego

4393 Viewridge Ave., Suite C
 San Diego, CA 92123
 (858) 571-3100

WEBSITE: www.datelsys.com PURCHASE ONLINE: www.datelstore.com

SALES QUOTE	
SQ-316752	2/15/2021

Customer	Contact	Ship To
SANTEE SCHOOL DISTRICT ACCOUNTS PAYABLE 9880 RIVERWALK DRIVE SANTEE CA 92071 Tel: (619)-2582300	SANTEE SCHOOL DISTRICT SANDRA HARRIS 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582321 Fax: (619)-2582241	SANTEE SCHOOL DISTRICT WAREHOUSE 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582300

Account	Terms	Due Date	Account Rep	Schedule Date
1287	NET 30 DAYS	3/17/2021	Sean Yost x1200	2/15/2021

Quotation	PO #	Reference	Ship VIA	Page	Printed
SQ-316752			SERVICE DELIVERY	1	2/15/2021 10:12:29AM

I	Item	Description	Qty	Price	UM	Discount	Amount
1	SCOPE	SCOPE OF WORK REQUIRED INFORMATION	1	\$0.00	EA		\$0.00
2		PREVAILING WAGE? - YES CERTIFIED PAYROLL? NO DIR PROJECT # SITE HOURS AVAILABLE (OPEN/CLOSE) ***** Scope of Work:Datel to install a Shure Wireless Microphone System. Install a SG350-10P switch. Install 2x SCM820-DAN digital mixers. These will up link to each other, then a single cat cable to the switch. Output to the existing sound system. Run two Cat6 cables from the AV area behind the board members and install two wireless transmitter access points in the board room. Each AP supports 8 channels (8 mics). POE power from switch. Setup up three MXWNCS8 and one MXWNCS4 charging banks. Setup, configure, test 13 MXW8-Z10 wireless MICs and MX415LPDF/C ***** BOARD ROOM DO 9880 RIVERWALK DRIVE SANTEE CA 92071 ***** Benard Yeo					

No refunds or exchanges after 7 days. Items must include all original packaging, invoice, be in new condition. No returns on special orders/software. Printers can't be returned after toner/ink is installed. Custom Systems and open box returns have a 15% restock fee.
 PRINT NAME: _____

CUSTOMER SIGNATURE: _____

CA State C7 Contractors Lic. 880356
 San Diego BEAR registration #E27799
 San Marcos BEAR registration #E76487

Page	1
Sub Total	\$0.00

San Diego
4393 Viewridge Ave., Suite C
San Diego, CA 92123
(858) 571-3100
WEBSITE: www.datelsys.com PURCHASE ONLINE: www.datelstore.com

SALES QUOTE	
SQ-316752	2/15/2021

Customer	Contact	Ship To
SANTEE SCHOOL DISTRICT ACCOUNTS PAYABLE 9880 RIVERWALK DRIVE SANTEE CA 92071 Tel: (619)-2582300	SANTEE SCHOOL DISTRICT SANDRA HARRIS 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582321 Fax: (619)-2582241	SANTEE SCHOOL DISTRICT WAREHOUSE 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582300

Account	Terms	Due Date	Account Rep	Schedule Date
1287	NET 30 DAYS	3/17/2021	Sean Yost x1200	2/15/2021

Quotation	PO #	Reference	Ship VIA	Page	Printed
SQ-316752			SERVICE DELIVERY	2	2/15/2021 10:12:29AM

I	Item	Description	Qty	Price	UM	Discount	Amount
3		619.258.2246 bernard.yeo@santeesd.net *****					
4	SO1	Shure Digital IntelliMix 8 Channel Mixer MFG PN#SCM820-DAN	2	\$2,079.00	EA		\$4,158.00
5							
6	SO1	Shure Wireless Mic AP MFG PN#MXWAPT8-Z10	2	\$2,769.00	EA		\$5,538.00
7							
8	SO1	Shure Wireless Microphone base MFG PN#MXW8-Z10	13	\$479.00	EA		\$6,227.00
9							
10	SO1	Shure 15" Cardioid Dualflex MFG PN#MX415LPDF/C	13	\$185.00	EA		\$2,405.00
11							
12	SO1	Shure WB98H/C Cardioid Clip-on Instrument Microphone MFG PN#WB98H/C	2	\$162.00	EA		\$324.00
13							
14	SO1	Shure MXW1 Hybrid Bodypack Transmitter with Microphone MFG PN#MXW1	2	\$625.00	EA		\$1,250.00
15							
16	SO1	Shure Networked Charging Station - 4 Base MFG PN#MXWNCS8	4	\$1,439.00	EA		\$5,756.00
17							
18	SO1	Cisco Small Business SG350-10P Switch - L3 - managed - 8 x 10/100/1000 (PoE+) + 2 x combo Gigabit SFP - desktop - PoE+ (62 W) MFG PN#SG350-10P-K9-NA	1	\$339.00	EA		\$339.00
19							
20							
21	MISC1	MISC1 Wire and hardware	1	\$225.00	EA		\$225.00
22	483814	ON-SITE CABLING AND WIRING TECH, INSTALL	12	\$65.00	EA		\$780.00
23	480003	ON-SITE AV CONFIGURATION AND TESTING PER	8	\$125.00	EA		\$1,000.00

No refunds or exchanges after 7 days. Items must include all original packaging, invoice, be in new condition. No returns on special orders/software. Printers can't be returned after toner/ink is installed. Custom Systems and open box returns have a 15% restock fee. PRINT NAME: _____						Page	2	
CUSTOMER SIGNATURE: _____						Sub Total		\$28,002.00
CA State C7 Contractors Lic. 880356 San Diego BEAR registration #E27799 San Marcos BEAR registration #E76487						Running Sub Total		\$28,002.00

San Diego

4393 Viewridge Ave., Suite C
 San Diego, CA 92123
 (858) 571-3100

WEBSITE: www.datelsys.com PURCHASE ONLINE: www.datelstore.com

SALES QUOTE	
SQ-316752	2/15/2021

Customer	Contact	Ship To
SANTEE SCHOOL DISTRICT ACCOUNTS PAYABLE 9880 RIVERWALK DRIVE SANTEE CA 92071 Tel: (619)-2582300	SANTEE SCHOOL DISTRICT SANDRA HARRIS 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582321 Fax: (619)-2582241	SANTEE SCHOOL DISTRICT WAREHOUSE 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582300

Account	Terms	Due Date	Account Rep	Schedule Date
1287	NET 30 DAYS	3/17/2021	Sean Yost x1200	2/15/2021

Quotation	PO #	Reference	Ship VIA	Page	Printed
SQ-316752			SERVICE DELIVERY	3	2/15/2021 10:12:29AM

I	Item	Description	Qty	Price	UM	Discount	Amount
24		hour					

No refunds or exchanges after 7 days. Items must include all original packaging, invoice, be in new condition. No returns on special orders/software. Printers can't be returned after toner/ink is installed. Custom Systems and open box returns have a 15% restock fee.

PRINT NAME: _____

CUSTOMER SIGNATURE: _____

CA State C7 Contractors Lic. 880356
 San Diego BEAR registration #E27799
 San Marcos BEAR registration #E76487

Tax Details
 EXEMPT \$0.000
 KM \$2032.205

Taxable	\$26,222.00
Total Tax	\$2,032.21
Exempt	\$1,780.00
Total	\$30,034.21
Balance	\$30,034.21

SALES QUOTE	
SQ-316925	3/3/2021

San Diego
 4393 Viewridge Ave., Suite C
 San Diego, CA 92123
 (858) 571-3100
 WEBSITE: www.datelsys.com PURCHASE ONLINE: www.datelstore.com

Customer	Contact	Ship To
SANTEE SCHOOL DISTRICT ACCOUNTS PAYABLE 9880 RIVERWALK DRIVE SANTEE CA 92071 Tel: (619)-2582300		SANTEE SCHOOL DISTRICT WAREHOUSE 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582300

Account	Terms	Due Date	Account Rep	Schedule Date	
1287	NET 30 DAYS	4/2/2021	Sean Yost x1200	3/3/2021	
Quotation	PO #	Reference	Ship VIA	Page	Printed
SQ-316925			SERVICE DELIVERY	1	3/3/2021 1:26:31PM

I	Item	Description	Qty	Price	UM	Discount	Amount
1	SCOPE	SCOPE OF WORK REQUIRED INFORMATION	1	\$0.00	EA		\$0.00
2		PREVAILING WAGE? - YES CERTIFIED PAYROLL? NO DIR PROJECT # SITE HOURS AVAILABLE (OPEN/CLOSE)					
		***** Scope of Work:There are 13 existing speakers in the board room. Speakers are ceiling and installed is soft lid. 12 Speakers are in the board room and 1 in the waiting area. There are three zones and speakers are daisy chained into 3 wires. Datel to replace the existing speakers with Tannoy speakers using the same wire and zones. TAP and test. Install a new QSC Amp. Remove unused/no longer needed equipment in the rack and clean up wiring. ***** BOARD ROOM DO 9880 RIVERWALK DRIVE SANTEE CA 92071 ***** Bernard Yeo 619.258.2246 bernard.yeo@santeesd.net *****					
3							

No refunds or exchanges after 7 days. Items must include all original packaging, invoice, be in new condition. No returns on special orders/software. Printers can't be returned after toner/ink is installed. Custom Systems and open box returns have a 15% restock fee. PRINT NAME: _____		Page	1
CUSTOMER SIGNATURE: _____		Sub Total	\$0.00
CA State C7 Contractors Lic. 880356 San Diego BEAR registration #E27799 San Marcos BEAR registration #E76487			

