



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

Please note: The meeting of the Santee School District Facilities Corporation will begin at 6:50 p.m. The regularly scheduled Board of Education meeting will begin at 7:00 p.m.

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

BOARD OF EDUCATION REGULAR MEETING AGENDA January 17, 2017

District Mission

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

	<u>Page #:</u>
A. OPENING PROCEDURES -- 7:00 p.m.	5
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
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1. Superintendent's Report	
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<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	

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

9625 Cuyamaca Street · Santee, California 92071-2674 · (619) 258-2300 · www.santeesd.net

D. CONSENT ITEMS

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

Superintendent

- 1.1. **Approval of Minutes** 15
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

Business Services

- 2.1. **Approval/Ratification of Travel Requests** 25
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Expenditure Warrants** 27
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of December 2016.
- 2.3. **Approval/Ratification of Purchase Orders** 29
It is recommended that the Board of Education approve and ratify purchase orders for the month of December 2016 as presented in the item.
- 2.4. **Approval/Ratification of Revolving Cash Report** 38
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. **Acceptance of Donations** 40
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.6. **Approval/Ratification of Consultants and General Service Providers** 41
It is recommended that the Board of Education approve/ratify agreements with Consultants and General Service Providers as presented.
- 2.7. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 43
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of November 2016.
- 2.8. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement** 47
It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending December 31, 2016 and authorize administration to submit the report to SDCOE.
- 2.9. **Acceptance of 2015-16 Audit Report** 48
It is recommended that the Board of Education accept the 2015-16 audit report.
- 2.10. **Authorization to Sell/Dispose of Surplus Items** 52
It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$3,400 and authorize the sale or disposal of them in accordance with the recommended terms.

Educational Services

- 3.1. **Approval of School Accountability Report Cards for the 2015-16 School Year** 51
It is recommended that the Board of Education approve the School Accountability Report Cards for the 2015-16 school year.

- 3.2. Approval of Nonpublic Master Contract with Copper Hills Youth Center for Residential Treatment Center Services and Nonpublic School Services** 52
It is recommended that the Board of Education approve the Nonpublic Master Contract with Copper Canyon (NPS) for one student for the term beginning on January 23, 2017 through June 30, 2017.
- 3.3. Approval of Amended Nonpublic Agency Master Contract Appendix B with ABA Education Foundation for Behavioral Support** 54
It is recommended the Board of Education approve the increase of \$30,000 for services with ABA for behavioral support for the term of January 17, 2017 through June 30, 2017.
- 3.4. Approval of Comprehensive School Safety Plans** 55
It is recommended that the Board of Education approve the comprehensive school safety plans.

Human Resources/Pupil Services

- 4.1. Personnel, Regular** 57
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. Certification of Competence in Evaluation and Instructional Methodologies** 59
It is recommended that the Board of Education approve certification of designated administrators as competent in instructional methodologies and in the evaluation of certificated personnel.

- E. DISCUSSION AND/OR ACTION ITEMS** 61
Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.

Educational Services

- 1.1. Middle School Elective Application: Sycamore Canyon** 62
Administration recommends that the Board of Education approve the application for electives funding for Sycamore Canyon School.

Business Services

- 2.1. Governor's Budget Proposal for 2017-18** 64
This is an information item. Action, if any, is at the discretion of the Board of Education.
- 2.2. Approval of Monthly Financial Report** 65
It is recommended that the Board of Education approve the Monthly Financial Report, as presented.
- 2.3. Authorization to Award Bid for District Office HVAC/Ceiling/Lighting Replacement Project** 68
It is recommended that the Board award the bid for the District Office HVAC/Ceiling/Lighting Replacement Project to include the Base Bid, Alternate 1, and Alternate 2 to M.A Stevens Construction Inc.
- 2.4. Billing to Pioneer National Little League for Electricity Usage at Chet F. Harritt** 70
This is an information item. Action, if any, is at the discretion of the Board of Education.

Superintendent

- 3.1. Approval of Agreement with Leadership Associates for Consultant Services** 72
It is recommended that the Board of Education approve the agreement with Leadership Associates for Consultant Services.

3.2.	<u>Board of Education Self-Evaluation</u> It is recommended that the Board of Education conduct their annual self-evaluation as indicated in Board Bylaw 9400. Action is at the discretion of the Board.	74
F.	BOARD POLICIES AND BYLAWS	75
1.1.	<u>Second Reading: Deletion of Board Policy 4333.1, Executive Council Mileage and Travel Expense Reimbursement</u> Board Policy 4333.1 – Executive Council Mileage and Travel Expense Reimbursement is being presented for a second reading. It is recommended the Board of Education approve the deletion of Board Policy 4333.1.	76
1.2.	<u>First Reading: Revisions to BP/AR 3270, Sale and Disposal of Books, Equipment, and Supplies</u> This is a First Reading of revisions to BP/AR 3270, Sale and Disposal of Books, Equipment, and Supplies. Action, if any, is at the discretion of the Board of Education.	78
1.3.	<u>First Reading: AR 5030, Student Wellness</u> This is a First Reading of revisions to AR 5030, Student Wellness. Action, if any, is at the discretion of the Board of Education.	84
1.4.	<u>First Reading: AR 3300, Expenditures and Purchases</u> This is a First Reading of new AR 3300, Expenditures and Purchases. Action, if any, is at the discretion of the Board of Education.	94
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	101
H.	CLOSED SESSION	101
1.	<u>Public Employee Discipline/Dismissal/Release</u> (Govt. Code § 54957)	
2.	<u>Conference with Labor Negotiator</u> (Govt. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
3.	<u>Conference with Labor Negotiator</u> (Govt. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	
4.	<u>Conference with Real Property Negotiators</u> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none">• 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site) <i>Agency Negotiator: Karl Christensen, Assistant Superintendent</i>	
5.	<u>Public Employee Performance Evaluation</u> (Govt. Code § 54957) <i>Superintendent</i>	
I.	RECONVENE TO PUBLIC SESSION	101
J.	ADJOURNMENT	101

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. The next regular meeting of the Board of Education is scheduled for February 7, 2016, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

___ Levens-Craig

___ El-Hajj

___ Fox

___ Burns

___ Ryan

ITEM A. OPENING PROCEDURES

1. Call to Order and Welcome – 7:00 p.m.
2. District Mission
Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.
3. Pledge of Allegiance
4. Approval of Agenda for the January 17, 2017, 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
 - 1.4. Schedule of Upcoming Events
2. Spotlight on Learning: Sycamore Canyon School
3. Spotlight on Learning: Carlton Hills School

DEVELOPER FEES COLLECTION REPORT
2016-17
CUMULATIVE THROUGH NOVEMBER 17, 2016

Residential Rate: \$2.08 per square foot - effective 5/5/14 - 6/19/16; \$2.16 per square foot effective 6/20/16
Commercial Rate: \$0.33 per square foot - effective 5/5/14 - 6/19/16; \$0.35 per square foot - effective 6/20/16
Self Storage Rate: \$0.14 per square foot - effective 4/20/10-6/19/16; \$0.15 per square foot - effective 6/20/16

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	10130 Woodpark Dr.	08/05/16	952	\$2,056.32	CP
	X	10140 Strathmore Dr.	08/09/16	766	\$1,654.66	SC
	X	Braverman Dr. (model home)	08/16/16	2,210	\$4,773.60	HC
	X	Braverman Dr. (model home)	08/16/16	2,554	\$5,516.64	HC
	X	Braverman Dr. (model home)	08/16/16	2,853	\$6,162.48	HC
	X	8746 Bushy Hill	08/24/16	16,982	\$36,681.12	CFH
	X	3943-3953 Magnolia Ave.	09/28/16	22,590	\$48,794.40	PD
	X	8931 Sunwood Dr.	11/08/16	1,068	\$2,306.88	CH
X		9480 Cuyamaca St.	11/09/16	5,079	\$1,777.65	RS
	X	1309 Rex Lane	01/04/17	640	\$1,382.40	PD
TOTAL PAGE 1					\$111,106.15	

- *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 - January 17, 2017

Group	Location	Date	Days	Time	Attendance	Fees Applied
Cajon Park Woodglen Vista Apartments/Jamboree Housing Corp	Multi-Purpose	1/11/17 - 3/8/17	Wednesday	3:00 pm - 4:30 pm	5 - 30	
Carlton Hills Highland Trails HOA (Annual Meeting)	Classroom	1/24/17	Tuesday	5:30 pm - 8:30 pm	10 - 40	\$250.00
PTA (Bingo Night)	Multi-Purpose	1/27/17	Friday	3:00 pm - 9:00 pm	120	
Carlton Oaks PTA (Holiday Family Fun Night)	Media Center	12/14/16	Wednesday	5:00 pm - 7:00 pm	200	
Pickwick Players (Theatre Rehearsals)	Auditorium/Classroom	12/5/16 - 2/11/17	Mon - Thurs	6:30 pm - 10:00 pm	20	
Pickwick Players (Theatre Rehearsals)	Auditorium/Classroom	12/5/16 - 2/11/17	Saturday	9:00 am - 2:00 pm	20	
Hill Creek Riderwood Meadows Homeowners Assoc. Annual Meeting	Classroom	1/19/17	Thursday	6:00 pm - 8:00 pm	25 - 40	\$175.00
Rio Seco CA District 41 Little League (Rules Clinic)	Multi-Purpose	12/14/16 - 2/16/17	Wednesday	5:45 pm - 9:15 pm	50 - 100	
PTSA (1-on-1 Basketball, After School Hoops)	Blacktop	1/30/17 - 4/3/17	Monday	2:25 pm - 3:50 pm	20	
Sycamore Canyon PTSA (Youth League Tennis)	Blacktop	1/23/17 - 5/22/17	Monday	2:50 pm - 3:50 pm	12	
PTSA (1-on-1 Basketball, After School Hoops)	Blacktop	1/25/17 - 3/15/17	Wednesday	2:25 pm - 3:50 pm	20	

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

Santee School District
 ENROLLMENT REPORT
 1/6/2017
 Month 6 Week 3
 School Week 20

SCHOOL	REGULAR ED														SPECIAL ED														Total All				
	TK	EAK 5yo	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/06/17	01/15/15	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/06/17	01/15/15	# Diff	% Diff	01/06/17	12/9/2016*	# Diff	
Cajon Park			108	99	91	102	120	112	93	107	93	925	960	-35	-3.6%	1	13	3	5	4	10	7	16	8	9	76	57	19	33.3%	1001	999	2	
Carlton Hills	24		77	69	77	58	44	47	41	63	52	552	559	-7	-1.3%	3	2	3	3	4	3	6	3	4	31	31	0	0.0%	583	597	-14		
Carlton Oaks			80	81	76	65	87	75	98	85	121	766	781	-25	-3.2%	5	4	7	3	7	11	8	5	7	57	53	4	7.5%	823	828	-5		
Chet F. Harritt	23		79	85	80	75	56	53	65	60	64	640	625	15	2.4%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	640	643	-3	
Hill Creek	25		82	84	78	85	78	70	75	88	91	736	756	-20	-2.6%	1	2	2	1	5	6	2	0	0	0	19	18	1	5.6%	756	753	2	
Pepper Drive	25		108	107	86	142	114	100	112	91	72	957	913	44	4.8%	0	0	0	0	0	0	1	2	2	3	8	5	3	60.0%	965	963	2	
Pride Academy	21		75	67	59	59	76	53	53	57	45	565	576	-11	-1.9%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	565	566	-1	
Rio Seco			100	100	108	114	124	121	84	103	97	951	931	20	2.1%	4	1	1	4	8	13	7	8	8	54	59	-5	-8.5%	1005	1008	-3		
Sycamore Canyon			71	47	48	48	41	47	48	0	0	346	345	1	0.3%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	346	347	-1		
SUBTOTAL	118	0	780	739	701	746	740	678	697	634	635	6438	6456	-18	-0.3%	2	27	12	17	19	35	37	39	25	31	245	223	22	9.9%	6683	6,704	-21	
Alternative School			3	4	4	1	1	7	4	7	1	32	31	1	3.2%																		
Santee Success									1	2	5	8	8	0	0.0%											0	0	0	0.0%	8	6	2	
NPS												0	0						2		1		2		5	5	0	0.0%	5	5	0		
SUBTOTAL			3	4	4	1	1	7	5	9	6	40	39	1	2.6%	0	0	0	0	2	0	1	0	2	0	5	5	0	0.0%	45	43	2	
TOTAL	118	0	783	743	705	747	741	685	672	643	641	6478	6,495	-17	-0.3%	2	27	12	17	21	35	38	39	28	31	250	228	22	9.6%	6728	6747	-19	

*16-17 Winter Break 12/18-1/2

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

	PK	EAK 4yo	Total All
Cajon Park	1	0	1002
Carlton Hills	0	0	583
Chet F Harritt	0	0	640
Hill Creek	0	0	755
Prospect Ave	0	0	565
Sycamore Canyon	57	0	403
Total PK/EAK	58	0	

Total Enrollment Including PK
6786

Schedule of Upcoming Events

Date	Event
January 12	District Advisory Committee (DAC); 6:00 p.m., at ERC
January 16	Martin Luther King Holiday – Schools and Departments Closed
January 20	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
January 23	Special Education Advisory Committee; 6:00 p.m., at ERC
February 6	Communication Committee; 3:30 p.m., ERC Character Education Committee; 4:00 p.m., at DO Conf. Room
February 7	Board Meeting; 7:00 p.m.
February 9	District Advisory Committee (DAC); 6:00 p.m., at ERC
February 13	Lincoln Holiday – Schools and Departments Closed
February 20	President’s Day Holiday – Schools and Departments Closed
February 21	Board Meeting; 7:00 p.m.
February 27	Wellness Committee; 3:30 p.m., District Library
February 28	Foundation Art Show, 5:30-7:30 p.m. <i>Location to be determined</i>
March 1	Safety/Facilities Committee; 3:30 p.m., DO Conf. Room
March 7	Board meets with Principals; 6:00 p.m., DO Conf Room Board Meeting; 7:00 p.m.
March 9	District Advisory Committee (DAC); 6:00 p.m., at ERC
March 10	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
March 14	LCAP Annual Review; 6:00 p.m., Rio Seco School Multi-purpose Room
March 21	Student Forum; 6:00 p.m., ERC Board Meeting; 7:00 p.m.
March 23	Budget Advisory Committee (BAC); 6:00 p.m., DO Conf. Room
March 30	English Learner Reclassification Celebration; 6:00 p.m., Rio Seco School

Reports and Presentations Item B.2.
Prepared by Cathy A. Pierce, Ed.D.
January 17, 2017

Spotlight on Learning: Sycamore Canyon
School

BACKGROUND:

Cognitively complex tasks, personalized learning, and technology at our fingertips 24/7 are foundational to Santee School District's educational program. In our schools, students are asked to think differently about solving problems, apply learning to real-world situations, and collaborate with peers in novel ways. As students traverse the depth of Common Core State Standards and optimize growth and performance on the Smarter Balanced Assessments (SBAC), the vision of a high-quality instructional program becomes a reality.

In tandem with academic excellence, schools provide a positive culture where students embrace the facets of character education in their daily interactions with others.

Tonight, Principal Jeri Billick and her team will spotlight student learning at Sycamore School.

Agenda Item B.2.

BACKGROUND:

Cognitively complex tasks, personalized learning, and technology at our fingertips 24/7 are foundational to Santee School District's educational program. In our schools, students are asked to think differently about solving problems, apply learning to real-world situations, and collaborate with peers in novel ways. As students traverse the depth of Common Core State Standards and optimize growth and performance on the Smarter Balanced Assessments (SBAC), the vision of a high-quality instructional program becomes a reality.

In tandem with academic excellence, schools provide a positive culture where students embrace the facets of character education in their daily interactions with others.

Tonight, Principal Jerelyn Lindsay and her team will spotlight student learning at Carlton Hills School.

Item C. PUBLIC COMMUNICATION

During Public Communication, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.

Agenda Item C.

Item D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no Board discussion of these items prior to the vote unless a member of the Board, staff, or public requests specific items be considered separately. Citizens are invited at this time to address the Board about any item listed under Consent.

Agenda Item D.

Consent Item D.1.1.
Prepared by Cathy A. Pierce, Ed.D.
January 17, 2017

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- January 9, 2017, special meeting minutes
- January 3, 2017, special meeting minutes
- December 22, 2016, special meeting minutes
- December 20, 2016, regular meeting minutes
- December 15, 2016, special meeting minutes

RECOMMENDATION:

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

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

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

January 9, 2017
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Levens-Craig called the meeting to order at 6:00 p.m.

Members present:

Elana Levens-Craig, President

Dianne El-Hajj, Vice President

Ken Fox, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Administration present via teleconference:

Dr. Cathy A. Pierce, Superintendent and Secretary to the Board

B. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. There was no public communication.

C. CLOSED SESSION

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

Agency Representative: Mark Thompson Esq.

Unrepresented Employee: Superintendent

The Board entered closed session at 6:00 p.m.

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 7:25 p.m. and reported no action was taken.

E. ADJOURNMENT

With no further business, the special meeting of January 9, 2017 was adjourned at 7:25 p.m.

Ken Fox, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

January 3, 2017
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Levens-Craig called the meeting to order at 6:00 p.m.

Members present:

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

Administration present:

Kristin Baranski, Incoming Superintendent and Secretary to the Board

B. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. There was no public communication.

C. CLOSED SESSION

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

Agency Representative: Mark Thompson Esq.

Unrepresented Employee: Superintendent

2. Public Employee Performance Evaluation (Gov't Code 54957)

Superintendent

The Board entered closed session at 6:00 p.m.

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 7:55 p.m. and reported no action was taken.

E. ADJOURNMENT

With no further business, the special meeting of January 3, 2017 was adjourned at 7:55 p.m.

Ken Fox, Clerk

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

December 22, 2016
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

Vice-President El-Hajj called the meeting to order at 5:00 p.m.

Members present:

Dianne El-Hajj, Vice President

Ken Fox, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Administration present via teleconference:

Dr. Cathy Pierce, Superintendent and Secretary to the Board

B. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. There was no public communication.

C. CLOSED SESSION

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

Agency Representative: Mark Thompson Esq.

Unrepresented Employee: Superintendent

The Board entered closed session at 5:00 p.m.

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 6:45 p.m. and reported no action was taken.

E. ADJOURNMENT

With no further business, the special meeting of December 22, 2016 was adjourned at 6:45 p.m.

Ken Fox, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

December 20, 2016
MINUTES

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

A. CLOSED SESSION – 6:00 p.m.

1. **Public Employment Appointment** (Govt. Code § 54957)
Superintendent
2. **Conference with Labor Negotiator** (Govt. Code § 54957.6)
Agency Representative: Mark Thompson Esq.
Unrepresented Employee: Superintendent

The Board met in closed session. Following discussion, the closed session was adjourned and the Board moved to the open session meeting. President Levens-Craig reported no action was taken.

B. OPENING PROCEDURES – 7:00

1. **Call to Order and Welcome**
President Levens-Craig called the meeting to order at 6:00 p.m.

