



# 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

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

## BOARD OF EDUCATION REGULAR MEETING AGENDA February 6, 2018

### 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>
<b>A. OPENING PROCEDURES – 7:00 p.m.</b>	<b>5</b>
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
<b>B. REPORTS AND PRESENTATIONS</b>	<b>6</b>
1. Superintendent's Report	
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<b>C. PUBLIC COMMUNICATION</b>	<b>14</b>
<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>	
<b>D. PUBLIC HEARING</b>	<b>15</b>
1. <u>Public Hearing Regarding, and Consideration for Adoption of Resolution No. 1718-20 to Convey an Easement to San Diego Gas and Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property</u>	<b>16</b>

**E. CONSENT ITEMS**

17

*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**

18

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

**Business Services**

**2.1. Approval/Ratification of Travel Requests**

31

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 of Consultants and General Service Providers**

34

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

**2.3. Acceptance of Donations, Grants, and Bequests**

36

It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.

**2.4. Approval/Ratification of Revolving Cash Report**

38

It is recommended that the Board of Education approve/ratify revolving cash checks as listed.

**2.5. Approval/Ratification of Agreement for Mileage Reimbursement in Lieu of District Transportation**

40

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

**2.6. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**

41

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of December 2017.

**2.7. Authorization to Sell/Dispose of Surplus Items**

46

It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$275.00 and authorize the sale or disposal of them in accordance with the recommended terms.

**2.8. Approval of Architecture & Engineering Services with StudioWC Architecture & Engineering for the Roofing and HVAC Replacement Project at the Educational Resource Center**

49

It is recommended that the Board of Education authorize contracting with StudioWC Architecture and Engineering for the Roofing and HVAC replacement at the Educational Resource Center.

**2.9. Adoption of Resolution No. 1718-20 of the Santee School District Board of Education to Convey an Easement to San Diego Gas and Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property**

51

It is recommended that the Board of Education adopt Resolution No. 1718-20 of the Santee School District Board of Education to convey an easement to San Diego Gas and Electric for installation and maintenance of electric vehicle charging stations on the PRIDE Academy School site property.

- 2.10. Adoption of Resolution No. 1718-21 of the Santee School District Board of Education Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric For Installation and Maintenance of Electric Vehicle Charging Stations on the Pepper Drive School Site Property** 65

It is recommended the Board of Education adopt Resolution No. 1718-21 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the Pepper Drive School Site Property.

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

- 3.1. Personnel, Regular** 76

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

- 3.2. Approval of New Probationary Teachers** 78

It is recommended that the Board of Education approve probationary status to the identified temporary teachers.

- 3.3. Certification of Competence in Evaluation and Instructional Methodologies** 79

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.

- 3.4. Approval of Short Term Positions** 81

It is recommended that the Board of Education approve the short term positions.

- 3.5. Approval to Increase Work Year for Identified Classified Non-Management Position** 82

It is recommended that the Board of Education approve to increase the work year for the identified classified non-management position.

- 3.6. Proclamation for National School Counseling Week (2/5/18 - 2/9/18) and National School Social Work Week (3/4/18 - 3/10/18)** 83

It is recommended that the Board of Education proclaim National School Counseling Week 2/5/18-2/9/18 and National School Social Worker Week 3/4/18-3/10/18.

- 3.7. Approval of Increase for Services Agreement with San Joaquin County Office of Education (SJCOE) to Provide Claims Administration Services for the Medi-Cal Billing Option Program** 85

It is recommended that the Board of Education approve the increase for services agreement with SJCOE to provide claims administration service for the Medi-Cal billing program.

- 3.8. Approval of Internship Contract Agreement with Brandman University** 86

It is recommended that the Board of Education approve the internship contract agreement with Brandman University.

**F. DISCUSSION AND/OR ACTION ITEMS** 98

*Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.*

#### **Superintendent**

- 1.1. Adoption of Resolution #: 1718-19 Calling for Full and Fair Funding of California Public Schools** 99

It is recommended the Board of Education adopt Resolution #1718-19 Calling for Full and Fair Funding of California Public Schools.

**Business Services**

- 2.1. Approval of Monthly Financial Report** 102  
It is recommended that the Board of Education approve the Monthly Financial Report, as presented.
- 2.2. Energy Management Program** 105  
This is an information item. Action, if any, is at the discretion of the Board of Education.

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS** 107

**H. CLOSED SESSION** 107

- 1. Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA); and*  
*Classified School Employees Association (CSEA)*
- 2. Conference with Real Property Negotiators** (Gov't. Code § 54956.8)  
*Purpose: Potential Modification of Term for Close of Escrow*  
*Property: 10335 Mission Gorge Road, Santee 92071*  
*(formerly known as Santee School Site)*  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*
- 3. Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

**I. RECONVENE TO PUBLIC SESSION** 107

**J. ADJOURNMENT** 107

**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 20, 2018 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:

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

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

1. Call to Order and Welcome
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 February 6, 2018, 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 Education: Hill Creek School
  
3. Spotlight on Education: Chet F. Harritt School

Agenda Item B.

**DEVELOPER FEES COLLECTION REPORT  
2017-18  
CUMULATIVE THROUGH JANUARY 25, 2018**

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	Parcels 384-223-01-00 thru 384-223-14-00	07/10/17	28,278	\$61,080.48	PA
	X	1011 Pepper Drive	07/31/17	565	\$1,220.40	PD
	X	9624 West Hartland Circle	08/10/17	582	\$1,257.12	RS
	X	10695, 10689, 10683, 10682, 10688, 10694 Cobble Ct.	10/04/17	16,168	\$34,922.88	HC
	X	10677, 10671, 10665, 10664, 10670, 10676 Cobble Ct.	10/04/17	15,876	\$34,292.16	HC
	X	10659, 10653, 10647, 10646, 10652, 10658 Cobble Ct.	10/04/17	16,224	\$35,043.84	HC
	X	10707, 10683, 10713 Braverman Drive	10/04/17	7,618	\$16,454.88	HC
	X	10707, 10701, 10700, 10706, 10712 Cobble Ct.	10/04/17	12,970	\$28,015.20	HC
	X	9039 Willowgrove Circle	10/31/17	1,325	\$2,862.00	CH
	X	8604, 8605, 8608, 8609, 8612, 8613 Arlington Way and 8652, 8656, 8660, 8664, 8668 Camden Dr.	11/13/17	22,707	\$49,047.12	CFH
	X	8604, 8605, 8608, 8609, 8612, 8613 Comiskey Way and 8640, 8644, 8648 Camden Dr.	11/13/17	19,102	\$41,260.32	CFH
	X	8612, 8616, 8620, 8624, 8628, 8632, 8636 Camden Dr.	11/13/17	14,571	\$31,473.36	CFH
	X	8604, 8605, 8608, 8609, 8613 Ebbets Way and 8672, 8676, 8680, 8684 Camden Dr.	11/13/17	18,582	\$40,137.12	CFH
	X	1286 Walnut Ln.	12/04/17	2,340	\$5,054.40	PD
	X	10137 Pinewood View	12/05/17	919	\$1,985.04	CP
	X	8501, 8502, 8504, 8505, 8506, 8507, 8508, 8509 Sandstone Place	12/05/17	16,198	\$34,987.68	CO
	X	8830, 8836, 8842, 8848, 8854, 8860 Hightail Dr.	12/05/17	16,024	\$34,611.84	CO
	X	8880 Weston Rd. (Recreation room)	12/05/17	2,146	\$751.10	CO
	X	Adjustments to: 8677, 8683, 8689 Toyopa Ct.	12/05/17	215	\$464.40	CO
	X	8829, 8835, 8841, 8847 Hightail Dr. 8808, 8814, 8818, 8822, 8828, 8832, 8838, 8844, 8850, 8854, 8860, 8866, 8872 Weston Rd.	12/06/17	42,157	\$91,059.12	CO
	X	10021 Ashdale Lane	12/08/17	1,235	\$2,667.60	RS
	X	8750, 8711, 8717, 8723, 8729, 8741, 8747, 8753, 8759, 8765, 8771, 8777, 8783, 8789, 8795, 8801, 8807 Weston	12/08/15	52,641	\$113,704.56	CO
	X	8724 Big Rock Road	12/20/17	692	\$1,494.72	CFH
	X	8637, 8639, 8641, 8643 Fanita Drive	12/21/17	8,040	\$17,336.40	PA
<b>TOTAL PAGE 1</b>					<b>\$681,183.74</b>	

\*Additional square footage (total is over 500 square feet)

\*\* Fee Exempt - Senior / Elder Care Facility

\*\*\* Fee Exempt - Less than 500 square feet

\*\*\*\* Fee Exempt - Religious Facility

**DEVELOPER FEES COLLECTION REPORT  
2017-18  
CUMULATIVE THROUGH JANUARY 25, 2018**

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 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	8842 Olive Lane, Units 1-18	01/08/18	23,364	\$50,466.24	PA
	X	8866, 8867, 8872, 8875, 8878, 8884, 8887, 8890 Hightail Dr.	01/18/18	21,841	\$47,176.56	CO
	X	8504, 8505, 8507, 8508, 8509, 8639, 8641 Goldfield Ln	01/18/18	14,274	\$30,831.84	CO
	X	8850, 8851, 8855, 8856, 8859, 8860, 8861, 8862, 8865, 8866, 8869, 8870, 8873, 8874, 8877, 8878 Trailridge Ave	01/19/18	39,946	\$86,283.36	CO
<b>TOTAL</b>					<b>\$895,941.74</b>	

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



**Requests For Use Of Facilities - February 6, 2018**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attend.</b>	<b>Fees Applied</b>
<b>Cajon Park</b> Santana National Little League (Practice)	Fields	2/1/18 - 6/30/18	Mon - Sat	4:00 pm - 7:00 pm		
<b>Carlton Hills</b> West Hills Little League (Baseball Practice)	Baseball Fields	1/6/18 - 6/30/18	Mon - Fri	3:00 pm - 8:00 pm	30	
West Hills Little League (Baseball Practice)	Baseball Fields	1/6/18 - 6/30/18	Saturday	9:00 am - 6:00 pm	30	
West Hills Little League (Scorekeepers Clinic)	Classroom	2/13/18	Tuesday	6:30 pm - 8:30 pm		
<b>Carlton Oaks</b> Pickwick Players (Theatre Rehearsals)	Multi-Purpose/Clsrm	12/11/17 - 2/10/18	Mon - Thurs	6:30 pm - 10:00 pm	30	
Pickwick Players (Theatre Rehearsals)	Multi-Purpose/Clsrm	12/11/17 - 2/10/18	Saturday	9:00 am - 2:00 pm	30	
West Hills Little League (Baseball Practice)	Baseball Fields	1/6/18 - 6/30/18	Mon - Fri	3:00 pm - 8:00 pm	30	
West Hills Little League (Baseball Practice)	Baseball Fields	1/6/18 - 6/30/18	Saturday	9:00 am - 6:00 pm	30	
PTA (Father/Daughter Dance)	Multi-Purpose/Kitchen	4/21/18	Saturday	3:00 pm - 8:30 pm	300	TBD
<b>Chet F. Harritt</b> Santee Pioneer National Little League (SPNLL)	Fields	1/2018 - 7/2018	Mon - Sat	8:00 am - dusk	50 - 200	
<b>PRIDE Academy (Prospect Avenue)</b> Santee Pioneer National Little League (SPNLL)	Fields	1/2018 - 7/2018	Mon - Sat	8:00 am - dusk	50 - 200	
<b>Rio Seco</b> Santana National Little League Baseball	Baseball Fields	1/6/18 - 6/11/18	Mon - Sat	7:00 am - 10:00 pm		
Girl Scout Troop 5205 (Meeting)	Library	1/18/18	Thursday	5:00 pm - 6:00 pm	15	
Santee School District EL Dept. (Reclassification Event)	Multi-Purpose	3/15/18	Thursday	6:00 pm - 7:00 pm	200	
PTSA (Family Night)	Multi-Purpose	3/16/18	Friday	4:00 pm - 9:00 pm	200	
<b>Sycamore Canyon</b> West Hills Little League (Baseball Practice)	Baseball Fields	1/6/18 - 6/30/18	Mon - Fri	3:00 pm - 8:00 pm	30	
West Hills Little League (Baseball Practice)	Baseball Fields	1/6/18 - 6/30/18	Saturday	9:00 am - 6:00 pm	30	
PTA (Shenmo Education, Abacus Wizard Enrichment Class)	Art Room	1/30/18 - 3/20/18	Tuesday	2:30 pm - 4:00 pm	10	

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

Santee School District  
 ENROLLMENT REPORT  
 1/26/2018  
 Month 7 Week 1  
 School Week 23

SCHOOL	REGULAR ED													SPECIAL ED													Total All						
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/26/18	01/27/17	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/26/18	01/27/17	# Diff	% Diff	01/26/18	01/19/18	# Diff	
Cajon Park		13	85	111	99	91	110	114	108	94	108	931	928	-3	0.3%	6	10	7	7	5	11	8	15	6	75	75	0	0.0%	1006	1005	1		
Carlton Hills	16	23	65	76	70	73	60	49	47	62	66	607	571	36	6.3%	6	3	2	3	5	4	2	6	2	33	31	2	6.5%	640	638	2		
Carlton Oaks			71	79	83	75	71	95	74	130	96	774	762	12	1.6%	6	7	5	5	7	6	11	10	5	62	58	4	6.9%	836	836	0		
Chet F. Herritt	10	24	82	76	88	74	72	52	52	58	57	645	659	-14	-2.1%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	645	644	1	
Hill Creek	12	25	98	87	94	75	84	81	65	75	65	761	755	6	0.8%	5	4	1	3	1	7	0	0	0	21	18	3	16.7%	782	780	2		
Pepper Drive		24	92	116	106	89	138	110	100	106	84	965	956	9	0.9%	0	0	0	0	0	0	1	4	2	7	8	-1	-12.5%	972	972	0		
Prospect Ave	9	20	71	83	62	62	58	71	51	44	54	565	579	-14	-2.4%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	565	563	2	
Rio Seco			91	109	98	109	106	120	118	92	98	941	953	-12	-1.3%	6	6	0	1	5	7	12	7	8	52	54	-2	-3.7%	993	994	-1		
Sycamore Canyon	10	21	65	64	43	45	41	41	43	0	0	373	366	7	1.9%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	373	372	1		
<b>SUBTOTAL</b>	<b>57</b>	<b>150</b>	<b>720</b>	<b>761</b>	<b>743</b>	<b>683</b>	<b>740</b>	<b>733</b>	<b>656</b>	<b>661</b>	<b>626</b>	<b>6562</b>	<b>6529</b>	<b>33</b>	<b>0.5%</b>	<b>0</b>	<b>29</b>	<b>30</b>	<b>15</b>	<b>19</b>	<b>23</b>	<b>35</b>	<b>34</b>	<b>42</b>	<b>23</b>	<b>250</b>	<b>244</b>	<b>6</b>	<b>2.5%</b>	<b>6812</b>	<b>6804</b>	<b>8</b>	
Alternative School			1	2	4	2	1	1	3	5	5	24	36	-12	-33.3%																24	26	-2
Santee Success											3	3	11	-8	-72.7%											0	0	0	0.0%	3	3	0	
NPS												0	0					1	1	2		3	2	9	6	3	50.0%	9	10	-1			
<b>SUBTOTAL</b>			<b>1</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>5</b>	<b>8</b>	<b>27</b>	<b>47</b>	<b>-20</b>	<b>-42.8%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>9</b>	<b>6</b>	<b>3</b>	<b>50.0%</b>	<b>36</b>	<b>39</b>	<b>-3</b>	
<b>TOTAL</b>	<b>57</b>	<b>150</b>	<b>721</b>	<b>763</b>	<b>747</b>	<b>685</b>	<b>741</b>	<b>734</b>	<b>659</b>	<b>666</b>	<b>636</b>	<b>6589</b>	<b>6576</b>	<b>13</b>	<b>0.2%</b>	<b>0</b>	<b>29</b>	<b>30</b>	<b>16</b>	<b>20</b>	<b>25</b>	<b>35</b>	<b>37</b>	<b>42</b>	<b>25</b>	<b>259</b>	<b>250</b>	<b>9</b>	<b>3.0%</b>	<b>6848</b>	<b>6843</b>	<b>5</b>	

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	1007
Carlton Hills	0	9	649
Chet F. Herritt	0	14	659
Hill Creek	0	13	795
Prospect Ave	0	15	580
Sycamore Canyon	58	14	445
<b>Total PK/EAK</b>	<b>59</b>	<b>65</b>	

<b>Total Enrollment Including PK</b>
<b>6972</b>

## Schedule of Upcoming Events

Date	Event
February 5	Communication Committee; 3:30 p.m., ERC
February 6	Board Meeting; 7:00 p.m.
February 8	District Advisory Committee (DAC); 6:00 p.m., at ERC
February 12	Lincoln Holiday – Schools and Departments Closed
February 19	President's Day Holiday – Schools and Departments Closed
February 20	Board Meeting; 7:00 p.m.
March 1	Santee School District Foundation Art Show; 5:30 p.m., at Sunrise Community Church
March 5	Character Education and School Climate Advisory Committee; 5:00 p.m., ERC
March 6	Board Meeting; 7:00 p.m.
March 7	Safety/Facilities Committee, 3:30 p.m., Charles E. Skidmore Administrative Center, Conference Room
March 8	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
March 12	Wellness Committee; 3:30 p.m., at ERC
March 13	LCAP Annual Review; 6:00 p.m., Rio Seco School, MPR
March 15	English Learner Reclassification Celebration; 6:00 p.m., Rio Seco School
March 20	Board Meeting; 7:00 p.m.

Reports and Presentations Item B.2.  
Prepared by Kristin Baranski  
February 6, 2018

Spotlight on Education: Hill Creek School

**BACKGROUND:**

Complex learning tasks, personalized instruction, and accessible technology are the foundations of Santee School District's educational program. Students are asked to think differently about solving problems, apply learning to real-world situations, and collaborate with peers. As students deepen their understanding of grade level standards and optimize their growth and performance multiple assessment measures, the vision of a high-quality instructional program becomes a reality.

Tonight, Principal Suzie Martin, and her team will spotlight student learning at Hill Creek School.

Agenda Item B.2.

Reports and Presentations Item B.3. Spotlight on Education: Chet F. Harritt STEAM School  
Prepared by Kristin Baranski  
February 6, 2018

**BACKGROUND:**

Complex learning tasks, personalized instruction, and accessible technology are the foundations of Santee School District's educational program. Students are asked to think differently about solving problems, apply learning to real-world situations, and collaborate with peers. As students deepen their understanding of grade level standards and optimize their growth and performance multiple assessment measures, the vision of a high-quality instructional program becomes a reality.

Tonight, Principal Tylene Hicks, and her team will spotlight student learning at Chet F. Harritt STEAM 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.*

**Item D. PUBLIC HEARING**

1. Public Hearing Regarding, and Consideration for Adoption of Resolution No. 1718-20 to Convey an Easement to San Diego Gas and Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property

Public Hearing Item D.1.  
Prepared by Karl Christensen  
February 6, 2018

Public Hearing Regarding, and Consideration for  
Adoption of Resolution No. 1718-20 to Convey an  
Easement to San Diego Gas and Electric for  
Installation and Maintenance of Electric Vehicle  
Charging Stations on the PRIDE Academy School Site  
Property

**BACKGROUND:**

At its January 16, 2018 meeting, the Board of Education adopted a Resolution of Intent to Convey an Easement to San Diego Gas and Electric for installation and maintenance of electric vehicle charging stations at PRIDE Academy. Notices of a public hearing for the easement were posted in 3 prominent places in the District and published in the San Diego Daily Transcript at least 5 days prior to the public hearing.