San Diego

4393 Viewridge Ave., Suite C
San Diego, CA 92123
(858) 571-3100

WEBSITE: www.datelsys.com PURCHASE ONLINE: www.datelstore.com

SALES QUOTE	
SQ-316925	3/3/2021

Customer		Contact	Ship To				
SANTEE SCHOOL DISTRICT ACCOUNTS PAYABLE 9880 RIVERWALK DRIVE SANTEE CA 92071 Tel: (619)-2582300			SANTEE SCHOOL DISTRICT WAREHOUSE 9880 RIVERWALK DRIVE SANTEE CA 92071 UNITED STATES Tel: (619)-2582300				
Account	Terms	Due Date	Account Rep	Schedule Date			
1287	NET 30 DAYS	4/2/2021	Sean Yost x1200	3/3/2021			
Quotation	PO #	Reference	Ship VIA	Page	Printed		
SQ-316925			SERVICE DELIVERY	2	3/3/2021 1:26:31PM		
I	Item	Description	Qty	Price	UM	Discount	Amount
4	SO1	JBL 2-Way 8" Coaxial Ceiling Loudspeaker White MFG PN#CONTROL 18C/T	13	\$195.00	EA		\$2,535.00
5							
6							
7	SO1	QSC PLD4.2 Power Amplifier with DSP MFG PN#PLD42	1	\$1,249.00	EA		\$1,249.00
8							
9							
10	MISC1	MISC1 Wire and hardware	1	\$225.00	EA		\$225.00
11	483814	ON-SITE CABLING AND WIRING TECH, INSTALL	16	\$65.00	EA		\$1,040.00
12	480003	ON-SITE AV CONFIGURATION AND TESTING PER HOUR	2	\$125.00	EA		\$250.00
13							
No refunds or exchanges after 7 days. Items must include all original packaging, invoice, be in new condition. No returns on special orders/software. Printers can't be returned after toner/ink is installed. Custom Systems and open box returns have a 15% restock fee. PRINT NAME: _____ CUSTOMER SIGNATURE: _____ CA State C7 Contractors Lic. 880356 San Diego BEAR registration #E27799 San Marcos BEAR registration #E76487			Tax Details EXEMPT \$0.000 KM \$310.697		Taxable Total Tax \$310.70 Exempt \$1,290.00 Total \$5,609.70 Balance \$5,609.70		\$4,009.00

BACKGROUND:

Vavrinek, Trine, Day & Co., LLP has provided services for the District’s annual audit for many years. They continue to provide quality service and Administration recommends contracting with them for the next three (3) years.

RECOMMENDATION:

It is recommended that the Board of Education Approve the Agreement with Eide Bailly for Audit Services for the 2020-21, 2021-22, and 2022-23 fiscal years.

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:

In addition to travel costs, the maximum fees for each year are as follows:

- 2020-21 = \$23,500
- 2021-22 = \$24,500
- 2022-23 = \$25,000

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.10.



This agreement made and entered into this 10th of March 2021, between the Governing Board of the Santee School District, of San Diego County, State of California, hereafter referred to as "District" and Eide Bailly, LLP, Certified Public Accountants, hereafter referred to as "Auditors".

We understand the services we are to provide the District for the Years ended June 30, 2021, 2022, and 2023, respectively.

Annual Engagement Letter (updated annually)

You have requested that we audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Santee School District as of July 1, 2021 and for the year then ended, and the related notes to the financial statements, which collectively comprise Santee School District's basic financial statements. In addition, we will audit the entity's compliance over major federal award programs for the period ended June 30, 2021. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs.

Accounting principles generally accepted in the United States of America require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedules
3. Schedule of Other Postemployment Benefits (OPEB) Funding Progress
4. Schedule of the District's Proportionate Share of the Net Pension Liability
5. Schedule of District Contributions

Supplementary information other than RSI will accompany Santee School District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

1. Schedule of Expenditures of Federal Awards
2. Schedules required by the current *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, issued by the Education Audit Appeals Panel

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information. Our responsibility for other information included in documents containing the District's audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether such other information contained in these documents is properly stated.

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole. Also, the document we submit to you will include the following other additional information that will be subjected to the auditing procedures applied in our audit of the financial statements:

1. Combining Statements – Non-Major Governmental Funds

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS), the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and, if applicable, in accordance with any state or regulatory audit requirements. Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance (whether caused by errors, fraudulent financial reporting, misappropriation of assets, detected abuse, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America and/or state or regulatory audit requirements. Please note that the determination of abuse is subjective, and *Government Auditing Standards* does not require auditors to detect abuse.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of Santee School District's basic financial statements. Our report will be addressed to the governing body of Santee School District. We cannot provide assurance that any unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Annual Report – Form and Content, Delivery

The form and content of the annual audit shall be in conformity, to the extent practicable, with such form and content as may be prescribed by the State of California under Section 41020 of the Education Code, including the required compliance audit provisions of the Uniform Guidance, Audits of State of Local Governments, issued by the U.S. Office of Management and Budget, as issued pursuant to the Single Audit Act Amendments of 1996 and Title 2 U.S. CFR Part 200, Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

The audit shall be completed and the audit report shall be delivered in accordance with time requirements as specified in the current Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, issued by Educational Audit Appeals Panel, unless delayed by circumstances beyond the control of the Auditors. Fifteen (15) bound copies of the audit report may be rendered to the District, in addition to the copies required to be filed with the applicable governmental units. Copies in excess of the contract amount may be billed for an additional fee.

Audit of Major Program Compliance

Our audit of Santee School District's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Other Services

We will also prepare the financial statements of Santee School District in conformity with U.S. generally accepted accounting principles, schedule of expenditures of federal awards, and related notes of the Organization in conformity with U.S. generally accepted accounting principles and Uniform Guidance based on information provided by you. We will also provide other nonattest services related to completion of the auditee's portion of the Data Collection Form. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received, including federal awards and funding increments received prior to December 26, 2014 (if any), and those received in accordance with the Uniform Guidance (generally received after December 26, 2014);
4. For maintaining records that adequately identify the source and application of funds for federally funded activities; For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
5. For the design, implementation, and maintenance of internal control over federal awards;
6. For establishing and maintaining effective internal control over federal awards that provides reasonable assurance that the nonfederal entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal statutes, regulations, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely, the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;

11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
16. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current period under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With respect to financial statement preparation services, schedule of expenditures of federal awards preparation services, and any other nonattest services we perform including completion of the auditee's portion of the Data Collection Form, preparation of proposed adjusting journal entries; maintenance of depreciation schedules, etc. (include as applicable), [Client] 's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Fees and Timing

Brian C. Ruff is the engagement partner for the audit services specified in this letter. Responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices are payable upon presentation. We estimate that our fee for the audit will be \$23,500 for year end June 30, 2021, \$24,500 for year end June 30, 2022, and \$25,000 for year end June 30, 2023, respectively.

The final installment will represent the 10 percent withheld amount pursuant to Education Code 14505 and will be presented for payment upon certification by the Controller that the audit report conforms to the reporting provisions of the Audit Guide. All billings for additional audit fees or services will be billed as these services are provided. In accordance with Education Code Section 14505 (b), the District shall withhold 50 percent of the audit fee for any subsequent year of a multi-year contract if the prior year's audit report was not certified as conforming to reporting provisions of the Audit Guide. This contract shall be null and void if a firm or individual is declared ineligible pursuant to subdivision (c) of Section 41020.5. The withheld amount shall not be payable unless payment is ordered by the State Board of Accountancy or the audit report for that subsequent year is certified by the Controller as conforming to reporting provisions of the Audit Guide.

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use Santee School District's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

In addition, we will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit procedures are completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt.

Other Matters

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider.

The audit documentation for this engagement is the property of Eide Bailly LLP and constitutes confidential information. However, we may be requested to make certain audit documentation available to the California Department of Education pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the California Department of Education. The California Department of Education may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to management and the board of directors the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

Government Auditing Standards require that we provide, upon request, a copy of our most recent external peer review report and any subsequent review reports to the party contracting for the audit. Accordingly, we will provide a copy of our most recent peer review report at your request.

Eide Bailly LLP is a member of HLB International, a worldwide organization of accounting firms and business advisors, ("HLB"). Each member firm of HLB, including Eide Bailly LLP is a separate and independent legal entity and is not owned or controlled by any other member of HLB. Each member firm of HLB is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of HLB or any other member firm of HLB and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of HLB.

Eide Bailly LLP formed The Eide Bailly Alliance Network, a network for small to mid-sized CPA firms across the nation. Each member firm of The Eide Bailly Alliance, including Eide Bailly LLP, is a separate and independent legal entity and is not owned or controlled by any other member of The Eide Bailly Alliance. Each member firm of The Eide Bailly Alliance is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of The Eide Bailly Alliance or any other member firm of The Eide Bailly Alliance and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of The Eide Bailly Alliance.

Eide Bailly, LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business Code. It is not anticipated that any of the non-licensee owners will be performing audit services for Santee School District.

DISPUTE RESOLUTION

The following procedures shall be used to resolve any disagreement, controversy or claim that may arise out of any aspect of our services or relationship with you, including this engagement, for any reason ("Dispute"). Specifically, we agree to first mediate.

Mediation

All Disputes between us shall first be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator. The mediator will be selected by mutual agreement, but if we cannot agree on a mediator, one shall be designated by the American Arbitration Association ("AAA").

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute. Mediation will be conducted with the parties in person in Rancho Cucamonga.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Either party may commence suit on a Dispute after the mediator declares an impasse.

INDEMNITY

You agree that none of Eide Bailly LLP, its partners, affiliates, officers or employees (collectively "Eide Bailly") shall be responsible for or liable to you for any misstatements in your financial statements that we may fail to detect as a result of knowing representations made to us, or the concealment or intentional withholding of information from us, by any of your owners, directors, officers or employees, whether or not they acted in doing so in your interests or for your benefit, and to hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys' fees from any such misstatement, provided that the services performed hereunder were performed in accordance with professional standards, in all material respects.

If a claim is brought against you by a third-party that arises out of or is in any way related to the services provided under this engagement, you agree to indemnify Eide Bailly LLP, its partners, affiliates, officers and employees, against any losses, including settlement payments, judgments, damage awards, punitive or exemplary damages, and the costs of litigation (including attorneys' fees) associated with the services performed hereunder provided that the services were performed in accordance with professional standards, in all material respects.