Members present:

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

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board (was available via phone conference)
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

President Levens-Craig extended a welcome to all present and acknowledged Ron Hall, Vice Mayor, City of Santee; Virginia Hall, Grossmont Healthcare District; and Dr. Lis Johnson, former Santee School District Superintendent.

2. **District Mission**
President Levens-Craig invited the audience to recite the District Mission.
3. **Pledge of Allegiance**
President Levens-Craig invited Keira Baranski, 3rd grade student at Carlton Oaks School, to lead the members, staff, and audience in the Pledge of Allegiance.
4. **Approval of Agenda**
Member El-Hajj moved approval.

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

Ryan Aye
Levens-Craig Aye
El-Hajj Aye

Fox Aye
Burns Aye

5. Special Action Item: Appointment of Incoming Superintendent

President Levens-Craig asked for a motion to appoint Mrs. Kristin Baranski as the Santee School District Superintendent, effective February 1, 2017. Member Ryan moved approval.

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

Upon approval of this item, the Board took a short break for a reception honoring Mrs. Baranski.

C. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

D. PUBLIC COMMUNICATION

President Levens-Craig invited members of the audience to address the Board about any item not on the agenda.

Lori Meaux, Santee Teachers Association President, expressed her gratitude towards the Board for finding a Superintendent that will lead the staff, parents, and community members with integrity, respect and diligence. She thanked the Board for listening to stakeholders as guidance for their selection. Ms. Meaux welcomed incoming Superintendent Baranski.

E. CONSENT ITEMS

President Levens-Craig invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations
- 2.6. Approval of Consultants and General Service Providers
- 3.1. Personnel, Regular
- 3.2. Approval to Increase in Work Hours and/or Work Year for Various Classified Non-Management Positions – pulled for separate consideration
- 3.3. Adoption of Resolution No. 1617-20 to Reduce a Classified Non-Management Position

Member Ryan moved approval with the exception of Item 3.2. Approval to Increase in Work Hours and/or Work Year for Various Classified Non-Management Positions which was pulled for separate consideration.

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

3.2. Approval to Increase in Work Hours and/or Work Year for Various Classified Non-Management Positions

President Levens-Craig mentioned she was asked to clarify the Board would take action to reinstate and not increase work hours. Member Ryan moved approval.

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

F. DISCUSSION AND/OR ACTION ITEMS

President Levens-Craig mentioned the order of the Discussion and/or Action Items would be considered in a different order. Item F.1.1. would be moved towards the end of Discussion and/or Action Items section.

1.1. Special Action Item: Approval of Contract for Incoming Superintendent

President Levens-Craig entertained a motion for approval of Contract for the incoming superintendent, Mrs. Baranski. Member Burns moved approval and mentioned one of the biggest tasks of the Board is to select a Superintendent. He shared being part of the interview committee when Mrs. Baranski was first hired as a Vice Principal. Member Burns commended Mrs. Baranski for her advancement within the Santee family. Mrs. Baranski expressed her gratitude towards the Board and the Santee Family and acknowledged family members that were present.

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

Business Services

2.1. Design and Layout for Shade Structure Replacement Project

Karl Christensen, Assistant Superintendent of Business Services shared that at the last meeting, the Board authorized staff to solicit bids for the shade structure replacement project at five schools. He mentioned the architect and Christina Becker, Director of Maintenance & Operations were on a fast track to get plans into the Division of State Architect (DSA) by December 31st; since there will be building code changes that would take effect January 1, 2017. Since the Board has a desire to be aware of aesthetic changes to sites before those changes are implemented, Mr. Christensen described the shade structures and their proposed location. He reminded the Board this was an informational item and no action was required. Mrs. Becker was present to answer questions.

2.2. Resolution 1617-19 to Approve the Santee School District Entering into an Agreement with the State Water Resources Control Board (State Water Board) and Designating a Representative to Sign the Agreement, and any Amendments Thereto, for the Drought Response Outreach Program (DROPS)

Mr. Christensen shared that at the August 18, 2015 meeting, the Board approved a resolution provided by the State Water Resources Control Board to accept a DROPS grant and authorize execution of an Agreement. At the meeting, the Board approved that agreement. After that meeting, the District was informed by State Water Resources Control Board staff that the previous resolution was insufficient and a new one with revisions was required. Mr. Christensen presented a revised resolution for consideration by the Board. Member Ryan moved approval.

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

Superintendent

3.1. Consideration and Approval of Amendment to the Contract for Employment of Superintendent

President Levens-Craig mentioned there was a request to speak card for this item and invited Chris Stanley to the podium.

Mr. Stanley, Carlton Hills teacher and Grievance/Negotiations Chair for the Santee Teachers Association, addressed the Board to inquire on the Board's consideration to amend the Superintendent's contract to include payment of an additional 79 "banked" days at a cost of \$40,238.55. He asked why the Board would consider amending a five-year contract, at the beginning of its fifth-year, and days before the Superintendent retires. Mr. Stanley stressed approval of the amendment would send a wrong message about the District's budget, the District's priorities, and to the community about tax dollars.

Member Ryan explained that the item was being considered in the best interest of the District during the transition. She explained, the Board did not know who would be selected as the Superintendent and felt there was a need to be prepared for the transition. Member Ryan shared it was the Board's responsibility that the transition went smoothly and that student instruction was not interrupted. Member Ryan explained that now that the new Superintendent was selected, there wasn't a need to amend the contract. She extended her gratitude to Mr. Stanley for bringing his concerns to the Board and shared the Board's decision was made with the District's best interest in mind. Member El-Hajj clarified that the item was brought forth at the direction of the Board and not at the request or direction of anyone else.

President Levens-Craig mentioned that since there was no longer the need to amend the Superintendent's contract, the item was being pulled from the agenda. No action was taken.

G. BOARD POLICES AND BYLAWS

1.1. First Reading: Deletion of Board Policy 4333.1, Executive Council Mileage and Travel Expense Reimbursement

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services shared Board Policy 4333.1, Executive Council Mileage and Travel Expense Reimbursement was presented for a first reading. Board Policy 4333.1, Executive Council Mileage and Travel Expense Reimbursement will be brought back for a second reading.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

President Levens-Craig mentioned she and Mrs. Baranski would be attending a CSBA Brown Act training; and inquired on the Board's interest in attending.

Member Burns inquired on the Board's interest to hold a "good beginnings workshop" and discussed visiting the Legislators in Sacramento.

Member Ryan expressed her gratitude towards the Board and Executive Council and provided each with a small gift. She mentioned meeting with the Grand Jury and shared she was asked to sign a confidentially agreement and therefore could not share any information.

Levens-Craig shared attending a kindergarten show at Hill Creek; and extended her gratitude towards Member Burns for allowing to visit six-grade camp.

I. CLOSED SESSION

President Levens-Craig announced that the Board would meet in closed session for:

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Public Employee Matters** (Govt. Code § 54957)
3. **Conference with Labor Negotiator** (Govt. Code § 54957.6)
Agency Representative: Mark Thompson Esq.
Unrepresented Employee: Superintendent
4. **Conference with Labor Negotiator** (Govt. Code § 54957.6)
Purpose: Negotiations
Agency Negotiator: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
5. **Conference with Labor Negotiator** (Govt. Code § 54957.6)
Purpose: Negotiations
Agency Negotiator: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)

6. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property:
 - 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*Agency Negotiator: Karl Christensen, Assistant Superintendent*

7. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

The Board entered closed session at 7:27 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:35 p.m. and reported no action was taken.

K. ADJOURNMENT

With no further business, the regular meeting of December 20, 2016 was adjourned.

Ken Fox, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

December 15, 2016
MINUTES

Douglas E. Giles
Educational Resource Center
9625 Cuyamaca Street
Santee, California

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Levens-Craig called the meeting to order at 6:08 p.m.

Members present:

Elana Levens-Craig, President

Dianne El-Hajj, Vice President

Ken Fox, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board

B. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. There was no public communication.

C. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release (Gov't Code 54957)

The Board entered closed session at 6:08 p.m.

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 7:13 p.m. and reported no action was taken.

E. ADJOURNMENT

With no further business, the special meeting of December 15, 2016 was adjourned at 7:15 p.m.

Ken Fox, Clerk

Cathy A. Pierce, Ed.D., Secretary

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$10,761, with additional substitute costs of \$460, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - January 17, 2017

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Friday, 01/20/17	John Schweller	Pupil Services	Options Based Responses for Schools in Active Shooter/Armed Assailant Situations	El Cajon	\$0	\$27	Pupil Services	This workshop will provide options based responses for situations with an armed assailant.
Friday, 01/20/17	Jennifer Rolf Tiffany Brown Kristen Eveland Stacy Roberts	Educational Services Educational Services Educational Services Educational Services	Greater San Diego Math Council	San Diego	\$0 \$0 \$0 \$0	\$100 \$100 \$100 \$100	Professional Development Professional Development Professional Development Professional Development	This is an innovative math conference.
Friday, 01/20/17	Lea Hallinan Cindi Schulze	PRIDE Academy PRIDE Academy	Student Thinking at the Helm of the Common Core Classroom	San Diego	\$115 \$115	\$100 \$100	Title I/Site Allocation Title I/Site Allocation	This workshop will focus on student thinking, 21st Century skills and STEM.
Monday, Tuesday, 02/13/17 - 02/24/17	Annelise Steen	Santee Success Program	Intro to Restorative Justice Training	San Diego	\$230	\$135	Santee Success	This 2-day workshop will provide concepts and theories on restorative practices.
Tuesday, 02/14/17	Carrie Thompson Ed Gigliotti Kirsten Stretton Tracie Perez Mia Morales	Chet F. Harritt Pepper Drive Cajon Park Rio Seco Educational Services	School Counselor Leadership Conference	San Diego	\$0 \$0 \$0 \$0 \$0	\$116 \$116 \$116 \$116 \$116	Santee Empowerment Santee Empowerment United Way Grant Professional Development Professional Development	This leadership conference will provide best practices and opportunity for collaboration on topics related to counseling students.
Thurs-Sat, 02/23/17 - 02/25/17	Stephen Thom	Carlton Hills	California State Physical Education Conference	San Diego	\$0	\$393	Special Education	This conference will provide information on instructional strategies for Physical Education.
Friday, 02/24/17	Elana Levens-Craig Kristin Baranski	Board of Education Superintendent	2017 Brown Act Training	Coronado	\$0 \$0	\$198 \$198	Board of Education Superintendent's Office	This workshop will focus on the Brown Act.
Wed-Thurs, 03/29/17 - 03/30/17	Stephanie Dow Andrea Broding Adrienne Barker Tiffany Powell Marilyn Zirillo	Rio Seco Sycamore Canyon PRIDE Academy Cajon Park Sycamore Canyon	Patterns of Strengths and Weaknesses	El Cajon	\$0 \$0 \$0 \$0 \$0	\$114 \$114 \$114 \$114 \$114	Special Education Special Education Special Education Special Education Special Education	The workshop will provide an overview of the Patterns of Strengths and Weaknesses model adopted by East County SELPA.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Sat-Fri, 01/21/17 - 02/10/17	Candace Byerly	Transportation	Bus Driver Instructor Training Program	Sacramento	\$0	\$3,037	Transportation	This is a 3-week school bus driver instructor training program.
Wed-Fri, 02/08/17 - 02/10/17	Kristin Baranski	Superintendent	Superintendent Symposium	Indian Wells	\$0	\$1,630	Superintendent's Office	This conference brings school leaders together for professional learning and networking.
Sun-Thursday, 06/25/17 - 06/29/17	Bonner Montler	Educational Services	Power School University 2017	Anaheim	\$0	\$3,393	Professional Development	This multi-day conference will provide training on advanced skills in the student information system reporting capabilities and data structure.

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 January 17, 2017

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 December 2016:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	14-193022 TO 14-203629	\$1,072,100.09
09 00	N/A	\$0.00
12 06	14-197022 TO 14-197022	\$77.05
13 00	14-193045 TO 14-203124	\$85,701.33
14 00	14-193036 TO 14-203129	\$48,002.77
21 09	N/A	\$0.00
21 39 / 21 08	N/A	\$0.00
25 18	N/A	\$0.00
25 38	14-203624 TO 14-203628	\$7,681.33
35-00	N/A	\$0.00
40-00	14-196224 TO 14-203125	\$20,574.71
63 00	14-193036 TO 14-203630	\$20,243.85
		\$1,254,381.13

Student Body Warrants issued for the period of December 2016:

\$5,715.98

Payroll Warrants issued for the period December 2016:

<u>Fund #/Name</u>	<u>Amount</u>
01 00	\$4,554,488.97
12 00	\$19,354.46
13 00	\$100,066.25
14 00	0
25 18	0
63 00	\$199,460.71
\$4,873,370.39	

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$6,133,467.50 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

Consent Item D.2.3. Approval/Ratification of Purchase Orders
 Prepared by Karl Christensen
 January 17, 2017

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 December 2016:

AMOUNT	LOCATION
\$ 11,547.64	PEPPER DRIVE SCHOOL
\$ 19,857.37	CARLTON HILLS SCHOOL
\$ 5,598.34	SYCAMORE CANYON SCH
\$ 21,981.03	PROSPECT AVENUE SCH
\$ 3,386.80	CAJON PARK SCHOOL
\$ 7,825.34	CHET F HARRITT SCH
\$ 7,084.50	CARLTON OAKS SCHOOL
\$ 5,933.75	RIO SECO SCHOOL
\$ 13,806.11	HILL CREEK SCHOOL
\$ 907.38	STATE PRE-SCHOOL
\$ 189.49	ALTERNATIVE SCHOOL
\$ 3,150.00	BOARD OF EDUCATION
\$ 602.64	SUPERINTENDENT DEPT
\$ 47,857.22	BUSINESS SERVICES
\$ 1,125.23	HUMAN RESOURCES
\$ 65,112.01	EDUCATIONAL SERVICES
\$ 42,661.25	SPECIAL EDUCATION
\$ 4,707.76	EDUCATIONAL PROJECTS
\$ 436.11	PUPIL SERVICES
\$ 4,838.66	PROJECT SAFE
\$ 58,852.27	TECHNOLOGY SERVICES
\$ 2,392.65	OPERATIONS/CUSTODIAL
\$ 69,850.45	MAINTENANCE
\$ 16,511.08	TRANSPORTATION
\$ 77,756.54	FACILITIES MODERNIZATION
\$ 22,404.39	WAREHOUSE
\$ 226.09	FOOD SERVICES
\$516,602.10	Total Purchase Orders – December 2016

RECOMMENDATION:

It is recommended that the Board of Education approve purchase orders #0000001898 through #0000002094 issued December 1, 2016 through December 31, 2016.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of \$516,602.10 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 D.2.3.

LOCATION LIST 2016-17

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

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

Fund Numbers

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

M = Monthly Blanket
 A = Annual Blanket
 L = Lottery

**PURCHASE ORDER LISTING - DECEMBER 2016
BY SITE**

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
0000002053	12/14/2016	0100	DEMCO INC	SUPPLIES	\$ 127.05	002	PEPPER DRIVE SCHOOL
0000002049	12/13/2016	0100	EDUDANCE	SUBSCRIPTIONS - CO	\$ 2,280.00	002	PEPPER DRIVE SCHOOL
0000002031	12/12/2016	0100	LOWE'S STORE #1661	SUPPLIES FOR PD DISPLAY CASE	\$ 29.25	002	PEPPER DRIVE SCHOOL
0000001922	12/2/2016	0100	NEW CHILDREN'S MUSEUM	ADMISSIONS	\$ 40.00	002	PEPPER DRIVE SCHOOL
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$ 57.34	002	PEPPER DRIVE SCHOOL
0000002048	12/13/2016	0100	SKEDADDLE FUNDRAISERS	FUNDRAISER - PD	\$ 2,960.42	002	PEPPER DRIVE SCHOOL
0000002048	12/13/2016	0100	SKEDADDLE FUNDRAISERS	FUNDRAISER - PD	\$ 2,733.58	002	PEPPER DRIVE SCHOOL
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$ 3,320.00	002	PEPPER DRIVE SCHOOL
TOTAL					\$ 11,547.64		PEPPER DRIVE SCHOOL
0000001977	12/6/2016	0100	AMAZON.COM	BOOKS	\$ 324.09	003	CARLTON HILLS SCHOOL
0000001992	12/8/2016	0100	AMAZON.COM	HEALTH OFFICE SUPPLIES	\$ 25.35	003	CARLTON HILLS SCHOOL
0000002005	12/8/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$ 31.50	003	CARLTON HILLS SCHOOL
0000001902	12/1/2016	0100	CDW GOVERNMENT INC	LAPTOP CART - CH	\$ 1,927.80	003	CARLTON HILLS SCHOOL
0000001905	12/1/2016	0100	DATEL SYSTEMS	HEADPHONES - CH	\$ 2,261.25	003	CARLTON HILLS SCHOOL
0000002047	12/13/2016	0100	IDENT-A-KID SERVICES OF AMERICA, INC	OFFICE SUPPLIES	\$ 211.78	003	CARLTON HILLS SCHOOL
0000002006	12/8/2016	0100	LEGO EDUCATION	CLASSROOM SUPPLIES	\$ 7,823.28	003	CARLTON HILLS SCHOOL
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$ 316.97	003	CARLTON HILLS SCHOOL
0000001991	12/8/2016	0100	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR - CH	\$ 2,326.51	003	CARLTON HILLS SCHOOL
0000001987	12/8/2016	0100	SCHOOL SPECIALTY, INC	ADA ACCESSIBLE LUNCH TABLE	\$ 1,698.84	003	CARLTON HILLS SCHOOL
0000002051	12/13/2016	0100	STARFALL EDUCATION	MEMBERSHIP FEES	\$ 270.00	003	CARLTON HILLS SCHOOL
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$ 2,640.00	003	CARLTON HILLS SCHOOL
TOTAL					\$ 19,857.37		CARLTON HILLS SCHOOL
0000002011	12/9/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$ 695.00	004	SYCAMORE CANYON SCH
0000001916	12/1/2016	0100	HEINEMANN	CLASSROOM MATERIALS	\$ 3,368.90	004	SYCAMORE CANYON SCH
0000002064	12/15/2016	0100	IMAGESTUFF.COM	ATTENDANCE AWARDS	\$ 142.88	004	SYCAMORE CANYON SCH
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$ 25.84	004	SYCAMORE CANYON SCH
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$ 118.80	004	SYCAMORE CANYON SCH
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$ 600.00	004	SYCAMORE CANYON SCH
0000002075	12/19/2016	0100	TROXELL COMMUNICATIONS INC	PROJECTOR - SC	\$ 646.92	004	SYCAMORE CANYON SCH
TOTAL					\$ 5,598.34		SYCAMORE CANYON SCH
0000001920	12/2/2016	0100	AL'S SPORT SHOP	PE SUPPLIES	\$ 122.78	005	PROSPECT AVENUE SCH
0000002054	12/14/2016	0100	AMAZON.COM	SUPPLIES	\$ 8.88	005	PROSPECT AVENUE SCH
0000002074	12/19/2016	0100	DATEL SYSTEMS	HEADPHONES - PA	\$ 236.25	005	PROSPECT AVENUE SCH
0000002041	12/13/2016	0100	DAVE BANG ASSOCIATES INC	FITNESS FIELD - PA	\$ 682.83	005	PROSPECT AVENUE SCH
0000002042	12/13/2016	0100	DAVE BANG ASSOCIATES INC	WOOD FIBER - PA FITNESS FIELD	\$ 6,476.29	005	PROSPECT AVENUE SCH
0000001915	12/1/2016	0100	GOPHER SPORT	PE SUPPLIES	\$ 104.61	005	PROSPECT AVENUE SCH
0000002082	12/19/2016	0100	GREATER SAN DIEGO MATHEMATICS COUNCIL	REGISTRATION FEES	\$ 150.00	005	PROSPECT AVENUE SCH
0000001955	12/5/2016	0100	HAWTHORNE MACHINERY CO	EQUIPMENT RENTAL	\$ 177.73	005	PROSPECT AVENUE SCH
0000001947	12/5/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR PRIDE	\$ 259.66	005	PROSPECT AVENUE SCH
0000002016	12/9/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR PRIDE FITNESS	\$ 494.90	005	PROSPECT AVENUE SCH
0000002076	12/19/2016	0100	KISS INSTITUTE FOR PRACTICAL	REGISTRATION FEES	\$ 1,620.00	005	PROSPECT AVENUE SCH
0000002070	12/19/2016	0100	LEGO EDUCATION	CLASSROOM MATERIALS	\$ 6,992.95	005	PROSPECT AVENUE SCH