**RECOMMENDATION:**

It is recommended that the Board of Education hold a public hearing regarding, and consideration for approval of, a resolution to convey an easement to San Diego Gas and Electric for installation and maintenance of electric vehicle charging stations on the PRIDE Academy School Site property.

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

Agenda Item D.1.



## **Item E. CONSENT ITEMS**

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

Consent Item E.1.1.  
Prepared by Kristin Baranski  
February 6, 2018

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- January 16, 2018, regular meeting minutes
- January 30, 2018, special meeting minutes

**RECOMMENDATION:**

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

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Item E.1.1.

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

January 16, 2018  
**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

President El-Hajj called the meeting to order at 7:00 p.m.

Members present:

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

Administration present:

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

President El-Hajj announced the recent passing of a retired teacher. She mentioned Janet Greenwell was a teacher at Rio Seco School for 37 years, until retiring in 2005. President El-Hajj asked for a moment of silence in honor of Ms. Greenwell.

**2. District Mission**

President El-Hajj invited the audience to recite the District Mission.

**3. Pledge of Allegiance**

President El-Hajj invited Kim Sellers, second grade teacher at Pepper Drive, to lead the members, staff, and audience in the Pledge of Allegiance.

**4. Approval of Agenda**

Member Burns moved approval.

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

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

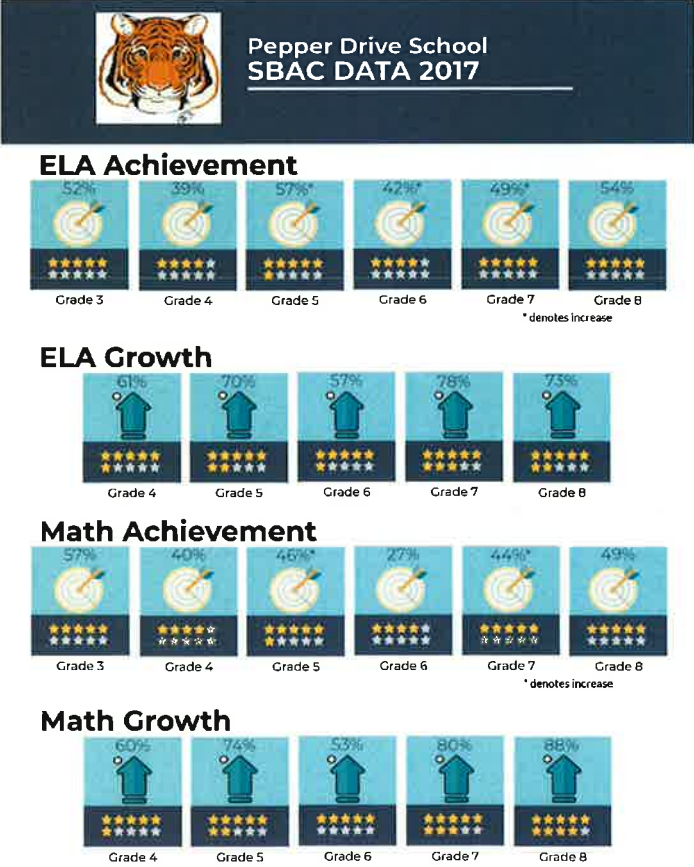
- 1.1. Developer Fees and Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events

**2. Spotlight on Education: Pepper Drive School**

Superintendent Baranski shared Pepper Drive School was present to spotlight their accomplishments and welcomed Principal Ted Hooks and his team. Principal Hooks expressed his gratitude for being allowed to spotlight Pepper Drive and welcomed members of the Pepper Drive family and his administrative teammates, Vice Principal Summer Locke, and Chasity Forster, Administrative Intern and Dean of Students.

Principal Hooks shared that in 2014, when he began at Pepper Drive, there were 825 students; Pepper Drive currently serves 973 students. Vice Principal Locke explained Pepper Drive is currently a Title I school, with 60% of the students qualifying for free/reduced lunch; 49% of the student population have applied to transfer from other schools to attend Pepper Drive; 16% speak English as a second language; and 9% receive special education services. Administrative Intern Forster shared students are supported by 36 classroom teachers, six (6) specialist teachers, a counselor (four days per week), 29 classified employees, and an administrative intern two (2) days per week, in addition to the Principal and Vice Principal.

Principal Hooks mentioned they would be highlighting how they are creating and refining systems, both instructional and behavioral, to meet the new needs of students. He explained that instructionally, Pepper Drive is using data and best practices to drive their decisions; and shared the school’s SBAC Achievement and growth scores from Spring 2017. Vice Principal Locke explained the graphic showed the percentage of students in each grade level that performed at and above the expected standard on the assessment. She shared a few highlights included growth in English Language Arts for grades 5, 6, and 7; growth in mathematics in grades 5 and 7. Vice Principal Locke mentioned their goal is to boost our overall percentages across by a minimum of five percent (5%). Administrative Intern Forster shared the growth data shown is the percentage of students who grew their Scale Score on the SBAC. She noted these percentages are higher overall; and shared their instructional goal is that “all students grow.”

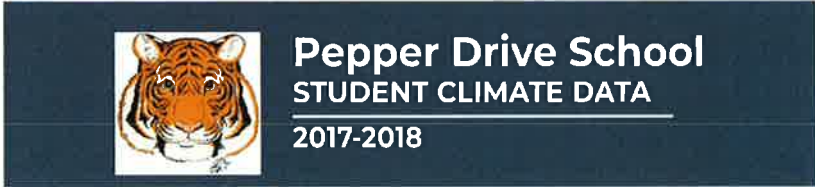


Principal Hooks explained the need to respond to our current reality of student learning. He mentioned that when looking at SBAC and other summative data from last year, Pepper Drive made the decision to better support our struggling students and English Learners this year by focusing on our instructional practices around Response to Intervention (RtI), and designated English Learner instruction, ELD. First, Pepper Drive restructured how it delivers instruction to children with these needs. Support teachers and staff now push-in to classrooms rather than students walking to learn. Principal Hooks shared this is a major shift that has allowed the support team to be more directly connected to classroom teachers.

Vice Principal Locke, explained grade levels create SMART goals to track growth over time. Individual teachers have set smaller goals for classroom success. Pepper Drive also has student goals across the campus from grades K-8. She explained that students working in intervention have specific Rtl goals and grades 4-8, also set SBAC performance goals in order to prepare for Spring testing.

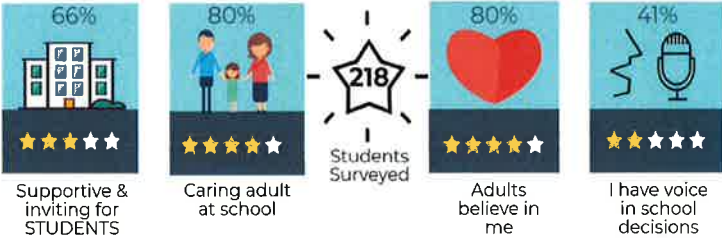
Administrative Intern Forster explained that they only know that all students are growing if they track their progress. She mentioned teachers use a variety of tracking tools to ensure that the data that is being collected means something instructionally. Additionally, teachers are keeping careful watch and tracking student progress in Rtl. This information is used to redesign groups or instructional goals to ensure that we are maximizing our interventions. Principal Hooks shared that as lifelong learners, Pepper Drive is incorporating Rtl and EL instruction into their professional learning as an entire staff to build efficacy in these areas.

Vice Principal Locke shared that their new reality has also affected the climate on campus. She explained Pepper Drive have been working hard to transition to more restorative-type practices on campus, but there is still was a feeling of disconnect with students and staff. Even though data showed improvement, such as our dramatic reduction in suspensions last year, this year, Pepper Drive is committed to addressing this disconnect by gathering information about school climate and creating a Climate Committee to face things head on. Currently 13 staff members and administration meet in this committee. Administrative Intern Forster explained the slide represented the responses, from 6-8 grade students, to Pepper Drive's Student Climate survey. She explained valuing the information from the California Healthy Kids Survey, but wanting to delve deeper and more specifically with their own middle school this year. Principal Hooks explained 218 students were surveyed; and their responses varied from the CHKS data.

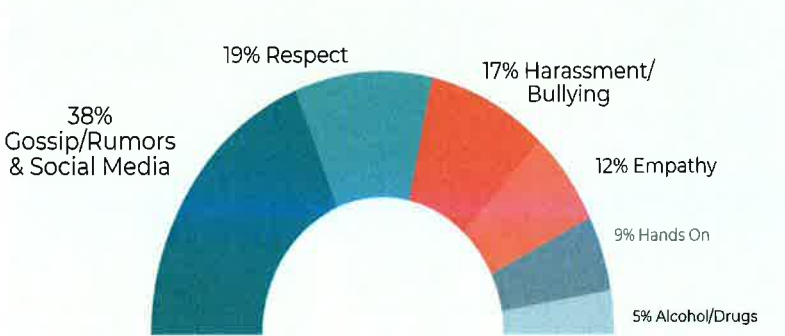


**Pepper Drive School**  
**STUDENT CLIMATE DATA**  
 2017-2018

**1. Campus Climate**



**2. The biggest challenges facing our campus...**



Vice Principal Locke shared that in direct response to this information, the climate committee and administration began to deeply engage in the Great Kindness Challenge; this was a great success last year. Administration is also ensuring that the Character Education instruction focuses on the needs that the students identified. She explained the use of Sanford Harmony in grades TK-5 and Second Step in grades 6-8. Vice Principal Locke explained this implementation, led by counselor, Ed Gigliotti, is part of a holistic counseling and support approach he designed for this year. In trimester 1, all classrooms have received lessons by Mr. Gigliotti and his intern, Paige Iglesia, with grades K and 1 receiving six weeks of lessons focused on empathy and compassion. Administrative Intern Forster shared that to increase their students' voice; Pepper Drive is creating a Student Forum that consists of influential 6<sup>th</sup>-8<sup>th</sup> grade students. These students will begin meeting to discuss how to improve culture and climate at Pepper Drive. Principal Hooks shared these practices are working and will continue to gather data on absences, suspensions, and survey feeling tone in order to refine practices.

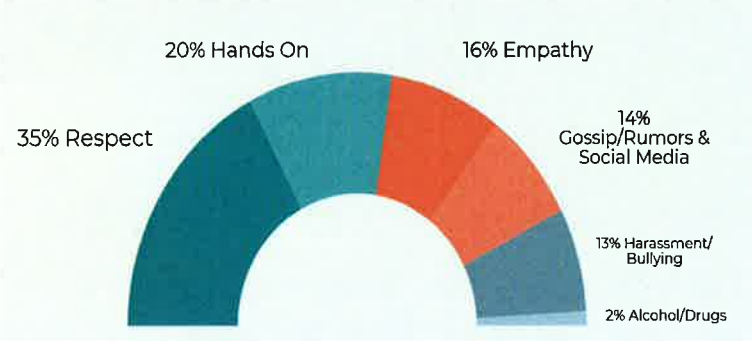
Vice Principal Locke, shared staff was also surveyed on their feelings about school climate; 52 employees responded. A standout in staff responses was the low amount of respondents who felt school rules are clear and understandable. Administrative Intern Forster mentioned the greatest challenge on campus was seen as respect; an interesting parallel to the student responses. She explained each group expressed that the other was not provided the respect they expected; eye opener to staff and the Climate Committee.



### 1. Campus Climate



### 2. The greatest challenges facing our campus...



Principal Hooks explained that knowing that Pepper Drive would be implementing new systems based on Positive Behavioral Intervention and Supports (PBIS), they took the responses and the input of the Climate Committee into account. Vice Principal Locke mentioned an initial outcome was to streamline their pass and office referral system on campus. She explained they are currently using an electronic hall pass that helps us track behavior; and are using this data to drive next steps with regard to supporting students as well as instructing them on expectations. Administrative Intern Forster mentioned the next hurdle is to finalize their schoolwide rules and



expectations. She explained that working with the Climate Committee's input and insight, the task is to identify three to five key school rules. Once clearly identified, these expectations will be explicitly taught in a variety of settings. She mentioned Pepper Drive wants to reduce any confusion about what appropriate behavior looks like in classrooms, hallways, on playgrounds, and lunch areas. Vice Principal Locke shared they want to better support the Climate Committee as it completes its tasks. A few members have already attended professional development, and Pepper Drive is bringing their learning to the entire group.

Principal Hooks explained that the demographics shared at the beginning of their presentation were only part of Pepper Drive's story. Through their work together, Pepper Drive is a family of Thinkers, Dreamers, Performers, Athletes, Artists, Scientists, Mathematicians, Orator, Risk Takers, Learners, and Leaders. Pepper Drive is CORE, Challenging Ourselves to Reach for Excellence.

**3. Spotlight on Education: Sycamore Canyon School**

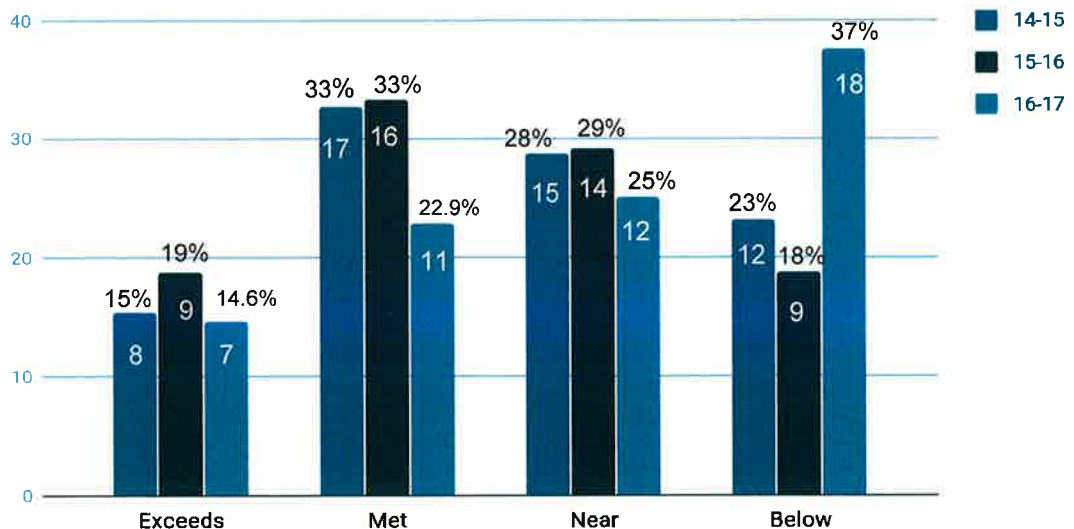
Superintendent Baranski mentioned Sycamore Canyon School was also present to spotlight their accomplishments and welcomed Principal Jeri Billick. Principal Billick expressed her gratitude towards the Board for being allowed to spotlight Sycamore Canyon and shared the school's vision as follows:

*"Through the careful monitoring of students assessment data and the intentional creation and implementation of personalized student interventions, all students will demonstrate growth."*

Principal Billick mentioned the focus action steps for 2017-18 are to monitor student assessment and behavioral data; personalize student interventions; and accountable talk. She explained that *accountable talk* is the one of the instructional strategies that Sycamore focuses on improving. Principal Billick shared the ways Sycamore Canyon monitors independent student growth. She explained one of the ways student progress is monitored is by adding all the grade levels and classrooms into a color-coded excel spreadsheet; in addition to a data wall showing all the students, listed by their student identification number, and a color-coded showing who is at grade-level and the type of interventions they are receiving. Principal Billick mentioned this is the first year Sycamore Canyon had a transitional-kindergarten class (TK). She explained the part-time TK teacher has been providing math interventions; and in the near future, so will the Early Admission to Kindergarten (EAK) teacher.

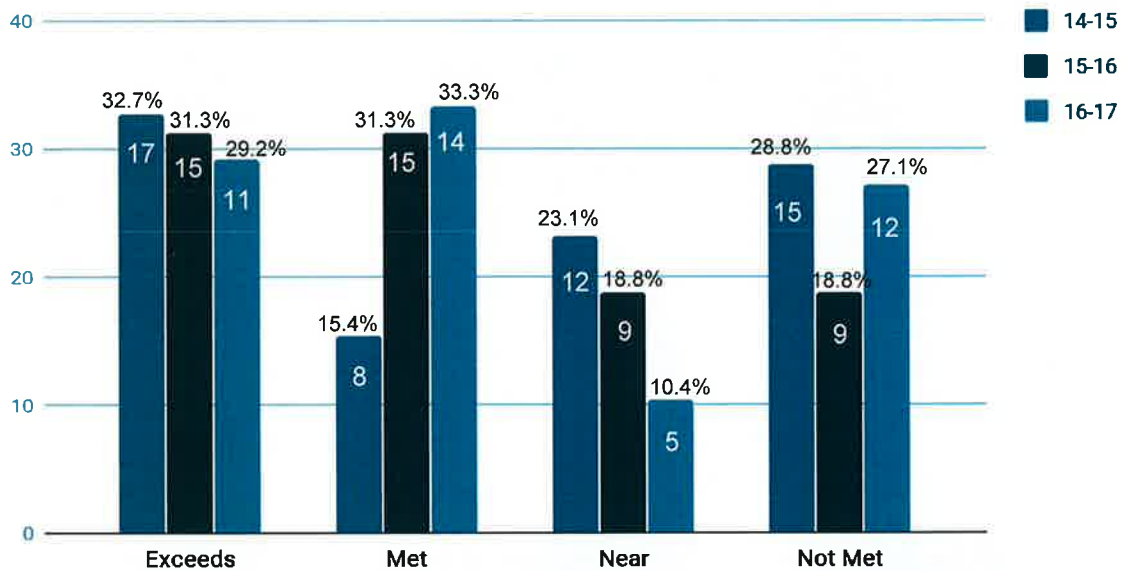
Principal Billick shared Sycamore Canyon's disappointment on their test scores. She explained each of the students looked, analyzed, and set SBAC goals. Principal Billick shared the students have taken the SBAC for three years and shared a comparison of the sixth grade math scores from 2014-15 to present. She explained the numbers within the chart represented the number of students that skewed the data. Principal Billick also discussed and shared data charts for current fifth- and fourth-grade math.

**Math Current 6th Grade**






Principal Billick also shared a comparison of the overall sixth grade English Language Arts (ELA) scores from 2014-15 to present. She explained there was a slight decrease in the “exceeds” and a slight increase in the “met” area.


### ELA Overall Current 6th Grade



Principal Billick explained the data showed the students are having difficulty demonstrating proficiency in mathematics. She shared the solutions/responses were: 1) increase the level of math fact automaticity; 2) targeted interventions based on assessment data; and 3) Math Smart Goal development in all grades.

Principal Billick mentioned there are minimal discipline issues at Sycamore Canyon; and the use of Pyramid of Success, Community Circles, On-site Counselor, Restorative Practices, and Positive Behavioral Intervention Support (PBIS) development for the emotional side of education. She explained the Restorative Shift includes students analyzing their actions are really affecting others and repairing what they have damaged.