ASSIGNMENTS PROHIBITED

You agree that you will not and may not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly LLP, its partners, affiliates, officers and employees, to any other person or party, or to any trustee, receiver or other third party.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,

A handwritten signature in black ink that reads "Brian C. Ruff". The signature is written in a cursive style with a large, stylized "R" at the end.

Brian C. Ruff
Partner

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of Santee School District by:

Name: _____

Title: _____

Date: _____

Consent Item E.3.1.

Approval of Amended Teacher Preparation
Clinical Practice Agreement with Cal State
University San Marcos

Prepared by Dr. Stephanie Pierce
March 16, 2021

BACKGROUND:

Santee School District entered into a cooperative agreement for Student Teaching with Cal State University San Marcos on July 1, 2020. The amended contract covers the COVID-19 guidelines and extends the contract for a total of five years.

RECOMMENDATION:

Administration recommends that the proposed Teacher Preparation Clinical Practice Agreement with Cal State University San Marcos for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact to the District. Any honorarium of payment from Cal State University San Marcus shall be paid to the Master Teacher.

STUDENT ACHIEVEMENT IMPACT:

This agreement supports student learning by placing a student teacher in the classroom for directed teaching and provides students with an additional instructional resource.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.



Teacher Preparation Clinical Practice Agreement

This Agreement ("Agreement") is between the Trustees of the California State University on behalf of California State University San Marcos ("University") and _____ ("District"). District and University are collectively referred to herein as the "Parties" or individually as a "Party." This Agreement shall be effective as of the date of the last Party's signature below.

WHEREAS, District is authorized to enter into agreements with University, to provide teaching experience through clinical practice to teacher candidates enrolled in teacher training curricula of University (each, a "Teacher Candidate") and,

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the District to the cooperating teacher and/or onsite liaison as compensation for and recognition of services performed for the Teacher Candidate in the cooperating teacher's and/or onsite liaisons charge. In consideration of the mutual promises set forth below, the Parties agree as follows:

1. This Agreement will become effective as of the date of the last Party's signature below and continue for a period of five (5) years. The Agreement may be terminated for any reason by either Party upon providing the other Party thirty (30) days written notice of the intent to terminate. If District terminates this Agreement, it will permit any Teacher Candidate working at District at the time of termination to complete their work. The Agreement may be renewed beyond the initial five (5) year term upon the mutual written consent of both Parties.
2. District shall provide University's Teacher Candidates with a teaching experience through clinical practice in schools and classes of District as set forth herein. Clinical practice shall be provided in schools or classes of District and under the direct supervision and instruction of employees of District, as agreed upon in advance by duly authorized representatives of District and University. District may, for good cause, refuse to accept for clinical practice any Teacher Candidate of University assigned to District, and, upon the request of District, University shall terminate the assignment of said Teacher Candidate. District shall provide University with adequate written notice, but in no event less than fifteen (15) days prior notice, of its refusal to accept a Teacher Candidate and the good cause justifying such refusal to ensure University has the opportunity to place the Teacher Candidate elsewhere.
3. "Clinical practice" as used herein and elsewhere in this agreement means active participation in the instructional duties and functions under the direct supervision and instruction of employees of District holding valid, clear credentials in the appropriate area(s) of authorization issued by the State Board of Education and duly verified by Parties. All services provided under this Agreement shall be per the California Commission on Teacher Credentialing specifications and requirements for the applicable program.

4. District may request University to withdraw any Teacher Candidate who District determines is not performing satisfactorily, refuses to follow District's administrative policies, procedures, rules and regulations or violates any federal or state laws. Such requests must be in writing and must include a statement as to the reason or reasons why District desires to have the Teacher Candidate withdrawn. University shall respond to said request within five (5) days of receipt of same.
5. Teacher Candidate's participation in the teaching experience at District shall terminate upon a Teacher Candidate's discontinuance of the credential program. The definition of credential program is set by the CTC accrediting body.
6. The assignment of a University Teacher Candidate for clinical practice in District shall be deemed to be effective for purposes of this Agreement upon a mutually agreed upon start date based on the District's academic calendar.
7. University shall pay the District a reasonable fee to compensate for the services of the cooperating teacher and/or onsite liaison according to University's then applicable fee schedule. Cooperating Teachers will be paid a prorated amount based on the percentage of the term completed if a Teacher Candidate or Cooperating Teacher is not able to complete the term. District shall be provided University's fee schedule upon request. District shall be paid within thirty (30) days following the last day of each semester.
8. Teacher Candidates shall not be considered officers, employees, representatives, agents or volunteers of the University.
9. University, at a minimum, will advise Teacher Candidates that the University does not assume any financial responsibility in the event the Teacher Candidate is injured or becomes ill as a result of the Teacher Candidate's participation in the credential program at District.
10. Parties shall meet upon request or as necessary to resolve any potential conflicts and to facilitate a mutually beneficial experience for all involved.
11. District shall provide an orientation to all Teacher Candidates that includes a site tour; an introduction to staff; a description of the characteristics of and risks associated with District's operations, an introduction to services and/or clients/student population; a discussion concerning safety policies and emergency procedures; and information detailing where Teacher Candidates check-in and how they log their time.
12. The cooperating teacher shall meet with the Teacher Candidate regularly to facilitate the Teacher Candidate's learning experience, provide support, review progress on assigned tasks, verify service hours and give feedback.
13. District shall evaluate the Teacher Candidate if requested by the University, and promptly contact the University if the Teacher Candidate fails to perform assigned tasks or refuses to follow District's administrative policies, procedures, rules and regulations or violates any federal or state laws.
14. District is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19". District is familiar with and informed about the Centers for Disease Control and Prevention ("CDC") current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. District, to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable

governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, District will take steps to comply with the modified, changed or updated guidelines or directives.

If at any time District becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will promptly notify University of that fact. Notwithstanding any other provision of this Agreement, University may terminate this Agreement effective immediately without penalty if it deems District is not in compliance with those current CDC guidelines and applicable governmental directives

15. District shall notify the University as soon as is reasonably possible of (i) any injury or illness to an Teacher Candidate; or (ii) a Teacher Candidate's request for a disability related accommodation that District is unable or unwilling to accommodate and provide the University with a copy of the rationale upon request.
16. Each Party agrees to maintain professional and commercial general liability coverage of at least \$1,000,000 per occurrence, \$2,000,000 aggregate and to provide evidence of coverage upon request. Insurance must be placed with insurers with a current A.M. Best rating of at least A: VII.

University will provide the Teacher Candidates with general, professional and educator's errors and omissions liability coverage in the amount of \$1,000,000 per occurrence, \$3,000,000 general aggregate.

17. Indemnification
 - a) District shall indemnify, defend, and hold harmless the State of California, the Board of Trustees of the California State University, California State University San Marcos, the California State University San Marcos Corporation, Associated Students, Inc., California State University San Marcos Foundation and their respective officers, employees, representatives, agents or volunteers from any and all liability for any personal injury, damages, wrongful death, or other losses and costs, including, but not limited to, reasonable attorneys' fees and defense costs, arising out of the negligence or willful misconduct of District or its respective officers, employees, representatives, agents or volunteers in the performance of this Agreement.
 - b) This section 17 will survive expiration or termination of this Agreement.
18. University and District shall keep confidential at all times any and all information and personal data received from the other Party relating to teaching strategy, students, employees and tutors, and their performance and progress. Unless required by law, no deaggregated personal data received from the other Party will be divulged to any third Party without the prior written approval of the individual to whom such personal data relates. Disclosure of confidential information as required by court order, law or other governmental regulation shall not constitute a breach of this Agreement. University is legally mandated to provide records in response to a request for records under the California Public Records Act (Cal. Gov. Code section 6250, *et seq.*), and/or the Richard McKee Transparency Act of 2011 (Cal. Edu. Code section 72690, *et seq.*), unless such information falls under an exemption provided for under California or other applicable law. The disclosure of information pursuant to University's obligations under the Public Records Act, McKee Act, and/or other lawful process (i.e. a lawful subpoena) shall not constitute a violation of this Agreement. The University is, and District may be, subject to various privacy, freedom of information and public records laws, and the University and District agree that they will co-operate and provide all necessary assistance in

order to comply with these legal obligations. District shall familiarize itself with student privacy laws (FERPA) and adhere to it accordingly.

- 19. The Parties agree that all Teacher Candidates receiving clinical training pursuant to this Agreement shall be selected without discrimination on account of race, color, religion, national origin, ancestry, disability, marital status, gender, sexual orientation, age, veteran, or other applicable legally protected status. Further, the Parties agree to comply with all applicable federal, state and local laws and regulations, including but not limited to laws that prohibit discrimination, harassment, sexual misconduct, and retaliation. The District also agrees to comply with University policies governing discrimination, harassment, sexual misconduct, and retaliation, which are set forth in CSU Executive Orders 1095-1097, as revised from time to time. Any violation of applicable law or CSU policy is grounds for the immediate termination of the Agreement.
- 20. The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state courts located in the County of San Diego, State of California.
- 21. Any notices required by this Agreement will be deemed to have been duly given if communicated in writing to the following individuals at the following contact information.

TO UNIVERSITY:

Maria Froehle
 Contract Analyst
 California State University San Marcos
 333 S. Twin Oaks Valley Road
 San Marcos, CA 92096-0001
mfroehle@csusm.edu
 760.750.4468

TO DISTRICT:

Name _____
 Title _____
 District Name _____
 Address _____
 City, State, Zip _____
 Email _____
 Phone # _____

- 22. Nothing contained in this Agreement confers on either Party the right to use the other Party's name without prior written permission, or constitutes an endorsement of any commercial product or service by the University.
- 23. This Agreement may be amended upon mutual consent of University and District.
- 24. Without written consent of University, this agreement is not assignable by District either in whole or in part.