0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	334.43	005	PROSPECT AVENUE SCH
0000001974	12/5/2016	0100	SCHOOL CHECK IN	OFFICE SUPPLIES	\$	106.80	005	PROSPECT AVENUE SCH
0000001971	12/5/2016	0100	SEHI COMPUTER PRODUCTS INC	REPL LAMP FOR PROJECTOR	\$	241.86	005	PROSPECT AVENUE SCH
0000002004	12/8/2016	0100	SEHI COMPUTER PRODUCTS INC	REPL LAMP FOR PROJECTOR	\$	241.86	005	PROSPECT AVENUE SCH
0000002046	12/13/2016	0100	SEHI COMPUTER PRODUCTS INC	LAMPS FOR PRIDE	\$	967.44	005	PROSPECT AVENUE SCH
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$	1,780.00	005	PROSPECT AVENUE SCH
0000001944	12/5/2016	0100	SUNDANCE STAGE LINES	FIELD TRIP TRANSPORTATION SVCS	\$	508.33	005	PROSPECT AVENUE SCH
0000001914	12/1/2016	0100	TANGIBLE PLAY, INC	CLASSROOM SUPPLIES	\$	147.96	005	PROSPECT AVENUE SCH
0000001979	12/7/2016	0100	VIRCO MANUFACTURING CORP	CHAIRS FOR PA	\$	325.47	005	PROSPECT AVENUE SCH
				TOTAL	\$	21,981.03		PROSPECT AVENUE SCH
0000001980	12/7/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$	496.80	006	CAJON PARK SCHOOL
0000001918	12/2/2016	0100	HERITAGE TOURS OF SAN DIEGO	ASSEMBLY FEES	\$	250.00	006	CAJON PARK SCHOOL
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$	2,640.00	006	CAJON PARK SCHOOL
				TOTAL	\$	3,386.80		CAJON PARK SCHOOL
0000002028	12/12/2016	0100	CLARK SECURITY PRODUCTS,	LOCKS FOR CFH OFFICE	\$	345.57	007	CHET F HARRITT SCH
0000001988	12/8/2016	0100	CLASSICS FOR KIDS	ADMISSIONS	\$	636.00	007	CHET F HARRITT SCH
0000001989	12/8/2016	0100	JOSTENS	16/17 YEARBOOKS - CFH	\$	3,628.80	007	CHET F HARRITT SCH
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	66.63	007	CHET F HARRITT SCH
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$	2,640.00	007	CHET F HARRITT SCH
0000001944	12/5/2016	0100	SUNDANCE STAGE LINES	FIELD TRIP TRANSPORTATION SVCS	\$	508.34	007	CHET F HARRITT SCH
				TOTAL	\$	7,825.34		CHET F HARRITT SCH
0000001932	12/2/2016	0100	AL'S SPORT SHOP	PE SUPPLIES	\$	1,567.08	008	CARLTON OAKS SCHOOL
0000001906	12/1/2016	0100	AMAZON.COM	CLASSROOM ROBOTIC KITS	\$	982.80	008	CARLTON OAKS SCHOOL
0000001975	12/6/2016	0100	CAPSTONE PRESS	LIBRARY BOOKS	\$	995.75	008	CARLTON OAKS SCHOOL
0000002069	12/19/2016	0100	COLEMAN MOVING SYSTEMS, INC	PIANO MOVING SERVICES	\$	375.00	008	CARLTON OAKS SCHOOL
0000002061	12/15/2016	0100	MARTIN FURNITURE	FILING CABINET - CO	\$	247.32	008	CARLTON OAKS SCHOOL
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	236.38	008	CARLTON OAKS SCHOOL
0000002037	12/13/2016	0100	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	194.40	008	CARLTON OAKS SCHOOL
0000002058	12/14/2016	0100	SCHOLASTIC CLASSRM MAGAZINES	SUBSCRIPTIONS	\$	83.60	008	CARLTON OAKS SCHOOL
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$	600.00	008	CARLTON OAKS SCHOOL
0000001944	12/5/2016	0100	SUNDANCE STAGE LINES	FIELD TRIP TRANSPORTATION SVCS	\$	508.33	008	CARLTON OAKS SCHOOL
0000002010	12/9/2016	0100	TROXELL COMMUNICATIONS INC	PROJECTOR LAMP - CO	\$	1,293.84	008	CARLTON OAKS SCHOOL
				TOTAL	\$	7,084.50		CARLTON OAKS SCHOOL
0000001917	12/1/2016	0100	BLICK ART MATERIALS	CLASSROOM SUPPLIES	\$	416.12	009	RIO SECO SCHOOL
0000002065	12/15/2016	0100	IDENT-A-KID SERVICES OF AMERICA, INC	OFFICE SUPPLIES	\$	105.10	009	RIO SECO SCHOOL
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	145.68	009	RIO SECO SCHOOL
0000001969	12/5/2016	0100	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	506.29	009	RIO SECO SCHOOL
0000002037	12/13/2016	0100	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	371.10	009	RIO SECO SCHOOL
0000002063	12/15/2016	0100	PELICAN PUBLISHING COMPANY	BOOKS - RS	\$	1,069.46	009	RIO SECO SCHOOL
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$	3,320.00	009	RIO SECO SCHOOL
				TOTAL	\$	5,933.75		RIO SECO SCHOOL
0000001920	12/2/2016	0100	AL'S SPORT SHOP	PE SUPPLIES	\$	4,696.64	010	HILL CREEK SCHOOL
0000001926	12/2/2016	0100	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$	500.00	010	HILL CREEK SCHOOL
0000001927	12/2/2016	0100	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$	750.00	010	HILL CREEK SCHOOL
0000001928	12/2/2016	0100	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$	750.00	010	HILL CREEK SCHOOL
0000001929	12/2/2016	0100	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$	750.00	010	HILL CREEK SCHOOL
0000001930	12/2/2016	0100	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$	750.00	010	HILL CREEK SCHOOL

0000001934	12/5/2016	0100	BUTTER BRAID SAN DIEGO	FUNDRAISER - HC	\$	520.00	010	HILL CREEK SCHOOL
0000001934	12/5/2016	0100	BUTTER BRAID SAN DIEGO	FUNDRAISER - HC	\$	2,240.00	010	HILL CREEK SCHOOL
0000001969	12/5/2016	0100	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	231.90	010	HILL CREEK SCHOOL
0000002037	12/13/2016	0100	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	198.57	010	HILL CREEK SCHOOL
0000002060	12/14/2016	0100	STEVEN L LAYNE	PRESENTATION FEES	\$	1,960.00	010	HILL CREEK SCHOOL
0000002045	12/13/2016	0100	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA - HC	\$	459.00	010	HILL CREEK SCHOOL
				TOTAL	\$	13,806.11		HILL CREEK SCHOOL
0000002083	12/20/2016	1200	LAKESHORE LEARNING MATERIALS	STATE PRESCHOOL SUPPLIES	\$	907.38	012	STATE PRE-SCHOOL
				TOTAL	\$	907.38		STATE PRE-SCHOOL
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	189.49	015	ALTERNATIVE SCHOOL
				TOTAL	\$	189.49		ALTERNATIVE SCHOOL
0000001990	12/8/2016	0100	PATRICIA CLARK WHITE, Ed.D	CONSULTING SERVICES	\$	2,300.00	060	BOARD OF EDUCATION
0000002062	12/15/2016	0100	SANTEE CHAMBER OF COMMERCE	ADMISSIONS	\$	850.00	060	BOARD OF EDUCATION
				TOTAL	\$	3,150.00		BOARD OF EDUCATION
0000001957	12/5/2016	0100	SUPERINTENDENT OF SCHOOLS	EMERGENCY RESPONSE STICKERS	\$	602.64	062	SUPERINTENDENT DEPT
				TOTAL	\$	602.64		SUPERINTENDENT DEPT
0000001959	12/5/2016	0100	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	\$	180.00	064	BUSINESS SERVICES
0000002030	12/12/2016	0100	DAILY JOURNAL CORPORATION	LEGAL AD - CUPCCAC	\$	36.42	064	BUSINESS SERVICES
0000002067	12/15/2016	1400	DAILY JOURNAL CORPORATION	LEGAL AD FOR BID	\$	172.04	064	BUSINESS SERVICES
0000002059	12/14/2016	0100	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY	\$	38.06	064	BUSINESS SERVICES
0000002035	12/13/2016	0100	KANSAS STATE BANK	LEASE OF MODULAR CR - HC PR SF	\$	20,169.78	064	BUSINESS SERVICES
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	474.16	064	BUSINESS SERVICES
0000001968	12/5/2016	0100	UNITED PARCEL SERVICE	SHIPPING OF RETURNED ITEMS	\$	24.76	064	BUSINESS SERVICES
0000001998	12/8/2016	1400	WEBB CLEFF ARCHITECTURE	A&E SVCS - DO HVAC RELIGHTING	\$	21,762.00	064	BUSINESS SERVICES
0000002068	12/19/2016	0100	WELLS FARGO BANK	COPS TRUSTEE FEES	\$	5,000.00	064	BUSINESS SERVICES
				TOTAL	\$	47,857.22		BUSINESS SERVICES
0000001959	12/5/2016	0100	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	\$	998.75	065	HUMAN RESOURCES
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	126.48	065	HUMAN RESOURCES
				TOTAL	\$	1,125.23		HUMAN RESOURCES
0000001919	12/2/2016	0100	ALLIANCE FOR AFRICAN ASSISTANCE	CONSULTING SERVICES	\$	30.00	066	EDUCATIONAL SERVICES
0000001908	12/1/2016	0100	DELL MARKETING L.P.	COMPUTERS - ERC	\$	1,617.01	066	EDUCATIONAL SERVICES
0000002009	12/9/2016	0100	PEARSON	POWERSCHOOL LICENSES	\$	63,435.00	066	EDUCATIONAL SERVICES
0000001970	12/5/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	30.00	066	EDUCATIONAL SERVICES
				TOTAL	\$	65,112.01		EDUCATIONAL SERVICES
0000001959	12/5/2016	0100	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL SERVICES	\$	960.00	067	SPECIAL EDUCATION
0000001921	12/2/2016	0100	SELF AND MATCH	STAFF TRAINING	\$	375.00	067	SPECIAL EDUCATION
0000001972	12/5/2016	0100	SOCAL AAC THERAPY	CONSULTANT SERVICES	\$	1,500.00	067	SPECIAL EDUCATION
0000002052	12/14/2016	0100	STEIN CENTER	NPS	\$	39,826.25	067	SPECIAL EDUCATION
				TOTAL	\$	42,661.25		SPECIAL EDUCATION
0000001967	12/5/2016	0100	AMERICAN LOGISTICS CO. LLC	OUTSOURCED TRANSPORTATION	\$	325.00	068	EDUCATIONAL PROJECTS
0000002034	12/13/2016	0100	AMERICAN LOGISTICS CO. LLC	TRANSPORTATION SERVICES	\$	1,050.00	068	EDUCATIONAL PROJECTS
0000001924	12/2/2016	0100	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS	\$	1,000.00	068	EDUCATIONAL PROJECTS
0000001982	12/7/2016	0100	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CP	\$	523.83	068	EDUCATIONAL PROJECTS
0000001986	12/7/2016	0100	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - HC	\$	517.69	068	EDUCATIONAL PROJECTS
0000001983	12/7/2016	0100	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CFH	\$	260.29	068	EDUCATIONAL PROJECTS
0000001984	12/7/2016	0100	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - SC	\$	137.40	068	EDUCATIONAL PROJECTS

0000001923	12/2/2016	0100	CAPSTONE PRESS	LIBRARY BOOKS	\$	172.76	068	EDUCATIONAL PROJECTS
0000001931	12/2/2016	0100	CAPSTONE PRESS	LIBRARY BOOKS	\$	502.01	068	EDUCATIONAL PROJECTS
0000001925	12/2/2016	0100	MIDAMERICA BOOKS	LIBRARY BOOKS - CO	\$	218.78	068	EDUCATIONAL PROJECTS
				TOTAL	\$	4,707.76		EDUCATIONAL PROJECTS
0000001903	12/1/2016	0100	DELL MARKETING L.P.	PRINTER - PUPIL SVCS	\$	241.11	070	PUPIL SERVICES
0000001985	12/7/2016	0100	SANTEE CHAMBER OF COMMERCE	MEMBERSHIP DUES	\$	195.00	070	PUPIL SERVICES
				TOTAL	\$	436.11		PUPIL SERVICES
0000001913	12/1/2016	6300	AMAZON.COM	PROJECT SAFE SUPPLIES	\$	108.00	072	PROJECT SAFE
0000001933	12/5/2016	6300	CITI CARDS /	SUPPLIES - PS & YALE	\$	615.42	072	PROJECT SAFE
0000002002	12/8/2016	6300	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	933.92	072	PROJECT SAFE
0000002012	12/9/2016	6300	SMART & FINAL	PROJECT SAFE SUPPLIES	\$	1,080.00	072	PROJECT SAFE
0000001973	12/5/2016	6300	SYSCO FOOD SERVICES OF	PROJ. SAFE FOOD SUPPLIES	\$	294.93	072	PROJECT SAFE
0000002077	12/19/2016	6300	SYSCO FOOD SERVICES OF	FOOD DELIVERIES FOR PROJ. SAFE	\$	1,806.39	072	PROJECT SAFE
				TOTAL	\$	4,838.66		PROJECT SAFE
0000001898	12/1/2016	0100	APPLE INC	IPADS FOR CLASSIFIED STAFF	\$	47,016.00	073	TECHNOLOGY SERVICES
0000001899	12/1/2016	0100	DATEL SYSTEMS	IPAD KEYBOARDS & CASES	\$	9,188.64	073	TECHNOLOGY SERVICES
0000002057	12/14/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	TECH. FURNITURE INSTALL SUPPLY	\$	247.63	073	TECHNOLOGY SERVICES
0000001900	12/1/2016	0100	LIGHTSPEED SYSTEMS, INC	SOFTWARE LICENSES	\$	2,400.00	073	TECHNOLOGY SERVICES
				TOTAL	\$	58,852.27		TECHNOLOGY SERVICES
0000001953	12/5/2016	0100	A-DISCOUNT VACUUM	EQUIPMENT REPAIRS	\$	258.43	074	OPERATIONS/CUSTODIAL
0000001904	12/1/2016	0100	DFS FLOORING	CARPET CLEANING - 2 SITES	\$	995.00	074	OPERATIONS/CUSTODIAL
0000001945	12/5/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	CUSTODIAL SUPPLIES - HC	\$	388.51	074	OPERATIONS/CUSTODIAL
0000001978	12/7/2016	0100	MAINTEX INC	CUSTODIAL SUPPLIES	\$	514.32	074	OPERATIONS/CUSTODIAL
0000001981	12/7/2016	0100	MAINTEX INC	CUSTODIAL SUPPLIES	\$	74.96	074	OPERATIONS/CUSTODIAL
0000002072	12/19/2016	0100	MAINTEX INC	CUSTODIAL SUPPLIES - PA	\$	161.43	074	OPERATIONS/CUSTODIAL
				TOTAL	\$	2,392.65		OPERATIONS/CUSTODIAL
0000002017	12/9/2016	0100	24-HOUR ELEVATOR, INC.	ELEVATOR REPAIRS	\$	350.00	075	MAINTENANCE
0000001995	12/8/2016	0100	ABABA BOLT	MAINT. SUPPLIES	\$	93.40	075	MAINTENANCE
0000002026	12/12/2016	0100	BACKFLOW SERVICES, INC.	IRRIGATION REPAIRS	\$	1,017.12	075	MAINTENANCE
0000001965	12/5/2016	0100	CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATION SERVICES	\$	220.00	075	MAINTENANCE
0000001907	12/1/2016	0100	COUNTYWIDE MECHANICAL	EMERG. SERVER RM REPL UNIT	\$	9,395.00	075	MAINTENANCE
0000001964	12/5/2016	0100	COUNTYWIDE MECHANICAL	HVAC REPAIRS	\$	235.00	075	MAINTENANCE
0000002071	12/19/2016	0100	JANUS CORPORATION	HAZMAT REMOVAL - CFH BEAM	\$	1,726.00	075	MAINTENANCE
0000001997	12/8/2016	0100	NINYO & MOORE	CP/SDG&E INSPECTION SVCS	\$	5,366.00	075	MAINTENANCE
0000002002	12/8/2016	0100	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	192.88	075	MAINTENANCE
0000001956	12/5/2016	0100	SO CAL AIR CONDITIONING SUPPLY CO	HVAC SUPPLIES	\$	59.89	075	MAINTENANCE
0000002043	12/13/2016	0100	WEBB CLEFF ARCHITECTURE	A&E SERVICES - DROPS GRANT	\$	49,500.00	075	MAINTENANCE
0000001948	12/5/2016	0100	WESTERN ENVIRONMENTAL & SAFETY	ABATEMENT SERVICES	\$	1,685.00	075	MAINTENANCE
0000001962	12/5/2016	0100	WHITE CAP/HD SUPPLY	GROUPS SUPPLIES	\$	10.16	075	MAINTENANCE
				TOTAL	\$	69,850.45		MAINTENANCE
0000001901	12/1/2016	0100	2NDGEAR	COMPUTER MONITOR - TRANS.	\$	205.20	076	TRANSPORTATION
0000002018	12/9/2016	0100	BOB STALL CHEVROLET	PARTS FOR BUS REPAIRS	\$	168.09	076	TRANSPORTATION
0000001943	12/5/2016	0100	CALIFORNIA ENVIRONMENTAL SOLUTIONS INC	BUS REPAIRS	\$	225.00	076	TRANSPORTATION
0000002014	12/9/2016	0100	CALIFORNIA REGISTRATION SERVICES	VEHICLE DMV REGISTRATION FEES	\$	55.00	076	TRANSPORTATION
0000002080	12/19/2016	0100	CREATIVE BUS SALES INC	SUPPLIES FOR SP. ED BUS	\$	262.18	076	TRANSPORTATION
0000001941	12/5/2016	0100	CUSTOM AUTO WRAP	VEHICLE STICKERS	\$	255.15	076	TRANSPORTATION