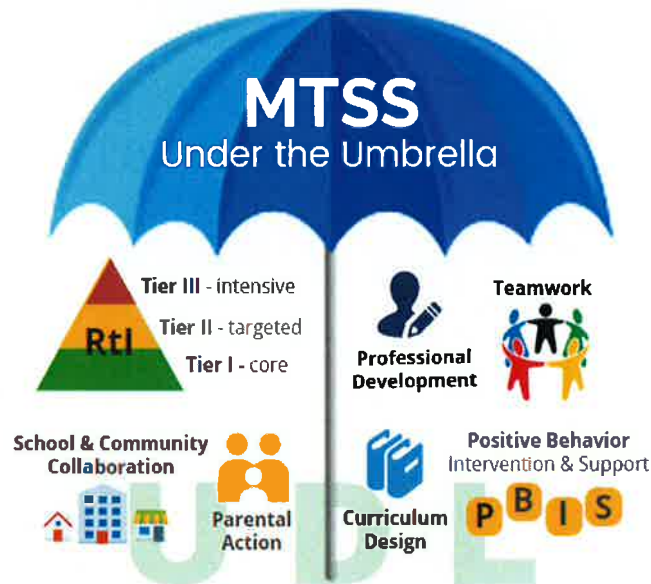
Three Shifts Toward Restorative Schools and Classrooms	
From...	To...
 Efforts to suppress misbehavior based on the view that misbehavior is evidence of failing students or classrooms.	Recognizing and using the inherent value of misbehavior as an opportunity for social and emotional learning.
 Authority-driven disciplinary actions that focus only on the identified misbehaving students.	Restorative circles that bring together everyone who is most immediately affected by the incident.
 Punishment and exclusion is used to control misbehavior and motivate positive behavior changes.	Dialogue leading to understanding and action to set things right and repair and restore relationships.

 The first shift acknowledges that *troublesome behavior is normal*, and when students behave in troublesome ways they create opportunities to learn important social and emotional skills. What is important is not so much that they got into trouble in the first place, but what they learn along the way. Making things right is a powerful learning experience.



She shared a video demonstrating Mrs. Mallard's fourth/fifth grade combination class engaged in community circle and a video showing sixth-grade student, Faith Balestreri, discussing the effectiveness of the restorative community circles.

Principal Billick shared that as Sycamore Canyon moves toward MTSS (Multi-Tiered Systems of Support) the school already has the majority of these pieces in place; and continues to work on the emotional side.



Member Levens-Craig asked that Principal Billick introduce the Sycamore Canyon staff that attended the meeting. The Board expressed their gratitude towards Principal Billick and the Sycamore Canyon staff.

### C. PUBLIC COMMUNICATION

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

Robin Bennett shared she has been a teacher in the District for twenty-four years, and there were changes that were affecting what she taught and what she chose to teach. Ms. Bennett mentioned she chose to teach combination classes at the intermediate level. She explained being lucky that when she was teaching the combination classes, the District went through a double adoption and she had access to the different adopted material. Ms. Bennett shared she now teaches one curriculum, at a single grade level; and could not see herself being able to teach a combination class because the current curriculums do not overlap. She discussed the increase of students in the classrooms over the years and the impact teachers. Ms. Bennett mentioned the current class size and combination classes are a disaster for the District if they are not controlled.

Robin Larson, a teacher at PRIDE Academy, asked the Board to reconsider the policy on classroom averages; and shared the impact that large classroom averages cause teachers. Ms. Larson mentioned she also taught combination classes by choice; and attributed the large class sizes frequently lead to combination classes. She shared that over the past two years, teaching a combination class has become more difficult. Ms. Larson explained the new math and English language arts curriculum are very distinct per grade-level. She asked the Board to look at the impact of combination classes.

### D. CONSENT ITEMS

President El-Hajj invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders

- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval/Ratification of Agreement for Mileage Reimbursement in Lieu of District Transportation
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.8. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.9. Approval of Consultants and General Service Providers
- 2.10. Acceptance of 2016-17 Audit Report
- 2.11. Adoption of Resolution No. 1718-14, of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property
- 3.1. Approval of School Accountability Report Cards for the 2016-17 School Year
- 3.2. Approval of Comprehensive School Safety Plans
- 3.3. Annual Approval of Single Plans for Student Achievement
- 3.4. Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2017-2018
- 4.1. Personnel, Regular
- 4.2. Approval of New Director, Community Collaborative Job Description and Revisions to the Classified Management Salary Schedule
- 4.3. Approval to Extend a Short Term Position
- 4.4. Adoption of Resolution No. 1718-17 to Eliminate a Vacant Classified Non-Management Position
- 4.5. Approval to Submit Education for Homeless Children and Youth Consortium Grant Application

Member Fox moved approval.

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

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

**Business Services**

**1.1. Governor's Budget Proposal for 2018-19**

Superintendent Baranski expressed her gratitude towards Mr. Christensen for reviewing the Governor's analysis and preparing the information to present at this meeting. Mr. Christensen mentioned he would be providing an overview of the 2018-19 Governor's January Budget proposal, released on January 10. He added more detailed information, as it pertained to the District, would be presented at the Budget Workshop on February 20.

Mr. Christensen mentioned the Governor's forecast does not include a recession. He shared that in the budget analysis, the Governor pointed out there have been ten (10) recessions since World War II and he projected there would be an eleventh. Mr. Christensen explained that because of this, the Governor is proposing to fully fund a rainy day reserve.

Mr. Christensen shared the State Revenues were as follows:

- 2016-17 = \$118.7 billion; same as 2017-18 Budget Act
- 2017-18 = \$127.2 billion; up \$1.4 billion from 2017-18 Budget Act
- 2018-19 = \$129.8 billion; down \$0.4 billion from 2017-18 Budget Act
  - 4.7% annual increase for Personal Income Tax
  - 3.9% annual increase for Sales and Use Tax
  - 5.3% annual increase for Corporation Tax

He explained the Guaranteed Calculations, in Proposition 98, were:

- 2016-17 = \$71.4 billion; 3.3% increase from prior year; same as in 2017-18 Budget Act
- 2017-18 = \$75.2 billion; 5.3% increase from prior year; \$700 million increase from 2017-18 Budget Act
- 2018-19 = \$78.3 billion; 4.1% increase from prior year

Mr. Christensen shared the distribution to K-12 education includes \$3 billion to LCFF (funds 2.51% COLA and full implementation); \$1.8 billion for one-time discretionary funds to reduce prior year Mandated Cost Reimbursement claims, distributed on a per ADA basis; \$212 million for K-12 Career Technical Education programs administered through the community college Strong Workforce Program; \$125 million added to \$42.2 million Federal funds for one-time competitive grants to expend inclusive care and education settings for 0-5 year olds in special education; and 2.51% COLA for categorical programs outside of LCFF.

Mr. Christensen explained the District and Charter School LCFF Funding and Gap Closure Estimates as follows (dollars shown in millions):

	2014-15	2015-16	2016-17	2017-18	2018-19
LCFF Funding	\$4,722	\$5,994	\$2,942	\$1,362	\$2,883
Gap Closure	30.16%	52.56%	56.08%	44.97%	100%
COLA	0.85%	1.02%	0.00%	1.56%	2.51%

Mr. Christensen shared other provisions included fiscal transparency. He explained concerns have been raised about the linkage between these funds and direct services being provided to the students generating those funds. To improve fiscal transparency and complement the new accountability system, the budget proposes requiring local educational agencies to show how their budget expenditures align with the strategies detailed in their Local Control and Accountability Plans (LCAPs) for serving students generating supplemental grants. The budget also proposes calculating and reporting on a single website the total amount of supplemental and concentration funding provided to each local education agency under LCFF. Other provisions in special education include strengthening the linkage between special education and general education by requiring SELPAs to complete a template that aligns the SELPA plan to member district's LCAPs.

**1.2 Approval of Monthly Financial Report**

Mr. Christensen explained the report was for cash and budget transactions posted through November 30. He mentioned the District ended the month with a cash balance in the General Fund of about \$8.3 million and able to meet its financial obligations this fiscal year with internal cash. Mr. Christensen shared the Budget Revision report was essentially the same as last month; indicating a steady drop in the reserve percentage over the three (3) years of the multi-year projection period using assumptions from the First Interim Report. He explained these assumptions have now changed with release of the Governor's budget proposal and revisions will be reflected on the January 31 Monthly Financial Report, for Second Interim. Member Ryan moved approval.

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

**Human Resource/Pupil Services**

**2.1. Appointment of Director, Community Collaborative**

Tim Larson, Assistant Superintendent, Human Resources/Pupil Services, mentioned this item was being brought forth tonight for the appointment of Meredith Riffel as Director, Community Collaborative. He shared that Ms. Riffel has done exceptional work in the community, in the District and throughout Santee and East County. She has repeatedly sought and gained additional funding through local, State, and national grants for improved programs and services for children and families in Santee School District; and is very deserving of the appointment. The Board commended Mrs. Riffel for her hard work. Member Levens-Craig moved approval. Ms. Riffel expressed her gratitude to the Board for the appointment and allowing her to serve in this capacity.

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

**Superintendent**

**3.1. Board of Education Self-Evaluation**

Superintendent Baranski explained Board Bylaw 9400 addressed the annual Board's Self-Evaluation. President El-Hajj inquired on the need for changes to the template. Member Burns moved to use the same template and have it completed for discussion at the second meeting in February.

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

**F. BOARD POLICIES AND BYLAWS**

**1.1. Second Reading: BP 4112.8, 4212.8, 4312.8 Employment of Relatives**

Revised Board Policy 4112.8, 4212.8, 4312.8 Employment of Relatives was presented for a second reading and approval. Member Ryan moved approval.

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

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Member Levens-Craig shared attending the San Diego East County Chamber of Commerce First Friday Breakfast; and mentioned she would be going on a field trip with Rio Seco School to the courthouse.

Superintendent Baranski and the Board of Education discussed potential topics for the Board of Education and Santee City Council joint conference. Member Levens-Craig asked that they share a list of potential developments. Member Burns shared he was surprised to learn the Teen Center was being moved to the building that sits on District property. He mentioned the City should be paying to use the property and shared his concern on the District's potential liability. Member Burns mentioned the District should have been contacted to make sure it was not affecting our programs and/or summer school. He suggested establishment of a process and/or policy for this type of situation. President El-Hajj inquired on the joint-use agreement with the City. Mr. Christensen provided an overview of the joint-use agreement by school. Superintendent Baranski shared she would follow-up with potential meeting dates.

Superintendent Baranski provided an update of Administration's meetings with the City Manager; and Home Federal, the developers around the Fanita Ranch area. She shared there has been communication from Home Federal and the City Council on the progress. Superintendent Baranski shared Administration met with the City Manager to get a sense on the scope of the project, approximately 3,000 units, was going to continue. She shared this would be equivalent to approximately 1,000 attending Santee School District. Superintendent Baranski shared the Board had discussed meeting with Home Federal and suggested this would be a good time to meet and discuss they would like to do in the community, specifically around a school; if one is required to be built. She shared she would follow-up with potential meeting dates.

Superintendent inquired on the Board's attendance to the PTA Founder's Day; and the Santee Chamber of Commerce Awards Night Celebration.

**H. CLOSED SESSION**

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

1. **Conference with Legal Counsel – Existing Litigation** (Gov't. Code § 54956.9)
  - OAH#: 2017120049
  
2. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association (STA); and  
Classified School Employees Association (CSEA)*
  
3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

The Board entered closed session at 8:15 p.m.

**I. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:27 p.m. and reported a dispute arose regarding a student's special education program. It was moved by Member Burns, seconded by Member Fox, and carried 5-0, to reach a settlement in this special education dispute, OAH #: 2017120049. The agreement involved a release of potential District liability.

**J. ADJOURNMENT**

With no further business, the regular meeting of January 16, 2018 was adjourned at 10:45 pm.

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Dustin Burns, Clerk

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Kristin Baranski, Secretary

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

January 30, 2018  
**MINUTES**

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

**A. OPENING PROCEDURES**

The meeting was called to order at 6:00 p.m. by President El-Hajj.

**B. PUBLIC COMMUNICATION**

There was no public communication.

**C. CLOSED SESSION**

1. Consideration of Student Matter (Ed. Code § 48918) Student #: 4-1718

The Board entered closed session at 6:10 p.m. to discuss student discipline hearings for student #: 4-1718. This matter was heard by the Santee School Board Members Dianne El-Hajj, Ken Fox, Dustin Burns, Barbara Ryan, and Elana Levens-Craig, in closed session. Oral and documentary evidence was received. Following the presentation of evidence, President El-Hajj announced the Board members would deliberate and all other persons were asked to leave the room.

**D. RECONVENE TO PUBLIC SESSION AND ADJOURNMENT**

The Board reconvened to public session at 6:22 p.m.

**ACTION TAKEN BY BOARD**

It was motioned by Member Levens-Craig to expel student #4-1718 from the Santee School District for violation of California Education Code Sections 48900(c) Possessed, used, sold, furnished, or been under the influence of alcohol, intoxicant, or controlled substance as defined in the Health & Safety Code, 48900 (j) Possessed, offered, arranged, or negotiated to sell drug paraphernalia, and Santee School District Board Policy 5144.1: Students: Suspension and Expulsion/Due Process and Administrative Regulations 5144.1. The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan:

- Remain at Cajon Park School through June 12, 2018. Student may not return to his previous school.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Complete a counseling program by April 20, 2018 for decision-making/peer pressure and drug/alcohol abuse/prevention.
- Write a paper or prepare a power point presentation on the effects of alcohol on adolescents.
- Remain free of illegal substances and participate in a drug testing program.
- Complete all elements of this Rehabilitation Plan by June 1, 2018 and present documentation to verify completion.

A parent must meet with the Coordinator of Pupil Services by February 2, 2018, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action.

Upon satisfactory completion of all activities in this rehabilitation Plan, the student record will be expunged of this expulsion order.

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

*El-Hajj* Aye  
*Fox* Aye  
*Burns* Aye

*Ryan* Aye  
*Levens-Craig* Aye

**E. ADJOURNMENT**

The January 30, 2018 special meeting was adjourned at 6:27 p.m.

\_\_\_\_\_  
Dustin Burns, Clerk

\_\_\_\_\_  
Kristin Baranski, Secretary

Consent Item E.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
February 6, 2018

**BACKGROUND:**

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

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

A list of travel and professional staff events is presented for the Board's review and approval/ratification. Included on the report are dates, names of meetings and locations, and either categorical, grant, or general funding sources that support such travel. 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 \$13,879, with additional substitute costs of \$1,035, as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.1.

**Board Travel Report - February 6, 2018**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Thursday, 01/11/18	Stephanie Millman	Cajon Park	Patterns of Strengths and Weaknesses (PSW)	El Cajon	\$0	\$33	Special Education	This workshop will provide an overview of the PSW methodology adopted by the East County SELPA.
Monday, 01/22/18	John Schweller	Pupil Services	Advancements in School Safety	SDCOE	\$0	\$32	Pupil Services	This workshop will provide an overview of safety advancements in technology, products, and systems regarding school site safety.
Thursday, 01/25/18	Pam Brasher Michelle Alexander Leslie Henriksen Paulina Van Scoy	Out of School Time Out of School Time Out of School Time Out of School Time	Introduction to "Making"	SDCOE	\$0 \$0 \$0 \$0	\$67 \$67 \$67 \$67	Out of School Time Out of School Time Out of School Time Out of School Time	This workshop will provide an introduction to the fundamental principles of Making, Maker technology, and ways to start a Maker space in the afterschool program.
Thursday, 02/15/18	Ed Gigliotti Mia Morales Tracie F. Perez Kirsten Stretton Carrie Thompson	Pepper Drive PRIDE Academy Rio Seco Cajon Park Chet F. Harritt	School Counselor Leadership Conference	San Diego	\$0 \$0 \$0 \$0 \$0	\$142 \$142 \$142 \$142 \$142	DODEA Grant/Prof Devlpmnt DODEA Grant/Prof Devlpmnt DODEA Grant/Prof Devlpmnt DODEA Grant/Prof Devlpmnt DODEA Grant/Prof Devlpmnt	This conference will focus on best practices and new techniques to guide every student to success.
Wednesday, 03/07/18	Abby Fazekas	Sycamore Canyon	Instruction Media Resource Associate Certificate Course of Study	SDCOE	\$0	\$218	Professional Development	This course will focus on effective 21st century library media service practices.
Friday, 03/09/18	Tiffany Brown Kristen Eveland Stacy Roberts Jennifer Rolf Jill Schmitt Gillian Ryan Cindi Schulze Heather Glanz Barb Knoll Kathryn Ducharme Dawn Minutelli	Educational Services Educational Services Educational Services Educational Services Carlton Oaks PRIDE Academy Rio Seco Rio Seco Pepper Drive Carlton Hills Educational Services	Next Generation Science Standards (NGSS) Leadership Conference	San Diego	\$0 \$0 \$0 \$0 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$0	\$173 \$173 \$173 \$173 \$173 \$173 \$173 \$173 \$173 \$173 \$173	Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development	This conference will focus on science education to support the transition and implementation of NGSS.
Friday, 03/09/18	Tim Larson Krista D'Agostino	Human Resources Human Resources	SDSU Government & Education Career Fair	SDSU	\$0 \$0	\$125 \$125	Human Resources Human Resources	This is a career fair to recruit prospective employees.
Friday, 03/23/18	Tory Long	Business Services	Leadership and Management Skills for Women	San Diego	\$0	\$217	Business Services	This workshop will provide tips and best practices for building and enhancing leadership skills.
Sat-Mon, 03/24/18 - 03/26/18	Charles Myers Candance Byerly	Transportation Transportation	CASTO State Conference	San Diego	\$0 \$0	\$467 \$367	Transportation Transportation	This conference will provide an overview of new laws and regulations affecting school district student transportation.
Saturday, 04/14/18	Tim Larson Krista D'Agostino	Human Resources Human Resources	SDCOE Job Fair	San Diego	\$0 \$0	\$50 \$50	Human Resources Human Resources	This is a career fair to recruit prospective employees.
Thursday, 05/17/18	Mary Ketchpaw Michelle May Josephine Pungi	Carlton Hills Carlton Hills Hill Creek	Crisis Intervention Training	El Cajon	\$115 \$115 \$115	\$35 \$35 \$35	Special Education Special Education Out of School Time	This is a training on a behavior management system designed to provide care and safety of disruptive students.
Sun-Tues, 06/24/18 - 06/26/18	Kristin Haley Jennifer Keiser Michelle McNearney Niki Torres	Pepper Drive Pepper Drive Pepper Drive Pepper Drive	Get Your Teach On National Conference	San Diego	\$0 \$0 \$0 \$0	\$412 \$412 \$412 \$412	Title I/Pepper Drive Title I/Pepper Drive Title I/Pepper Drive Title I/Pepper Drive	This conference will provide tips and best practices to building a successful and engaging classroom.