- 25. Upon termination of this Agreement for any reason, the terms, provisions, representations and warranties contained in this Agreement shall survive expiration or early termination of this Agreement.
- 26. This Agreement constitutes the entire agreement and understanding of the Parties with respect to the subject matter hereof and supersedes all prior agreements, arrangements, and understandings with respect hereto. No representation, promise, inducement or statement of intention has been made by any party hereto that is not embodied herein, and no Party shall be bound by or liable for any alleged representation, promise or inducement or statement not set forth herein.

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District Listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on

Date

"It was moved, seconded and carried that the attached contract with the Trustees of The California University, whereby the University may assign Teacher Candidates to the school in the School District is hereby authorized to execute the same."

District

County

By _____
Clerk, ~~secretary~~ (strike one) of the Governing Board of the School District

By _____ Date _____

Maria Froehle
Contract Analyst
California State University San Marcos

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. Lester, Sara	Hill Creek	V-01 #30016630	\$0.00	\$55,212.00	03-03-21

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. Costa, Kristie	Long-Term LOA		Personal	Approve	05-21-21 to 06-09-21

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Hodges, Sharon	Pepper Drive	V-22	Personal	03-18-21
2. Pickell, Suzanne	Carlton Oaks Chet F. Harritt	V-05	Personal	06-09-21

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. Bologna, Jennifer	PRIDE Academy	Project SAFE Assistant 17 B / 3.5 hrs #10325013	\$0.00	\$1,077.59	03-08-21
2. Flores, Jackie	PRIDE Academy	Campus Aide 15 D / 2.0 hrs #10329400	\$0.00	\$615.77	03-01-21
3. Fountain, Kristen	PRIDE Academy	Food Service Worker IA 20 A / 3.75 hrs #10326319	\$0.00	\$1,273.32	02-12-21
4. Lange, Molly	Chet F. Harritt	Instructional Assistant Special Ed I 20 A / 2.5 hrs #30004806	\$0.00	\$848.79	03-01-21
5. McGee, Robert	Sycamore Canyon	Custodian II 23 A / 4.0 hrs #30016490	\$0.00	\$1,571.27	03-08-21

Classified Staff continued

I. Rehires:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Purcell, Jessica	Hill Creek	Instructional Assistant I 19 A / 3.0 hrs #30016480	\$0.00	\$969.80	02-16-21

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Blackwood, Sandra	Rio Seco	Custodian II 23 E / 8.0 hrs to <i>Custodian II</i> 23 E / 8.0 hrs #10326411	\$3,820.27	\$3,820.27	03-22-21
2. Grantham, Kellie	Cajon Park	Out of School Time Group Leader 19.5 A / 3.92 hrs to <i>Out of School Time</i> Group Leader 19.5 A / 5.75 hrs #10325069	\$1,199.50	\$1,906.26	03-08-21

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
1. Boyles, Ursula	Long-Term LOA		Personal	Approve	03-30-21 to 05-03-21
2. Hassin, Marci	Long-Term LOA		Personal	Approve	03-08-21 to 06-09-21
3. Telles, Alexia	Long-Term LOA		Personal	Approve	04-05-21 to 06-09-21

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Atkinson, Shealyn	Chet F. Harritt	Out of School Time Assistant	Resignation	03-19-21
2. Johnson, Barbara	Chet F. Harritt	Instructional Assistant Special Ed II	Resignation	03-19-21

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date
1. Farmer, Cynthia	PRIDE Academy	Instructional Assistant I / 19 E / 3.0 hrs	03-06-21
2. Miranda, Ruth	Cajon Park	Custodian II / 23 E / 8.0 hrs	03-24-21

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: _____

Agenda Item E.4.1.

BACKGROUND:

The District Calendar Advisory Committee, comprised of representatives from employee associations, district administration, parents, and members of the Board, met to consider several options of school calendars for the 2021-2022 school year. Concerns addressed by the committee included the timing of Parent-Teacher conferences, especially following a year of distance and hybrid instruction.

The recommended option from the committee reflects these significant dates:

- Students return on August 18, 2021
- Parent Conferences – November 1 - 5 (modified days)
- Veterans’ Day - Thursday, November 11
- Thanksgiving Break – November 22 - 26
- Winter break December 20 – December 31
- Martin Luther King Day observance – Monday, January 17
- Lincoln’s Day observance - Monday, February 7
- President’s Day observance - Monday, February 14
- Spring break April 4 – 15
- Memorial Day observance Monday, May 30
- School year ends on Wednesday, June 8, 2022

RECOMMENDATION:

It is recommended that the Board of Education approve the proposed District school calendar for the 2021-2022 school year.

FISCAL IMPACT:

There is no fiscal impact to the general fund as a result of this item.

STUDENT ACHIEVEMENT IMPACT:

Not applicable.

Motion: _____ Second: _____ Vote: _____ Agenda Item E.4.2.

Santee School District 2021-2022 School Calendar

Important Dates

Non-School Days

July 2021						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

7/5 **INDEPENDENCE DAY**
observance

January 2022						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1/3 **Classes resume**
1/17 **MARTIN LUTHER KING DAY**
observance

August 2021						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

8/9 **School offices open to public**
8/18 **Students Return**

February 2022						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

2/7 **LINCOLN'S DAY** observance
2/14 **WASHINGTON'S DAY** observance
2/18 **End of 2nd trimester (60 days)**

September 2021						
S	M	T	W	TH	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

9/6 **LABOR DAY** Observance

March 2022						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October 2021						
S	M	T	W	TH	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2022						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4/4-4/15 **SPRING BREAK**
4/15 **LOCAL HOLIDAY**
4/18 **Classes resume**

November 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

11/1 **End of 1st trimester (53 days)**
11/1-11/5 **Parent/Teacher Conf;**
modified days
11/11 **VETERANS' DAY**
11/22-11/26 **THANKSGIVING BREAK**

May 2022						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

5/30 **MEMORIAL DAY** Observance

December 2021						
S	M	T	W	TH	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

12/20-12/31 **WINTER BREAK**

June 2022						
S	M	T	W	TH	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6/8 **End of 3rd trimester (68 days)**
6/8 **Last school day; minimum day**

Board Approved:

*Promotion dates vary (please contact school sites)

Item F. DISCUSSION AND/OR ACTION ITEMS

Agenda Item F.

BACKGROUND:

At the February 2 meeting, the Board of Education approved the following 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 are available to Phase 1B-Tier 1 (those at risk of exposure at work in the Education sector), for three weeks

Tonight, Administration will provide the Board of Education with the status of this local criteria. Administration will also share recent changes in the State monitoring tiers given County vaccination rates and how these tiers could impact the District’s local criteria noted above.

RECOMMENDATION:

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

Discussion and/or Action Item F.2.1.
 Prepared by Karl Christensen
 March 16, 2021

Adoption of Resolution No. 2021-20 by the Santee School District Board of Education Declaring Emergency Conditions Exist at Schools and Offices in the District and Granting the Authorization Needed to Take Certain Necessary Actions to Prepare and Respond Effectively to the Novel Coronavirus (COVID-19)

BACKGROUND:

To prepare for integration of hybrid AM/PM cohorts this year and full-time in-person instruction for next year, the District will need to procure certain items and take certain necessary actions to ensure the safety of students and staff while the COVID-19 pandemic exists. This resolution declares emergency conditions and authorizes the Superintendent to procure certain goods and services without competitive bidding. Adoption of the resolution requires a unanimous vote of the Board.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 2021-20 declaring emergency conditions exist at schools and offices in the District and granting the authority needed to take certain necessary actions to prepare and respond effectively to the novel coronavirus (COVID-19).

This recommendation supports the following District goals:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Educational Achievement	Assure the highest level of educational achievement for all students
✓	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
✓	Student Well-Being	Provide social, emotional, and health service programs, integrated with community resources, to foster student character and personal well-being

FISCAL IMPACT:

None at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.2.1.

RESOLUTION NO. 2021-20

BY THE SANTEE SCHOOL DISTRICT BOARD OF EDUCATION DECLARING EMERGENCY CONDITIONS EXIST AT SCHOOLS AND OFFICES IN THE DISTRICT AND GRANTING THE AUTHORIZATION NEEDED TO TAKE CERTAIN NECESSARY ACTIONS TO PREPARE AND RESPOND EFFECTIVELY TO THE NOVEL CORONAVIRUS (COVID-19)

WHEREAS, the World Health Organization has declared COVID-19 to be a global pandemic; and

WHEREAS, on March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, as of March 8, 2021, there have been 3.6 million reported cases of COVID-19 and 54,402 cases reported resulting in death in California; and

WHEREAS, as of March 8, 2021, there have been 263,000 reported cases of COVID-19 and 3,390 cases reported resulting in death in San Diego County; and

WHEREAS, as of March 8, 2021, San Diego County is in the purple tier (Tier 1-Widespread) of the State's COVID monitoring and reporting system and is expected to be in the purple or red tier (Tier 2-Substantial) for the remainder of the 2020-21 school year; and

WHEREAS, strict compliance with various statutes and regulations would prevent, hinder or delay appropriate action necessary to prevent and mitigate the effects of COVID-19 if no action is taken; and

WHEREAS, it is in the best interests of students, staff and the community to prepare for and implement measures to respond to the imminent potential spread of COVID-19 in various instructional circumstances; and

WHEREAS, it is necessary to ensure that instruction continues in a manner best determined by the District which supports continued learning, including but not limited to distance learning, hybrid AM/PM cohorts, and full class integrated cohorts; and

WHEREAS, California Public Contract Code Section 20113, provides that in an emergency when any repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property, the Board may, by unanimous vote, with the approval of the county superintendent of schools, do either of the following:

- (1) Make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bids.
- (2) Notwithstanding Section 20114, authorize the use of day labor or force account for the purpose; and

WHEREAS, an emergency exists requiring such action as defined in Public Contracts Code Section 1102 of the Public Contract Code and Public Resources Code and California Environmental Quality Act Guidelines 14 CCR section 1569(c); and

Discussion and/or Action Item F.3.1.
Prepared by Tim Larson
March 16, 2021

Approval of Employment of Additional
Temporary Teachers for the 2021-
2022 School Year

BACKGROUND:

During the Board presentation of the Budget Workshop, it was discussed the district would hire additional temporary teachers to reduce class sizes using targeted grant funding from the federal and state government for the 2021-2022 school year. This grant funding is specifically provided to address unprecedented challenges caused by the COVID-19 pandemic.