0000001966	12/5/2016	0100	FRAME & AXLE SERVICE OF	BUS REPAIRS	\$	948.16	076	TRANSPORTATION
0000002081	12/19/2016	0100	KIMBALL MIDWEST	SUPPLIES - STOCK	\$	149.10	076	TRANSPORTATION
0000001937	12/5/2016	0100	KIRKS RADIATOR	BUS REPAIRS	\$	254.75	076	TRANSPORTATION
0000001939	12/5/2016	0100	PECK'S HEAVY FRICTION INC	PARTS FOR BUS REPAIRS	\$	254.88	076	TRANSPORTATION
0000001938	12/5/2016	0100	PENSKE FORD	SUPPLIES & REPAIRS FOR BUSES	\$	350.39	076	TRANSPORTATION
0000002036	12/13/2016	0100	PENSKE FORD	VEHICLE REPAIRS	\$	145.59	076	TRANSPORTATION
0000002036	12/13/2016	0100	PENSKE FORD	VEHICLE REPAIRS	\$	784.12	076	TRANSPORTATION
0000001936	12/5/2016	0100	SCHOOL BUS PARTS COMPANY	VEHICLE DECALS	\$	130.84	076	TRANSPORTATION
0000002079	12/19/2016	0100	THE DETAIL SHOP	VEHICLE DETAILING	\$	225.00	076	TRANSPORTATION
0000001935	12/5/2016	0100	THE SOCO GROUP INC	MATERIALS FOR ALL VEHICLES	\$	2,363.75	076	TRANSPORTATION
0000001940	12/5/2016	0100	TIRE CENTERS, LLC	TIRES FOR VEHICLES/BUSES	\$	844.34	076	TRANSPORTATION
0000002038	12/13/2016	0100	TIRE CENTERS, LLC	TIRES FOR REG. ED BUS	\$	961.85	076	TRANSPORTATION
0000002015	12/9/2016	0100	UNITED TRANSMISSION EXCHANGE	VEHICLE REPAIRS	\$	4,534.60	076	TRANSPORTATION
0000002078	12/19/2016	0100	UNITY SCHOOL BUS PARTS	SUPPLIES FOR BUS REPAIRS	\$	117.52	076	TRANSPORTATION
0000001942	12/5/2016	0100	WAYNE MILLER'S MOBILE TIRE INC	VEHICLE/BUS REPAIRS	\$	1,672.01	076	TRANSPORTATION
0000002013	12/9/2016	0100	WAYNE MILLER'S MOBILE TIRE INC	REPAIRS ON BUSES	\$	1,603.56	076	TRANSPORTATION
				TOTAL	\$	16,511.08		TRANSPORTATION
0000001996	12/8/2016	0100	ABABA BOLT	LED LIGHTING SUPPLIES - PD	\$	16.84	077	FACILITIES MODERNIZATION
0000001951	12/5/2016	4000	ATLAS CRANE SERVICE INC	CRANE RENTAL - PD HVAC	\$	350.00	077	FACILITIES MODERNIZATION
0000001954	12/5/2016	4000	CALIFORNIA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES - PD HVAC	\$	270.56	077	FACILITIES MODERNIZATION
0000001993	12/8/2016	4000	CALIFORNIA ELECTRIC SUPPLY	SUPPLIES FOR PD MOD	\$	4.86	077	FACILITIES MODERNIZATION
0000002027	12/12/2016	4000	CALIFORNIA ELECTRIC SUPPLY	HVAC - PD	\$	59.35	077	FACILITIES MODERNIZATION
0000002073	12/19/2016	0100	DELL MARKETING L.P.	COMPUTER	\$	671.18	077	FACILITIES MODERNIZATION
0000002044	12/13/2016	0100	DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - PD HVAC PROJ	\$	6,830.69	077	FACILITIES MODERNIZATION
0000002093	12/21/2016	2538	DEPARTMENT OF GENERAL SERVICES	DSA PLAN CHECK FEES CH WALKWAY	\$	1,273.64	077	FACILITIES MODERNIZATION
0000002092	12/21/2016	2538	DEPARTMENT OF GENERAL SERVICES	DSA PLAN CHECK FEES SC WALKWAY	\$	1,181.45	077	FACILITIES MODERNIZATION
0000002094	12/21/2016	2538	DEPARTMENT OF GENERAL SERVICES	DSA PLAN CHECK FEES CP WALKWAY	\$	1,844.85	077	FACILITIES MODERNIZATION
0000002090	12/21/2016	2538	DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - CFH WALKWAY	\$	1,449.42	077	FACILITIES MODERNIZATION
0000002091	12/21/2016	2538	DEPARTMENT OF GENERAL SERVICES	DSA PLAN CHECK FEES RS WALKWAY	\$	1,931.97	077	FACILITIES MODERNIZATION
0000001952	12/5/2016	0100	DUNN EDWARDS CORPORATION	PAINT - DO IMPROVEMENT PROJECT	\$	9.34	077	FACILITIES MODERNIZATION
0000001950	12/5/2016	4000	HOME DEPOT COMMERCIAL ACCOUNT	PD HVAC SUPPLIES	\$	290.09	077	FACILITIES MODERNIZATION
0000001976	12/6/2016	4000	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES - PD HVAC/MOD	\$	55.30	077	FACILITIES MODERNIZATION
0000002032	12/12/2016	4000	HOME DEPOT COMMERCIAL ACCOUNT	PD HVAC	\$	97.47	077	FACILITIES MODERNIZATION
0000001946	12/5/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR DO IMPROVEMENTS	\$	46.57	077	FACILITIES MODERNIZATION
0000002033	12/12/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	DO IMPROVEMENTS PROJECT	\$	20.08	077	FACILITIES MODERNIZATION
0000002056	12/14/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	TRANS. LOUNGE REMODEL	\$	1,018.33	077	FACILITIES MODERNIZATION
0000002007	12/8/2016	4000	JOHNSTONE SUPPLY	PD HVAC PROJECT	\$	823.28	077	FACILITIES MODERNIZATION
0000002003	12/8/2016	0100	KIRK PAVING, INC	SEAL COAT & RE-STRIPE DO LOT	\$	5,900.00	077	FACILITIES MODERNIZATION
0000002001	12/8/2016	4000	LOWE'S STORE #1661	PD HVAC MOD PROJECT	\$	63.01	077	FACILITIES MODERNIZATION
0000002050	12/13/2016	4000	LOWE'S STORE #1661	PD HVAC SUPPLIES	\$	91.08	077	FACILITIES MODERNIZATION
0000002000	12/8/2016	0100	LOWE'S STORE #1661	DO IMPROVEMENTS PROJECT	\$	80.44	077	FACILITIES MODERNIZATION
0000002066	12/15/2016	0100	LOWE'S STORE #1661	TRANSPORTATION REMODEL	\$	23.80	077	FACILITIES MODERNIZATION
0000001961	12/5/2016	4000	METAL FAB LOGISTICS INC.	PD HVAC	\$	274.75	077	FACILITIES MODERNIZATION
0000001960	12/5/2016	0100	RAYO WHOLESALE INC	FLOORING - TRANS. DEPT	\$	96.12	077	FACILITIES MODERNIZATION
0000001949	12/5/2016	0100	RCP BLOCK & BRICK INC	DO IMPROVEMENTS PROJECT SUPPLY	\$	23.33	077	FACILITIES MODERNIZATION
0000002029	12/12/2016	4000	RLP COMPANY INC	PEPPER DRIVE HVAC-KITCHEN ROOF	\$	550.00	077	FACILITIES MODERNIZATION

0000001958	12/5/2016	4000	SANIGLAZE	RESTROOM RESURFACING - CO	\$	12,605.00	077	FACILITIES MODERNIZATION
0000002055	12/14/2016	0100	SUPERINTENDENT OF SCHOOLS	EMERGENCY SUPPLIES	\$	583.20	077	FACILITIES MODERNIZATION
0000002008	12/8/2016	4000	TRANE U.S. INC.	PD HVAC PROJECT	\$	3,439.80	077	FACILITIES MODERNIZATION
0000001994	12/8/2016	0100	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFF AT CAJON PARK	\$	780.74	077	FACILITIES MODERNIZATION
0000001999	12/8/2016	2538	WEBB CLEFF ARCHITECTURE	A&E SVCS - PD RELO MOD PROJ.	\$	35,000.00	077	FACILITIES MODERNIZATION
				TOTAL	\$	77,756.54		FACILITIES MODERNIZATION
0000002019	12/9/2016	0100	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	\$	2,693.25	078	WAREHOUSE
0000002084	12/20/2016	0100	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	\$	486.00	078	WAREHOUSE
0000002020	12/9/2016	0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$	2,040.23	078	WAREHOUSE
0000002085	12/20/2016	0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$	631.22	078	WAREHOUSE
0000002022	12/9/2016	0100	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	\$	1,029.28	078	WAREHOUSE
0000002089	12/20/2016	0100	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	\$	8,754.48	078	WAREHOUSE
0000002086	12/20/2016	0100	QUILL CORPORATION	INVENTORY REPLENISHMENT	\$	34.56	078	WAREHOUSE
0000002021	12/9/2016	0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$	50.28	078	WAREHOUSE
0000002087	12/20/2016	0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$	76.98	078	WAREHOUSE
0000002023	12/9/2016	0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$	3,593.39	078	WAREHOUSE
0000002088	12/20/2016	0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$	2,138.96	078	WAREHOUSE
0000002025	12/9/2016	0100	UNITED HEALTH SUPPLIES	INVENTORY REPLENISHMENT	\$	565.70	078	WAREHOUSE
0000002024	12/9/2016	0100	US GAMES	INVENTORY REPLENISHMENT	\$	92.19	078	WAREHOUSE
0000002039	12/13/2016	0100	WASTE MANAGEMENT OF EL CAJON -	ROLL OFF - CAJON PARK	\$	217.87	078	WAREHOUSE
				TOTAL	\$	22,404.39		WAREHOUSE
0000002002	12/8/2016	1300	OFFICE DEPOT INC	SUPPLIES FOR ALL SITES	\$	142.50	090	FOOD SERVICES
0000002040	12/13/2016	1300	VALLEY INDUSTRIAL SPECIALTIES	PLUMBING SUPPLIES	\$	83.59	090	FOOD SERVICES
				TOTAL	\$	226.09		FOOD SERVICES
					\$	516,602.10		

Consent Item D.2.4. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
January 17, 2017

BACKGROUND:

The Revolving Cash Fund of \$198,677 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

RECOMMENDATION:

It is recommended that the Board of Education approve checks #22444 through #22445 on the \$198,677 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$5,209.87 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

**SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$198,677**

Date	Number	Name	Memo	Amount
12/08/16	22444	Erin Minelli	Legal Fees per Settlement Agreement	5,000.00
12/09/16	22445	San Diego County Superintendent of Schools	2017 CBO Forum-K.Christensen	250.00
Total Checks Written				\$5,250.00
12/31/16	December Bank Earnings			-40.13
Total to be Reimbursed				\$5,209.87
Total to Deduct from Future Reimbursement				

Consent Item D.2.5. Acceptance of Donations
 Prepared by Karl Christensen
 January 17, 2017

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Instructional Supplies for Classroom Projects: "Full STEAM Ahead!" (Mrs. Starkey) "Bloxels, Coding, and STEM, Oh My!" (Mrs. Brownell) "Music, Music, Music!" (Mrs. Starkey)	\$379.62 \$438.10 \$173.16	DonorsChoose.org	Rio Seco School
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$672.50 \$56.00	Box Tops for Education Truist	Rio Seco School
Funds for Biz Town and Other Field Trips	\$420.20 \$235.73	Box Tops for Education Kroger Foods	Carlton Hills School
Wheelchair for Jr. High	\$250.00	Dru Flynn	Carlton Oaks School
Funds to Support the Instructional Program	\$100.00	Mr. & Mrs. Gibbs	Carlton Oaks School
TOTAL DONATIONS RECEIVED	\$2,725.31		

RECOMMENDATION:

It is recommended that the Board of Education accept the donations listed above for the District and authorize the sending of letters of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The donations above are valued at \$2,725.31.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

**Consultant / General Service Provider Report
January 17, 2017**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Marwa Khoshnaw	General Service Provider	Translation Services (Arabic & Kurdish)	12/1/16 - 8/30/17	Not to Exceed \$500 (\$15/Oral Translations; \$20/Testing & Written Translations)	LCAP	Independent Contractor
Cecelia Linayao	Consultant	Chalk Art for Steven Layne	01/07/17	Not to Exceed \$300	Literacy Center	Independent Contractor
Mohamed Anees	General Service Provider	Translation Services (Arabic)	1/1/17 - 8/30/17	Not to Exceed \$600 (\$15/Oral Translations; \$20/Testing & Written Translations)	LCAP	Independent Contractor
Marjorie Block	General Service Provider	Occupational Therapy Independent Educational Evaluation (IEE)	1/5/17 - 6/30/17	Not to Exceed \$1,000	Special Education	Independent Contractor
Elsie Figueroa	General Service Provider	Translation Services (Spanish)	1/1/17 - 8/30/17	Not to Exceed \$800 (\$15/Oral Translations; \$20/Testing & Written Translations)	LCAP	Employee

Agreements Below Were Approved by the Board of Education and Have Exceeded Original Budgeted Amount

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Original Amount and Approval Date	Requested Increase/ Contract Total	Funding	Payment Type (Independent Contractor or Employee)
Dr. Steven L. Layne	General Service Provider	Visiting Author, Staff Professional Development, and Community Information/Involvement	01/09/17 - 01/18/17	\$21,500.00	\$750 (for one additional session at HC) / Contract Total: \$22,250	Rio Seco - \$3,660 Carlton Oaks - \$660 Carlton Hills - \$2,910 Hill Creek - \$2,910 PRIDE Academy - \$1,970 Pepper Drive - \$3,660 Chet F. Harritt - \$2,910 Cajon Park - \$2,910 Sycamore Canyon - \$660	Independent Contractor

Consent Item D.2.7. Approval/Ratification of Expenditure Transactions
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
January 17, 2017