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**Board Travel Report - February 6, 2018**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
<b>Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California</b>								
Fri-Sat, 02/23/18 - 02/24/18	Dianne El-Hajj Kristin Baranski	Board Superintendent	Masters in Governance 1 & 2	El Centro	\$0 \$0	\$927 \$582	Board of Education Superintendent's Office	This series will provide knowledge and skills to support an effective governance structure. *Dr. Baranski attending 2/23/18.
Fri-Sat, 03/09/18 - 03/10/18	Dianne El-Hajj Kristin Baranski	Board Superintendent	Masters in Governance 3 & 4	San Diego	\$0 \$0	\$642 \$642	Board of Education Superintendent's Office	This series will provide knowledge and skills to support an effective governance structure.
Mon-Wed, 03/19/18 - 03/21/18	Ed Gigliotti	Pepper Drive	Evidence Based School Counseling National Conference	New York, NY	\$0	\$0	*no cost to the District	Mr. Gigliotti will be a presenter at the conference. All travel expenses will be paid by USD.
Saturday, 04/21/18	Dianne El-Hajj	Board	Masters in Governance 5	El Centro	\$0	\$430	Board of Education	This series will provide knowledge and skills to support an effective governance structure.
Sun-Tues, 05/06/18 - 05/08/18	Cathy Abel	Child Nutrition Services	School Nutrition Industry Summit	Universal City	\$0	\$1,130	Child Nutrition Services	This annual conference will provide the latest information on regulations and laws regarding school child nutrition requirements.
Sat-Tues, 07/14/18 - 07/17/18	Ed Gigliotti Mia Morales Tracie Perez Stacey Rawson	Pepper Drive PRIDE Academy Rio Seco Hill Creek	ACSA Conference: Reach for the Stars	Los Angeles	\$0 \$0 \$0 \$0	\$802 \$802 \$802 \$802	DODEA Grant/Prof Devlpmt DODEA Grant/Prof Devlpmt DODEA Grant/Prof Devlpmt DODEA Grant/Prof Devlpmt	This conference will provide information on hot topics in school counseling.

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.

**Consultant / General Service Provider Report  
February 6, 2018**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Richard Griswold	Consultant	Psychologist Services	12/20/17 - 6/30/18	\$68.00/hour (not to exceed \$20,000.00)	Special Education	Employee
Diane Cartier	Consultant	Speech Assessments to Support SLP Vacancies	1/20/18 - 6/12/18	\$68.00/hour (not to exceed \$20,000.00)	Special Education	Employee
Linda Millum	Consultant	SDC PK Instruction (Mon/Wed)	1/20/18 - 6/12/18	\$68.00/hour (not to exceed \$20,000.00)	Special Education	Employee
Kimberly Whitacre	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$825.00 (not to exceed)	Arts Attack - PD	Employee
Kimberly Hintz	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$650.00 (not to exceed)	Arts Attack - CFH	Employee
Amanda Nelson	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$412.50 (not to exceed)	Arts Attack - HC	Employee
Joaquin Murrieta	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$825.00 (not to exceed)	Arts Attack - CP	Employee
Megan Kinsey	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$425.00 (not to exceed)	Arts Attack - HC	Employee
Stephanie Cornelison	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$490.00 (not to exceed)	Arts Attack - PRIDE Academy	Employee
Christine Hartpence	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$825.00 (not to exceed)	Arts Attack - RS	Employee
Christina Knight	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$490.00 (not to exceed)	Arts Attack - CH	Employee
DeAnna Tritthart	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$825.00 (not to exceed)	Arts Attack - CO	Employee
Abby Fazekas	Consultant	Arts Attack Coordinator	8/21/17 - 6/12/18	\$490.00 (not to exceed)	Arts Attack - SC	Employee

Consent Item E.2.3. Acceptance of Donations, Grants, and Bequests  
 Prepared by Karl Christensen  
 February 6, 2018

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
<b>DONATIONS</b>			
Funds to Support the Instructional Program	\$178.57	Kroger Grocery Stores	Carlton Hills School
	\$223.70	Box Tops for Education	
Funds to Paint the Playground and Checkers	\$939.75	Carlton Hills School PTA	Carlton Hills School
Funds for Biz Town Field Trip Transportation	\$500.00	JNG Pharmaceutical	Carlton Hills School
Funds to Support the Instructional Program	\$1,000.00	Mr./Mrs. Castillo	Carlton Oaks School
Funds for a Shapes Learning Center, Writing Station, Shape Activities, and STEAM Kit (J. Dye Classroom)	\$434.97	DonorsChoose.org	Hill Creek School
Funds for a Student White Board Table	\$203.67	DonorsChoose.org	Hill Creek School
<b>GRANTS</b>			
(none)			
<b>BEQUESTS</b>			
(none)			
<b>TOTAL RECEIVED</b>	<b>\$3,480.66</b>		

**RECOMMENDATION:**

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

This recommendation supports the following District 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, grants, and/or bequests listed above are valued at \$3,480.66.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.3.

Consent Item E.2.4. Approval/Ratification of Revolving Cash Report  
Prepared by Karl Christensen  
February 6, 2018

**BACKGROUND:**

The Revolving Cash Fund of \$20,000 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

**RECOMMENDATION:**

It is recommended that the Board of Education approve checks #24495 through #22501 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$628.60 as disclosed on the following report.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.4.

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

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
01/10/18	22495	Lakeside Union School District	Transfer of 6th grade camp funds	100.00
01/10/18	22496	Hanson Elementary School	Transfer of 6th grade camp funds	270.00
01/16/18	22497	Vons	Lorene Foster assistance for family in need	100.00
01/16/18	22498	WalMart	Lorene Foster assistance for family in need	100.00
01/16/18	22499	Board of Equalization	Quarterly diesel fuel tax	49.96
01/25/18	22500	VOID		0.00
01/25/18	22501	Santee School District	To reduce Revolving Cash Account (see adjustment below)	2,000.00
		Adjustment to check 22490 written to WalMart	Ck cashed for 7.07 more than written. OK'd by L. Foster Comm.	7.07

**Total Checks Written** **\$2,627.03**

December, 2017 bank fee 1.57  
 Do not reimburse for check 22501 - this expense was reimbursed by SDCOE -2,000.00

**Total to be Reimbursed** **\$628.60**

**Total to Deduct from Future Reimbursement**

**BACKGROUND:**

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

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement for the 2017-18 school year for the transportation of their own child(ren) are listed below:

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Pepper Drive School	10.8	98	\$0.5350	\$566.24
Sycamore Canyon School	6	98	\$0.5350	\$314.58
<b>Total:</b>				<b>\$ 880.82</b>

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of \$880.82 is paid in lieu of District provided transportation.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.5.



Consent Item E.2.6. Approval/Ratification of Expenditure Transactions  
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)  
February 6, 2018

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period December 1, 2017 through December 31, 2017.

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 165 transactions totaling \$18,445.72 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.6.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20171231	ABEL,CATHY	CHILD NUTRITION	PREMIER FOOD SAFETY	139.00	Serve Safe Registration - Manager Certificate Valerie Aguilar
20171219	ABEL,CATHY	CHILD NUTRITION	DOMYOWN.COM	453.34	Fly Lights/Traps
				<u>592.34</u>	
20171215	ALBERT,DIANN L	CHET F. HARRITT	BARNES & NOBLE #2135	50.00	Gift Cards for Student Incentives
20171210	ALBERT,DIANN L	CHET F. HARRITT	AMAZON MKTPLACE PMTS	107.08	Arts Attack supplies
20171201	ALBERT,DIANN L	CHET F. HARRITT	AMAZON MKTPLACE PMTS	143.10	18 packages of 48 count drawing chalk pastels for Carrie Trantalis
				<u>300.18</u>	
20171222	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	IMPERIAL TEXTILE	20.46	Tablecloth for Board Room tables.
20171221	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	12.98	Board meeting supplies.
20171221	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	7-ELEVEN 20321	7.10	Board meeting supplies.
20171220	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	7.96	Board meeting supplies
20171220	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BASKIN #354764 Q35	31.99	Board meeting supplies.
20171211	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	14.43	Supplies for PLT meeting
20171210	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PARTY CITY	10.75	Supplies for PLT meeting
20171210	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SAN DIEGO EAST COUNTY	55.00	Registration to the East Co Chamber of Commerce First Friday Breakfast
20171208	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	TARGET 00014852	23.74	PLT meeting supplies
20171207	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	45.99	Board meeting supplies
20171206	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL92910809291	26.56	Supplies for Board and PLT meetings
20171204	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	HYATT HOTELS	631.56	Board member accommodations for CSBA conference.
20171203	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SOUTHWEST AIRLINES	192.96	Airfare for K. Baranski to attend an Apple Executive Briefing
20171203	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SOUTHWEST AIRLINES	192.96	Airfare for S. Pierce to attend an Apple Executive Briefing
20171203	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ACE PARKING 1150	15.00	Parking while attending CSBA Conference.
20171203	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MARRIOTT	70.01	Board member parking for Delegate Assembly and CSBA Conference.
				<u>1,359.47</u>	
20171214	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	35.39	YALE Holiday Program Frosty Snow
20171214	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	28.17	YALE Craft Supplies, ornaments
20171212	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 5045	9.02	Craft supplies for YALE glass ornament balls
20171206	BAKER,HOPE	OST PROGRAMS	SMARTNFINAL92910809291	81.57	YALE Holiday Programs cups, napkins and items to serve parents and children
20171205	BAKER,HOPE	OST PROGRAMS	OTC BRANDS, INC.	194.85	Believe Jingle bells Christmas ornaments for all the YALE students
20171201	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	117.01	Art and craft supplies for YALE Pom Poms, stars, buttons ribbons.
20171201	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	52.55	Art and craft supplies ornaments and crafts
				<u>518.56</u>	
20171228	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	MANY CIRCUIT BREAKERS	75.43	Chet F. Harritt Relo Culinary Arts Program (circuit breakers, electrical supplies)
20171221	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (Chet F. Harritt)
20171221	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (Cajon Park)
20171221	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (Cajon Park Jr. High)
20171221	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (Sycamore Canyon)
20171220	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (Rio Seco)
20171220	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (Carlton Hills)
20171220	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (PRIDE Academy Prospect Avenue)
20171220	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (Carlton Oaks)
20171220	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SAN DIEGO GAS & ELECTR	132.00	Future Solar Interconnection Application Fees to SDG&E (ERC)
20171215	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	CA DEPT PEST REGS LICE	60.00	Vince Zelaskowski - Qualified Applicator Certificate - Renewal License Cert.
20171212	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SOUTHWEST AIRLINES	149.96	Sacramento CASH Conference - Christina Becker
				<u>1,473.39</u>	
20171218	BENEDETTO,ANGELO	CARLTON HILLS	SMARTNFINAL92910809291	45.37	Items for student incentives.
20171211	BENEDETTO,ANGELO	CARLTON HILLS	GCI*MSCN-FRND-WB	-105.59	Refund for stands not received
20171208	BENEDETTO,ANGELO	CARLTON HILLS	WAL-MART #1917	11.40	Attendance incentives and student of the month photos.
20171208	BENEDETTO,ANGELO	CARLTON HILLS	TARGET 00014852	12.79	Sttendance and Santee Santas incentives
20171204	BENEDETTO,ANGELO	CARLTON HILLS	TARGET 00014852	59.59	Student incentives for Santee Santas program.
				<u>23.56</u>	
20171220	BILLICK,JERI	SYCAMORE CANYON	CARTERS HAY & GRAIN, I	14.50	Chicken feed
20171217	BILLICK,JERI	SYCAMORE CANYON	SMARTNFINAL92910809291	85.43	Popcorn for perfect attendance popcorn recess
20171206	BILLICK,JERI	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	31.00	Label tape for data wall
				<u>130.93</u>	
20171221	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	25.31	Health office restroom storage drawers
20171219	BONSER,KRISTEN	PRIDE ACADEMY	0111/1CA011 SEES CANDY	38.00	6th Grade Camp Fundraiser
20171219	BONSER,KRISTEN	PRIDE ACADEMY	SMARTNFINAL35510803559	48.53	Supplies for holiday breakfast for staff, PTA Board, and School Site Council
20171211	BONSER,KRISTEN	PRIDE ACADEMY	VONS #1897	8.49	ELAC - Parent Participation; refreshments
20171208	BONSER,KRISTEN	PRIDE ACADEMY	COTIJAS MEXICAN FOOD	41.85	Staff breakfast
20171207	BONSER,KRISTEN	PRIDE ACADEMY	DOMINO'S 7708	293.11	Support student engagement.
				<u>455.29</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20171215	BRASHER,PAMELA	OST PROGRAMS	OTC BRANDS, INC	185.73	Arts and crafts supplies for breaks. Beads, necklaces, charms, lantern crafts.
20171213	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3851	148.37	Cardboard rocket ships for the children to color Project SAFE
20171213	BRASHER,PAMELA	OST PROGRAMS	POSTAL ANNEX	61.35	Shipping for rubiks cubes order for Project SAFE
20171212	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	148.37	Cardboard houses to color for Project SAFE children.
20171210	BRASHER,PAMELA	OST PROGRAMS	THE HOME DEPOT 673	462.48	Emergency Supplies for Project SAFE Lanterns and batteries
				<u>1,006.30</u>	
20171204	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	ACE PARKING 1150	15.00	Parking fees while attending CSBA Annual Educational Conference.
20171203	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	LOU & MICKEY'S	526.39	Leadership team dinner while attending CSBA Annual Education Conference.
20171203	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	ACE PARKING 1150	15.00	Parking fees while attending CSBA Annual Educational Conference.
20171201	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	ACE PARKING 1150	15.00	Parking fees while attending CSBA Annual Educational Conference.
				<u>571.39</u>	
20171219	EDMONSTON,ERICA	RIO SECO	SMART AND FINA10805810	30.08	Class rewards for Santee Santas competition.
20171206	EDMONSTON,ERICA	RIO SECO	NETBRANDS MEDIA CORP.	110.40	Lanyards for emergency tags, guest teacher keys and safety patrol whistles.
				<u>140.48</u>	
20171217	HECK,TERRY	PRIDE ACADEMY	SOMBRERO 5 - LAKESIDE	222.31	Annual holiday breakfast for staff, PTA Board, & School Site Council members.
				<u>222.31</u>	
20171214	HICKS,TYLENE	CHET F. HARRITT	TARGET 00014852	19.47	Supplies for Student/Parent Night @ Barnes & Noble Night
20171213	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	95.59	Supplies for Student/Parent night at Barnes & Noble
20171211	HICKS,TYLENE	CHET F. HARRITT	EINSTEIN BROS-ONLINE C	30.98	Bagels for Chamber of Commerce visit
20171208	HICKS,TYLENE	CHET F. HARRITT	SMARTNFINAL92910809291	37.01	Supplies for Chamber of Commerce visit
20171208	HICKS,TYLENE	CHET F. HARRITT	OFFICE DEPOT #908	56.65	Supplies for the Chamber of Commerce visit. Folders, pens, etc.
20171207	HICKS,TYLENE	CHET F. HARRITT	SMARTNFINAL92910809291	118.43	Supplies and Food for Chamber of Commerce Visit
20171207	HICKS,TYLENE	CHET F. HARRITT	JOANN STORES #1011	23.86	Science Room Supplies
20171205	HICKS,TYLENE	CHET F. HARRITT	WM SUPERCENTER #2253	25.80	STEAM Activity for staff meeting
20171204	HICKS,TYLENE	CHET F. HARRITT	AMAZON MKTPLACE PMTS	19.29	Mini binder for Speech Therapist
				<u>427.08</u>	
20171221	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS W	22.00	Waste container for printer
20171206	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	79.92	Lanyards
20171203	HOOKS,TED A	PEPPER DRIVE	AMAZON COM AMZN COM/BI	319.76	Paper Shredder
				<u>421.68</u>	
20171204	JOHNSTON,ANDREW	CARLTON OAKS	AMAZON.COM	101.12	Professional Development Materials
				<u>101.12</u>	
20171221	LOCKE,SUMMER	PEPPER DRIVE	SMARTNFINAL39810803989	157.85	Junior High Honor Roll Activity
20171201	LOCKE,SUMMER	PEPPER DRIVE	OTC BRANDS, INC	288.38	Attendance Incentives
				<u>446.23</u>	
20171231	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS W	4.99	Auxiliary Stereo Extension Audio Cable
20171224	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS W	6.95	HDMI adapter. Display port to HDMI
20171222	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS W	12.39	Window seals for Tech office
20171222	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	52.23	MSI video card - Business
20171219	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security system
20171217	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	100.46	MSI video card - Business
20171217	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	39.86	Cyber acoustic speakers
20171210	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM AMZN.COM/BI	5.16	CPU Thermal Compound
20171207	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	40.93	Memory
20171207	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	65.38	Graphics Card
20171207	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	27.64	Projector Remote
20171203	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WWW.NEWEGG.COM	206.89	Replacement CPU
20171201	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	163.76	Memory
				<u>751.63</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20171228	MARTIN,SUZANNE	HILL CREEK	AMAZON VIDEO ON DEMAND	0.99	Purchase to be refunded by secretary
20171222	MARTIN,SUZANNE	HILL CREEK	DOLLAR TREE ECOMM	-57.05	Counseling Grant Purchase - Refund
20171221	MARTIN,SUZANNE	HILL CREEK	OFFICE DEPOT #2210	16.87	Office Supplies
20171218	MARTIN,SUZANNE	HILL CREEK	AMAZON MKTPLACE PMTS	194.87	Counseling Grant Purchase
20171215	MARTIN,SUZANNE	HILL CREEK	AMAZON MKTPLACE PMTS	254.20	Teacher Resource Book
20171214	MARTIN,SUZANNE	HILL CREEK	AMAZON MKTPLACE PMTS	65.69	Teacher Resource Book
20171213	MARTIN,SUZANNE	HILL CREEK	DOLLAR TREE ECOMM	57.05	Counseling Grant Purchase
20171212	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM	21.54	Office Supplies
20171212	MARTIN,SUZANNE	HILL CREEK	AMAZON MKTPLACE PMTS	22.20	Crash Cart Supplies
20171211	MARTIN,SUZANNE	HILL CREEK	OFFICE DEPOT #908	8.39	Office supplies
20171211	MARTIN,SUZANNE	HILL CREEK	SANTILLANA USA	117.40	Enrichment materials- Electives
20171208	MARTIN,SUZANNE	HILL CREEK	OFFICE DEPOT #908	67.87	Toner
20171204	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM AMZN.COM/BI	107.10	Office supplies
20171204	MARTIN,SUZANNE	HILL CREEK	AMAZON MKTPLACE PMTS	31.98	Materials purchased from counseling grant
20171201	MARTIN,SUZANNE	HILL CREEK	SMARTNFINAL92910809291	2.14	Supplies- Farm to Table
				<u>911.24</u>	
20171222	MCGINTY,MIRIAM	SPECIAL EDUCATION	VERSARE SOLUTIONS	402.00	Panel dividers for classroom
20171222	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #908	195.54	Lamination service
20171221	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	144.70	Classroom supplies
20171221	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	31.92	Alphabet stamps for SDC classroom.
20171219	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	53.23	Panel legs with release pliers
20171211	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	24.95	Lowercase alphabet stamps
20171208	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #5125	58.61	Hand sanitizing wipes for classroom
20171208	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #5125	36.61	Tall trash bags for classroom
20171207	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #908	60.68	Admin supplies for classroom
20171206	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #908	8.07	Binder rings
20171204	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	8.99	Velcro fasteners and label making tape
20171204	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	35.91	Rocking leg exerciser
				<u>1,061.21</u>	
20171218	MCKINNON,KATHY	EDUCATIONAL SERVICES	CCSESA	150.00	Prof. Dev. - Travel - D. Minutelli/2018 History Social Science Framework Rollouts
20171214	MCKINNON,KATHY	EDUCATIONAL SERVICES	SMARTNFINAL92910809291	21.98	Prof. Dev. - Food - PD December
20171212	MCKINNON,KATHY	EDUCATIONAL SERVICES	AMAZON.COM	333.06	Prof. Dev. - Supplies/Books
				<u>505.04</u>	
20171206	MINUTELLI,DAWN	EDUCATIONAL SERVICES	TARGET 00014852	29.60	Prof. Dev. - Supplies - EAK Teacher Orientation
				<u>29.60</u>	
20171222	MONTLER,BONNER M	EDUCATIONAL SERVICES	ADOBE	119.88	Annl subscription for Adobe Photoshop Lightroom. Used to manipulate images for reports, web page images, etc.
				<u>119.88</u>	
20171221	OLANDER,MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS W	46.50	Science Equipment
20171213	OLANDER,MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	46.50	Science Equipment
20171207	OLANDER,MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	238.64	Science Equipment
20171207	OLANDER,MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	25.99	Science Equipment
				<u>357.63</u>	
20171214	ORTEGA,KAREN	HUMAN RESOURCES	POST UP STAND	165.04	SSD poster stands for employment recruitment fairs.
20171205	ORTEGA,KAREN	HUMAN RESOURCES	DOLLAR TREE	11.85	Office supplies
20171204	ORTEGA,KAREN	HUMAN RESOURCES	WAL-MART #1917	21.29	Office supplies
				<u>198.18</u>	
20171201	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	YPS*HOMEAWAY HA-45QFT7	2,158.00	Prof Dev - Travel - Lodging CUE Conference - S. Pierce, D. Minutelli, J. Rolf, K. Eveland, S. Roberts & T. Brown
20171201	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	YPS*RDD HA-45QFT7	1,000.00	Prof Dev - Travel - Lodging CUE Conference - S. Pierce, D. Minutelli, J. Rolf, K. Eveland, S. Roberts & T. Brown
				<u>3,158.00</u>	
20171218	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	VOKI	4.99	App to test for potential teacher use.
20171215	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS W	33.96	Green screen for teacher training.
				<u>38.95</u>	
20171206	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	14.54	Baby wipes for S. Leudeman SDC Class
				<u>14.54</u>	
20171220	ROSA,JIM	HILL CREEK	AMAZON MKTPLACE PMTS W	89.95	Toner
20171207	ROSA,JIM	HILL CREEK	THE WEBSTAUANT STORE	104.47	Elective supplies- Farm To Table
20171205	ROSA,JIM	HILL CREEK	OTC BRANDS, INC.	214.84	Counselor grant- supplies
20171201	ROSA,JIM	HILL CREEK	BRAINPOP	230.00	Online tech program for students
				<u>639.26</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20171219	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS W	308.12	PE Games
20171213	SAUNDERS,LEAH	CARLTON OAKS	MICHAELS STORES 5045	69.47	PE Supplies for Running Crew
20171210	SAUNDERS,LEAH	CARLTON OAKS	AMAZON COM	27.12	Alternative Classroom Seating for Students
20171207	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	239.28	PE Games
20171205	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	32.28	PE Games
20171205	SAUNDERS,LEAH	CARLTON OAKS	SMART AND FINA10805810	32.28	Student Incentives
				<u>708.55</u>	
20171201	SCHWELLER,JOHN	PUPIL SERVICES	HYATT HOTELS	403.46	Hotel for Mia Morales for CDE Homelss Edu. conference
				<u>403.46</u>	
20171229	SHEEN,KRISTINA D	OST PROGRAMS	99 CENTS ONLY STORES #	9.50	Craft supplies candy canes for crafts ERC
20171227	SHEEN,KRISTINA D	OST PROGRAMS	99 CENTS ONLY STORES #	15.54	ERC Decorations and craft supplies flannel, garland
20171221	SHEEN,KRISTINA D	OST PROGRAMS	PARTY CITY	72.91	Drama Props for ASES, masks, capes, Boas
20171221	SHEEN,KRISTINA D	OST PROGRAMS	VONS #1897	184.58	Non-Compliant day at Project SAFE, Cookies, decorations for cookies.
20171220	SHEEN,KRISTINA D	OST PROGRAMS	DOLLAR TREE	42.02	ASES Club supplies spoons craft sticks, tablecovers, bath sponges.
20171220	SHEEN,KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	73.31	Picture frames for Mission statements for sites
20171217	SHEEN,KRISTINA D	OST PROGRAMS	VONS #1897	150.00	Sugar cookies for Project SAFE food fundraiser for non-compliant day.
20171213	SHEEN,KRISTINA D	OST PROGRAMS	MICHAELS STORES 8709	231.46	Cardboard houses for coloring and felt for crafts for school breaks
20171213	SHEEN,KRISTINA D	OST PROGRAMS	JOANN STORES #1011	19.69	Poly-Fil Fiber fill for crafts for Winter Break with Project SAFE
				<u>799.01</u>	
20171231	SIMKO,JOHANNA	CAJON PARK	AMAZON MKTPLACE PMTS	9.85	Sticky velcro dots for token economy
20171228	SIMKO,JOHANNA	CAJON PARK	3540 FOREVER 21	29.79	Sending in a check - this was an accidental personal expense.
20171201	SIMKO,JOHANNA	CAJON PARK	AMAZON COM	127.76	Dollies for safety patrol cones
20171207	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	109.90	Safety vests for campus aides.
				<u>277.30</u>	
20171205	SOUTHCOTT,STEPHANIE	CARLTON HILLS	TARGET.COM *	21.54	Teacher incentive/recognition
20171203	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMAZON MKTPLACE PMTS	-52.61	Teacher recognition item damaged - REFUND
				<u>-31.07</u>	
20171201	STARKEY,MARK	INFORMATION TECHNOLOGY	THE PRINTERS SHOPPER,	313.00	Pubs drill sharpening and supplies
				<u>313.00</u>	
				<u><u>18,445.72</u></u>	