The district's intent is to hire additional teachers to allow for safety protocol implementation and provide the safest learning environment possible for students and staff in transition to a post COVID-19 learning environment.

RECOMMENDATION:

It is recommended that the Board of Education approve hiring additional temporary teachers using one-time grant funding for the 2021-2022 school year.

FISCAL IMPACT:

The fiscal impact is contingent upon the final number of teachers hired currently estimated to be \$3,184,282.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.3.1.

Item G. BOARD POLICIES AND BYLAWS

Agenda Item G.

Board Policies and Bylaws Item G.1.1.
Prepared by Dr. Kristin Baranski
March 16, 2021

Second Readings: Revised Board Bylaws
(BB):

- BB 9321 – Closed Session Purposes and Agendas
- BB 9322 – Agenda/Meeting Materials
- BB 9323 – Meeting Conduct

BACKGROUND:

The attached revised Board Bylaws were updated to conform with California School Board Association’s (CSBA) language. They were presented for a first reading on March 2, 2021.

BB 9321 – Closed Session Purposes and Agendas

Bylaw retitled and updated to reflect the requirement to provide final documents approved or adopted during closed session to persons who have submitted a request. The Section on "Matters Related to Students" provides that student names should not be included on the agenda or reports of expulsion hearings pursuant to court decision; and "Security Matters" reflects the board's authority to meet in closed session with law enforcement officials to develop a tactical response plan. "Real Property Negotiations" reflects Attorney General publication stating the board's authority to approve a final real property agreement in closed session; and "Pending Litigation" updates legal cites.

BB 9322 – Agenda/Meeting Materials

Bylaw updated to reflect requirement that districts post a direct link on the homepage of their web site to the current board meeting agenda or to the district's agenda management platform. The Bylaw also clarifies that the agenda need not provide an opportunity for public comment on any agenda item that has previously been considered at an open meeting of a committee comprised exclusively of board members.

BB 9323 – Meeting Conduct

Bylaw updated to clarify circumstances under which the board may exercise flexibility in allocating time for public input to ensure full opportunity for public input and presentation of the diversity of viewpoints.

RECOMMENDATIONS:

Revised Board Bylaws Closed Session Purposes and Agendas (BB 9321); Agenda/Meeting Materials (BB 9322); and Meeting Conduct (BB 9323), 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.

CLOSED SESSION

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall hold a closed session during a regular, special, or emergency meeting only for purposes authorized by law.

~~The Governing Board may hold closed sessions only for purposes identified in law. The Board may hold a closed session at any time during a regular or special meeting and during emergency meetings in accordance with law. (Government Code 54956.5, 54957.7, 54962)~~

~~The agenda shall contain a brief general description of all closed session items to be discussed. (Government Code 54954.2)~~

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law and specified below. (Government Code 54954.2)

~~The Board shall disclose in open meeting the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)~~

In the open session preceding the closed session, the Board shall disclose the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)

After the closed session, the Board shall reconvene in open session before adjourning the meeting and, when applicable, shall publicly disclose any action taken in the closed session, the votes or abstentions thereon, and other disclosures specified below that are applicable to the matter being addressed. Such reports may be made in writing or orally at the location announced in the agenda for the closed session. (Education Code 32281; Government Code 54957.1, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, the Superintendent or designee shall provide a copy of the document to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the Superintendent or designee shall make the document available the next business day or when the necessary retyping is completed. Whenever copies of an approved agreement will not be immediately released due to an amendment, the Board president shall orally summarize the substance of the amendment for those present at the end of the closed session. (Government Code 54957.1)

Confidentiality

A Board member shall not disclose confidential information received in closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

CLOSED SESSION

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

~~No agenda, notice, announcement, or report required by the Brown Act need identify any victim or alleged victim of tortious sexual conduct or child abuse unless the identity of the person has been publicly disclosed. (Government Code 54961)~~

~~In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)~~

Personnel Matters

The Board may hold closed sessions under the "personnel exception" to consider the appointment, employment, ~~evaluation of performance~~ evaluation, discipline, or dismissal of an employee. ~~These~~ Such a closed sessions shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

The Board may also hold closed sessions to hear complaints or charges brought against an employee by another person or employee, unless the employee who is the subject of the complaint requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of ~~his/her~~ the right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

The Board may hold closed sessions to discuss ~~a district~~ an employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to ~~public~~ district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information. (Government Code 54954.5)

After the closed session, the Board shall report any action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a district employee and shall identify the title of the affected position. The report shall be given at the public meeting during which the closed session is held, except that the report of a dismissal or nonrenewal of an

CLOSED SESSION

employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

~~The Board may meet in closed session with the Board's designated representative regarding employee salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. These closed sessions may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the district's designated representative. (Government Code 54957.6)~~

The Board may meet in closed session, prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees, to review the Board's position and/or instruct its designated representative(s) regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation. Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session. (Government Code 54957.6)

~~Closed sessions shall be for the purpose of reviewing the Board's position and instructing the Board's designated representative. Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. (Government Code 54957.6)~~

~~For represented employees, the Board may also meet in closed session to hear any other matter within the statutorily provided scope of representation. (Government Code 54957.6)~~

CLOSED SESSION

~~For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)~~

~~The Board also may meet in closed session with a state conciliator or a mediator who has intervened in these proceedings. (Government Code 54957.6)~~

The Board also may meet in closed session with a state conciliator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Approval of an agreement regarding labor negotiations with represented employees pursuant to Government Code 54957.6 shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code 54957.1)

Matters Related to Students

If a public hearing would lead to the disclosure of confidential student information, the Board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. If a written request for open session is received from the parent/guardian or adult student, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any student other than the student requesting the public meeting shall be in closed session. (Education Code 35146, 48912, 49070)

~~The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action, except expulsion, against a student when a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49073-49079)~~

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

CLOSED SESSION

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Final action on a student matter deliberated in closed session shall be taken in open session and shall be a matter of public record. (Education Code 35146, 48918)

However, in taking final action, the Board shall not release any information in violation of student privacy rights provided in 20 USC 1232g or other applicable laws. In an expulsion or other disciplinary action, the cause for the disciplinary action shall be disclosed in open session, but the Board shall refer to the student number or other identifier and shall not disclose the student's name.

Security Matters

The Board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. Such discussions may be held in closed session during an emergency meeting called pursuant to Government Code 54956.5 if agreed to by a two-thirds vote of the Board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present. (Government Code 54956.5, 54957) (Government Code 54957)

~~The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present. (Government Code 54956.5)~~

Agenda items related to these security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

The Board may meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. Following the closed session, the Board shall report any action taken to approve the plan, but need not disclose the district's plan for tactical responses. (Education Code 32281)

CLOSED SESSION

~~Conference with Real Property Negotiator~~ Real Property Negotiations

The Board may meet in closed session with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property by or for the district in order to grant its negotiator the authority regarding the price and terms of the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s), ~~and~~ the property under negotiation, ~~and to specify~~ the person(s) with whom the negotiator may negotiate. For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

When the Board approves a final agreement concluding real estate negotiations pursuant to Government Code 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party to the negotiations, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code 54957.1)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the ~~Board's~~ district's position in the litigation ~~ease~~. For this purpose, "litigation" ~~includes~~ means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered "pending" ~~when~~ in any of the following circumstances: ~~exist:~~

1. Litigation to which the ~~Board~~ district is a "party" has been initiated formally. (Government Code 54956.9~~(a)~~(d)(1))
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel and on the "existing facts and circumstances," there is a "significant exposure to

CLOSED SESSION

litigation” against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9**~~(b)~~**(d)(2), (3))

3. ~~Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(e))~~

~~“Existing facts and circumstances” for these purposes are limited to the following: authorizing a closed session pursuant to Government Code 54956.9(b) as described in item #2 above are limited to the following: (Government Code 54956.9)~~

- ~~1.~~ a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiff(s) and which do not need to be disclosed.
- ~~2.~~ b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiff(s), and which must be publicly disclosed before the closed session or specified on the agenda.
- ~~3.~~ c. The receipt of a claim pursuant to the Government Claims Act ~~Tort Claims Act~~ or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
- ~~4.~~ d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
- ~~5.~~ e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. ~~The above~~ Such record does not need to identify an alleged victim of tortuous sexual conduct or anyone making a threat of litigation on the victim's ~~on his/her~~ behalf or identify an employee who is the alleged perpetrator of any unlawful or tortuous conduct, unless the identity of this person has been publicly disclosed.