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period November 1, 2016 through November 30, 2016.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There were 156 transactions totaling \$24,243.67 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20161101	ABEL,CATHY	CHILD NUTRITION	JO GALLOUP	116.75	Hose Potwasher
20161101	ABEL,CATHY	CHILD NUTRITION	PROCESS HOSE	(104.65)	Hose Potwasher
20161106	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	312.87	Pizza Pans
20161108	ABEL,CATHY	CHILD NUTRITION	DELL SALES & SERVICE	581.29	Printer Toner
20161110	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	295.00	CSNA Annual Conference Registrations Julie Schwartz
20161110	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	295.00	CSNA Annual Conference Registration Deborah Meeder
20161110	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	295.00	CSNA Annual Conference Registration Wendi Klain
20161113	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	285.00	Registration Cathy Abel CSNA Annual Conference
20161115	ABEL,CATHY	CHILD NUTRITION	MARRIOTT	374.22	Conference Hotel for Deborah Meeder, Julie Schwartz, Wendi Klain
20161115	ABEL,CATHY	CHILD NUTRITION	MARRIOTT	673.99	Conference Hotel - Cathy Abel
20161117	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	71.82	Aprons
20161129	ABEL,CATHY	CHILD NUTRITION	SMART AND FINA10809291	13.56	Soy Milk
				3,209.85	
20161102	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	11.71	Board meeting supplies
20161102	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	6.00	Board meeting supplies
20161109	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SOUTHWEST AIRLINES	137.96	Airfare for B Ryan to attend Delegate Assembly in San Francisco
20161115	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	RUBIO'S #249	151.20	Catering for Special Board meeting
20161116	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	8.99	Supplies for Board meeting
20161116	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BASKIN #354764 Q35	26.99	Supplies for Board meetings
20161116	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	12.00	Supplies for Board meetings
20161117	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SCHOOL SERVICES OF CAL	1,025.00	Registration for staff to attend Governor's Budget Workshop in Orange County.
20161117	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	3.49	Supplies for Board meeting
20161123	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MARRIOTT	633.74	Accommodations for Board Member Ryan while attending Delegate Assembly in San Francisco.
20161123	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	HILTON	834.96	Accommodations for Board Member Levens-Craig while attending CSBA Conference in San Francisco.
20161123	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	HILTON	556.64	Accommodations for Member El-Hajj while attending CSBA Conference in San Francisco.
20161128	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	GUS*GLOBALSTAR USA	38.90	Satellite phone service
20161129	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	64.00	Delegate Assembly luncheon for Board Member Ryan.
				3,511.58	
20161102	AVILA,EVONN	BUSINESS SERVICES	CNTYSANDIEGO*SERVICE F	5.09	Online Payment Fee for Live-On Property Taxes- PD
20161102	AVILA,EVONN	BUSINESS SERVICES	SAN DIEGO CTY TREASURE	232.28	Live-On Property Taxes- PD
				237.37	
20161102	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	62.53	OTHER/INSTRUCTIONAL-DVD'S, STAFF MTG ITEMS
20161104	BAKER,HOPE	OST PROGRAMS	SMART AND FINA10809317	8.98	FOOD SUPPLIES-SNACK FOR JOB FAIR
20161110	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	30.23	OTHER/INSTRUCTIONAL-HOLIDAY PROGRAM+
20161120	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	56.43	OTHER/INSTRUCTIONAL-HOLIDAY PROGRAM PROPS, CLASSROOM MATERIALS
				158.17	
20161107	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	ONTARIO AIRPORT HOTEL	118.36	Hotel - Travel & Conferences
20161116	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	ONTARIO AIRPORT HOTEL	(10.80)	Refund Credit \$10.80 for Hotel Stay for Mgmt Training
				107.56	
20161107	BENEDETTO,ANGELO	CARLTON HILLS	MICHAELS.COM	414.40	Spirit t-shirts for Jr. High students
20161107	BENEDETTO,ANGELO	CARLTON HILLS	T-SHIRT WHOLESAL MART	100.71	Spirit t-shirts for Jr. High students
20161120	BENEDETTO,ANGELO	CARLTON HILLS	VONS STORE00018978	90.00	Three gift cards at \$30 each as incentives for our Turkey Trot fundraiser.
20161129	BENEDETTO,ANGELO	CARLTON HILLS	WAL-MART #1917	14.16	Develop photos from student of the month.
				619.27	
20161103	BILLICK,JERI	SYCAMORE CANYON	JUICE **TOWERGARDEN	417.47	Grow lights, stand, and caddy for Aquaponics tower garden - school foundation grant
20161106	BILLICK,JERI	SYCAMORE CANYON	SMART AND FINA10809291	35.97	Popcorn for perfect attendance popcorn recess
20161106	BILLICK,JERI	SYCAMORE CANYON	HOMEDEPOT.COM	541.08	Rain Barrels from Santee School Foundation Grant
				994.52	
20161102	BONSER,KRISTEN	PEPPER DRIVE / RIO SECO	TARGET 00014852	40.00	Materials and Supplies
20161102	BONSER,KRISTEN	PEPPER DRIVE / RIO SECO	WAL-MART #1917	20.00	Materials and Supplies
20161116	BONSER,KRISTEN	PEPPER DRIVE / RIO SECO	DOLLAR TREE	10.80	Materials and Supplies
20161118	BONSER,KRISTEN	PEPPER DRIVE / RIO SECO	VONS STORE00018978	8.99	Food
				79.79	
20161106	BRASHER,PAMELA	OST PROGRAMS	AMAZON MKTPLACE PMTS	33.20	OTHER INSTRUCTIONAL/COOKING PROJECT FOR THANKSGIVING BREAK
20161107	BRASHER,PAMELA	OST PROGRAMS	AMAZON MKTPLACE PMTS	11.28	OTHER INSTRUCTIONAL/ COOKING PROJECT FOR THANKSGIVING BREAK
20161109	BRASHER,PAMELA	OST PROGRAMS	SUBWAY 00150342	28.86	FOOD SUPPLIES FOR MEETING
20161109	BRASHER,PAMELA	OST PROGRAMS	OTC BRANDS, INC.	152.48	OTHER INSTRUCTIONAL/ PRIZES FOR CLASS
20161111	BRASHER,PAMELA	OST PROGRAMS	TEACHERSPAYTEACHERS.CO	57.50	OTHER INSTRUCTIONAL CURRICULUM FOR SCHOOL AGE PROGRAM
20161120	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	165.94	OTHER INSTRUCTIONAL CRAFT SUPPLIES AND GAMES
20161121	BRASHER,PAMELA	OST PROGRAMS	OTC BRANDS, INC.	431.97	OTHER INSTRUCTIONAL/ TOY ASSORTMENT
				881.23	
20161116	EDMONSTON,ERICA	RIO SECO	BUILDSIGN.COM	163.15	Signs with behavior expectations to promote positive school culture.
				163.15	
20161104	HECK,TERRY	PRIDE ACADEMY	VONS STORE00018978	10.18	Pizza with the Principal refreshments
20161130	HECK,TERRY	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	106.29	Continuous lighting kit 1250w daylight umbrella + backdrop support stand + 3 background
				116.47	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20161102	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM	46.82	17" Cheetah for Achieve 3000 Reward
20161103	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	65.88	Microphones for our sound system
20161103	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM	15.20	Books for students struggling with emotional issues.
20161103	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	13.47	Teething pendants for students dealing with stress.
20161103	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	46.93	Teething pendant for students dealing with stress.
20161103	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM	37.11	Books for students who are struggling with emotional issues.
20161110	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #2253	133.24	Student Incentives
20161111	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	7.55	Spanish reading books
20161111	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	29.83	Spanish reading books
20161111	HICKS,TYLENE	CHET F. HARRITT	BADGE A MINIT	129.95	Badge maker supplies
20161113	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	15.10	Spanish reading books
20161116	HICKS,TYLENE	CHET F. HARRITT	MICHAELS STORES 3256	24.40	Office organization
20161129	HICKS,TYLENE	CHET F. HARRITT	BANNERSONTHECHEAP.COM	20.14	Vinyl banner for welcoming Steven Layne
20161129	HICKS,TYLENE	CHET F. HARRITT	DOLLAR TREE	22.68	Student incentives
				608.30	
20161130	HOHIMER,KAREN	PEPPER DRIVE	PARKWAY BOWL	812.50	Middle School Honor Roll Activity
				812.50	
20161114	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	139.92	Incentives (Donations)
20161114	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	54.90	Incentives (Donations)
20161114	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	189.88	Incentives (Donations)
20161114	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	145.44	Trade Books for Classrooms (General)
20161114	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	164.79	Trade books for classrooms (General)
				694.91	
20161101	JOHNSTON,ANDREW	CARLTON OAKS	DSGN SCIENCE MATHTYPE	(37.00)	Instructional Material
20161110	JOHNSTON,ANDREW	CARLTON OAKS	LOVE AND LOGIC INSTITU	217.36	Instructional Material
20161113	JOHNSTON,ANDREW	CARLTON OAKS	PIONEER DRAMA SERVICE	231.00	Instructional Materials
20161116	JOHNSTON,ANDREW	CARLTON OAKS	DSGN SCIENCE MATHTYPE	37.00	Instructional Materials
20161118	JOHNSTON,ANDREW	CARLTON OAKS	AMAZON MKTPLACE PMTS	401.37	Office Furniture
20161130	JOHNSTON,ANDREW	CARLTON OAKS	AMAZON.COM	56.00	Professional Learning Materials
				905.73	
20161107	LINDSAY,JERELYN	CARLTON HILLS	TARGET 00011403	34.52	Rubics cubes for 5th class instruction on dimension
20161107	LINDSAY,JERELYN	CARLTON HILLS	PB/DIXIELINE #15	36.68	Whisk brooms for classroom and small space heater for conf. rm 3
				71.20	
20161102	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	24.28	Fiber Cables
20161103	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	103.21	Tech Tools
20161103	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WWW.NEWEGGBUSINESS.COM	887.95	Support Hard Drives
20161103	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	26.99	Memory for Optiplex 390
20161103	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	40.46	MacBook Power Adapters
20161107	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	60.41	Screwdrivers
20161109	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	DNH'GODADDY.COM	323.40	District domain name renewal
20161113	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	JWA PARKING	36.00	CETPA Parking
20161113	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	HOLIDAY INNS	426.63	CETPA Hotel Room (2 of 2)
20161115	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	OC TOLL ROADS	6.36	Travel Expense
20161117	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	13.99	Power Adapter
20161118	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	(13.99)	Power Adapter (Return defective)
20161120	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security System
20161124	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CDW GOVERNMENT	244.48	Adobe Acrobat Pro DC License
20161125	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	13.99	Power Adapter (re-order)
20161130	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	32.39	4GB Memory Kit
				2,251.54	
20161103	MARTIN,SUZANNE	CHET F. HARRITT	LOWES #01742*	241.88	Standing floor lamps, and Mailboxes Fundraising budget
20161111	MARTIN,SUZANNE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	64.43	Fax toner cartridge for office transactions Fundraiser budget
20161114	MARTIN,SUZANNE	CHET F. HARRITT	AMAZON.COM	38.62	Parchment paper for awards ceremony Fundraiser budget
20161120	MARTIN,SUZANNE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	43.95	External CD drives for new teacher laptops, available for checkout Fundraiser budget.
				388.91	
20161120	MCGINTY,MIRIAM	SPECIAL EDUCATION	PESI INC	(189.99)	Refund for Stephanie Dow Travel to Seminar "Improving Executive Functions."
20161123	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	249.99	Toner Drum for Bilingual printer. Refund pending.
20161124	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #2232	21.82	Pendaflex file holder for student in Special Day Class
20161128	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	314.24	Various supplies for Special Day Classroom and SDC Admin Supplies
				386.06	
20161110	MCKINNON,KATHY	EDUCATIONAL SERVICES	VARIDESK	426.61	ERC Admin - Supplies
20161117	MCKINNON,KATHY	EDUCATIONAL SERVICES	SMART AND FINA10809291	11.99	PD - Food - Instructional Leadership Team Meeting
20161122	MCKINNON,KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	32.06	ERC Admin - Supplies - Keyboard
				470.66	
20161106	MONTLER,BONNER M	EDUCATIONAL SERVICES	VONS STORE00030445	45.16	Supplies for DLAC Committee Meeting
				45.16	
20161104	MYERS,CHARLES	TRANSPORTATION	MICHAELS STORES 3256	11.33	Lounge/ office supplies
20161104	MYERS,CHARLES	TRANSPORTATION	OFFICE DEPOT #908	24.00	Lounge/office supplies
20161108	MYERS,CHARLES	TRANSPORTATION	SNAP ON TOOLS M MOLAND	167.35	Bus shop tools
20161118	MYERS,CHARLES	TRANSPORTATION	LRP PUBLICATIONS	49.45	Purchase Special Education transporting publication.
20161123	MYERS,CHARLES	TRANSPORTATION	THE HOME DEPOT #0673	239.48	Shop Tools
				491.61	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20161117	ORTEGA,KAREN	HUMAN RESOURCES	TARGET 00014852	22.67	Supplies for HR interviews 11/16/16
				<u>22.67</u>	
20161102	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	APL* ITUNES COM/BILL	0.99	Evaluation of app for classroom.
20161104	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	38.84	Four HDMI video out MacBook adapters for CRTs to use as presenters at the SD CUE Conference.
20161107	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM AMZN COM/BI	855.35	3D Printer for elementary classrooms at CP.
20161113	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	APL* ITUNES COM/BILL	8.97	Evaluation of multiple apps for classrooms.
				<u>904.15</u>	
20161111	RIFFEL,MEREDITH	PUPIL SERVICES	FEA	750.00	Every Child Counts Symposium Registration- M. McGinty
20161117	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	7.55	Batteries
				<u>757.55</u>	
20161117	ROSA,JIM	HILL CREEK	AMAZON MKTPLACE PMTS	77.00	Classroom supplies
20161120	ROSA,JIM	HILL CREEK	SMART AND FINA10609291	28.46	ELAC Meeting
20161121	ROSA,JIM	HILL CREEK	VOKI VOKI	39.99	Software Subscription for Rio Seco. Will be credited next month.
				<u>145.45</u>	
20161107	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	344.75	Technology; Headphones for iPads and assessments.
20161108	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	14.59	Student Lanyards for Running Crew. Student materials and supplies
20161109	SAUNDERS,LEAH	CARLTON OAKS	UW CEL	85.09	Professional Development and Educational Leadership materials for Staff Development
20161113	SAUNDERS,LEAH	CARLTON OAKS	IN *SUNCOAST IDENTIFIC	235.00	Key tags for Running Crew Student Materials
20161128	SAUNDERS,LEAH	CARLTON OAKS	MICHAELS STORES 5045	43.19	Office Supplies: Drop box for student Caring Box for student communication with administration.
				<u>722.62</u>	
20161101	SCHWELLER,JOHN	PUPIL SERVICES	THINK SOCIAL PUBLISHIN	392.00	Registration for Mimi for conference
20161116	SCHWELLER,JOHN	PUPIL SERVICES	PAYPAL *CASCWA	75.00	Yearly Membership for John Schweller in California Association of Supervisors of Child Welfare and Attendance (To be canceled or reimbursed)
20161118	SCHWELLER,JOHN	PUPIL SERVICES	THINK SOCIAL PUBLISHIN	106.65	Curriculum for counselors Ed & Carrie
20161121	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	101.50	Supplies for counselors
				<u>675.15</u>	
20161118	SHEEN,KRISTINA D	OST PROGRAMS	TARGET 00014852	40.46	OTHER/INSTRUCTIONAL-CRAFT SUPPLIES
20161118	SHEEN,KRISTINA D	OST PROGRAMS	99 CENTS ONLY STORES #	157.72	OTHER/INSTRUCTIONAL-CRAFTS, PRIZES, OFFICE SUPPLIES
20161118	SHEEN,KRISTINA D	OST PROGRAMS	99 CENTS ONLY STORES #	50.14	OTHER INSTRUCTIONAL/GAMES AND CRAFTS
20161118	SHEEN,KRISTINA D	OST PROGRAMS	99 CENTS ONLY STORES #	217.73	OTHER INSTRUCTIONAL SUPPLIES/CRAFTS AND PRIZES
20161120	SHEEN,KRISTINA D	OST PROGRAMS	THE HOME DEPOT #0673	26.70	OTHER INSTRUCTIONAL CRAFT SUPPLIES
20161123	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	32.37	OTHER INSTRUCTIONAL/TOYS AND CRAFTS
				<u>525.12</u>	
20161101	SIMKO,JOHANNA	CAJON PARK	ALS SPORT SHOP	157.58	T Shirts for Robotics team
20161104	SIMKO,JOHANNA	CAJON PARK	PELICAN PUBLISHING CO	78.92	Steven Lane Book for literacy campaign
20161115	SIMKO,JOHANNA	CAJON PARK	JOANN FABRIC #1011	15.54	Teacher appreciate awards
20161103	SIMPSON,DEBRA	RIO SECO	WESELLMATS	599.80	Thick gymnastic mats for PE and Presidential Physical Fitness.
20161104	SIMPSON,DEBRA	RIO SECO	LAKESHORE LEARNING MAT	247.68	Math rotations kits for small group learning.
				<u>1,099.52</u>	
20161102	SOUTHCOTT,STEPHANIE	HILL CREEK	LEARNING A-Z, LLC	82.67	Online Reading Program
20161103	SOUTHCOTT,STEPHANIE	HILL CREEK	ENCORE DATA PRODUCTS I	69.93	Classroom supplies
20161104	SOUTHCOTT,STEPHANIE	HILL CREEK	REALLY GOOD *	139.03	Classroom supplies
20161107	SOUTHCOTT,STEPHANIE	HILL CREEK	WWW.FLOCABULARY.COM	96.00	Classroom program
20161109	SOUTHCOTT,STEPHANIE	HILL CREEK	VONS STORE00018978	29.05	Meeting supplies
20161111	SOUTHCOTT,STEPHANIE	HILL CREEK	WALMART.COM	44.29	Supplies for health office
20161129	SOUTHCOTT,STEPHANIE	HILL CREEK	U. S. SCHOOL SUPPLY	104.75	ACE Awards Supplies
				<u>565.72</u>	
20161101	STARKEY,MARK	INFORMATION TECHNOLOGY	AVTECH SOFTWARE INC	800.77	Rackmount temperature and environmental monitor for Server room
20161123	STARKEY,MARK	INFORMATION TECHNOLOGY	OFFICE DEPOT #908	12.01	Clear desk pad
20161130	STARKEY,MARK	INFORMATION TECHNOLOGY	APPLE STORE #R040	807.40	MacBook repair water damage
				<u>1,620.18</u>	
				<u>24,243.67</u>	

BACKGROUND:

The Williams Settlement requires school districts to submit quarterly reports to the San Diego County Office of Education (SDCOE) on complaints each district has received related to instructional materials, emergency facilities issues, and teacher vacancies and mis-assignments. The report must include the number of complaints in each area that have been received, resolved, and unresolved. The report must be publicly reported on a quarterly basis at a regularly scheduled meeting of the district’s governing board (Ed Code § 35186(d)) and is due to SDCOE thirty (30) days following the close of each quarter.

SANTEE SCHOOL DISTRICT Uniform Complaint Quarterly Report October 1, 2016 through December 31, 2016			
	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Mis-assignment	0	0	0
Total	0	0	0

RECOMMENDATION:

It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending December 31, 2016 and authorize administration to submit the report to SDCOE.

This recommendation supports the following District goal:

Learning Environment

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

FISCAL IMPACT:

There is no direct fiscal impact but there is staff in-kind time involved in researching, assembling, and developing this report.

STUDENT ACHIEVEMENT IMPACT:

The Williams Law mandates that staff engage in procedures that ultimately may have an impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.

Consent Item D.2.9.
Prepared by Karl Christensen
January 17, 2017

Acceptance of 2015-16 Audit Report

BACKGROUND:

As required by law, each year Santee School District contracts with an independent certified public accountant for an annual audit of its financial records for the prior year. The District has contracted services from Vavrinek, Trine, Day & Co., LLP to perform all necessary work for the 2015-16 audit report.

The 2015-16 report is now complete. Copies of the audit report may be obtained from Business Services and additional copies will be available at the Board meeting for review.

Copies of this audit report have been forwarded by the auditor as required by law to:

- ✓ State Department of Finance, Office of Financial and Performance Accountability,
- ✓ State Department of Education, Audit Department, and
- ✓ San Diego County Clerk's Office.

This year there were no findings or recommendations and no restatements of fund balances.

RECOMMENDATION:

It is recommended that the Board of Education accept the 2015-16 audit report as submitted.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The Audit report contains financial details for the District's 2015-16 fiscal year. There is no fiscal impact in accepting the report. Professional auditor services annually total \$22,000.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

BACKGROUND:

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

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

<u>Category</u>	<u>Value/Condition</u>	<u>Option</u>	<u>Requirements</u>
			<ul style="list-style-type: none"> Accept highest bid or reject all bids If no qualified bid received, may be sold to any individual or entity
		<ul style="list-style-type: none"> Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law 	<ul style="list-style-type: none"> Sale price shall equal cost of property plus estimated cost of purchasing, storing, and handling
		<ul style="list-style-type: none"> Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district 	<ul style="list-style-type: none"> Price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools

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

The items to declare surplus are described below:

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
3	EA	Refrigerated Milk boxes	CNS	Poor	\$450.00
3	EA	Steam Tables	CNS	Poor	\$450.00
2	EA	Confection Ovens	CNS	Fair	\$2,000.00
1	EA	1993 G-30 Wheelchair Bus (#190)	Trans	170,027 miles, out of service	\$400
1	LOT	Miscellaneous Discarded Furniture Items Beyond Repair	Warehouse	Poor	\$100

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

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

RECOMMENDATION:

It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$3,400 and authorize the sale or disposal of them in accordance with the recommended terms.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.10.

Consent Item D.3.1.

Approval of School Accountability Report Cards
for the 2015-16 School Year

Prepared by Dr. Stephanie Pierce
January 17, 2017

BACKGROUND:

The Santee School District is required to annually prepare and issue a School Accountability Report Card (SARC) for each school. A model report card was adopted by the State Department of Education to assist districts in meeting the requirements of the law. This year, the CDE provided a standardized web template for SARCs, and hosts completed SARCs on their website (<http://www.sarconline.org/>).

Administration verifies that the SARC for each school addresses the State requirements.

All SARCs are posted in the “Schools” section of the district website. In addition, each school’s SARC will be linked under the “About Us” section of the school webpage. With the high volume of Santee School District website visits on a daily basis, web access to the SARCs is environmentally friendly and cost efficient. It also provides an automatic translation option utilizing Google Translate services. A copy of the SARCs will be available at the board meeting for review.

RECOMMENDATION:

Administration recommends approval of the School Accountability Report Cards for the 2015-16 school year.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

School Accountability Report Cards provide parents and community members student achievement data, special program information and other important information regarding the quality of their child’s school programs.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

Consent Item D.3.2

Approval of Nonpublic Master Contract with Copper Hills Youth Center for Residential Treatment Center Services and Nonpublic School Services

Prepared by Dr. Stephanie Pierce
January 17, 2017

BACKGROUND:

At times, students with disabilities also demonstrate significant mental health needs. These students may require enrollment in a Residential Treatment Center (RTC) and nonpublic school (NPS) due to their need for intensive mental health intervention and to demonstrate educational progress. Recently, a student moved into the Santee School District who requires residential placement at Copper Hills Youth Center in Utah. The District is responsible for the NPS portion. The mental health and residential needs are funded by the District and then reimbursed by the SELPA at the end of the fiscal year. Due to the severity of need for the student, professional transportation with an escort is required.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Master Contract with Copper Hills Youth Center (NPS) for one student for the term beginning on January 23, 2017 through June 30, 2017. The Nonpublic Master Contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

Copper Hills Youth Center	Number of Students	Duration of Service	Cost per Month/Day	Total Cost
Room and Board	1	173	\$155.00	\$26,815.00
Mental Health Service	1	173	\$129.50	\$22,403.50
NPS	1	116	\$135.00	\$15,660.00
2 Parent Visits				\$5,000.00
West Shield Transport	1			\$4,800.00
TOTAL				\$74,678.50

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.3.3.