Authorization to Sell/Dispose of Surplus Items

**BACKGROUND:**

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

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

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

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

The items to declare surplus are described below:

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
1	Each	Wurlitzer Piano	Chet F. Harrit	Good Condition, Needs Tuning	\$275.00

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

Type	Method	Option? (X)
<b>Obsolete Instructional Materials</b>	Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy	
	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	
<b>Other Personal Property</b>	Value insufficient to defray costs of arranging a sale: Donate to charitable organization deemed appropriate by the Board	
	Value insufficient to defray costs of arranging a sale: Discard/Scrap	
	Value \$2,500 or less: Sell without advertising	X
	Advertise for Bids (including on-line services)	
	Conduct Public Auction (including on-line services)	
	Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law with sale price to equal cost of property plus estimated cost of purchasing, storing, and handling	
	Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district with price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools	

**RECOMMENDATION:**

It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$275.00 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:**

Income estimated at \$275.00, less fee to on-line bidding vendor, if used.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.7.



Consent Item E.2.8.  
Prepared by Karl Christensen  
February 6, 2018

Approval of Architecture & Engineering Services  
with StudioWC Architecture & Engineering for  
the Roofing and HVAC Replacement Project at  
the Educational Resource Center

**BACKGROUND:**

The Educational Resource Center's (ERC's) roof is 32 years old and in need of replacement. In addition, replacement of the HVAC equipment for ERC is scheduled for this summer through the Proposition 39 Energy Efficiency Plan.

To complete these projects, all the equipment on the roof will need to be raised up and re-set on new roof platforms. Plans and specifications need to be developed for conducting the bid process. StudioWC (formerly Webb-Cleff) Architecture & Engineering have provided excellent services in the past and Administration recommends using their services for design of the ERC Roofing and HVAC Replacement Project.

**RECOMMENDATION:**

It is recommended that the Board of Education authorize contracting with StudioWC Architecture and Engineering for the Roofing and HVAC replacement at the Educational Resource Center.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

Services not to exceed \$38,700.00 to be funded from Deferred Maintenance.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.8.

January 29, 2018

Santee School District  
 9625 Cuyamaca St.  
 Santee, CA 92071

Attn: Christina Becker, *Director, Facilities and Maintenance*

Re: District office – Roofing and HVAC – Educational Resource Center

Dear Ms. Becker:

Please accept our proposal to design and construction observation to re-roof the Educational Resource Center and replace 5 of the existing HVAC units. Scope of work will include equipment screening and rooftop electrical and mechanical equipment removal and replacement.

Our fees are as follows:

Item Description	Proposed Fee
Mechanical	\$5,800.00
Architecture	\$16,000.00
Electrical	\$8,500.00
Structural	\$8,000.00
Total Fee	\$38,300.00
Scans – as-built	\$400.00
Total	\$38,700.00

Please note, these fees do not include bid set printing costs.

Sincerely,



Debra Vaughan-Cleff, PE, AIA Assoc.  
 President  
 Debra@wc-ae.com

Consent Item E.2.9.  
Prepared by Karl Christensen  
February 6, 2018

Adoption of Resolution No. 1718-20 of the Santee School District Board of Education to Convey an Easement to San Diego Gas and Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property

**BACKGROUND:**

San Diego Gas & Electric (SDG&E) operates the Power Your Drive program to install 3,500 electric vehicle charging stations at apartments, condos and businesses. These stations are installed at no cost for property in disadvantaged communities and at low cost for others. Property owners are not responsible for any maintenance, upkeep, or billing since users can be billed directly on their SDG&E bill. PRIDE Academy qualifies for installation of electric vehicle charging stations at no cost to the District.

At its January 16, 2018 meeting, the Board of Education adopted a Resolution of Intent to Convey an Easement to San Diego Gas and Electric for installation and maintenance of electric vehicle charging stations at PRIDE Academy. In accordance with law, announcement of a public hearing to consider the matter was announced by posting in 3 prominent places in the District and publishing in a newspaper of general circulation.

Adoption of this Resolution to Convey an easement requires a 2/3 vote of the Board.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No. 1718-20 of the Santee School District Board of Education to convey an easement to San Diego Gas and Electric for installation and maintenance of electric vehicle charging stations on the PRIDE Academy School site property.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

No cost to District

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.9.

**RESOLUTION NO. 1718-20**

**RESOLUTION OF THE SANTEE SCHOOL DISTRICT  
BOARD OF EDUCATION TO CONVEY AN  
EASEMENT TO SAN DIEGO GAS AND ELECTRIC  
FOR INSTALLATION AND MAINTENANCE OF  
ELECTRIC VEHICLE CHARGING STATIONS ON  
THE PRIDE ACADEMY SCHOOL SITE PROPERTY**

**WHEREAS**, San Diego Gas & Electric (“SDG&E”) has requested that the Santee School District (“District”) dedicate a utility easement to SDG&E upon the School District’s property at PRIDE Academy School (“Easement”) for the purposes of installing and maintaining electric vehicle charging stations (“Facilities”). The form of the proposed Easement shall be those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of all Facilities installed within PRIDE Academy School (“Initial Easement”). After construction is complete, a survey may be conducted of the installed Facilities as an “as-built” drawing(s) to prepare a metes and bounds or “center line” description(s) of the actual location of said facilities. If a survey is conducted, SDG&E shall then prepare and record in the Office of the County Recorder of the County of San Diego, an “Amendment to Easement”, using said “asbuilt” drawing(s) and metes and bounds description(s) as a substitute (“Final Easement”) and replacement to the Initial Easement;

**WHEREAS**, the District desires to provide the Easement to SDG&E for installing and maintaining the Facilities on the PRIDE Academy School property, pursuant to the terms and conditions set forth in the Easement;

**WHEREAS**, on January 16, 2018 the District’s Board of Education (“Board”) in a regular open meeting by at least two-thirds vote of all its members adopted Resolution No. 1718-14 (the “Resolution of Intent”) declaring its intention to dedicate the Easement;

**WHEREAS**, in accordance with Education Code § 17557 et. seq., the District’s Board fixed February 6, 2018, for a public hearing (“Public Hearing”) upon the question of whether to dedicate the Easement to San Diego Gas and Electric; and

**WHEREAS**, the District posted copies of the Resolution of Intent, signed by the Board, in three (3) public places within the District’s boundaries not less than ten (10) days before the Public Hearing, and published once, not less than five (5) days before the public hearing in the *San Diego Daily Transcript*, a newspaper of general circulation published in the District; and

**NOW, THEREFORE, THE BOARD DOES HEREBY DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:**

**Section 1.** The above recitals are true and correct.

**Section 2.** At the Public Hearing held on February 6, 2018, in accordance with Education Code § 17556 *et. seq.*, the Board provided an opportunity for public comment on the question of whether the District should convey the Easement to San Diego Gas and Electric, and the Board has considered any and all comments made or received at such time.

**Section 3.** The Board hereby authorizes the conveyance of the Easement to San Diego Gas and Electric in the manner and form set forth in Attachment I. The Board hereby authorizes the President of the Board or the Superintendent to execute and deliver the Easement to San Diego Gas and Electric.

**Section 4.** The Board hereby authorizes the Superintendent, or the Superintendent's designee, to take such additional action or execute such additional documentation as may be reasonably required to effectuate the intent of this Resolution, including, but not limited to, the delivery of the executed deeds to the appropriate entities.

**APPROVED, ADOPTED, AND SIGNED** this 6th day of February, 2018.

SANTEE SCHOOL DISTRICT

By \_\_\_\_\_  
Dianne El-Hajj, Board President

By \_\_\_\_\_  
Dustin Burns, Board Clerk

I, Dustin Burns, Clerk of the Board of Education of the Santee School District, do hereby certify that the foregoing Resolution No. 1718-20 was regularly introduced and adopted by the District Board of Education at a duly-noticed regular meeting held on the 6th day of February, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Clerk of the Board of Education  
Santee School District

**ATTACHMENT 1**

Easement

Recording Requested by  
San Diego Gas & Electric Company

When recorded, mail to:

San Diego Gas & Electric Company  
8335 Century Park Court  
San Diego, CA 92123-1569  
Attn: Real Estate Records – CP12A

SPACE ABOVE FOR RECORDER'S USE

Project No.: 752022-010  
Const. No.: 2096870  
A.P.N. No.: 386-410-24  
SR No.: 251568

Transfer Tax None  
SAN DIEGO GAS & ELECTRIC COMPANY

**RW 368906**

EASEMENT

SANTEE SCHOOL DISTRICT, (“Grantor”), grants to SAN DIEGO GAS & ELECTRIC COMPANY, a corporation (Grantee), an easement and right of way in, upon, over, under and across the lands hereinafter described, to erect, construct, change the size of, improve, reconstruct, relocate, repair, maintain, and use facilities consisting of (“Facilities”):

1. Underground facilities, together with aboveground structures consisting of, but not limited to, pad-mounted electrical equipment, and ten (10) electric vehicle charging stations (“EV Stations”), and all appurtenances for the distribution of electricity to the Facilities.
2. Communication facilities, and appurtenances, which can include, Supervisory Control and Data Acquisition (“SCADA”)

The Facilities will be installed at such locations and elevations upon, along, over and under the hereinafter described easement as Grantee may now or hereafter deem convenient or necessary. Grantee also has the right of ingress and egress, to, from and along this easement in, upon, over and across the hereinafter described lands. Grantee further has the right, but not the duty to clear and keep this easement clear from explosives, buildings, structures and materials.

The property in which this easement and right of way is hereby granted is situated in the County of San Diego, State of California described as follows:

The Easterly 125.00 feet of the Northerly 872.00 feet of Lot 3 and the Westerly 440.00 feet of the Northerly 872.00 feet of Lot 4 in Block B of Fanita Rancho, according to Map thereof No. 688, filed in the Office of the County Recorder of said County of San Diego.



The easement in the aforesaid property shall be those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of all Facilities installed within said property on or before **December 31, 2018, and said easement shall be located within the area as shown and delineated as "General Location" on Exhibit A, attached hereto and made a part hereof.**

Upon the installation of said Grantee's Facilities, Grantor may survey the location of said installed Facilities as an "as-built" drawing(s) and prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. Grantee shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "as-built" drawing(s) and metes and bounds description(s) as a substitute and replacement to the "blanket" easement description contained in this easement.

It is understood and agreed by Grantor, and its successors-in-interest, that its interest shall be subordinate to the substituted easement description as if the substituted easement description was fully set forth at the time of this grant.

In order to provide adequate working space for Grantee, Grantor shall not erect, place or construct, nor permit to be erected, placed or constructed any building or other structure, deposit any materials, plant any trees and/or shrubs or change ground elevation within eight (8) feet of the front of the door or hinged opening of any above ground Facility (other than the EV Station) and within three (3) feet of the EV Station installed within this easement.

Grantor shall provide at all times, a delineated space surrounding each EV Station, so that each EV Station may be accessed and used by an electric vehicle for charging. One (1) space shall be marked for electric vehicles only; and shall be used only while such vehicles are being charged. The remaining nine (9) shall be marked for electric vehicles only, however, such vehicles do not have to be actively charging.

Grantor grants to Grantee the right to erect and maintain on Grantor's property immediately adjacent to this easement retaining walls and/or protective barricades as may be necessary for Grantee's purposes.

Grantor shall not erect, place or construct, nor permit to be erected, placed or constructed, any building or other structure, plant any tree, drill or dig, within this easement.

Grantor shall not increase or decrease the ground surface elevations within this easement after installation of Grantee's Facilities, without prior written consent of Grantee.

Grantee shall have the right but not the duty, to trim or remove trees and brush along or adjacent to this easement and remove roots from within this easement whenever Grantee deems it necessary. Said right shall not relieve Grantor of the duty as owner to trim or remove trees and brush to prevent danger or hazard to property or persons.

Grantor and Grantee agree to comply with all laws, ordinances, and regulations that apply to the easement area.

CONDUITS CARRY HIGH VOLTAGE ELECTRICAL CONDUCTORS, therefore Grantor shall not make or allow any excavation or fill to be made within this easement WITHOUT FIRST

NOTIFYING SAN DIEGO GAS & ELECTRIC COMPANY BY CALLING (619) 696-2000, and OBTAINING PERMISSION.

This easement shall be binding upon and inure to the benefit of successors, heirs, executors, administrators, permittees, licensees, agents or assigns of Grantor and Grantee.

Upon Grantor and Grantee's mutual agreement, at both parties' sole discretion, Grantee shall furnish Grantor a good and sufficient Quitclaim Deed to Grantor of all of Grantee's right, title and interest in and to the easement. Additionally, after ten (10) years from the date that the EV Station is installed, Grantor may send Grantee notice that it would like Grantee to remove the EV Station. After such EV Station is removed by Grantee, Grantee shall furnish Grantor a good and sufficient Quitclaim Deed to Grantor of all of Grantee's right, title and interest in and to the easement.