3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(d)(4))

Before holding a closed session pursuant to the pending litigation exception, ~~this section~~, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9**~~(a)~~** (d)(1), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of

CLOSED SESSION

process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to "pending litigation" shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or and case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9~~(b)~~ (d)(2) or (3) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9~~(e)~~ (d)(4) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5) ~~pursuant to items #2-5 above. (Government Code 54954.5, Government Code 54956.9(b)(3)(B-E))~~

Following the closed session, the Board shall publicly report, as applicable: (Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation but final approval rests with the other party or with the court, the district shall report the fact of approval and the substance of the agreement thereon to persons who inquire once the settlement is final. (Government Code 54957.1)

CLOSED SESSION

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

~~The Board may meet in closed session to discuss a claim against a joint powers authority formed for the purpose of insurance pooling or self-insurance authority of which it is a member, for the payment of tort liability losses, public liability losses or workers' compensation liability. (Government Code 54956.95)~~

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

Following the closed session, the Board shall publicly report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

When the board of the JPA joint powers agency has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss and take action concerning information obtained in a closed session of the JPA joint powers agency that has direct financial or liability implications for the district. During the Board's ~~district's~~ closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

~~The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)~~

Closed session agenda items related to conferences involving a JPA shall specify the name of the JPA, "Conference Involving a Joint Powers Agency" shall specify the closed session description used by the JPA, and the name of the Board member representing the district on the JPA board. ~~joint powers agency and the name of the district representative on the joint powers agency board.~~ Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from ~~Bureau of State Audits~~ California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office ~~Bureau of State Audits~~, the Board may meet in closed session to discuss its response to that

CLOSED SESSION

report. After public release of the report from the California State Auditor's Office ~~Bureau of State Audits~~, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." ~~Bureau of State Audits shall state "Audit by Bureau of State Audits."~~ (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference:

EDUCATION CODE

32281 School safety plans

35145 Public meetings

35146 Closed session (re student suspension)

44929.21 Districts with ADA of 250 or more

48912 Governing board suspension of student

48918 Rules governing expulsion procedures; hearings and notice

49070 Challenging content of student records

49073 -49079 Privacy of student records Release of directory information

49076 Access to records by persons without written parental consent

49079 Notification to teacher re: students whose actions are grounds for suspension or expulsion

60617 Meetings of governing board

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

6252 -6270 68 California Public Records Act

54950-54963 The Ralph M. Brown Act

CALIFORNIA CONSTITUTION

Article I, Section 3 Public right to access information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

(Legal References continued on the next page)

CLOSED SESSION

Legal Reference:

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.8 Family Educational Rights and Privacy

COURT DECISIONS

Moreno v. City of King, (2005) 127 Cal.App.4th 17

Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners (2003) 107

Cal.App.4th 860

Rim of the World Unified School District v. San Bernardino County Superior Court, (2002)

104 Cal.App.4th 1393

Bell v. Vista Unified School District (2001) 82 Cal.App. 4th 672

Fischer v. Los Angeles Unified School District (1999) 70 Cal.App. 4th 87

Kleitman v. Superior Court of Santa Clara County, (1999) 87 Cal Rptr. 2d

Furtado v. Sierra Community College District (1998) 68 Cal. App. 4th 876

Roberts v. City of Palmdale (1993) 5 Cal.4th 363

San Diego Union v. City Council, (1983) 146 Cal.App.3d 947

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors (1968) 263 Cal.App. 2d 41

ATTORNEY GENERAL OPINIONS

94 Ops.Cal.Atty.Gen. 82 (2011)

89 Ops.Cal.Atty.Gen. 110 (2006)

86 Ops.Cal.Atty.Gen. 210 (2003)

78 Ops.Cal.Atty.Gen. 218 (1995)

59 Ops.Cal.Atty.Gen. 532 (1976)

57 Ops.Cal.Atty.Gen. 209 (1974)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, ~~2003~~ rev. 2014

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

California Attorney General's Office, 2002

~~CALIFORNIA CITY ATTORNEY PUBLICATIONS~~

~~Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000~~

WEB SITES

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

California Attorney General's Office: ~~<http://www.caag.state.ca.us>~~ <http://www.oag.ca.gov>

League of California Cities: <http://www.cacities.org>

AGENDA/MEETING MATERIALS

Agenda Content

Governing Board meeting agendas shall reflect the district's vision and goals and the Board's focus on student learning.

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

~~Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)~~

The agenda ~~either~~ shall provide members of the public the opportunity to address the Board on any agenda item ~~either~~ before or during the Board's consideration of the item. However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and that the item has not been substantially changed since the committee considered it. (Government Code 54954.3)

The agenda for a regular Board meeting shall also provide members of the public an opportunity to provide comment ~~testify at regular meetings~~ on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

Each ~~meeting~~ agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of ~~agenda~~ documents related to an open session item that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires ~~specify that an individual who requires~~ disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting. ~~should contact the Superintendent or designee.~~ (Government Code 54954.2)

Agenda Preparation

~~The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning. Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. All items appearing on the agenda shall be numbered and organized in standard form.~~

AGENDA/MEETING MATERIALS

~~A Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be in writing ~~and be submitted~~ to the Superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. ~~Persons responsible for placing items on the agenda must provide their name, address, telephone number, and group represented, if any.~~ Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue. ~~Items will be dropped from the agenda should the person(s) who made the request not be present at the Board meeting.~~~~

The Board president and Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation, ~~before placing the item on the agenda.~~

~~Board members shall receive a copy of the agenda 48 hours preceding the next meeting.~~

If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board to take action to determine whether the item shall be placed on the agenda.

The Board president and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, or an information item that does not require immediate action., ~~or a consent item that is routine in nature and for which no discussion is anticipated.~~

Consent Items

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together ~~act upon more than one item~~ by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and ~~or~~ items for which no Board discussion is anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. (Government Code 54954.3)

~~In accordance with law, the public has a right to comment on any consent item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item.~~

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and

AGENDA/MEETING MATERIALS

deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Action on Items Not on Agenda

~~No action shall be taken on any item not appearing on the posted agenda, except:~~

- ~~1. Upon determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code 54956.5.~~
- ~~2. Upon determination by a two-thirds vote of the Board, or if less than two-thirds of the members are present, a unanimous vote of those members present, that the need to take action arose subsequent to the agenda being posted.~~
- ~~3. That the item was posted for a prior meeting of the Board occurring no more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.~~

Agenda Dissemination to Board Members

At least 72 hours ~~three days~~ before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet ~~shall be forwarded to each Board member~~, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, ~~citizens~~, and others; and other available documents pertinent to the meeting.

When special meetings are called, Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956)

~~When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.~~

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee ask questions and/or to request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

~~CSBA's Agenda Online is an electronic board meeting agenda service for use by districts and county offices of education which allows development of and access to Board meeting agendas,~~

AGENDA/MEETING MATERIALS

~~supporting documents, and minutes from any computer that has Internet access. Further information can be found on CSBA's web site.~~

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. (Government Code 54957.5)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

In addition, the Superintendent or designee shall post the agenda on the homepage of the district web site. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the web site with the district's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5)

~~If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5) at the time the document is distributed to a majority of the Board provided that the document is a public record under the Public Records Act and relates to an agenda item for an open session of a regular Board meeting. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)~~

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

AGENDA/MEETING MATERIALS

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any documents prepared by the district or the Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any documents prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Legal Reference:

EDUCATION CODE

35144 *Special meetings*

35145 *Public meetings*

35145.5 *Right of public to place matters on agenda*

GOVERNMENT CODE

6250-6270 *Public Records Act*

53635.7 *Separate item of business*

54954.1 *Mailed agenda of meeting*

54954.2 *Agenda posting requirements; board actions*

54954.3 *Opportunity for public to address legislative body*

54954.5 *Closed session item descriptions*

54956.5 *Emergency meetings*

54957.5 *Public records*

54960.2 *Challenging board actions; cease and desist*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 *Effective communications*

36.303 *Auxiliary aids and services*

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union HSD, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 Ops. Cal. Atty. Gen. 11 (2016)

78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources:

Legal References on following page.

AGENDA/MEETING MATERIALS

Legal Reference con't:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2007 2014

Guide to Effective Meetings, rev. 2007

Maximizing School Board Leadership: Boardmanship, 1996

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, California Attorney General's Office, rev.

2003 CALIFORNIA CITY ATTORNEY PUBLICATIONS

Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000

WEB SITES

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx> California

Attorney General's Office: <http://www.caag.state.ca.us>

CSBA, GAMUT Meetings: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

Bylaw adopted: February 17, 2009

Revised:

SANTEE SCHOOL DISTRICT

Santee, California

MEETING CONDUCT

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, ~~the~~ without a conflict of interest, his/her ~~abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively. His/Her~~ abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting. ~~The Board may adjourn or recess a meeting at any time to discuss such matters as are properly considered in closed session.~~

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

- ~~1. A citizen wishing to address the Board shall fill out a Request to Speak card specifying the agenda item or topic on which he/she wishes to speak. The request to speak cards shall be submitted any time prior to the beginning of Board's consideration of each item of business to be discussed at regular or special meetings. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration~~

MEETING CONDUCT

of the item. (Education Code 35145.5; Government Code 54954.3)

- ~~2. The president will recognize those citizens who have submitted request to speak cards after administrative staff input and prior to Board discussion. Upon being recognized by the president, the person shall stand and identify himself/herself by giving his/her name before speaking to the desired topic.~~
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5; Government Code 54954.2)
- ~~3. Each speaker may address the Board for not more than five minutes. The full time allotment for public comment about a particular agenda item shall be 20 minutes. The Board, by consensus, may increase or decrease this time. The chair shall endeavor to alternate speakers for and against the course of action under discussion.~~
3. 4. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)
4. 5. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

5. 6. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

In general, individual speakers will be allowed three minutes to address the Board on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably

MEETING CONDUCT

so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:
 - a. If a topic would be suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.
 - b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)
 - c. The Board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.
7. ~~For matters requested to be placed on the agenda by members of the public, the full time allotment for such presentations shall be 15 minutes. The Board, by consensus, may increase or decrease this time.~~
8. ~~The president shall be responsible for the orderly conduct of the meeting and shall rule on the appropriateness of a topic being presented. A majority of the Board present shall have the final decision in determining the appropriateness of all such rulings. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. In addition, the Board may not prohibit public criticism of district employees.~~

~~Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the complainant to file a complaint using the appropriate district complaint procedure.~~

MEETING CONDUCT

7. 9. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement.

Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may ~~shall~~ designate locations from which members of the public may make such recordings ~~broadcast, photograph, or tape record open meetings~~ without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference: (see next page)

MEETING CONDUCT

Legal Reference:

EDUCATION CODE

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

CODE OF CIVIL PROCEDURE

527.8 Workplace Violence Safety Act

GOVERNMENT CODE

- 54953.3 Prohibition against conditions for attending a board meeting
- 54953.5 Audio or video tape recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

- 403 Disruption of assembly or meeting

COURT DECISIONS

- City of San Jose v. Garbett (2010) 190 Cal.App.4th 526
- Norse v. City of Santa Cruz (9th Cir. 2010) 629 F3d 966
- McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275
- Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194
- Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

- 90 Ops. Cal. Atty. Gen. 47 (2007)
- 76 Ops. Cal. Atty. Gen. 281 (1993)
- 66 Ops. Cal. Atty. Gen. 336 (1983)
- 63 Ops. Cal. Atty. Gen. 215 (1980)
- 61 Ops. Cal. Atty. Gen. 243, 253 (1978)
- 55 Ops. Cal. Atty. Gen. 26 (1972)
- 59 Ops. Cal. Atty. Gen. 532 (1976)

Management Resources:

CSBA PUBLICATIONS

- Call to Order: A Blueprint for Great Board Meetings, 2015
- The Brown Act: School Boards and Open Meeting Laws, rev. 2005 2014
- Board Presidents' Handbook, rev. 2002
- Maximizing School Board Governance: Boardsmanship

ATTORNEY GENERAL PUBLICATIONS

- The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES

- CSBA: <http://www.csba.org>
- California Attorney General's Office: <http://www.caag.state.ca.us> <http://oag.ca.gov>

Bylaw adopted: February 17, 2009
Revised: February 19, 2019; _____

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item F.1.2.
Prepared by Dr. Kristin Baranski
March 16, 2021

First Readings: Revised Board Bylaws (BB):

- BB 9323.2 – Actions by the Board
- BB 9324 – Board Minutes and Recordings
- BB 9400 – Board Self-Evaluation

BACKGROUND:

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

BB 9323.2 – Actions by the Board

Bylaw was updated to reference the timelines by which a civil action may be filed to determine the applicability of the Brown Act to past board actions, and to clarify the circumstances under which a board action cannot be invalidated. Exhibit was updated to consolidate several items related to situating a community day school on an existing school site, add board action to respond to an emergency facilities condition without giving notice for bids to let contracts.

BB 9324 – Board Minutes and Recordings

Bylaw updated to reflect SB 1036 which prohibits districts from including in board meeting minutes a student's directory information or a parent/guardian's personal information, as defined, when the student or parent/guardian requests that such information be excluded.

BB 9400 – Board Self-Evaluation

Bylaw updated for consistency with CSBA's online board self-evaluation tool and facilitator services. Bylaw also links board self-evaluation to the identification of strategies for strengthening board performance, including board trainings.

RECOMMENDATIONS:

Revised Board Bylaws Actions by the Board (BB 9323.2); Board Minutes and Recordings (BB 9324); and Board Self-Evaluation (BB 9400), 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.

ACTIONS BY THE BOARD

The Governing Board shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code 35164)

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members
2. A collective commitment or promise by a majority of the members to make a positive or negative decision
3. A vote by a majority of the members when sitting as the Board upon a motion, proposal, resolution, order or ordinance

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

~~Note: When required by law, action shall instead require a two-thirds, four-fifths, or unanimous vote of either the Board or Board members present at the meeting. (E 9323.2)~~

Action on Non-Agenda Items

~~After publicly identifying the item, the Board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions: (Government Code 54954.2) in a regular meeting on a subject not listed on the published agenda only when it publicly identifies the item to be acted upon in conjunction with one of the following circumstances:~~

1. ~~When a majority of the Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5 The Board, by majority vote of its members, determines that the action responds to an emergency situation.~~
2. ~~When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the district's attention after the agenda was posted The Board determines, either by a two-thirds majority vote of the members present at the meeting or, if less than two-thirds of the members are present, by a unanimous vote of all members present, that the need to take immediate action came to the district's attention after the posting of the agenda.~~

ACTIONS BY THE BOARD

3. When an item appeared on the agenda of, and was continued from, a meeting that occurred not more than five days earlier ~~The matter was properly posted for a previous meeting occurring not more than five days earlier and was continued to the meeting at which action is being taken.~~

Challenging Board Actions

The district attorney's office or any interested person may file an action in court for the purpose of: (Government Code 54960, 54960.2) ~~Any demand by the district attorney's office or any interested person to correct a Board action shall be presented to the Board in writing within 90 days of the date when the action was taken. Such demand shall allege a violation of any of the following: (Government Code 54960.1)~~

1. ~~Government Code 54953, regarding open meeting and teleconferencing~~
 2. ~~Government Code 54954.5, regarding closed session item descriptions~~
 3. ~~Government Code 54954.6, regarding new or increased tax assessments~~
 4. ~~Government Code 54956, regarding special meetings~~
 5. ~~Government Code 54956.5, regarding emergency meetings~~
1. Stopping or preventing the Board's violation or threatened violation of the Brown Act
 2. Determining the applicability of the Brown Act to ongoing or future threatened Board actions
 3. Determining the applicability of the Brown Act to a past action of the Board that is not specified in Government Code 54960.1, provided that:
 - a. Within nine months of the alleged violation, a cease and desist letter is submitted to the Board, clearly describing the past Board action and the nature of the alleged violation.
 - b. The time for the Board to respond has expired and the Board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act.
 - c. The action is brought within the time required by Government Code 54960.2.

ACTIONS BY THE BOARD

4. Determining the validity, under state or federal law, of any Board rule or action which penalizes any of its members or otherwise discourages their expression
5. Compelling the Board to audio record its closed sessions because of a court's finding of the Board's violation of any applicable Government Code provision

The district attorney or any interested person may file an action in court to nullify a Board action which is alleged to be in violation of law regarding any of the following: (Government Code 54960.1)

1. Open meeting and teleconferencing (Government Code 54953)
2. Agenda posting (Government Code 54954.2)
3. Closed session item descriptions (Government Code 54954.5)
4. New or increased tax assessments (Government Code 54954.6)
5. Special meetings (Government Code 54956)
6. Emergency meetings (Government Code 54956.5)

~~If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.1)~~

~~Any demand to "cure and correct" an alleged violation shall clearly describe the challenged action and the nature of the alleged violation. (Government Code 54960.1)~~

~~Within 30 days of receiving the demand, the Board shall cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct. If the Board decides to not cure or correct the challenged action, the demanding party shall be informed in writing of that decision. (Government Code 54960.1)~~

~~If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action. (Government Code 54960.1)~~

Prior to bringing any action to nullify a Board action, the district attorney or other interested person shall present a demand to "cure and correct" the alleged violation. The demand shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code

ACTIONS BY THE BOARD

54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.1)

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Take no action. If the Board takes no action within the 30-day period, its inaction shall be considered a decision not to cure or correct the challenged action.

Legal Reference:

EDUCATION CODE

15266 School construction bonds

17466 Declaration of intent to sell or lease real property

17481 Lease of property with residence for nondistrict purposes

17510-17514 ~~17512~~ Leasing for production of gas, resolution requiring unanimous vote ~~Resolution requiring unanimous vote of all members constituting board~~

17546 Private sale of personal property

17556-17561 Dedication of real property

17582 District deferred maintenance fund

17583 Deferred maintenance fund; transfer of excess local funds

35144 Special meeting

35145 Public meetings

35140-35149 Meetings

35160-35178.4 Powers and duties

35164 Majority vote of all members constituting board for board action

35165 Vacancies, effect on majority and unanimous vote

48660-48661 Community day schools, establishment and restrictions

48660 Establishment of community day schools

48661 School site restrictions for community day schools

CODE OF CIVIL PROCEDURE

425.16 Special motion to strike in connection with a public issue

1245.240 Eminent domain vote requirements

1245.245 Eminent domain, resolution adopting different use

(Legal References continued on next page)

ACTIONS BY THE BOARD

GOVERNMENT CODE

- [53090-53097.5](#) Regulation of local agencies by counties and cities
- ~~53094 Authority to render zoning ordinance inapplicable~~ ~~53097 Compliance with ordinances~~
- ~~53097.3 Charter school ordinances~~
- 53724 Parcel tax resolution requirements
- 53790-53792 Exceeding the budget
- 53820-53833 Temporary borrowing
- 53850-53858 Temporary borrowing
- 54950 Meetings: declaration; intent; sovereignty
- 54952.6 Action taken, definition
- 54953 Meetings to be open and public; attendance; secret ballots
- [54960-54960.5](#) Actions to prevent violations
- ~~54953.5 Right to record proceedings; conditions~~
- ~~54954.2 Agenda posting requirements; board actions~~ ~~54954.5 Closed session item descriptions~~
- ~~54954.6 New or increased taxes or assessments; hearings; notice~~ ~~54956 Special meetings; call; notice~~
- ~~54956.5 Emergency meetings in emergency situations~~ ~~54960 Action to prevent violations~~
- ~~54960.1 Challenge of governing board actions~~ ~~54960.5 Costs and attorney fees~~
- 65352.2 Coordination with planning agency

PUBLIC CONTRACT CODE

- 3400 Bid specifications
- 20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder
- 20113 Emergencies, award of contracts without bids
- [20114](#) Repairs, maintenance, and improvements to district facilities by day labor or force account
- [22034](#) Uniform Public Construction Cost Accounting Act informal bidding ordinance
- [22035](#) Repair or replacement of facilities in case of emergency
- [22050](#) Emergency contracting procedures

COURT DECISIONS

- Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors (2003) 112 Cal.App.4th 1313
- McKee v. Orange Unified School District (2003) 110 Cal.App.4th 1310
- Bell v. Vista Unified School District, (2002) 82 Cal.App.4th 672
- Boyle v. City of Redondo Beach, (1999) 70 Cal.App.4th 1109

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 1999 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, California Attorney General's Office, 2002 2003

CALIFORNIA CITY ATTORNEY PUBLICATIONS

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

~~Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000~~

Open and Public IV: A Guide to the Ralph M. Brown Act 2nd Edition, rev. July 2010