Approval of Amended Nonpublic Agency Master Contract Appendix B with ABA Education Foundation for Behavioral Support

Prepared by Dr. Stephanie Pierce
January 17, 2017

BACKGROUND:

ABA Education Foundation provides behavioral support to students with developmental disabilities, autism, other pervasive developmental disorders, and behavior challenges based on the principles of Applied Behavior Analysis (ABA). A master contract was approved on June 7, 2016 for \$40,000.

Due to unanticipated behavioral challenges, ABA Education foundation has provided more intensive support for students and has also provided more extensive training to our administrators, teachers, and instructional assistants in the area of behavior modification.

RECOMMENDATION:

Administration recommends the Board of Education approve the increase of \$30,000 for services with ABA for behavioral support for the term of January 17, 2017 through June 30, 2017. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated cost for behavioral support through ABA Education Foundation for the 2016-17 school year should not exceed \$70,000. The hourly rate is \$75 per hour.

STUDENT ACHIEVEMENT:

Some students require behavioral support to increase student learning and appropriate interpersonal relationships.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

BACKGROUND:

California Education Code Section 32288 requires that each school district annually approve the comprehensive school safety plans. The Code also requires that each school site council develop and approve the school safety plan.

Presented for approval are the School Safety Plans for Cajon Park, Carlton Hills, Carlton Oaks, Chet F. Harritt, Hill Creek, Pepper Drive, PRIDE Academy at Prospect Avenue, Rio Seco, and Sycamore Canyon Schools. The plans contain specific action plans as well as clearly stated School Safety Strategies. Additionally, each plan contains the requirements of Education Code Section 32282 (a), namely:

- Conduct an assessment of the current status of crime committed at schools
- Identify appropriate strategies and programs that will provide or maintain a high level of school safety
- Child abuse reporting procedures
- Disaster procedures
- Policies pursuant to the Education Code for students serious acts that would lead to suspension and expulsion
- Procedures to notify teachers of dangerous pupils
- A discrimination and harassment policy
- Provision of a student dress code that prohibits “gang-related” apparel
- Procedures for safe ingress and egress of pupils, parents and school employees to and from school
- A safe and orderly environment conducive to learning
- District rules on student discipline, and
- Hate crime reporting procedures.

A copy of the Safety Plans will be available at the board meeting for review.

RECOMMENDATION:

Administration recommends that the Board of Education approve the comprehensive school safety plans.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

There is no significant cost to the implementation of the procedures outlined in the safety plans.

ACADEMIC ACHIEVEMENT IMPACT:

The plan describes a process for insuring school safety, and thereby, also insures that student and staff enjoy a safe school learning environment.

Motion: _____ Second: _____ Vote: _____ Agenda Item D.3.4.

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	Previous Annual Salary	New Annual Salary	Effective Date
1. Delacruz, Daisy	Chet F. Harritt	III-01	\$0.00	\$50,504.00	01-09-17 to 06-13-17
2. Hart, Michelle	Pepper Drive	IV-08	\$0.00	\$64,291.00	01-11-17 to 06-13-17

B. Temporary Rehires:

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

C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Wilson, Jennifer	Sycamore Canyon	III-01 to V-01	\$50,504.00	\$52,945.00	01-04-17

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. DeFazio, Litia	Carlton Oaks	Project SAFE Assistant 17 A / 3.75 hrs	\$0.00	\$1,044.01	12-16-16
2. Geissler, Katherine	Carlton Hills	Campus Aide CA A / 2 hrs	\$0.00	\$455.00	01-06-17
3. Hanan, Sara	Carlton Hills	Project SAFE Assistant 17 A / 2.75 hrs	\$0.00	\$765.64	01-09-17
4. Hernandez Tabarez, Rosalia (replacing Doreen Desmond)	PRIDE Academy	Out of School Time Group Leader 19.5 A / 3.92 hrs	\$0.00	\$1,234.80	01-06-17
5. Mitton, Andrew (replacing Heather Braswell)	Pepper Drive	Campus Aide CA A / 2.75 hrs	\$0.00	\$625.72	01-04-17
6. Montgomery, Bianca	Hill Creek	Clerk Typist II 22 A / 3.75 hrs	\$0.00	\$1,335.14	01-09-17
7. Sardina, Suzanne (replacing Michelle Pappalardo)	Pepper Drive	Instructional Assistant, Special Ed II 21 A / 6.0 hrs	\$0.00	\$2,030.25	01-03-17
8. Scott, Elisia	Rio Seco	Project SAFE Assistant 17 A / 3.0 hrs	\$0.00	\$835.12	01-09-17
9. Seaboch, Margaret	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.0 hrs	\$0.00	\$1,184.31	12-15-16

Classified Staff - continued

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Brambila, Guadalupe (replacing Elsie Figueroa)	PRIDE Academy to <i>Educational Resource Center</i>	Instructional Assistant LEP 20 E / 3.5 hrs to <i>Bilingual Clerical Assistant</i> 23 C / 3.75 hrs	\$1,374.62	\$1,548.44	01-23-17
2. Pratt, Cindy (replacing Ron Manahan)	Carlton Hills	Project SAFE Assistant 17.5 B / 3.5 hrs to <i>Out of School Time Group Leader</i> 19.5 A / 5.75 hrs	\$1,022.87	\$1,811.37	01-17-17

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Castaneda, Theresa	PRIDE Academy	Custodian II	Personal	12-29-16
2. Gonzalez, Luz	Pepper Drive	Bilingual Instructional Assistant	Continuing education	01-27-17
3. Wolf, Cindy	Chet F. Harritt	Project SAFE Assistant	Personal	01-18-17
4. Zenteno, Luzelva	Cajon Park	Project SAFE Assistant	Outside employment	12-16-16

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

Administration recommends approval of listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants. This recommendation supports the following District goal: Assure the highest quality of school district services, including, but not limited to, academic, social, emotional and health services by hiring and retaining employees with not only required technical skills in the areas of their responsibilities but also the ability to handle diverse challenges.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

Prepared by Tim Larson
January 17, 2017

BACKGROUND:

Board Policy 4315.1, "Certification of Competence in Evaluation and Instructional Methodologies," requires annual certification of District administration whose duties include evaluation of certificated personnel. District procedures to determine competence include:

1. Completion of requirements for State administrative services certification at an accredited university;
2. Observation guided by criteria supporting quality instructional and evaluation practices;
3. Training by the Assistant Superintendent, Human Resources and Pupil Services in District evaluation documents and procedures;
4. Coaching of new Vice Principals by site Principals; and
5. Training in approved practices for employee documentation.

Administrators receive on-going training in coaching, and direct supervision leading to evaluation and effective instructional methodologies to support their knowledge and expertise in utilizing evaluation of certificated staff as a tool for improving instruction for all students.

In accordance with this policy, and subsequent to the above procedures, the Superintendent deems the following administrators competent in instructional methodologies and in the evaluation of certificated personnel for the 2016-2017 school year:

DiAnn Albert
Kristin Baranski
Angelo Benedetto
Jeri Billick
Staci Block
Kristen Bonser
Erica Edmonston
Terry Heck

Tylene Hicks
Karen Hohimer
Ted Hooks
Andrew Johnston
Tim Larson
Jerelyn Lindsay
Suzanne Martin
Michael Olander
Cathy Pierce

Stephanie Pierce
Dan Prouty
Jim Rosa
Leah Saunders
John Schweller
Johanna Simko
Debra Simpson
Stephanie Southcott

RECOMMENDATION:

It is recommended that the Board of Education approve certification of designated administrators as competent in instructional methodologies and in the evaluation of certificated personnel. Continuing staff development activities will be provided to maintain and improve evaluation and coaching skills for administrators of certificated classroom personnel. All administrators responsible for teacher evaluations have met criteria for certification.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Evaluation of certificated personnel who observe teachers involved in instructional practice is critical to confirm administrator competence in evaluating the depth and value of the educational and instructional programs in classrooms for students. These skills support the administrator enhancing the academic performance of our students and resulting in positive personal development so schools can obtain the highest measures of student learning success.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

Item E. DISCUSSION AND/OR ACTION ITEMS

The Board invites citizens to address the Board about any of the items listed under Discussion and/or Action. Citizens wishing to address the Board about a Discussion and/or Action item are requested to submit a Request to Speak card in advance.

Discussion and/or Action Item E.1.1.

Middle School Elective Application:
Sycamore Canyon School

Prepared by Dr. Stephanie Pierce
January 17, 2016

BACKGROUND:

Legislation enacting the Local Control Funding Formula requires school districts to develop and adopt a three-year Local Control Accountability Plan (LCAP) and to update the plan every year. The LCAP is a strategic planning instrument involving significant engagement of stakeholders to inform decision-making for the formation of Goals and Action Steps. These Goals and Action Steps are to increase or improve services for all students.

One approved LCAP Goal and Action Step expands elective course offerings such as coding, visual and performing arts, and STEM (Science, Technology, Engineering, and Mathematics) related opportunities for middle school students.

This evening, Jeri Billick, Principal at Sycamore Canyon School, will be presenting Sycamore Canyon's middle school elective application for programs and expenses beginning this school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the application for electives funding for Sycamore Canyon School.

This recommendation supports the following District goals:

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

Sycamore Canyon School's total allocation for middle school electives from LCFF funding is \$15,000.

STUDENT ACHIEVEMENT IMPACT:

Elective course offerings designed to expand student knowledge and skills in California State Standards and 21st Century Skills will increase student college and career readiness.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

BACKGROUND:

On January 10, 2017, the Governor unveiled his plans for the 2017-18 State Budget. Administration will provide a brief overview of key components of the Governor's plan. More details will be provided at a Budget Workshop scheduled for February 21, 2017.

RECOMMENDATION:

This is an information item. Action, if any, is at the discretion of the Board of Education.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

A summary will be provided at the Board of Education meeting.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Discussion and/or Action Item E.2.2. Approval of Monthly Financial Report
Prepared by Karl Christensen
January 17, 2017

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period November 1, 2016 through November 30, 2016 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$9,626,587; cash receipts of \$3,732,955; and disbursements of \$5,407,861 are reflected for the period of November 1, through November 30, 2016 resulting in an ending cash balance of \$7,951,681 as of November 30, 2016.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

Monthly Financial Report - November

1

CASH REPORT FOR NOVEMBER

		Actual	Projected*
Beginning Cash Balance as of November 1, 2016		\$9,626,587	\$9,626,587
INCOME			
A. Local Control Funding Formula			
State Aid	\$ 2,738,571		
Property Taxes	<u>268,283</u>		
		3,006,854	
B. Federal Income			
Federal Funding	<u>5,019</u>		
		5,019	
C. State Income			
Unrestricted State Funding	<u>183,460</u>		
		183,460	
D. Local Income			
Other Local Income	223,059		
Spec Ed	<u>294,885</u>		
		517,944	
E. Due to/Due from other funds		19,678	
F. Debt Proceeds		-	
TOTAL INCOME		\$3,732,955	\$4,105,234
Beginning Balance Plus Income		\$13,359,542	\$13,731,821
DISBURSEMENTS			
G. Commercial Warrants	\$ 709,500		
H. Salary and Benefits	4,619,528		
I. Other Outgo	78,833		
J. Interfund Borrowing Out	-		
K. Budget Adjustments	<u>-</u>		
TOTAL DISBURSEMENTS		\$5,407,861	\$5,540,220
Ending Cash Balance as of November 30, 2016		\$7,951,681	\$8,191,601

* Based on Cash Flow Projection at First Interim FY 2016-17

**Budget Revisions
Through November 30, 2016
2016-17 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	12,665,955	966,446	13,632,401
Estimated Income	46,702,905	15,008,582	61,711,487
Estimated Expenditures	49,468,773	15,583,103	65,051,876
Change in Fund Balance	(2,765,868)	(574,521)	(3,340,389)
Projected Ending Fund Balance	9,900,087	391,925	10,292,012
Less: Restricted Program Carryovers	-	391,925	391,925
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	198,677	-	198,677
Stores Inventory	54,828	-	54,828
Less: Assigned Vacation Carryover	251,095	-	251,095
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	1,951,556	-	1,951,556
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	7,068,062	-	7,068,062
Fund 17 Projected End of Year Balance	2,913,602	-	2,913,602
Projected Reserves	11,933,220	-	11,933,220
	<u>November</u>	<u>October</u>	
Projected Reserve % 2016-17¹	18.34%	18.34%	
Projected Reserve % 2017-18²	14.93%	14.93%	
Projected Reserve % 2018-19²	9.19%	9.19%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 1st Interim- October 2016²

BACKGROUND:

At the August 16, 2016 meeting, the Governing Board again authorized Administration to solicit bids for the HVAC/Ceiling/Lighting Replacement Project at the District Office. The project is part of the District's Proposition 39 Energy Efficiency Expenditure Plan. Webb-Cleff Architectural & Engineering, Inc. designed the project in accordance with recommendations from the Energy Audit conducted in April 2014.

A "Notice Inviting Bids" was sent to vendors who have registered to be on the District's qualified vendors list and a bid notice was also advertised in the Daily Journal. A mandatory job walk was held on December 16, 2016. Eighteen vendors toured the facility to determine the scope of work. The bid package included two additive alternates:

- Alternate 1: Install skylights for daylighting
- Alternate 2: Removal of hazardous materials/fire brick in boiler room

The District's 5 Year Prop 39 Expenditure Plan includes this project in order to improve energy efficiency and save on electricity costs. The portion to be paid from Prop 39 funds is \$151,398. Below is the estimate of costs provided at the August 16, 2016 meeting:

Description	Escltr	Amount	Funding Source				Total
			Prop 39	Rebates	Def Maint.	Other Local Funds Needed	
Construction Cost Estimate from Prop 39 Plan		\$332,403	\$151,398	\$8,602	\$172,403	\$0	\$332,403
Previous Construction Bid with Annual Escalation	7.00%	\$371,589	\$151,398	\$8,602	\$172,403	\$39,186	\$371,589
Estimated Soft Costs with Annual Escalation*	7.00%	\$100,220				\$100,220	\$100,220
Total Project Costs		\$471,809	\$151,398	\$8,602	\$172,403	\$139,406	\$471,809
2014-15 Electricity and Gas Costs		\$25,889					
Estimated Annual Savings from Prop 39 Plan		\$16,233					
<i>Revised Estimated Electricity and Gas Costs for 2014-15 Given Above Assumptions</i>		<i>\$9,656</i>					

This project was put out for formal bid. Seven (7) bids were submitted and the results are as follows:

Company Name	Base Bid	*Alternate 1	**Alternate 2	Total Bid
M.A. Stevens Construction Inc.	\$ 387,338	\$ 35,237	\$ 3,500	\$ 426,075
Fordyce Construction Inc.	\$ 419,634	\$ 32,200	\$ 1,200	\$ 453,034
Grahovac Construction Co., Inc.	\$ 438,600	\$ 34,600	\$ 3,100	\$ 476,300
A.P. General Corporation	\$ 423,000	\$ 64,000	\$ 2,000	\$ 489,000
Straight Line General Contractors, Inc.	\$ 484,800	\$ 34,000	\$ 12,540	\$ 531,340
Evergreencali Construction	\$ 512,000	\$ 36,000	\$ 8,000	\$ 556,000
Marcon Engineering Inc.	\$ 496,739	\$ 59,698	\$ 2,278	\$ 558,715

**Install skylights for daylighting*

***Removal of hazardous materials/fire brick in boiler room*

RECOMMENDATION:

It is recommended that the Board award the bid for the District Office HVAC/Ceiling/Lighting Replacement Project to include the Base Bid, Alternate 1, and Alternate 2 to M.A Stevens Construction Inc.

This recommendation supports the following District goal:

Learning Environment

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

FISCAL IMPACT:

\$426,075 construction cost and \$495,953 estimated total project cost, of which \$21,762 has already been incurred for design services. Sources of funding would be as follows:

Description	Escltr	Amount	Funding Source				Total
			Prop 39	Rebates	Def Maint	Other Local Funds Needed	
Construction Cost Estimate from Prop 39 Plan		\$332,403	\$151,398	\$8,602	\$172,403	\$0	\$332,403
Construction Bid 1-6-17	0.00%	\$426,075	\$151,398	\$8,602	\$175,000	\$91,075	\$426,075
Estimated Soft Costs	0.00%	\$69,878				\$69,878	\$69,878
Total Project Costs		\$495,953	\$151,398	\$8,602	\$175,000	\$160,953	\$495,953

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.

Discussion and/or Action Item E.2.4.
Prepared by Karl Christensen
January 17, 2017

Billing to Pioneer National Little League for
Electricity Usage at Chet F Harritt

BACKGROUND:

At the December 15, 2015 meeting, the Board approved a Memorandum of Understanding (MOU) with the City of Santee and the Pioneer National Little League (PNLL) regarding certain improvements to be made to the Chet F Harritt ballfields.

The MOU contained terms that require the PNLL to reimburse the District for electricity usage associated with the league's snack bar, adjacent conference/storage room, and batting cage.

Since a separate SDG&E meter cannot be installed at the same address, the District installed a sub-meter to record meter readings by month and bill PNLL based on the blended cost per kilowatt hour rate from Chet F Harritt's SDG&E bill. At the time the MOU was executed, it was believed that the field lights were on the same sub-meter as the snack bar, adjacent conference/storage room, and batting cage. Use of Field Lights is billed separately to the City of Santee. Consequently, the terms of the MOU were written to reduce the PNLL billing for electricity usage by the amount billed the City for light usage. Sometime after execution of the MOU, it was discovered that the field lights are on a sub-meter separate from the buildings and batting cage.

Using the methodology in the current MOU (subtracting amount billed City for light usage) produces an amount to bill PNLL of negative \$400 to a little over \$600 per month from May through November, with a cumulative billing of \$728.04 and an average monthly billing of \$104.01. Revising the methodology for the same time period to not subtract the amount billed the City for light usage produces an amount to bill PNLL of a little over \$300 to a little less than \$800 per month, with a cumulative billing of \$3,534.69 and an average monthly billing of \$504.96.

Administration recommends engaging in a discussion about the methodology and amounts to bill PNLL for electricity usage.

RECOMMENDATION:

This is an information item. Action, if any, is at the discretion of the Board of Education.

This recommendation supports the following District goal:

Learning Environment

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

FISCAL IMPACT

The fiscal impact is \$1,400 to \$7,000 annually

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.4.

Discussion and/or Action Item E.3.1.

Approval of Agreement with Leadership Associates for Consultant Services

January 17, 2017

BACKGROUND:

At the September 20, 2016, the Board approved an agreement with Leadership Associates to conduct a Superintendent search. The Board announced the selection of Mrs. Kristin Baranski as the District's new Superintendent at their meeting on December 20.