IN WITNESS WHEREOF, Grantor executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

SANTEE SCHOOL DISTRICT

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

Name: \_\_\_\_\_  
PRINT NAME

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

Drawn: BCorbilla  
Checked: \_\_\_\_\_  
Date: 11/07/2017  
Site No: WP170331  
Site Name: Santee School District-Pride Academy

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, before me \_\_\_\_\_,  
(name, title of officer)

personally appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

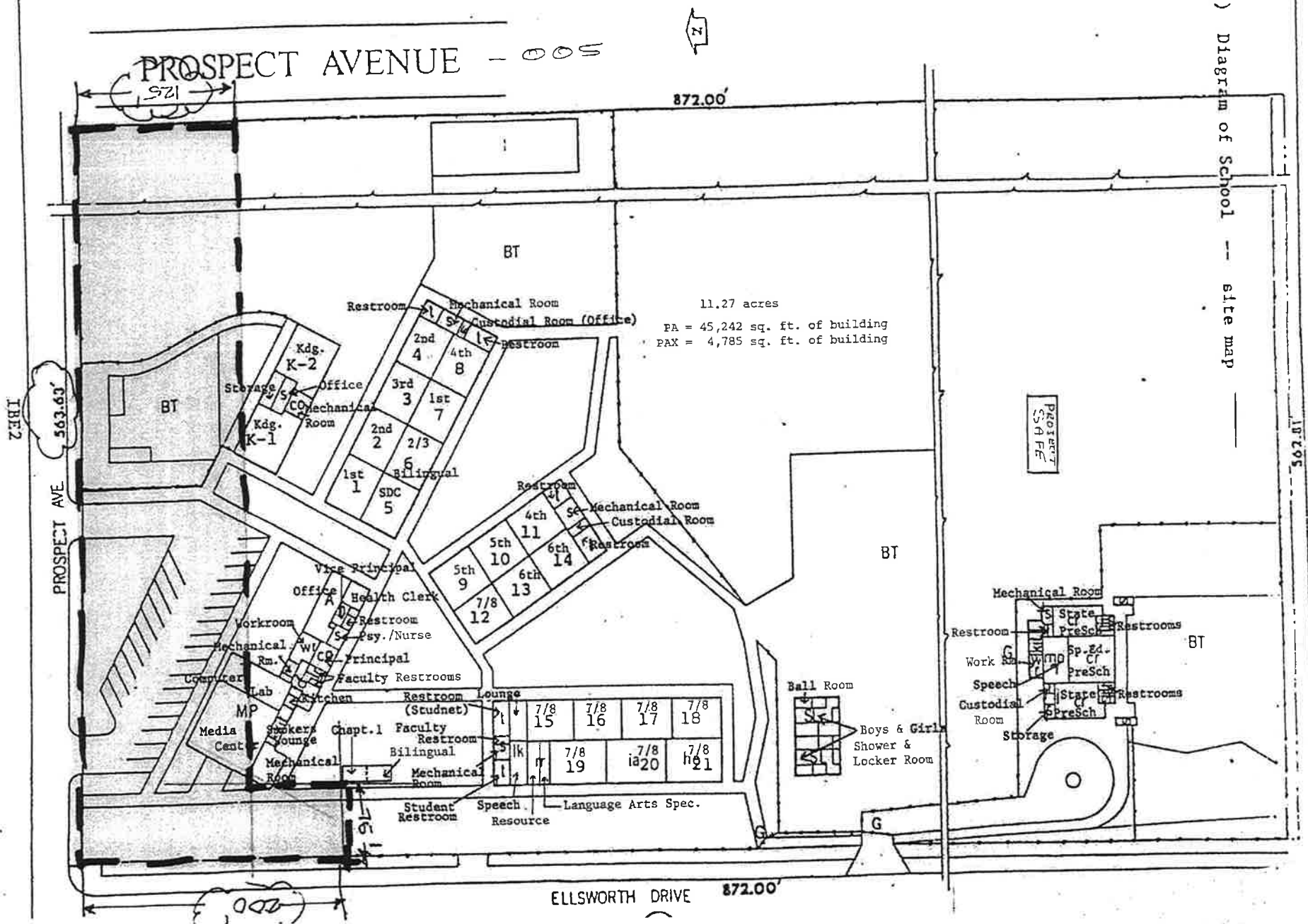
WITNESS my hand and official seal.

\_\_\_\_\_  
(Signature of Notary Public)

(Notary Seal)

EXHIBIT A  
GENERAL LOCATION

1) Diagram of School -- site map



11.27 acres  
 PA = 45,242 sq. ft. of building  
 PAX = 4,785 sq. ft. of building

IBE2

PROSPECT AVE 563.60'

PROSPECT AVENUE - 005

872.00'

567.0'

ELLSWORTH DRIVE 872.00'

**RESOLUTION NO. 1718-14**

**RESOLUTION OF THE BOARD OF EDUCATION OF  
THE SANTEE SCHOOL DISTRICT DECLARING THE  
BOARD'S INTENT TO CONSIDER THE  
CONVEYANCE OF AN EASEMENT TO SAN DIEGO  
GAS & ELECTRIC FOR INSTALLATION AND  
MAINTENANCE OF ELECTRIC VEHICLE  
CHARGING STATIONS ON THE PRIDE ACADEMY  
SCHOOL SITE PROPERTY**

**WHEREAS**, San Diego Gas & Electric ("SDG&E") has requested that the Santee School District ("District") dedicate a utility easement to SDG&E upon the School District's property at PRIDE Academy School ("Easement") for the purposes of installing and maintaining electric vehicle charging stations ("Facilities"). The form of the proposed Easement shall be those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of all Facilities installed within PRIDE Academy School ("Initial Easement"). After construction is complete, a survey may be conducted of the installed Facilities as an "as-built" drawing(s) to prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. If a survey is conducted, SDG&E shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "asbuilt" drawing(s) and metes and bounds description(s) as a substitute ("Final Easement") and replacement to the Initial Easement.

**WHEREAS**, the District desires to provide the Easement to SDG&E for installing and maintaining the Facilities on the PRIDE Academy School property, pursuant to the terms and conditions set forth in the Easement;

**WHEREAS**, the District's Board of Education ("Board") must, prior to dedicating an easement, adopt a resolution declaring its intention to dedicate such easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

**WHEREAS**, in accordance with Education Code § 17557 et. seq., the Board must fix a time at its regular place of meeting for a public hearing on the question of dedicating the Easement; and

**WHEREAS**, the District is required to post copies of this Resolution, signed by the Board, or majority thereof, in three (3) public places within the District's boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing, in a newspaper of general circulation published in the District, if there is one, or, if there is no such

newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District; and

**NOW, THEREFORE, THE BOARD DOES HEREBY DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:**

**Section 1.** The above recitals are true and correct.

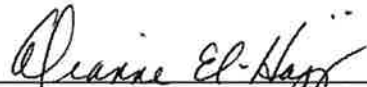
**Section 2.** That the Board declares its intent to dedicate the Easement to SDG&E upon the terms and conditions set forth in the Easement.

**Section 3.** That the Board hereby establishes February 6, 2018, for a public hearing on the question of whether to convey the Easement to SDG&E, to be held at 7:00 p.m., or as soon thereafter as reasonably practical, at the District's regularly scheduled and noticed Board meeting.

**Section 4.** The District's staff shall post this Resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this Resolution, and take any other action as may be reasonably necessary to effectuate the purpose of this Resolution.

**APPROVED, ADOPTED, AND SIGNED** this 16th day of January, 2018.

SANTEE SCHOOL DISTRICT

By   
Diane El-Hajj, Board President

By   
Ken Fox, Board Vice President

By   
Dustin Burns, Board Clerk

By   
Elana Levens-Craig, Board Member

By   
Barbara Ryan, Board Member

I, Dustin Burns, Clerk of the Board of Education of the Santee School District, do hereby certify that the foregoing Resolution No. 1718-14 was regularly introduced and adopted by the District Board of Education at a duly-noticed regular meeting held on the 19th day of January, 2018, by the following vote:

AYES: 5

NOES: 0

ABSTAIN: 0

ABSENT: 0



---

Clerk of the Board of Education  
Santee School District



Consent Item E.2.10.  
Prepared by Karl Christensen  
February 6, 2018

Adoption of Resolution No. 1718-21 of the Santee School District Board of Education Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric For Installation and Maintenance of Electric Vehicle Charging Stations on the Pepper Drive School Site Property

**BACKGROUND:**

San Diego Gas & Electric (SDG&E) operates the Power Your Drive program to install 3,500 electric vehicle charging stations at apartments, condos and businesses. These stations are installed at no cost for property in disadvantaged communities and at low cost for others. Property owners are not responsible for any maintenance, upkeep, or billing since users can be billed directly on their SDG&E bill.

An application was submitted for Pepper Drive School located in a "disadvantaged community", as defined by SDG&E. Pepper Drive School was approved by SDG&E for the Power Your Drive Program and installation of electrical vehicle charging stations at no cost to the District. In order to move forward with the project at Pepper Drive School, it is necessary to grant an easement to SDG&E.

The easement consists of those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of charging stations and infrastructure installed. After construction is complete, a survey may be conducted of the installed Facilities as an "as-built" drawing(s) to prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. If a survey is conducted, SDG&E shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "asbuilt" drawing(s) and metes and bounds description(s) as a substitute ("Final Easement") and replacement to the Initial Easement.

The process for granting an easement is as follows:

1. Board adopts a Resolution of Intention to Convey the easement which establishes the date for a public hearing to be held no earlier than 10 days after adopting the Resolution of Intent. (Hearing date is set for February 20, 2018);
2. Publish notice in a newspaper of general circulation announcing the hearing at least 5 days before; and post a resolution signed by the Board (or at least majority thereof) in three public places at least 10 days before the hearing;
3. Hold a public hearing before the Board at the established time (at a regular meeting), on conveyance of the easement.

4. Board adopts a resolution to convey the easement, unless the Board receives a petition signed by at least 10 percent of the qualified electors in the District (in which case the County Superintendent of Schools would have to approve the easement first).
5. Sign and deliver easement to SDG&E for acceptance and recording.

**RECOMMENDATION:**

It is recommended the Board of Education adopt Resolution No. 1718-21 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the Pepper Drive School Site Property.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

No cost to District. All construction, maintenance, and electricity charges to be paid by SDG&E.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.10.

## RESOLUTION NO. 1718-21

### RESOLUTION OF THE BOARD OF EDUCATION OF THE SANTEE SCHOOL DISTRICT DECLARING THE BOARD'S INTENT TO CONSIDER THE CONVEYANCE OF AN EASEMENT TO SAN DIEGO GAS & ELECTRIC FOR INSTALLATION AND MAINTENANCE OF ELECTRIC VEHICLE CHARGING STATIONS ON THE PEPPER DRIVE SCHOOL SITE PROPERTY

**WHEREAS**, San Diego Gas & Electric ("SDG&E") has requested that the Santee School District ("District") dedicate a utility easement to SDG&E upon the School District's property at Pepper Drive School ("Easement") for the purposes of installing and maintaining electric vehicle charging stations ("Facilities"). The form of the proposed Easement shall be those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of all Facilities installed within Pepper Drive School ("Initial Easement"). After construction is complete, a survey may be conducted of the installed Facilities as an "as-built" drawing(s) to prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. If a survey is conducted, SDG&E shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "asbuilt" drawing(s) and metes and bounds description(s) as a substitute ("Final Easement") and replacement to the Initial Easement.

**WHEREAS**, the District desires to provide the Easement to SDG&E for installing and maintaining the Facilities on the Pepper Drive School property, pursuant to the terms and conditions set forth in the Easement;

**WHEREAS**, the District's Board of Education ("Board") must, prior to dedicating an easement, adopt a resolution declaring its intention to dedicate such easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

**WHEREAS**, in accordance with Education Code § 17557 et. seq., the Board must fix a time at its regular place of meeting for a public hearing on the question of dedicating the Easement; and

**WHEREAS**, the District is required to post copies of this Resolution, signed by the Board, or majority thereof, in three (3) public places within the District's boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing, in a newspaper of general circulation published in the District, if there is one, or, if there is no such

newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District; and

**NOW, THEREFORE, THE BOARD DOES HEREBY DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:**

**Section 1.** The above recitals are true and correct.

**Section 2.** That the Board declares its intent to dedicate the Easement to SDG&E upon the terms and conditions set forth in the Easement.

**Section 3.** That the Board hereby establishes February 20, 2018, for a public hearing on the question of whether to convey the Easement to SDG&E, to be held at 7:00 p.m., or as soon thereafter as reasonably practical, at the District's regularly scheduled and noticed Board meeting.

**Section 4.** The District's staff shall post this Resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this Resolution, and take any other action as may be reasonably necessary to effectuate the purpose of this Resolution.

**APPROVED, ADOPTED, AND SIGNED** this 6th day of February, 2018.

SANTEE SCHOOL DISTRICT

By \_\_\_\_\_  
Diane El-Hajj, Board President

By \_\_\_\_\_  
Ken Fox, Board Vice President

By \_\_\_\_\_  
Dustin Burns, Board Clerk

By \_\_\_\_\_  
Elana Levens-Craig, Board Member

By \_\_\_\_\_  
Barbara Ryan, Board Member

I, Dustin Burns, Clerk of the Board of Education of the Santee School District, do hereby certify that the foregoing Resolution No. 1718-21 was regularly introduced and adopted by the District Board of Education at a duly-noticed regular meeting held on the 6th day of February, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Clerk of the Board of Education  
Santee School District

**ATTACHMENT I**

Proposed Easement

Recording Requested by  
San Diego Gas & Electric Company

When recorded, mail to:

San Diego Gas & Electric Company  
8335 Century Park Court  
San Diego, CA 92123-1569  
Attn: Real Estate Records – CP12A

SPACE ABOVE FOR RECORDER'S USE

Project No.: 751990-010  
Const. No.: 2092760  
A.P.N. No.: 388-520-07  
SR No.: 252402

Transfer Tax None  
SAN DIEGO GAS & ELECTRIC COMPANY

**RW 396026**

EASEMENT

SANTEE SCHOOL DISTRICT OF SAN DIEGO COUNTY, CALIFORNIA, (“Grantor”), grants to SAN DIEGO GAS & ELECTRIC COMPANY, a corporation (Grantee), an easement and right of way in, upon, over, under and across the lands hereinafter described, to erect, construct, change the size of, improve, reconstruct, relocate, repair, maintain, and use facilities consisting of (“Facilities”):

1. Underground facilities, together with aboveground structures consisting of, but not limited to, pad-mounted electrical equipment, and ten (10) electric vehicle charging stations (“EV Stations”), and all appurtenances for the distribution of electricity to the Facilities.
2. Communication facilities, and appurtenances, which can include, Supervisory Control and Data Acquisition (“SCADA”)

The Facilities will be installed at such locations and elevations upon, along, over and under the hereinafter described easement as Grantee may now or hereafter deem convenient or necessary. Grantee also has the right of ingress and egress, to, from and along this easement in, upon, over and across the hereinafter described lands. Grantee further has the right, but not the duty to clear and keep this easement clear from explosives, buildings, structures and materials.

The property in which this easement and right of way is hereby granted is situated in the County of San Diego, State of California described as follows:

That portion of Tract 5 of the “R” Tract of Rancho El Cajon, according to the Partition Map of the Hill Estates on file in the Office of the County Clerk of San Diego County, more particularly described in a Deed recorded March 10, 2003 at Document No. 2003-0265777, of Official Records of said County of San Diego.

The easement in the aforesaid property shall be those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of all Facilities installed, as shown on Grantee's Site Design Layout Number WP170330 (available from Grantee upon request) within said property on or before **December 31, 2019**.

Upon the installation of said Grantee's Facilities, Grantor may survey the location of said installed Facilities as an "as-built" drawing(s) and prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. Grantee shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "as-built" drawing(s) and metes and bounds description(s) as a substitute and replacement to the "blanket" easement description contained in this easement.

It is understood and agreed by Grantor, and its successors-in-interest, that its interest shall be subordinate to the substituted easement description as if the substituted easement description was fully set forth at the time of this grant.

In order to provide adequate working space for Grantee, Grantor shall not erect, place or construct, nor permit to be erected, placed or constructed any building or other structure, deposit any materials, plant any trees and/or shrubs or change ground elevation within eight (8) feet of the front of the door or hinged opening of any above ground Facility (other than the EV Station) and within three (3) feet of the EV Station installed within this easement.

Grantor shall provide at all times, a delineated space surrounding each EV Station, so that each EV Station may be accessed and used by an electric vehicle for charging. One (1) space shall be marked for electric vehicles only; and shall be used only while such vehicles are being charged. The remaining nine (9) shall be marked for electric vehicles only, however, such vehicles do not have to be actively charging.

Grantor grants to Grantee the right to erect and maintain on Grantor's property immediately adjacent to this easement retaining walls and/or protective barricades as may be necessary for Grantee's purposes.

Grantor shall not erect, place or construct, nor permit to be erected, placed or constructed, any building or other structure, plant any tree, drill or dig, within this easement.

Grantor shall not increase or decrease the ground surface elevations within this easement after installation of Grantee's Facilities, without prior written consent of Grantee.

Grantee shall have the right but not the duty, to trim or remove trees and brush along or adjacent to this easement and remove roots from within this easement whenever Grantee deems it necessary. Said right shall not relieve Grantor of the duty as owner to trim or remove trees and brush to prevent danger or hazard to property or persons.

CONDUITS CARRY HIGH VOLTAGE ELECTRICAL CONDUCTORS, therefore Grantor shall not make or allow any excavation or fill to be made within this easement WITHOUT FIRST NOTIFYING SAN DIEGO GAS & ELECTRIC COMPANY BY CALLING (619) 696-2000, and OBTAINING PERMISSION.



This easement shall be binding upon and inure to the benefit of successors, heirs, executors, administrators, permittees, licensees, agents or assigns of Grantor and Grantee.

Upon Grantor and Grantee's mutual agreement, at both parties' sole discretion, Grantee shall furnish Grantor a good and sufficient Quitclaim Deed to Grantor of all of Grantee's right, title and interest in and to the easement. Additionally, after ten (10) years from the date that the EV Station is installed, Grantor may send Grantee notice that it would like Grantee to remove the EV Station. After such EV Station is removed by Grantee, Grantee shall furnish Grantor a good and sufficient Quitclaim Deed to Grantor of all of Grantee's right, title and interest in and to the easement.