WEB SITES

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

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

Office of the Attorney General: <http://www.oag.ca.gov>

California Attorney General's Office: <http://www.caag.state.ca.us>

Bylaw adopted: February 17, 2009

Revised:

SANTEE SCHOOL DISTRICT

Santee, California

ACTIONS BY THE BOARD

ACTIONS REQUIRING MORE THAN A SUPER MAJORITY VOTE

Actions Requiring a Two-Thirds Vote of the Board:

1. Resolution declaring the Governing Board's intention to sell or lease real property (Education Code 17466)
2. Resolution declaring the Board's intent ~~of Governing Board~~ to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)
4. Lease₂ for up to three months₂ of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)
5. Request for temporary borrowing of funds needed for immediate requirements of the district to pay district obligations incurred before the receipt of district income for the fiscal year sufficient to meet the payment(s) Temporary borrowing before receipt of fiscal income, if implemented pursuant to Government Code 53820-53833 (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, ordering action to render city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)
7. When the district is organized to serve only grades K-8, action to establish a community day school for any of grades K-8 (Education Code 48660)
- ~~7. Resolution to transfer excess local funds from a deferred maintenance fund when state funds are insufficient to match local funds being held in the deferred maintenance fund (Education Code 17582, 17583)~~
8. When the district is organized to serve only grades K-8, has an average daily attendance (ADA) of 2,500 or less, or desires to operate a community day school to serve any of grades K-6 (and no higher grades) and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661) ~~For districts with an ADA of 2,500 or less seeking to add a community day school on an existing school site,~~

ACTIONS BY THE BOARD

~~certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)~~

9. ~~11.~~ Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district (Education Code 15266)

10. ~~12.~~ Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

11. ~~13.~~ Resolution to place a parcel tax on the ballot (Government Code 53724)

12. ~~14.~~ Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

~~9. — For K-8 districts (and no higher grades) seeking to add a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)~~

~~10. — For districts desiring to operate a community day school on an existing school site to serve grades K-6 (and no higher grades), certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)~~

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:

1. Determination that there is a need to take immediate action and that the need for action came to the district's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)

2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

Actions Requiring a Four-Fifths Vote of the Board:

1. Resolution for district borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the district's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing (Government Code 53822, 53824)

ACTIONS BY THE BOARD

1. ~~The expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense (Government Code 53790-53792)~~
2. Resolution for district borrowing, ~~adopted~~ between July 15 and August 30 of any fiscal year, ~~to borrow funds~~ of up to 25 percent of the estimated income and revenue to be received by the district during ~~the current~~ that fiscal year from apportionments based on ADA ~~average daily attendance~~ for the preceding school year (Government Code 53822-53824)
3. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting:

A four-fifths vote of the Board members present at the meeting shall be required to approve the expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense. (Government Code 53790-53792)

Actions Requiring a Unanimous Vote of the Board:

1. Resolution authorizing and prescribing the terms of a lease of district property for extraction and taking of gas not associated with oil ~~community lease for extraction of gas~~ (Education Code 17510-17511)
2. Authorization of the use of day labor or force account, or waiver of the competitive bid process pursuant to Public Contract Code 20111, when the Board determines that an emergency exists requiring the repair, alteration, work, or improvement to any facility to permit the continuance of existing classes or to avoid danger to life or property, and upon approval of the County Superintendent of Schools ~~Waiver of the competitive bid process pursuant to Public Contract Code 20111 when the Board determines that an emergency exists and upon approval of the County Superintendent of Schools~~ (Public Contract Code 20113)

Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500. Disposal of surplus property ~~in the local dump~~ or donation to a charitable organization requires the unanimous vote of the Board members

ACTIONS BY THE BOARD

present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

MINUTES AND RECORDINGS

The Governing Board recognizes that maintaining accurate minutes of Board meetings helps foster public trust in Board governance and provides a record of Board actions for use by district staff and the public.

The secretary of the Governing Board shall keep minutes and record all official Board actions. (Education Code 35145, 35163) The Board's minutes shall be public records and shall be made available to the public upon request. (Education Code 35145, 35163)

The minutes of Board meetings shall include, but not be limited to:

1. A notation of which Board members are present, in person or by teleconference, and whether a member is not present for part of the meeting due to late arrival and/or early departure
2. A brief summary of the Board's discussion on each agenda topic, rather than a verbatim record of each Board member's specific points of view during the discussion
3. A summary of the public comments made on agendized items and unagendized topics
4. The specific language of each motion and the names of the Board members who made and seconded the motion
5. Preferential votes cast by student Board member(s) (Education Code 35012)
6. Any action taken by the Board, and the vote or abstention on that action of each Board member present (Education Code 35145; Government Code 54953)

Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

The Superintendent or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. The Board shall approve the minutes as circulated or with necessary amendments.

Upon approval by the Board, the minutes shall be signed by the Clerk of the Board and Superintendent.

Official Board minutes and recordings shall be stored in a secure location and shall be retained in accordance with law.

MINUTES AND RECORDINGS

~~Copies of the minutes of each regular or special meeting shall be distributed to all Board members with the agenda for the next regular meeting. These minutes are then to be approved, or amended and approved, at the subsequent regular meeting of the Board and made a part of the permanent record.~~

~~The minutes are to be complete, clear, and accurate. All matters of policy and business which come before the Board shall be recorded in the minutes in the form of a complete resolution together with a vote on each resolution.~~

Any minutes or recordings kept for Board meetings held in closed session shall be kept separate from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records. (Government Code 54957.2)

~~Official Board minutes and recordings shall be stored in a fire proof location.~~

Recording of Votes

~~Motions or resolutions shall be recorded as having passed or failed. Individual votes shall be recorded unless the action was unanimous. All motions and Board resolutions shall be numbered consecutively from the beginning of each fiscal year. Upon approval, the official minutes shall be signed by the clerk of the Board or the presiding officer of the meeting.~~

~~Video or Audio Recording~~ Recording or Broadcasting of Meetings

The district may tape, film, stream, or broadcast any open Board meeting. At the beginning of the meeting, the Board president shall announce that a recording or broadcasting is being made at the direction of the Board and that the recording or broadcast may capture images and sounds of those attending the meeting. As practicable, the recorder or camera shall be placed in plain view of meeting participants.

Any district recording may be erased or destroyed 30 days after the meeting. Recordings made at the direction of the Board during a meeting are public records and, upon request, shall be made available for inspection by members of the public on district equipment without charge. (Government Code 54953.5)

~~A video or audio tape recording may be made at any Board meeting. The presiding officer shall announce that a recording is being made at the beginning of the meeting, and the recorder shall be placed in plain view of all persons present, insofar as possible.~~

~~Recordings made during regular or special Board meetings are public records. They shall be kept for at least 30 days and upon request shall be made available for inspection by members of the public on a district recorder without charge. (Government Code 54953.5)~~

Legal Reference: (see next page)

MINUTES AND RECORDINGS

Legal Reference:

EDUCATION CODE

35012 Number of members; terms; student board members

35145 Public meetings

35163 Official actions, minutes and journals

35164 Vote requirements

49061 Student records; definitions

GOVERNMENT CODE

54952.2 Meeting defined

54953 Meetings

54953.5 Audio or video recording of proceedings 54953.6 Broadcasting of proceedings

54957.2 Closed sessions; clerk; minute book

54960 Violations and remedies

PENAL CODE

632 Unlawful to intentionally record a confidential communication without consent

CODE OF REGULATIONS, TITLE 5

16020-16027 Classification and retention of records

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. ~~2007~~ 2014

Guide to Effective Meetings, rev. 2007

Maximizing School Board Leadership: Boardsmanship, 1996

WEB SITES

CSBA, GAMUT MEETINGS: <http://www.csba.org>

Bylaw adopted: February 17, 2009
Revised:

SANTEE SCHOOL DISTRICT
Santee, California

BOARD SELF-EVALUATION

The Governing Board shall annually, ~~in January,~~ conduct a 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.

The evaluation may address any areas of Board responsibility, including but not limited to Board performance in relation to vision setting, curriculum, personnel, finance, policy development, collective bargaining, ~~and~~ community relations, advocacy. The evaluation may also may address objectives related to Board meeting operations, relationships among Board members, relationship with the Superintendent, understanding of Board and Superintendent roles and responsibilities, communication skills, or other governance or boardsmanship skills.

The Board shall be evaluated as a whole. Individual Board members also are encouraged to use the evaluation process as an opportunity to ~~privately assess their own personal performance.~~ assess and set goals for their own personal performance.

Each year the Board, with assistance from the Superintendent, shall determine an evaluation method or instrument that measures key components of board responsibility ~~a reasonable number of~~ and previously identified performance objectives. ~~Videotape~~ Visual and/or audio recordings of a Board meeting may be used as an evaluation tool only with the consent of all Board members.

Any discussion of the Board's self-evaluation shall be conducted in open session.

At the request of the Board, a facilitator may be used to assist with the evaluation process. The Board may invite the Superintendent or ~~others~~ other individuals to pertinent information to provide input into the evaluation process.

Following the evaluation, the Board shall ~~develop strategies for strengthening Board performance and shall establish priorities and objectives for the following year's evaluation~~ set goals, define and/or refine protocols, and establish priorities and objectives for the following year's evaluation. The Board shall also develop strategies for strengthening Board performance based on identified areas of need, including, but not limited to, Board trainings such as those offered by the California School Boards Association.

Legal Reference:

GOVERNMENT CODE

54950-54963 Brown Act; board self-evaluations not covered

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards

Defining Governance, Issue 3: Governance Practices, Governance Brief, April 2014

2000 Maximizing School Board Leadership, 1996 WEB SITES

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

Bylaw adopted: February 17, 2009

Revised:

SANTEE SCHOOL DISTRICT

Santee, California

Item H. EMPLOYEE ASSOCIATION COMMUNICATION

Item I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item J. CLOSED SESSION

Item K. RECONVENE TO PUBLIC SESSION

Item L. ADJOURNMENT

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