Leadership Associates will provide executive leadership advisement and mentoring services for Mrs. Baranski.

RECOMMENDATION:

It is recommended that the Board of Education approve the Agreement with Leadership Associates for Consultant Services.

FISCAL IMPACT:

The cost for the search is \$15,500.

STUDENT ACHIEVEMENT IMPACT:

Effective leadership assures a quality education for students.

Motion: _____

Second: _____

Vote: _____

Agenda Item E.3.1.



LEADERSHIP ASSOCIATES, LLC
50-855 Washington Street #C-205
La Quinta, CA 92253
Phone (760) 771-4277

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made this January 2017 between LEADERSHIP ASSOCIATES, hereinafter called the Contractor, and SANTEE SCHOOL DISTRICT hereinafter called the District.

The Contractor agrees to perform services for the District as follows:

The Contractor will provide executive leadership advisement and mentoring services to the superintendent. The contract will be in effect from January through June 2017.

The District agrees to pay the Contractor an amount not to exceed FIFTEEN THOUSAND, FIVE HUNDRED, FIFTY DOLLARS (\$15,500) for 10 days of provided services. The Contractor will submit quarterly invoices to the District. Payments are due within 30 days of receipt of invoice.

Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

Leadership Associates does not participate in a California public pension system. Leadership Associates and the District understand that the work/services provided should not be considered creditable toward the STRS earnings limit as the work is not normally performed by employees of the District and requires less than 24 months (496 business days). REF. CA Education Code § 26135.7 (2014)

CONTRACTOR:
LEADERSHIP ASSOCIATES, LLC
Taxpayer ID#: 68-038 3653

DISTRICT:
SANTEE SCHOOL DISTRICT

By [Signature]
Name Linda Hunt, Office Administrator
Date January 2017

By
Name
Date

BACKGROUND:

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

RECOMMENDATION:

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

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance assures a quality education for students.

Motion: _____ Second: _____ Vote: _____ Agenda Item E.3.2.

Item F. BOARD POLICIES AND BYLAWS

Board Policies and Bylaws Item F.1.1.

Second Reading: Board Policy 4333.1 –
Executive Council Mileage and Travel
Expense Reimbursement

Prepared by Tim Larson
December 20, 2016

BACKGROUND:

At the September 6th meeting, the Board of Education approved the revision of Board Policy (BP) 3350 to exclude language on Executive Council Mileage and Travel Expense Reimbursement. With the revision of BP 3350, there is a need to eliminate BP 4333.1 - Executive Council Mileage and Travel Expense Reimbursement. A first reading was reading to the Board of Education at the December 20th meeting. BP 4333.1 being submitted for a second reading and approval.

RECOMMENDATION:

Administration recommends the Board of Education approve the elimination of BP 4333.1 - Executive Council Mileage and Travel Expense Reimbursement.

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____

Second: _____

Vote: _____

Agenda Item F.1.1.

EXECUTIVE COUNCIL MILEAGE AND TRAVEL EXPENSE REIMBURSEMENT

Executive Council members shall receive a monthly travel allowance of three hundred and fifty dollars (\$350.00) for all travel expenses within San Diego County. Mileage costs incurred outside San Diego County shall be reimbursed at a rate determined annually by the Board.

Executive Council members receiving this monthly allowance will include:

- Assistant Superintendent, Business Services*
- Assistant Superintendent, Educational Services*
- Director I, Human Resources*
- Executive Assistant*

Policy
adopted: February 19, 2008
amended: August 5, 2008

SANTEE SCHOOL DISTRICT
Santee, California

BACKGROUND:

The Board Policy and Administrative Regulation for Sale and Disposal of Books, Equipment, and Supplies has not been revised since March 2009.

This revision comes directly from the California School Boards Association (CSBA) and mostly changes the order and sequence of both the Board Policy and the Administrative Regulation. Therefore, rather than incorporating highlighted revisions in the existing BP and AR, the new BP and AR from CSBA is presented with the changes noted below:

Section	Paragraph	New Language	Revisions to Existing Language
<i>Board Policy</i>	New 2	The Board shall approve the price and terms of any sale or lease of personal property of the district.	
	New 3		Property not exceeding \$2,500 in value: Formerly in AR only, now in BP and AR. Revised to stipulate that value could be for one or more items.
	New 4		Value of property insufficient to defray costs of arranging sale: Formerly in AR only, now in BP and AR.
<i>Administrative Regulation</i>	New 5, 6, and 7	Equipment/Supplies Acquired with Federal Funds Section	
	Prior 7		School Buses section deleted as Education Code 42303 is no longer in existence

RECOMMENDATION:

This is a First Reading of revisions to BP / AR 3270, Sale and Disposal of Books, Equipment, and Supplies. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.

Business and Noninstructional Operations**SALE AND DISPOSAL OF BOOKS, EQUIPMENT, AND SUPPLIES**

The Governing Board recognizes its fiscal responsibility to maximize the use of district equipment, supplies, instructional materials, and other personal property while providing up-to-date resources that facilitate student learning and effective district operations. When the Board, upon recommendation of the Superintendent or designee, declares any district-owned personal property unusable, obsolete, or no longer needed, the Board shall determine the estimated value of the property and shall decide whether the property will be donated, sold, or otherwise disposed of as prescribed by law and administrative regulation.

The Board shall approve the price and terms of any sale or lease of personal property of the district.

If the Board members who are in attendance at a meeting unanimously agree that the property, whether one or more items, does not exceed \$2,500 in value, the property may be sold without advertising for bids.

If the Board members who are in attendance at a meeting unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of in the local public dump. (Education Code 17546)

Instructional materials shall be considered obsolete or unusable by the district if they have been replaced by more recent editions or new materials selected by the Board, are not aligned with the district's academic standards or course of study, and have no foreseeable value in other instructional areas. Such materials may be sold or donated if they continue to serve educational purposes that would benefit others outside the district. Instructional materials are not appropriate for sale or donation if they meet any of the following criteria:

1. Contain information rendered inaccurate or incomplete by new research or technologies
2. Contain demeaning, stereotyping, or patronizing references to any group of persons protected against discrimination by law or Board policy
3. Are damaged beyond use or repair

The Superintendent or designee shall establish procedures to be used whenever the district sells equipment or supplies originally acquired under a federal grant or subgrant. Such procedures shall be designed to ensure the highest possible return.

Legal Reference:

EDUCATION CODE

17540-17542 Sale or lease of personal property by one district to another

17545-17555 Sale of personal property

35168 Inventory, including record of time and mode of disposal

60510-60530 Sale, donation, or disposal of instructional materials

GOVERNMENT CODE

25505 District property; disposition; proceeds

CODE OF REGULATIONS, TITLE 5

3944 Consolidated categorical programs, district title to equipment

3946 Disposal of equipment purchased with state and federal consolidated application funds

UNITED STATES CODE, TITLE 40

549 Surplus property

CODE OF FEDERAL REGULATIONS, TITLE 2

200.0-200.521 Federal uniform grant guidance

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Standards for Evaluating Instructional Materials for Social Content, 2013

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

School Services of California, Inc.: <http://www.sscal.com>

Policy

Adopted: March 3, 2009

SANTEE SCHOOL DISTRICT

Santee, California

Business and Noninstructional Operations

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES

Instructional Materials

Surplus or undistributed obsolete instructional materials that are usable for educational purposes may be sold by the district. Alternatively, such materials may be donated to (Education Code 60510):

1. Another district, county free library, or other state institution
2. A United States public agency or institution
3. A nonprofit charitable organization
4. Children or adults in California or foreign countries for the purpose of increasing the general literacy of the people

Any organization, agency, or institution receiving obsolete instructional materials donated by the district shall certify to the Governing Board that it agrees to make no charge to any persons to whom it gives or lends these materials.(Education Code 60511)

At least 60 days before selling or donating surplus or undistributed obsolete instructional materials, the Superintendent or designee shall notify the public of the district's intention to do so through a public service announcement on a local television station, in a local newspaper, or by other means that will most effectively reach the entities described above. Representatives of those entities and members of the public also shall be notified of the opportunity to address the Board regarding the distribution of these materials.

Surplus or undistributed obsolete instructional materials which are unusable or which cannot be distributed as specified above may be disposed of by either of the following methods (Education Code 60530):

1. Mutilated as not to be salable as instructional materials and sold for scrap or for use in the manufacture of paper pulp or other substances at the highest obtainable price
2. Destroyed by any economical means, provided that the materials are not destroyed until at least 30 days after the district has given notice to all persons who have filed a request for such notice

Equipment/Supplies Acquired with Federal Funds

When the district has a need to replace equipment originally purchased with funds from a federal grant or subgrant, it may, subject to the approval of the agency that awarded the grant, trade in the

original equipment or sell the property and use the proceeds to offset the cost of the replacement property. (2 CFR 200.313)

When any original or replacement equipment or supplies acquired under a federal grant or subgrant are no longer needed for the original project or program or for other federally supported activities, the district may retain or sell such items or, if the item has a current fair market value of less than \$5,000, may otherwise dispose of the item in a manner approved by the Board. Whenever the district sells equipment or supplies that have a current fair market value of \$5,000 or more, it shall provide an amount to the federal agency equal to the agency's share of the current market value of the equipment or the proceeds from the sale of the equipment or supplies. (2 CFR 200.313, 200.314)

In the event that the district is provided equipment that is federally owned, the district shall request disposition instructions from the federal agency when it no longer needs the equipment. (2 CFR 200.313)

Other Personal Property

The district may sell other surplus or obsolete district-owned personal property through any of the following methods:

1. The Superintendent or designee may advertise for bids by posting a notice in at least three public places in the district for at least two weeks, or by publishing a notice at least once a week for at least two weeks in a newspaper having a general circulation in the district and, if possible, publishing within the district. The district shall sell the property to the highest responsible bidder or shall reject all bids. (Education Code 17545, 17548)
 - a. Property for which no qualified bid has been received may be sold, without further advertising, by the Superintendent or designee. (Education Code 17546)
2. The property may be sold by means of a public auction conducted by district employees, employees of other public agencies, or by contract with a private auction firm. (Education Code 17546)
3. The district may sell the property without advertising for bids under any of the following conditions:
 - a. The Board members in attendance at a meeting have unanimously determined that the property does not exceed \$2,500 in value. (Education Code 17546)
 - b. The district sells the property to agencies of the federal, state, or local government, to any other school district, or to any agency eligible under the federal surplus property law and the sale price equals the cost of the property plus the estimated cost of purchasing, storing, and handling. (Education Code 17540; 40 USC 549)

- c. The district sells or leases the property to agencies of the federal, state, or local government or to any other school district and the price and terms of the sale or lease are fixed by the Board and approved by the County Superintendent of Schools. (Education Code 17542)

Money received from the sale of surplus personal property shall be either deposited in the district reserve or general fund or credited to the fund from which the original purchase was made. (Education Code 17547)

Regulation
Approved: March 3, 2009

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item F.1.3. First Reading: AR 5030, Student Wellness
Prepared by Karl Christensen
January 17, 2017

BACKGROUND:

Each year, AR 5030, Student Wellness is reviewed to ensure that recent USDA and State requirements are incorporated.

The revisions to AR 5030, Student Wellness not only incorporate USDA changes but also include various recommendations made by Live Well San Diego.

RECOMMENDATION:

This is a First Reading of revisions to AR 5030, Student Wellness. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.3.

STUDENT WELLNESS

The following regulations have been established as guidelines to reflect district practice in promoting student health and reducing childhood obesity:

WELLNESS COMMITTEE

The Wellness Committee is charged with advising the District on, activities, policies, and programs and it may include the planning and implementation of activities to promote health within the school and community.

NUTRITIONAL GUIDELINES FOR FOOD AVAILABLE AT SCHOOLS

Nutritional standards for all food and beverages including those served in the federally reimbursable meal programs, a la carte food sold by Child Nutrition Services, food sold by student organizations, food sold for fundraisers and any other food offered to students will strictly adhere to all laws and regulations of the federal, state, local governments, and the Santee School District Wellness Policy. These regulations will be in effect for services offered to students from midnight before to one half hour after school.

- a) All meals offered by the Districts nutrition program shall meet **or exceed** all legal requirements for participation in the National School Lunch and Breakfast Programs.
- b) All menus will be food based using the USDA- Approved “Food Based Menu Planning” option.
- c) Only low fat and non-fat milk or 100% fruit juice shall be served for breakfast and lunch.
- d) The Child Nutrition Department will increase the availability of whole wheat breads and pastas. All grains including bread, pasta, rice and cereal offered shall be whole grain rich.
- e) The Child Nutrition Department will provide a variety of fresh fruits and vegetables daily by offering salad bars consisting of fruits, vegetables, legumes, and other healthy foods from local sources to the greatest extent possible at all sites.

Menus and nutrition information for school meals shall be available to students, staff, and parents online and through the School Nutrition and Fitness app.

All families shall be encouraged to apply for free and reduced meals. Applications will be provided to every household at the beginning of each school year. Online applications and printable copies will be available during the entire school year. Eligibility result letters shall be mailed home as soon as possible.

STUDENT WELLNESS

Amount of Time Allowed for Students to Eat

The District shall ensure students are provided adequate time to eat. As a general guideline, the District endeavors to provide students with at least 10 minutes to eat after sitting down for breakfast and 15 minutes after sitting down for lunch. The Child Nutrition Department **District** shall continuously seek creative ways such as staggered lunches, additional serving lines, and “play **recess** first”, and ~~creative vending~~ to help eliminate long waits in line, thereby allowing students adequate time to eat, engage in physical activity, and socialize during their lunch period.

Drinking Water

To comply with the state and federal regulations, the District shall have clean drinking water available in all meal service areas.

Child Nutrition Services Staff Training

All Child Nutrition services staff will receive required annual training in accordance with USDA professional standards requirements.

Guidelines for Other Foods and Beverages Sold Outside Lunch Program

Only compliant food and beverages may be sold on campus beginning midnight before school begins to one-half hour after school ends.

1. Compliant Snack Foods for Schools with Junior High Students are defined as:
 - a) No more than 35% of the total-calories from fat, (excluding nuts, nut butters, seeds, reduced-fat cheese, dried fruit + nut / seed combo), and
 - b) No more than 10% of the food’s total calories are from saturated fat (except reduced –fat cheese and dried fruit + nut/ seed combo), and
 - c) No more than 35% sugar by weight (excluding fruits, non –fried vegetables, dried fruit+nut/seed combo), and
 - d) Less than 0.5 grams trans-fat per serving (no exceptions), and
 - e) No more than ~~230~~ **200** milligrams sodium (no exceptions), and
 - f) No more than 200 calories per item / container (no exceptions) ,and
 - g) Have fruit, vegetable, dairy, protein, or whole grain as the first ingredient, or
 - h) ~~Contain at least 10% Daily Value for calcium or potassium or Vitamin D or dietary fiber, or~~

STUDENT WELLNESS

- i) Be a combination food containing **at least two food groups that contain** at least ¼ cup fruit or vegetable.
2. “Entrée” Food Items Must Be
- a) Meat /meat alternate and whole grain rich food; or
 - b) Meat /meat alternate and fruit or non-fried vegetable; or
 - c) Meat / meat alternate alone (cannot be yogurt, cheese, nuts, seeds or meat snacks - these are considered a snack, and

An entrée offered the day of or the day after on the reimbursable meal program menu sold a la carte must be;

- a) No more than 400 calories, and
- b) No more than 4 grams of fat per 100 calories.

An entrée sold by any other entity (PTA, student organization, etc.) must be:

- a) No more than 35% calories from fat, and
- b) No more than 10% calories from saturated fat, and
- c) No more than 35% sugar by weight, and
- d) No more than 0.5 grams’ trans-fat per serving, and
- e) No more than 480 milligrams sodium, and
- f) No more than 350 calories, and
- g) Have fruit, vegetable, dairy, protein, or whole grain as the first ingredient, or
- ~~h) Contain more than 10% Daily Value for calcium or potassium or Vitamin D or dietary fiber, or~~
- i) Be a combination food containing **at least two food groups that contain** at least ¼ cup of fruit or vegetable.

Guidelines for Compliant Beverages for Schools with Junior High Students

Compliant Beverages are as follows:

1. Fruit and vegetable juices containing:
 - a) At Least 50% juice
 - b) No added sweeteners
 - c) No more than 12 ounces per serving.
2. Milk
 - a) From cows or goats, and
 - b) 1% (unflavored non-fat (flavored or unflavored), and
 - c) Contain vitamins A and D, and
 - d) At least 25% of the Daily Value of calcium per 8 ounces, and

STUDENT WELLNESS

- e) No more than 28 grams of total sugar per 8 ounces.
- f) No more than 12 fluid ounces.

- 3. Non - Dairy Milk
 - a) Nutritionally equivalent to milk (see 7CFR 210.10(d)(3),220.8(i)(3), and
 - b) No more than 28 grams of total sugar per 8 fluid ounces, and
 - c) No more than 5 grams of fat per 8 fluid ounces.
 - d) No more than a 12 ounce serving size.

- 4. Water
 - a) No added sweeteners.
 - b) No serving size limit.

Compliant Foods for K-6 Schools:

- 1. Can only be a:
 - a) Fruit
 - b) Non - fried vegetable
 - c) Dairy Food
 - d) Nuts, Seeds, Legumes, Eggs, Cheese (allowable protein foods)
 - e) Whole grain item,

- and-

- 2. Must meet the following:
 - a) No more than 35% of calories from fat excluding nuts, nut butters, seeds, reduced-fat cheese, dried fruit and nut/seed combo, and
 - b) No more than 10% calories from saturated fat (except reduced- fat cheese, dried fruit +nut /seed combo), and
 - c) No more than 35% sugar by weight, (except fruits, non- fried vegetables, dried fruit +nut /seed combo, and
 - d) Less than 0.5 grams' trans-fat per serving (no exceptions), and
 - e) No more than ~~230~~ **200** milligrams sodium (no exceptions), and
 - f) No more than 175 calories per snack item / container (no exceptions)

-or-

Compliant Beverages for K-6 Schools

- 1. Fruit and vegetable juice
 - a) At least 50% juice, and
 - b) No added sweeteners, and
 - c) No more than 8 fluid ounce serving size.

STUDENT WELLNESS

2. Milk

- a) From cows or goats, and
- b) 1% (unflavored), nonfat (flavored, unflavored), and
- c) Contain Vitamins A and D, and
- d) At least 25% of the calcium Daily Value per 8 fluid ounces, and
- e) No more than 28 grams of total sugar per 8 ounces, and
- f) No more than 8 fluid ounce serving size.

3. Non – Dairy Milk

- a) Nutritionally equivalent to milk (see 7 CFR 210.10(d)(3),220.8(i)(3)), Must contain per 8 fluid ounces at least:
 - 276 mg calcium
 - 8 grams of protein
 - 500 IU Vitamin A
 - 100 IU Vitamin D
 - 24 mg magnesium
 - 222 mg phosphorus
 - 349 mg potassium
 - 0.44 mg riboflavin
 - 1.1 mcg Vitamin B12, and
- b) No more than 28 grams of total sugar per 8 fluid ounces, and
- c) No more than 5 grams' fat per 8 fluid ounce, and
- d) No more than 8 fluid ounce serving size.