IN WITNESS WHEREOF, Grantor executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

SANTEE SCHOOL DISTRICT OF SAN DIEGO COUNTY, CALIFORNIA

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

Name: \_\_\_\_\_  
PRINT NAME

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

Drawn: BCorbilla  
Checked: \_\_\_\_\_  
Date: 01/010/2018  
Site No: WP170330  
Site Name: Santee School District – Pepper Drive Elementary

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, before me \_\_\_\_\_,  
(name, title of officer)

personally appeared \_\_\_\_\_,

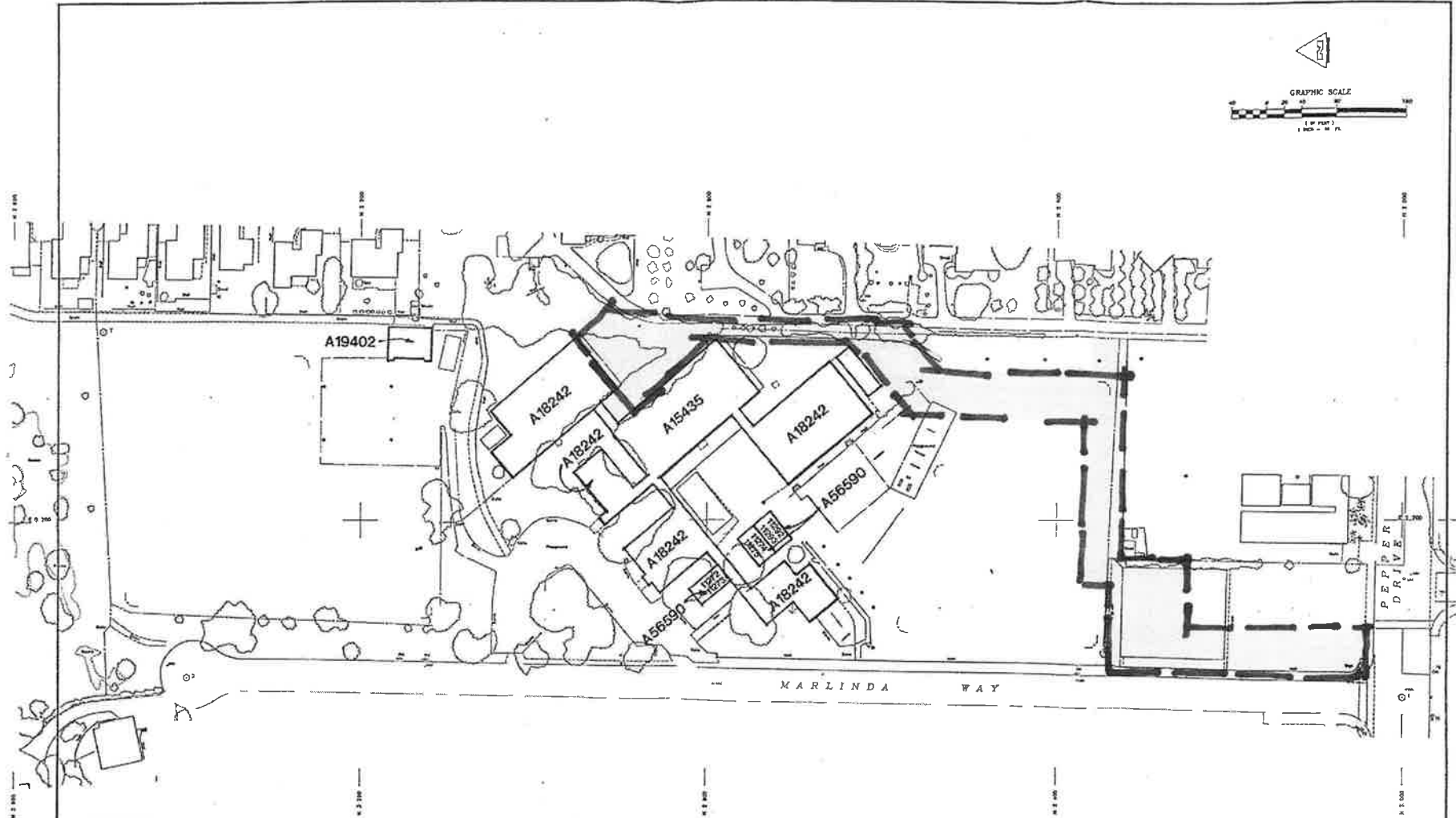
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

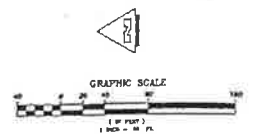
\_\_\_\_\_  
(Signature of Notary Public)

(Notary Seal)



BASED ON AERIAL SURVEYS  
 APR 1933  
 PLANS 1-17-80  
 PEPPER DR SCHOOL

*By: [Signature]*  
 ac of 0.93 - 43,415  
 built 1952



**PEPPER DRIVE ELEMENTARY  
 1935 MARLINDA WAY**

For the exclusive use of  
**SANTEE SCHOOL DISTRICT**  
 P.O. Box 719007  
 Santee, California 92072  
**San Diego Land Surveying &  
 Engineering, Inc.**  
 8805 Channing Blvd., Suite 200, San Diego, CA 92123  
 (619) 595-8267 FAX (619) 595-1350



*[Signature]*  
 Surveyor & Engineer L.S. 4288

Date: 2-12-89	Revised:	Drawing Agency:
Scale: 1"=40'	Drawn by: A.S.	Sheet 1 of 1 Sheet

**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. Campi, Marissa (replacing Elizabeth Kurzyniec)	Hill Creek	IV-01	\$0.00	\$50,504.00	01-31-18 to 06-12-18
2. Chirgwin, Denise (replacing Kelly Oliver)	Rio Seco	IV-01	\$0.00	\$50,504.00	01-08-18 to 06-12-18
3. Graham, Autumn (replacing JoAnne Quan)	PRIDE Academy Preschool	Step 06	\$0.00	\$37,033.00	02-05-18 to 06-12-18

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	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. Bockert, Alexandra	Carlton Hills	Instructional Assistant, Special Ed II 21 A / 6.0 hrs	\$0.00	\$2,030.25	02-13-18
2. Daly, Anne	Educational Services	Occupational Therapy Assistant 28.5 A / 6.0 hrs	\$0.00	\$2,943.00	01-31-18
3. Hempstead, Rachel	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.5 hrs	\$0.00	\$1,184.31	01-23-18

## Classified Staff continued

I. Rehires:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Houser, Julianna (replacing Kristin Bartholomew)	Hill Creek	Instructional Assistant, Special Ed II 21 C / 6.0 hrs	\$0.00	\$2,243.25	01-25-18

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Coduti, Kami (replacing Julia Kaszycki)	Cajon Park to <i>Hill Creek</i>	Campus Aide CA A / 2.0 hrs	\$476.67	\$476.67	01-22-18
2. Craft, Heather	Pepper Drive to <i>Carton Oaks</i>	Instructional Assistant, Special Ed I 20 E / 5.0 hrs to <i>Instructional Assistant, Special Ed II 21 E / 6.25 hrs</i>	\$1,963.75	\$2,580.63	01-22-18
3. Ousley, Laura	Carlton Hills	Instructional Assistant, I 19 B / 3.0 hrs to 19 B / 3.25 hrs	\$967.12	\$1,047.85	01-23-18
4. Parker, Tiffany (replacing Ann Collier)	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.0 hrs to 21 A / 3.5 hrs	\$1,015.12	\$1,184.31	01-19-18
5. Riffel, Helen	Pupil Services	Community Collaborative Coordinator MGT 05 / 8.0 hrs to <i>Director, Community Collaborative MGT 05 / 8.0 hrs</i>	\$6,953.00	\$7,370.16	01-17-18

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Torres, Maria	Pepper Drive	Campus Aide	Outside employment	01-27-18

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

**RECOMMENDATION:**

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

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

Agenda Item E.3.1.

**BACKGROUND:**

Administration has reviewed the performance of various temporary certificated employees with the possibility of offering probationary contracts. At tonight's meeting, administration recommends the Board approve probationary status to twenty-eight (28.0 FTE) temporary teachers.

**RECOMMENDATION:**

It is recommended that the Board of Education approve probationary status to twenty-eight (28.0 FTE) temporary teachers.

<u>Name</u>	<u>Location</u>	<u>FTE</u>
Strickland, Shawna	Chet F. Harritt	1.0
Snable, Meghan	Chet F. Harritt	1.0
Carpenter, Kelly	Carlton Hills	1.0
Michelle May	Carlton Hills	1.0
Costa, Kristie	Carlton Oaks	1.0
Asahara, Erin	Carlton Oaks	1.0
Calvert, Katrina	Carlton Oaks	1.0
Janisch, Rebecca	Carlton Oaks	1.0
Ellis, Emily	Cajon Park	1.0
Medina, Brianna	Cajon Park	1.0
Millman, Stephanie	Cajon Park	1.0
Rauscher, Julia	Cajon Park	1.0
Tellef, Shannon	Cajon Park / Rio Seco	1.0
Cartwright, Kara	Hill Creek	1.0
Gianola, Paul	PRIDE Academy	1.0
Barvinchak, Kim	Pepper Drive	1.0
Hart, Michelle	Pepper Drive	1.0
Wray, Jill	Pepper Drive	1.0
Lara, Sharon	Rio Seco	1.0
Fetty, Justin	Rio Seco	1.0
Gormican, Ashley	Rio Seco	1.0
Enslow, Erin	Rio Seco	1.0
South, Gabrielle	Rio Seco	1.0
Lloyd, Julie	Rio Seco	1.0
Robinson, Suzanne	Special Education	1.0
Babbush, Lauren	Sycamore Canyon	1.0
Mallard, Hannah	Sycamore Canyon	1.0
Williams, Ashley	Sycamore Canyon	1.0

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

It is the District's intent to promote the highest quality of school district staff to achieve our student achievement goals.

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

Agenda Item E.3.2.

Consent Item E.3.3.

Certification of Competence in Evaluation and Instructional Methodologies

Prepared by Tim Larson  
February 6, 2018

**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 2017-2018 school year:

DiAnn Albert  
Kristin Baranski  
Angelo Benedetto  
Jeri Billick  
Kristen Bonser  
Erica Edmonston  
Terry Heck  
Tylené Hicks

Ted Hooks  
Andrew Johnston  
Tim Larson  
Summer Locke  
Suzanne Martin  
Mimi McGinty  
Dawn Minutelli  
Michael Olander

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 E.3.3.



Consent Item E.3.4.  
Prepared by Tim Larson  
February 6, 2018

## Approval of Short Term Positions

### **BACKGROUND:**

Due to construction impacts at Pepper Drive School prior to the beginning of spring break, several classrooms will need to be moved temporarily. Therefore, short term mover positions will be needed to support site staff before and after construction.

Education Code section 45103 allows a governing Board to employ "short term employees" by designating the classification needed and a start and end time for the service. Presented tonight for Board approval are several short term employment opportunities.

### **RECOMMENDATION:**

It is recommended that the Board of Education approve the following:

- Up to four (4) mover positions for up to 8.0 hours per day to support site staff moves between March 7 – April 9, 2018 and August 1 – 30, 2018

### **FISCAL IMPACT:**

The daily cost for a mover position will be approximately \$150.

### **STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.3.4.

Consent Item E.3.5.

Approval to Increase Work Year for Identified  
Classified Non-Management Position

Prepared by Tim Larson  
February 6, 2018

**BACKGROUND:**

The publications department is recommending that a current Publications Technician I position be increased from 10-months to 12-months. This will provide support of summer services for the department.

**RECOMMENDATION:**

It is recommended that the Board of Education approve to increase work hours and/or work year for the following positions:

- Increase one (1) Publications Technician I position from 10 months to 12 months effective July 1, 2018:

**FISCAL IMPACT:**

The annual cost to increase the work year for the Publications Technician I position will be \$10,220 and will be paid for by the General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.3.5.

Consent Item E.3.6.

Proclamation for National School Counseling Week (2/5/18 - 2/9/18) and National School Social Work Week (3/4/18 – 3/10/18)

Prepared by Tim Larson  
February 6, 2018

**BACKGROUND:**

School counseling and school social work has been a contributing factor in the success of students in Santee School District for 16 years. These programs have vastly evolved during this time serving students at all Santee Schools. Nationally, the American School Counselor Association (ASCA) has sponsored the National School Counseling Week program for many years to shed light on the valuable contribution school counselors make in helping students focus on academic, personal, social, and career development by declaring February 5 – 9 as National School Counseling Week.

In addition, the National School Social Work Association has declared March 4 - 10 as National School Social Work Week. School social workers partner with school, community, and agency personnel to address at-risk student concerns.

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

**RECOMMENDATION:**

It is recommended that the Board of Education proclaim the week of February 5-9, 2018 as National School Counseling Week, and the week of March 4–10, 2018 as National School Social Work Week.

**FISCAL IMPACT:**

There is no cost to implement this proclamation.

**STUDENT ACHIEVEMENT:**

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

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

Agenda Item E.3.6.

## PROCLAMATION

### **SCHOOL COUNSELING: HELPING STUDENTS REACH THEIR FULL POTENTIAL**

**NATIONAL SCHOOL COUNSELING WEEK – FEBRUARY 5 – 9, 2018**

**NATIONAL SCHOOL SOCIAL WORK WEEK – MARCH 4 – 10, 2018**

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

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

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

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

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

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

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

**NOW THEREFORE BE IT PROCLAIMED** that the Santee School District Board of Education does hereby proclaim February 5-9, 2018 as National School Counseling Week and March 4-10, 2018 as National School Social Work Week in Santee School District.

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

Adopted this 6<sup>th</sup> day of February 2018.

\_\_\_\_\_  
Dianne El-Hajj, President

\_\_\_\_\_  
Ken Fox, Vice-President

\_\_\_\_\_  
Dustin Burns, Clerk

\_\_\_\_\_  
Barbara Ryan, Member

\_\_\_\_\_  
Elana Levens-Craig, Member

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

Consent Item E.3.7. Approval of Payment for Increase for Services with San Joaquin County Office of Education (SJCOE) to Provide Claims Administration Services for the Medi-Cal Billing Option Program

Prepared by Tim Larson  
February 6, 2018

**BACKGROUND:**

On May 16, 2017, the Board of Education approved the Services Agreement with the San Joaquin County Office of Education (SJCOE) to administer and submit claims under the LEA billing option program. This has allowed for a larger number of Medi-Cal billable claims which has resulted in increased revenue. SJCOE has submitted invoices for their fees that are equal to 9% of the value of paid claims submitted on behalf of LEA. We originally estimated \$80,000 in revenue; however, it appears we will surpass that amount. As a result, there is a need to adjust the anticipated payment amount to SJCOE for LEA Medi-Cal claims service.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the increased payment amount for services by SJCOE for the LEA billing option program.

**FISCAL IMPACT:**

The revenue estimate for the LEA Medi-Cal billing program for 2016-17 is increased from \$80,000 to \$114,000 resulting in an increase of fees from \$7,200 to \$10,260.

**STUDENT ACHIEVEMENT:**

Support services may provide a greater potential for student success.

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

Agenda Item E.3.7.

Consent Item E.3.8. Approval of Internship Contract Agreement with Brandman University

Prepared by Tim Larson  
February 6, 2018

**BACKGROUND:**

Santee School District entered an internship agreement with Brandman University on February 16, 2016 providing the District with intern candidates for a two-year period. Each intern will work under the direct and continuing supervision of a Brandman University supervisor from the San Diego Campus, and District mentor who will provide general support at the classroom level. This agreement has served useful over the past two-years and will terminate on February 28, 2018.

Approval of the internship contract agreement will be effective March 1, 2018 through February 28, 2020. The agreement may be terminated by either party after giving the other party 30 days' advance written notice of the intention to so terminate.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the internship contract agreement with Brandman University.

**FISCAL IMPACT:**

There is no additional cost as a result of implementing this program.

**STUDENT ACHIEVEMENT IMPACT:**

This agreement will support student learning by increasing the pool of qualified teachers and to better prepare future teachers.

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

Agenda Item E.3.8.



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**INTERNSHIP CONTRACT AGREEMENT**

**by and between**

**BRANDMAN UNIVERSITY**

**and**

**Santee School District**

- **Multiple Subject Internship Credential**
- **Single Subject Internship Credential**
- **Education Specialist Internship Credential**

An Internship Credential authorizes the same service at the same level as the Preliminary Credential with some exceptions. The Internship Credential is only valid in one school district or consortium under the preconditions established by State law (see Appendix A).

For this reason, interns must have a contract before a credential can be issued. Each intern candidate is to work under the direct and continuing supervision of a Brandman University Supervisor, from the San Diego Campus, and District Mentor who provides general support at the classroom level of the cooperating school. Also, the Internship Credential shall be issued initially for a two-year period and may be renewed by the Commission. (Education Code Section 44455). For renewals, please see Education Code Section 44456.

**I. General Provisions**

**a. The UNIVERSITY agrees and verifies that:**

- i. Each Intern Teacher shall have met the requirements for enrollment in its Credential Programs
- ii. Each Intern Teacher must have completed the minimum number of preservice hours of University Credential Program course work, as required by the CCTC for issuance of the Intern Credential.
- iii. Each Intern Teacher shall apply for the Internship Credential through the Teacher Accreditation Department at Brandman University, upon verification of employment from the School District.

**b. The DISTRICT agrees and verifies that:**

- i. The intern assumes full teaching and legal responsibility for their classroom from the first day of the teaching assignment as a paid employee of the

District for at least **one academic year**, subject to the District's personnel policies and State law(s).

- ii. The intern will attend department and faculty meetings and parent-teacher conferences when appropriate. No intern may coach extracurricular activities nor be required to attend meetings that present a conflict with his/her internship responsibilities at Brandman University.
- iii. The intern is expected to attend all school and district in-service training sessions whenever possible. The intern will also attend assigned District and School orientations that occur prior to the start of the school. If there is a conflict between University and District training, University meetings shall take priority during the Internship period.

## **II. Support and Supervision Requirements**

Pursuant to California Education Code §44321, the supervision and support of interns is the responsibility of both the Commission-approved teacher preparation program and the employer. The Commission requires that each approved intern program must have a signed Memorandum of Understanding (MOU) outlining the respective responsibilities of the program and of the employer.

### **a. General Support and Supervision Provided to All Interns**

The UNIVERSITY and DISTRICT together shall provide a minimum of 144 hours of support/mentoring and supervision to each intern teacher per school year including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies. The minimum support, mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities after the beginning of a school year shall be equal to four hours times the number of instructional weeks remaining in the school year. A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.

- i. The UNIVERSITY shall select supervisors that have current knowledge in their subject matter area; understand the context of public schooling; ability to model best professional practices in teaching and learning, scholarship and service; knowledge about diverse abilities, cultural, language, ethnic and gender diversity; and understanding of academic standards, frameworks, and accountability systems that drive the curriculum of public schools.
- ii. The UNIVERSITY shall provide supervision and ongoing support for a minimum of 72 hours per school year. University supervisors will conduct classroom observations a minimum of four times each term that include pre



and post observation discussions. Supervisors will maintain weekly contact with the intern to provide support related to planning, curriculum, and instruction in addition to problem solving regarding students.

iii. The DISTRICT shall select mentor teachers who meet the following qualifications:

- (1) valid corresponding Clear or Life credential,
- (2) three years successful teaching experience, and
- (3) the English Learner (EL) Authorization (if responsible for providing specified EL support).

If the mentor does not hold an EL Authorization, the district must identify an individual who does have a valid EL authorization and who is immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for English learners, for assessing language needs and progress, and to support language accessible instruction, through in-classroom modeling and coaching as needed.

iv. The DISTRICT shall provide supervision and ongoing support for a minimum of 72 hours per school year with a minimum of two hours of support/mentoring and supervision per week. The mentor(s) role is to provide support specifically addressing issues in the intern's classroom (See Appendix B for examples of support/supervision activities). Interns without an English Language Authorization must also receive focused English Language instruction support.

v. The UNIVERSITY shall provide orientation and training for the district mentors and university supervisors.

vi. The University Supervisor and District Mentor shall meet together regularly with the intern to ensure the intern is following the California Teaching Performance Expectations.

vii. The UNIVERSITY shall monitor the completion of university and employer-provided support/mentoring to ensure that interns teachers are receiving the minimum 144 hours of mentoring via forms submitted by the interns in LiveText.

viii. The District Mentor and site administrator shall participate in surveys that provide feedback to the university regarding the internship experience.

**b. Support and Supervision Specific to Teaching English Learners**

The following additional support/mentoring and supervision shall be provided to an intern teacher who enters the program without a valid English learner authorization listed on a previously issued multiple subject, single subject, or

education specialist instruction teaching credential; a valid English learner or Cross-cultural, Language and Academic Development (CLAD) authorization:

- i. The UNIVERSITY shall provide 45 hours of support/mentoring and supervision per school year, including in-classroom coaching, specific to the needs of English learners. The minimum support/mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities after the beginning of a school year shall be equal to five hours times the number of months remaining in the school year. The support/mentoring and supervision should be distributed in a manner that sufficiently supports the intern teacher's development of knowledge and skills in the instruction of English learners.
- ii. The DISTRICT shall identify an individual who will be immediately available to assist the intern teacher with planning lessons that are appropriately designed and differentiated for English learners, for assessing language needs and progress, and for support of language accessible instruction through in-classroom modeling and coaching as needed. The identified individual may be the same mentor assigned pursuant to section I above provided the individual possesses an English learner authorization and will be immediately available to assist the intern teacher. (See Appendix B for examples of support/supervision activities).
- iii. An individual who passes the California Teaching of English Learner (CTEL) examinations prior or subsequent to the issuance of the intern credential may be exempted from the additional 45 hours of support/mentoring and supervision specific to the needs of English learners.
- iv. The UNIVERSITY shall monitor the completion of university and employer-provided support/mentoring to ensure that interns teachers are receiving the minimum 45 hours of support/mentoring specific to the needs of English learners via forms submitted by the interns in LiveText.

### **III. THE PARTIES MUTUALLY AGREE**

- A. The parties mutually agree each shall provide and maintain commercial general liability insurance or self-insurance acceptable to both parties in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement. Each Certificate of Insurance shall specify that should any above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.
- B. The UNIVERSITY agrees to indemnify, hold harmless, and defend the DISTRICT, its agents and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the DISTRICT because of bodily injury

to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents or employees.

The DISTRICT agrees to indemnify, hold harmless, and at the University's request, defend the UNIVERSITY, its agents and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the University because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with the Agreement, and due or claimed to be due to the negligence of the DISTRICT, its agents or employees.

- C. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- D. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- E. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK INFORMATION:	SITE	CONTACT	UNIVERSITY INFORMATION:	CONTACT
Santee School District 9625 Cuyamaca St. Santee, CA 92071 Attn: Karen Ortega, Admin Secretary Tel: (619) 258-2308			Brandman University 16355 Laguna Canyon Road Irvine, CA 92618 Attn: School of Education, Dean Fax: (800) 775-0128	

- F. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- G. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.

- H. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.
- I. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

#### **IV. TERM AND TERMINATION OF AGREEMENT**

Brandman University and the Santee School District, agree to all the conditions of this Internship Contract Agreement as outlined above, to be effective on March 1, 2018, and continuing until February 28, 2020 (2-year maximum). This agreement may be terminated and the provisions of this agreement may be altered, changed or amended by mutual consent of both parties upon sixty (60) days written notice.

**SIGNATURES:**


DISTRICT  
REPRESENTATIVES:

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Superintendent  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Human Resources  
Date: \_\_\_\_\_

UNIVERSITY:

Signature: \_\_\_\_\_  
Name: Phillip L. Doolittle  
Title: Executive Vice Chancellor of Finance and  
Administration and Chief Financial Officer  
Date: \_\_\_\_\_

Signature:   
Name: Dr. Christine Zeppos  
Title: Dean, School of Education  
Date: \_\_\_\_\_

## APPENDIX A

### Preconditions Established for Internship Programs

For initial program accreditation and continuing accreditation by the Committee on Accreditation, participating districts and universities must adhere to the following requirements of state law or Commission policy.

- (1) **Bachelor's Degree Requirement.** Candidates admitted to internship programs must hold baccalaureate degrees or higher from a regionally accredited institution of higher education. Reference: Education Code §§44325, 44326, 44453.
- (2) **Subject Matter Requirement.** Each Multiple Subject intern admitted into the program has passed the Commission-approved subject matter examinations(s) for the subject area(s) in which the Intern is authorized to teach, and each Single Subject intern admitted into the program has passed the Commission-approved subject matter examination(s) or completed the subject matter program for the subject areas(s) in which the Intern is authorized to teach. Reference: Education Code § 44325(c) (3).
- (3) **Pre-Service Requirement.**
  - (a) Each Multiple and Single Subject Internship program must include a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in general pedagogy including classroom management and planning, reading/language arts, subject specific pedagogy, human development, and teaching English Learners.
  - (b) Each Education Specialist Internship program includes a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in pedagogy including classroom management and planning, reading/language arts, specialty specific pedagogy, human development, and teaching English Learners.
- (4) **Professional Development Plan.** The employing district has developed and implemented a Professional Development Plan for interns in consultation with a Commission-approved program of teacher preparation. The plan shall include all of the following:
  - (a) Provisions for an annual evaluation of the intern.
  - (b) A description of the courses to be completed by the intern, if any, and a plan for the completion of preservice or other clinical training, if any, including student teaching.
  - (c) Additional instruction during the first semester of service, for interns teaching in kindergarten or grades 1 to 6 inclusive, in child development and teaching methods, and special education programs for pupils with mild and moderate disabilities.
  - (d) Instruction, during the first year of service, for interns teaching children in bilingual classes in the culture and methods of teaching bilingual children, and instruction in the etiology and methods of teaching children with mild and moderate disabilities.

- (5) **Supervision of Interns.**
- (a) In all internship programs, the participating institutions shall provide supervision of all interns.
- (b) University Intern Programs only: No intern's salary may be reduced by more than 1/8 of its total to pay for supervision, and the salary of the intern shall not be less than the minimum base salary paid to a regularly certificated person. If the intern salary is reduced, no more than eight interns may be advised by one district support person. Reference: Education Code § 44462. Institutions will describe the procedures used in assigning supervisors and, where applicable, the system used to pay for supervision.
- (6) **Assignment and Authorization.** To receive program approval, the participating institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential. Reference: Education Code § 44454. The institution stipulates that the interns' services meet the instructional or service needs of the participating district(s). Reference: Education Code § 44458.
- (7) **Participating Districts.** Participating districts are public school districts or county offices of education. Submissions for approval must identify the specific districts involved and the specific credential(s) involved. Reference: Education Code §§ 44321 and 44452.
- (8) **Early Program Completion Option.** Each intern program must make available to candidates who qualify for the option the opportunity to choose an early program completion option, culminating in a five year preliminary teaching credential. This option must be made available to interns who meet the following requirements:
- (a) Pass a written assessment adopted by the commission that assesses knowledge of teaching foundations as well as all of the following:
- Human development as it relates to teaching and learning aligned with the state content and performance standards for K-12 students
  - Techniques to address learning differences, including working with students with special needs
  - Techniques to address working with English learners to provide access to the curriculum
  - Reading instruction in accordance with state standards
  - Assessment of student progress based on the state content and performance standards
  - Classroom management techniques
  - Methods of teaching the subject fields
- (b) Pass the teaching performance assessment. This assessment may be taken only one time by an intern participating in the early completion option.
- (c) Pass the Reading Instruction Competence Assessment (RICA) (Multiple Subject Credential only).

- (d) Meet the requirements for teacher fitness.

An intern who chooses the early completion option but is not successful in passing the assessment may complete his or her full internship program. (Reference: Education Code § 44468).

- (9) **Length of Validity of the Intern Certificate.** Each intern certificate will be valid for a period of two years. However, a certificate may be valid for three years if the intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the intern is participating in a district intern program leading to the attainment of both a multiple subject or a single subject teaching credential and a specialist credential to teach students with mild/moderate disabilities. Reference: Education Code § 44325 (b).
- (10) **Non-Displacement of Certificated Employees.** The institution and participating districts must certify that interns do not displace certificated employees in participating districts.
- (11) **Justification of Internship Program.** When an institution submits a program for initial or continuing accreditation, the institution must explain why the internship is being implemented. Programs that are developed to meet employment shortages must include a statement from the participating district(s) about the availability of qualified certificated persons holding the credential. The exclusive representative of certificated employees in the credential area (when applicable) is encouraged to submit a written statement to the Committee on Accreditation agreeing or disagreeing with the justification that is submitted.
- (12) **Bilingual Language Proficiency.** Each intern who is authorized to teach in bilingual classrooms has passed the language proficiency subtest of the Commission-approved assessment program leading to the Bilingual Crosscultural Language and Academic Development Certificate. Reference: Education Code Section 44325 (c).



**APPENDIX B**  
**Support and Supervision Activities**

<b>Potential Support &amp; Supervision Activities to be Provided by the District</b>
Demonstration Lessons and/or Co-teaching activities with mentor
Classroom Observations and Coaching*
Content Specific Coaching (for example: math coaches, reading coaches, EL coaches*)
Grade Level or Department Meetings related to curriculum, planning, and/or instruction
New Teacher Orientation
Coaching (not evaluation) from Administrator
Co-planning with Special Educator or EL expert to address included special needs students and/or English learners*
Logistical help before and during school year (bulletin boards, seating arrangements, materials acquisition, parent conferences, etc.)
Review/discuss test results with colleagues (CELDT and standardized tests)*
Activities/workshops specifically addressing issues in the intern's classroom—co-attended by intern and mentor(s)
Intern Observations of other teachers and classrooms including observations of SDAIE/ELD lessons*
<b>Support &amp; Supervision Activities Provided through the University</b>
Classroom Observations and Coaching*
Weekly Online Seminars (problem solving issues with students, curriculum, instruction, TPEs, etc.) including EL support*
Weekly Contact with Supervisors via email, phone (voice, text), and/or video conferencing
Intern Observations of other teachers and classrooms including observations of SDAIE/ELD lessons*

*\*May also be used towards the 45-hour EL Support & Supervision Requirement.*

**Item F. 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 F.1.1.  
Prepared by Kristin Baranski  
February 6, 2018

Adoption of Resolution #1718-19,  
Calling for Full and Fair Funding of  
California's Public Schools

**BACKGROUND:**

As part of its ongoing work to ensure that all students benefit from the resources needed for a high-quality education, the California School Boards Association (CSBA) is calling on the Legislature to raise school funding to the national average by 2020 and to the average of the top 10 states by 2025.

In order to meet the growing needs of California's 6.2 million public school students and address the financial challenges faced by rising costs, CSBA has developed a Full and Fair Funding Resolution for adoption by its nearly 1,000 member school districts and county offices of education. The attached resolution highlights the threat that underinvestment in schools poses to our communities and calls on the State to meet its responsibilities to today's students and to California's future.

**RECOMMENDATION:**

Administration recommends the Board of Education Adopt Resolution #1718-19 in support of Calling for Full and Fair Funding of California's Public Schools. Action is at the discretion of the Board.

**FISCAL IMPACT:**

The fiscal impact is uncertain at this time and will be determined following action by the California Legislature.

**STUDENT ACHIEVEMENT:**

Reliance on local decision-making and accountability to address the educational needs of Santee students will help to ensure that all students are making gains in academic achievement.

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

Agenda Item F.1.1.



## SANTEE SCHOOL DISTRICT Resolution #1718-19

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### Resolution Calling for Full and Fair Funding of California's Public Schools

**WHEREAS**, California has the sixth largest economy in the world, and the largest Gross Domestic Product (GDP) of any state in the nation; and

**WHEREAS**, despite California's leadership in the global economy, the state falls in the nation's bottom quintile on nearly every measure of public K-12 school funding and school staffing; and

**WHEREAS**, California ranks 45th nationally in the percentage of taxable income spent on education, 41st in per-pupil funding, 45th in pupil-teacher ratios and 48th in pupil-staff ratios; and

**WHEREAS**, K-12 school funding has not substantially increased, on an inflation-adjusted basis, for more than a decade; and

**WHEREAS**, under the Local Control Funding Formula (LCFF), state funding for K-12 schools has only this year recently returned to levels predating the Great Recession of 2007; and

**WHEREAS**, the modest revenue increases since the implementation of LCFF have been eroded by rapidly increasing costs for health care, pensions, transportation and utilities; and

**WHEREAS**, 58 percent of California's public school students are eligible for free and reduced-price lunch — 13 percent above the national average — and 23 percent of California students are English learners, more than twice the national average; and

**WHEREAS**, California's investment in public schools is out of alignment with its wealth, its ambitions, its demographics and the demands of a 21st-century education; and

**WHEREAS**, in 2007, a bipartisan group of California leaders commissioned a report titled *Getting Down to Facts*, which stated it would take an additional \$17 billion annually to meet the State Board of Education achievement targets for K-12 schools; and

**WHEREAS**, in 2016, a California School Boards Association (CSBA) report, *California's Challenge: Adequately Funding Education in the 21st Century*, updated the *Getting Down to Facts* data and determined that, adjusting for inflation, an additional \$22 billion to \$40 billion annually would be required to provide all public school students with access to a high-quality education; and

**WHEREAS**, California funds schools at roughly \$1,961 per student less than the national average, which translates to approximately \$3,462 per student when adjusted for California being a high-cost state; and

**WHEREAS**, California trails the average of the top 10 states by almost \$7,000 in per-pupil funding; and

**WHEREAS**, in *Robles-Wong v. State of California*, a group of plaintiffs led by CSBA argued that California's school funding system violated Article IX of the State Constitution by denying all students access to an education that prepares them for economic security and full participation in our democratic institutions; and

**WHEREAS**, the California Supreme Court declined to hear the case by a 4-3 margin, prompting Justice Goodwin H. Liu to write: "It is regrettable that this court, having recognized education as a fundamental right in a landmark decision 45 years ago [*Serrano v. Priest* (1971) 5 Cal.3d 584], should now decline to address the substantive meaning of that right."; and

**WHEREAS**, in order to prepare our students for participation in a democratic society and an increasingly competitive, technology-driven global economy, California must fund schools at a level sufficient to support student success; and

**WHEREAS**, despite its vast wealth, California has consistently underfunded public education while widening its scope, adding new requirements and raising standards without providing appropriate resources to prepare all students for college, career and civic life; and

**WHEREAS**, if California is to close opportunity and achievement gaps and create a public school system that offers consistently high levels of education, the State must provide schools with the resources to meet the needs of their specific populations;

**NOW, THEREFORE BE IT RESOLVED**, that the governing board of the Santee School District urges the State Legislature to fund California public schools at the national average or higher by the year 2020, and at a level that is equal to or above the average of the top 10 states nationally by 2025 and to maintain, at a minimum, this level of funding until otherwise decreed.

**PASSED AND ADOPTED** by the Board of Education on February 6, 2018, by the following vote:

AYES:  
NOES:  
ABSENT:

STATE OF CALIFORNIA ]  
                                  ]  
COUNTY OF SAN DIEGO ]

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

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

Discussion and/or Action Item F.2.1. Approval of Monthly Financial Report  
Prepared by Karl Christensen  
February 6, 2018

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period December 1, 2017 through December 31, 2017 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 \$8,282,742; cash receipts of \$10,046,832; and disbursements of \$5,360,768 are reflected for the period of December 1, through December 31, 2017 resulting in an ending cash balance of \$12,968,806 as of December 31, 2017.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.2.1.

# Monthly Financial Report - December

1

## CASH REPORT FOR DECEMBER

	Actual	Projected*	Difference
Beginning Cash Balance as of December 1, 2017	\$8,282,742	\$9,169,540	\$ (886,798)
<b>INCOME</b>			
A. Local Control Funding Formula			
State Aid	4,739,976	4,605,762	\$ 134,214
Property Taxes	4,165,318	3,721,059	\$ 444,259
B. Federal Income			
Federal Funding	105,623	266,448	\$ (160,825)
C. State Income			
Other State Funding	560,337	-	\$ 560,337
D. Local Income			
Other Local Income	89,032	62,737	\$ 26,295
Spec Ed	339,430	268,438	\$ 70,992
Interest	-	-	\$ -
E. Due to/Due from other funds	47,116	-	\$ 47,116
F. Debt Proceeds	-	-	\$ -
<b>TOTAL INCOME</b>	<b>\$10,046,832</b>	<b>\$8,924,444</b>	<b>\$ 1,122,388</b>
<b>Beginning Balance Plus Income</b>	<b>\$18,329,574</b>	<b>\$18,093,984</b>	<b>\$ 235,590</b>
<b>DISBURSEMENTS</b>			
G. Commercial Warrants	\$ 607,091	\$ 508,753	\$ 98,338
H. Salary and Benefits	4,686,222	4,356,591	\$ 329,631
I. Other Outgo	67,455	53,376	\$ 14,079
J. Interfund Borrowing Out	-	-	\$ -
K. Budget Adjustments	-	-	\$ -
<b>TOTAL DISBURSEMENTS</b>	<b>\$5,360,768</b>	<b>\$4,918,720</b>	<b>\$ 442,048</b>
<b>Ending Cash Balance as of December 31, 2017</b>	<b>\$12,968,806</b>	<b>\$13,175,264</b>	<b>\$ (206,458)</b>

\* Based on Cash Flow Projection at First Interim FY 2017-18

**Budget Revisions  
Through December 31, 2017  
2017-18 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	14,325,699	390,515	14,716,214
<b>Estimated Income</b>	46,997,743	19,039,778	66,037,521
<b>Estimated Expenditures</b>	48,806,397	19,299,723	68,106,120
<b>Change in Fund Balance</b>	(1,808,654)	(259,945)	(2,068,599)
<b>Projected Ending Fund Balance</b>	12,517,045	130,570	12,647,615
<b>Less: Restricted Program Carryovers</b>	-	130,570	130,570
<b>Less: Non-Spendable</b>			
<b>Prepaid Expenses</b>	375,869	-	375,869
<b>Revolving Cash Fund</b>	20,000	-	20,000
<b>Stores Inventory</b>	71,132	-	71,132
<b>Less: Assigned Vacation Carryover</b>	238,200	-	238,200
<b>Assigned Site Carryover Balances</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	2,043,184	-	2,043,184
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	9,768,660	-	9,768,660
<b>Fund 17 Projected End of Year Balance</b>	2,958,179	-	2,958,179
<b>Projected Reserves</b>	14,770,023	-	14,770,023
	<u>December</u>	<u>November</u>	
<b>Projected Reserve % 2017-18<sup>1</sup></b>	21.69%	21.10%	
<b>Projected Reserve % 2018-19<sup>2</sup></b>	16.02%	16.02%	
<b>Projected Reserve % 2019-20<sup>2</sup></b>	10.74%	10.74%	

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

Based on Multi-Year Projection at 1st Interim- October 2017<sup>2</sup>



Discussion and/or Action Item F.2.2. Energy Management Program  
Prepared by Karl Christensen  
February 6, 2018

**BACKGROUND:**

In 2007, when the Capital Improvement Program (CIP) was launched, the District began initiating modernization efforts that included methods to reduce electricity and natural gas usage and costs. These energy saving measures were substantially focused on equipment and fixture changes as well as centralized management and monitoring of HVAC systems.

In 2010, the District expanded its energy saving measures to include installation of solar at Hill Creek. In 2015, use of solar was expanded to include Pepper Drive and the District continues to look for opportunities to install solar at other schools as funding becomes available.

In 2014, the District submitted its Proposition 39 Energy Expenditure Plan to the California Energy Commission thereby receiving over \$1.3 million in funding for additional energy efficiency projects. The last two years the District has focused on changing out lighting to LED, a more efficient method.

The aforementioned energy saving measures have resulted in a substantial reduction in costs to the District over the last 10 years. Since 2007-08, kilowatt hour usage has declined by over 44% and the annual electricity cost for 2016-17 was essentially the same as that experienced in 2007-08, approximately \$900,000, even though electricity rates skyrocketed over the same period of time.

As mentioned above, until now, most of the energy efficiency measures employed by the District have focused on equipment and fixtures. With most equipment/fixture related measures implemented, over the last year, Administration has been discussing the need to shift the focus for energy conservation to behavioral and operational changes.

For nearly 30 years, Cenergistic Inc. has developed energy conservation programs for clients in every region and climate. They have, and still are, working with numerous school districts across the State, including several in San Diego County, to help them implement these programs with sophisticated data analytics and an on-site energy manager.

Tonight, Administration and Cenergistic will provide an overview of the program and the possibility of implementing the program in Santee School District.

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

\$150,000 to \$175,000 annual cost over a 5-year period with guaranteed energy savings to pay for all costs.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.2.2.

## **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. Conference with Labor Negotiator (Gov't. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association (STA); and*  
*Classified School Employees Association (CSEA)*
  
2. Conference with Real Property Negotiators (Gov't. Code § 54956.8)  
*Purpose: Potential Modification of Term for Close of Escrow*  
*Property: 10335 Mission Gorge Road, Santee 92071*  
*(formerly known as Santee School Site)*  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*
  
3. Public Employee Performance Evaluation (Gov't. Code § 54957)  
*Superintendent*

### **Item I. RECONVENE TO PUBLIC SESSION**

### **Item J. ADJOURNMENT**

Agenda Items G, H, I, and J.