4. Water

- a) No added sweeteners
- b) No serving size

Fundraising with Food/Beverages

Student Organizations at Schools with Junior High Students

(Reference: California Code of Regulations Section 15501)

Effective during or after school hours. (Midnight before school begins to 30 minutes after the school day ends). Applies ONLY to food and beverage sales by student organizations.

- 1. Up to three categories of foods or beverages may be sold each day (e.g. chips, sandwiches, juices etc.).
- 2. Food and beverage item(s) must be pre- approved by the Governing Board of the school district.

STUDENT WELLNESS

- 3. Only one student organization *may* be allowed to sell each day.
- 4. Food(s) and beverages cannot be prepared on campus.
- 5. The food or beverage categories sold cannot be the same as the categories sold in the food service program at that school during the same school day.
- 6. In addition to one student organization sale each day, any and all student organizations may sell on the same designated four days per year. School administration may set these dates.

Fundraising with Food/Beverages by Non - Student Organizations and Other Food-Sales Taking Place Midnight Before School Begins to One-Half Hour After School Ends.

All entities must sell food and beverages that adhere state and federal food sales regulations as listed above.

Snacks and Beverages Served (Not Sold)

Snacks served during the school day and in after school care or enrichment programs shall meet or exceed the guidelines listed above. The school day is defined as midnight before school begins to one half hour after school ends.

Rewards, Celebrations & School Sponsored Activities

Rewards, celebrations, or school sponsored activities that include federally regulated non-compliant food will be limited to once per month. Celebrations will only be planned after lunch.

Role Models

Santee School District staff is encouraged to serve as positive role models by promoting a healthy and active lifestyle.

Adequate Facilities

The Santee School District will strive to provide lunchroom facilities that are adequate, enjoyable, and promote a healthy atmosphere for students.

GOALS FOR NUTRITION/HEALTH EDUCATION (Reference Board Policy 6142.8(a))

- a) Students in pre K – 8 grades will receive nutrition education that provides the knowledge they need to adopt healthy lifestyles.
- b) Nutrition education will be integrated into curricular areas and will include developmentally appropriate, participatory activities.
- c) **Nutrition education shall be linked to the cafeteria through events and opportunities that promote nutrition education.**

STUDENT WELLNESS

- d) **Staff is encouraged to integrate hands-on experiences with school gardens to include but not be limited to composting, planting, and harvesting.**
- e) Education will promote fruits, vegetables, whole grain products, proteins, low-fat, low-glycemic, and low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices including water consumption and vitamins and minerals.
- f) Education provides a balance between food intake and energy expenditure (physical activity/exercise); links with school meal programs, other school foods, and nutrition-related community services; teaches media literacy with an emphasis on food marketing.
- g) Training for teachers, staff, and parents/guardians will be included in the educational process.
- h) Provide parents/guardians nutritional information to support a healthy lifestyle.

GOALS FOR PHYSICAL ACTIVITY AND OTHER SCHOOL-BASED ACTIVITIES
(Reference Board Policy 6142.7(a))

- a) **Daily Physical Education (PE) 1 – 8.** All students in grades 1 – 8, including students with disabilities, special health-care needs, and in alternative educational settings, will participate in moderate to vigorous physical education for a minimum of 200 minutes every 10 days (Education Code Section 51210) for the entire school year. Instructors of physical education will be provided the necessary training to be “qualified and trained” physical education teachers. Students will be expected to participate in moderate to vigorous physical activity during physical education time. Student involvement in other activities involving physical activity (e.g. after-school intramural sports programs) will not be substituted for meeting the physical education requirement.

Moderate Physical Activity Defined. Movement that causes moderate increases in breathing, sweating, and heart rate. Such activities include brisk walking, active play, active housework, and gardening.

Vigorous Physical Activity Defined. Movement that causes heavy breathing and sweating and large increases in heart rate. Examples of such activities include jogging, aerobic dancing, biking, swimming, skating, soccer or other active sports.

- b) **Daily Recess.** ~~It is recommended that elementary school students will have a daily supervised recess, preferably outdoors, during which schools would encourage physical activity.~~ **The District recognizes that recess provides a necessary break in the day for optimizing children’s development and that cognitive processing and academic performance depend on regular breaks from concentrated work.**

STUDENT WELLNESS

- c) **All elementary grades will offer no less than 15 minutes of recess on all or most days during the school year. This policy may be waived on early dismissal days.**
- d) **Outdoor recess will be offered when weather is feasible for outdoor play. In the event that the school or District must conduct indoor recess, teachers and staff will provide activities that promote physical activity for students to the extent practicable. Recess will complement not substitute for the physical education class. Recess monitors or teachers will encourage students to be active and will serve as role models by being active alongside the students whenever feasible.**
- e) **Physical Activity Opportunities Before and After School.** Santee School District will investigate extracurricular physical activity programs, such as physical activity clubs or intramural programs.
~~The Wellness committee will evaluate and recommend free and fee-based programs for site use.~~ The committee will research activities that meet the needs, interests, and abilities of all students. After-school childcare and enrichment programs will provide and encourage daily periods of moderate to vigorous activity for all participants.

Integrating Physical Activity into the Classroom Setting

For students to ~~receive the nationally recommended amount of moderate to vigorous daily physical activity (at least 60 minutes per day)~~ and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- a) classroom health/nutrition education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- b) sites will be provided program opportunities to support physical activity on campus (before, during, after school programs);
- c) families will also be provided program opportunities to support physical activity at home/outside of school (before and after school programs).

PLAN FOR MONITORING IMPLEMENTATION

Policy implementation will occur in three phases:

- Phase One: Education of policy language to staff, students, parents, and community.
- Phase Two: Education of nutritional guidelines, healthy eating habits, physical education standards implementation and delivery.
- Phase Three: Development of nutrition standards and delivery.

STUDENT WELLNESS

The Santee School District School Board should be involved in establishing the goals for the school wellness policy, success indicators, reporting methodology, and frequency of reporting to the Board.

The Superintendent or designee ~~should~~ **shall** ensure district wide and individual school compliance with the adopted school wellness policy.

The principal or designee ~~should~~ **shall** ensure individual school compliance.

The Superintendent or designee ~~should~~ **shall** report ~~on a bi-annual basis~~ **at least every two years** as determined by the Board, on wellness policy compliance to the Board, ~~the~~ **the** Board Advisory Wellness Committee ~~representatives~~, parent/teacher organizations, and school administrators.

Legal Reference:

EDUCATION CODE

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49493 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act

49540-49536 Childcare food program

49547-49548.3 Comprehensive nutrition services

49550-49560 Meals for needy students

49565-49565.8 California Fresh Start pilot program

49570 National School Lunch Act

51222 Physical education

51223 Physical education, elementary schools

CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

15575-15578

UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:

1751 Note Local wellness policy

Legal Reference (continued):

1771-1791 Child Nutrition Act, including:

1773 School Breakfast Program

1779 Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

210.11-220.12

Administrative Regulation
adopted: July 19, 2011
Revised: January 27, 2015

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item F.1.4. First Reading: AR 3300, Expenditures and
Prepared by Karl Christensen Purchases
January 17, 2017

BACKGROUND:

The California Department of Education (CDE) conducts reviews and audits of agencies that receive federal funds to offer School Nutrition Programs. These funds are governed and overseen by the United States Department of Agriculture (USDA).

USDA regulations now require agencies that operate School Nutrition Programs to develop procurement procedures specific to School Nutrition Program funds and to have these procedures adopted by their Governing Boards.

BP 3300, Expenditures and Purchases currently has no accompanying Administrative Regulation. Administration recommends adding an AR to this Board Policy to incorporate procurement procedures for the Child Nutrition Department.

RECOMMENDATION:

This is a First Reading of new AR 3300, Expenditures and Purchases. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.4.

PROCUREMENT PROCEDURES

PROCUREMENT PLAN FOR SCHOOL NUTRITION PROGRAM

Procurement is the multistep process for acquiring the best possible goods and services at the lowest possible price. The District will purchase food and other items for use in the School Nutrition Programs (SNP) in compliance with 2 CFR Part 200, State and District regulations, using the procedures outlined below.

The primary purpose of this procurement plan is to ensure that open and free competition exists to the maximum extent possible. The Board of Education believes that competition helps ensure that goods, equipment, and services will be obtained at the lowest possible cost. The procurement procedures used by the District will not unduly restrict or eliminate competition.

When making procurement decisions for the SNP, the District will follow the following four fundamentals:

1. Follow the Buy American provision and purchase food to the maximum extent possible grown and processed in the US.
2. Follow the more restrictive bid threshold, whether it be the federal, state or local threshold
3. Ensure that full and open competition exists to the maximum extent possible.
4. Award contracts to the most responsible and responsive bidders.

Prior to beginning the procurement procedures outlined in this document, the District will:

1. Complete a needs assessment and an accurate forecast – to the best ability of the District.
2. Determine that the items are necessary and do not duplicate items and/or bid(s) the District already has in place.
3. With equipment, the District will determine the most economical approach – lease vs. buy – prior to preparing a solicitation.
4. Determine the bid threshold in order to determine what method of procurement will be used for the goods or services.
5. Develop specifications for products needed including details such as product descriptions and requirements for goods or services. Descriptions must not unduly restrict competition. The description must describe the minimum essential characteristics and standards to which the product must conform.
6. Develop evaluation criteria if using a Request for Proposal (RFP) prior to releasing the bid document.

PROCUREMENT OPTIONS

Micro Purchase Procedures

Micro Purchase procedures will be used to purchase goods and services that are needed on an emergency basis, for special or last minute catering events or for items needed only occasionally.

PROCUREMENT PROCEDURES

Micro purchasing procedures shall be used under the following conditions:

- a. The aggregate value of the *single* transaction is under \$3500.
- b. The District considers the price to be reasonable.
- c. The determination that the price is reasonable is documented and included in the procurement file. Prices found on the internet can be used to verify that the price the District is paying is reasonable.
- d. Micro purchases are equally distributed among qualified suppliers. For emergency equipment repair, repair work will be distributed amongst those vendors who are familiar with the brand of equipment the District uses, are authorized to work on that brand by the manufacturer, and can respond within 24 hours.

Small Purchase Procedures

Small Purchase procedures will be used to purchase goods, equipment, office supplies, and services where the aggregate cost is less than the more restrictive bid threshold whether it be the federal, state, or local threshold and greater than \$3,500.

When small purchase procedures are used, the following conditions must be met:

1. The goods, equipment, or services to be purchased will be adequately and consistently described for each prospective vendor so that each one can provide price quotes on the same merchandise or service. These specifications may be either verbal or written. It is not necessary to send price quotes in writing, but it is the preferred method. Both written and verbal methods must be documented.
2. Specifications/food descriptions must be sent by fax or e-mail or communicated by telephone or in person to an adequate number of vendors. A list of potential vendors will be developed, maintained, and added to throughout the course of the school year. During the summer, the District will solicit their interest level in being added to the small purchase procurement list. The District will network with other School District Food Service Department personnel to obtain vendor contact information, as well as to obtain feedback regarding service and product quality. The list developed will be used to contact interested vendors throughout the school year. Vendors will be added to this list upon request.
3. Responses from vendors can be either in the written or verbal form. Verbal quotes must be documented.
4. Price quotation responses will be retained by the District in the Purchasing or Child Nutrition Services Department with other program documentation and records for a period of three (3) years after the end of the fiscal year to which they pertain or until the findings of audits are resolved.

PROCUREMENT PROCEDURES**Competitive Formal Procurement**

Competitive Formal Procurement, Information for Bid (IFB) or Request for Proposal (RFP), will be used to purchase goods, equipment, and services where the aggregate cost is greater than the more restrictive bid threshold whether it be the federal, state, or local threshold. When competitive formal procurement procedures are used, the following conditions, stipulations, and terms must be met:

1. The bid must be free of actions that might inhibit competition and allow the vendor adequate time to complete the bid.
2. The bid must be advertised and include the general nature of the goods or services to be procured; method of procurement that will be used; how the vendor can obtain more information; and the due date for responses to the bid. The bid must be publically advertised once a week for 2 weeks in a newspaper of general circulation per California Public Contract Code section 20112. The bid may also be advertised on the District website.
3. Bids shall be solicited from an adequate number of known suppliers in sufficient time prior to the date set for the opening of the bids. Bids will be mailed or emailed to those vendors who have previously requested to do business with the District.
4. The date that all addenda, changes, or answers to questions will be posted regarding the bid must be included in the original bid document as well as the website where the answers will be posted.
5. The invitations for bid will clearly define the items or services needed in order for the bidders to be able to properly respond. This includes product specifications and general purchasing conditions.
6. Vendors wishing to bid on the contract may not assist the District in the development of the bid or the specifications for product/goods.
7. The bid document must contain the following written requirement: "All rebates, discounts, and other applicable credits must be returned to the District".
8. Any and all bids may be rejected when there is sound documented reasons in the best interest of the District.
9. Bid award will be based on low bid after verifying that the vendor with the low bid is responsive and responsible, meets the product specifications, and after performing a cost analysis.
10. When using a Request for Proposal (RFP) in compliance with federal and state guidelines, the evaluation criteria must be included in the bid package and price must be the highest weighted factor. In addition to price, the evaluation criteria may include categories such as: Flavor & Quality, Past Performance, Minimums, Delivery Days and Times. A description of the Scoring System must be included in the RFP which will explain the scoring criteria for each category.
11. During the evaluation phase, evaluation criteria other than price must first be evaluated prior to evaluating price. There should be a committee of at least 2 persons who did not write the bid to evaluate the technical criteria of the RFP. The RFP is to be awarded to the most responsive, responsible vendor who submitted the lowest price as determined by the evaluation criteria.

PROCUREMENT PROCEDURES

12. Responses from vendors must be in writing; signed by the authorized authority to submit the bid, and be returned in a sealed envelope on or before the date and time specified and to the place specified in the bid documents.
13. Bids not received on time shall be returned to the vendor unopened.
14. Bid proposals shall be retained by the District with other program documentation and records for a period of three (3) years after the end of the fiscal year to which they pertain or until the findings of audits are resolved.
15. The recommendation for bid award must be submitted to the District's Board for the award of the bid.
16. When the District chooses, purchases may be made through a cooperative agreement or piggybacking with other school districts when all legal procurement procedures are followed as required.
17. For cooperative purchasing, the District must maintain on file for the current year plus three (3) additional years, a copy of the bid; proof of advertising; and bid award documents from the District's Board.

For piggybacking, the District must obtain documentation from the district awarding the bid of the vendor awarded the bid and proof that the bid is piggybackable. A copy of the bid, including the piggyback clause, proof of advertising, and proof of award from the awarding district's Board must be kept on file for the current year plus three (3) additional years.

Non-Competitive Proposal (Sole Source)

Non-Competitive proposals shall be used only when procurement is not feasible under the Small Purchase procedures and the Competitive Formal Procurement methods. The decision to use a non-competitive proposal shall be justified in writing, approved by CDE, and be available for audit and review.

Circumstances under which procurement may be conducted by non-competitive proposal shall be limited to one of the following:

1. The merchandise or service is available only from a single source.
2. An emergency exists, and the urgency for the requirement will not permit the delay involved with sealed bids (formal advertising) or competitive proposal.
3. After solicitation from a number of sources, competition is found to be lacking.

Geographic Preference

The 2008 USDA Farm Bill encourages purchase of locally grown and raised agricultural products, to the maximum extent practical and appropriate, and allows School Food Authorities to apply a geographic preference option in solicitations for such products. The District will include the following language in bid documents to encourage local purchases without being so restrictive as to limit the number of qualified firms that may compete for a contract: *The District will purchase to*

PROCUREMENT PROCEDURES

the maximum extent possible, local produce sourced within the state of California and within a 350-mile radius of the county of San Diego.

PROTEST PROCEDURES

Refer to Administrative Regulation 3311(a) Bids

BRAND NAME OR EQUIVALENTS

- A. When a brand name and code is used in the product description, the description will always include an "or equal" clause
- B. A copy of the specified brand/code will be posted on the District website at www.santeesd.net so vendors can verify the product they are bidding is actually an equal.
- C. Vendors bidding an item as "equal" product may be required to furnish to the District a product specification sheet and a sample case for testing and verification as an "or equal" product.

CONTRACT MANAGEMENT

Vendors shall be monitored to ensure compliance with contract requirements. This can include:

- 1. **PRODUCT INSPECTION:** All items are subject to inspection by the District. Defective items must be made good by the successful vendor, and unsuitable items may be rejected. Any item found to be defective must be corrected to the District's satisfaction prior to payment.
- 2. **RIGHT TO AUDIT:** For contracts with fixed cost plus delivery fee, the District shall audit a minimum of 10 awarded items at a minimum of twice yearly to verify vendor is charging the correct fixed pricing.
- 3. **PRICING DISCREPANCY PENALTY:** The District shall verify all pricing on invoices with awarded bid pricing prior to payment. Should a vendor overcharge the District for any item, the District will request full reimbursement for the overcharge. The second time the vendor is notified of an overcharge, the District will assess an additional two hundred percent (200%) penalty.

CONTRACTOR INVOLVEMENT

Potential vendors shall not be allowed to assist the District in developing the specifications, bid documents or contracts.

When possible, small and minority businesses, Women's business enterprises and labor surplus area firms may be given preference as outlined in board policy.

Successful bidders must certify that they practice equal employment opportunity and that they do

PROCUREMENT PROCEDURES

not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The successful bidder shall take affirmative actions to insure that applicants are employed, and that employees are treated fairly during their employment, without regard to their race, religion, color, sex or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising, lay-off, termination; rates of pay or other form of compensation; and selection for training, including apprenticeship.

The District shall require the successful bidder to provide proof of having and maintaining during the life of any contract with the District, Public Liability and Property Damage Insurance to protect the successful bidder and the District from all claims for personal injury, including accidental death, as well as from all claims for Property Damage arising from the operations of any contract into which the District enters. The minimum amounts of such insurance shall be:

- Bodily Injury and Accidental Death Liability Insurance including auto (both owned and non-owned): Not Less Than \$1,000,000/\$1,000,000 Aggregate
- Property Damage Liability Insurance including auto (both owned and non-owned): Not Less Than \$1,000,000 Aggregate.
- Insurance certificate must name the District as additional insured.
- The Insurance Certificate must be submitted by the successful bidder to the District prior to start of deliveries.

The District shall not enter into a contract with any company or individual that has been debarred or suspended.

Vendors awarded contracts are required to submit a completed Affidavit of Noncollusion, Debarment and Suspension Certificate, Certification of Lobbying, and Disclosure of Lobbying activities. These forms will be included in the proposal package and must be completed prior to commencement of work.

Regulation Approved:

SANTEE SCHOOL DISTRICT
Santee, California

Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item H. CLOSED SESSION

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

The Board will go into Closed Session to discuss:

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
3. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)
4. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Superintendent*
5. **Public Employee Performance Evaluation** (Gov. Code § 54957)
Superintendent

Item I. RECONVENE TO PUBLIC SESSION

Item J. ADJOURNMENT