



# 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 18, 2020**

**District Mission**

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

Page #:  
5

<b>A.</b>	<b>OPENING PROCEDURES – 7:00 p.m.</b>	
	1. Call to Order and Welcome	
	2. District Mission	
	3. Pledge of Allegiance	
	4. Approval of Agenda	
<b>B.</b>	<b>REPORTS AND PRESENTATIONS</b>	6
	1. Superintendent's Report	
	1.1. Developer Fees and Collection Report	7
	1.2. Use of Facilities Report	8
	1.3. Enrollment Report	9
	1.4. Schedule of Upcoming Events	10
	2. Spotlight on Education: Carlton Oaks School	11
	3. Spotlight on Education: Sycamore Canyon School	12
	4. Presentation of the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association and Its Santee Chapter #557 (CSEA)	13
	5. Presentation of California School Employees Association and Its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and (CSEA)	15
<b>C.</b>	<b>PUBLIC COMMUNICATION</b>	18
	<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.</b>	<b>PUBLIC HEARINGS</b>	19
	1. Public Hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association and Its Santee Chapter #557 (CSEA)	20
	2. Public Hearing for California School Employees Association and Its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA	21

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

**E. CONSENT ITEMS**

22

*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**

23

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

**Business Services**

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

38

It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.

**2.2. Approval/Ratification of Expenditure Warrants**

40

It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of January 2020.

**2.3. Approval/Ratification of Purchase Orders**

42

It is recommended that the Board of Education approve and ratify purchase orders for the month of January 2020 as presented in the item.

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

52

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

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

54

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.

**2.6. Approval/Ratification of General Services Agreements**

55

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

**2.7. Approval of Contract with Western Environmental & Safety Technologies, LLC for Asbestos Related Services for Removal of the Old Administration Building at Sycamore Canyon School**

56

It is recommended that the Board of Education approve Western Environmental & Safety Technologies, LLC to provide asbestos sampling, inspection, and specification development services for removal of the old Administration Building at Sycamore Canyon School.

**2.8. Approval of Contract with Global Modular to Remove Relocatable Classroom at PRIDE Academy Prior to Construction of the Library Resource Center**

57

It is recommended that the Board of Education approve the contract with Global Modular to remove the relocatable classroom at PRIDE Academy.

**2.9. Authorization to Award Contract for the Walk-In Cooler and Freezer Replacement CUPCCAC Bid #1920-090-001**

58

It is recommended that the Board of Education authorize awarding CUPCCAC Bid #1920-090-001 to Ace Coolers, Inc. for the Child Nutrition Services Walk-In Cooler and Freezer Replacement project.

**Human Resource/Pupil Services**

**3.1. Personnel, Regular**

59

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

<b>3.2.</b>	<b><u>Approval of New Probationary Teachers</u></b>	63
	It is recommended that the Board of Education approve probationary status to identified temporary teachers.	
<b>3.3.</b>	<b><u>Adoption of Resolution No. 1920-17 for Non-Reelection of Temporary Certificated Non-Management Employees</u></b>	64
	It is recommended that the Board of Education adopt Resolution No. 1920-17, regarding the non-re-election of temporary certificated non-management employees.	
<b>3.4.</b>	<b><u>Approval of Short-Term Services Agreement</u></b>	67
	It is recommended that the Board of Education approve the short-term services agreement.	
<b>3.5.</b>	<b><u>Approval of Supervised Fieldwork Agreement with Brandman University</u></b>	68
	It is recommended that the Board of Education approve the supervised fieldwork agreement with Brandman University for school counseling and school psychology.	
<b>3.6.</b>	<b><u>Approval of Student Placement Agreement with Northern Arizona University</u></b>	77
	It is recommended that the Board of Education approve the proposed Agreement with Northern Arizona University for teaching fieldwork.	
<b>3.7.</b>	<b><u>Approval of Internship Affiliation Agreement with San Diego County Superintendent of Schools (SDCOE)</u></b>	84
	It is recommended that the Board of Education approve the internship affiliation agreement with SDCOE.	
<b>3.8.</b>	<b><u>Approval of Participants in Learning, Leading and Serving (PLLS) with Grand Canyon University</u></b>	93
	It is recommended that the Board of Education approve the agreement with Grand Canyon University.	
<b>F.</b>	<b>DISCUSSION AND/OR ACTION ITEMS</b>	98
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	<b>Superintendent</b>	
<b>1.1.</b>	<b><u>California School Boards Association (CSBA) 2020 Delegate Assembly Election</u></b>	99
	It is recommended that the Board of Education cast a unit vote to fill the vacancies for the CSBA Delegate Assembly Region 17 representatives.	
	<b>Business Services</b>	
<b>2.1.</b>	<b><u>Approval of Monthly Financial Report</u></b>	101
	It is recommended that the Board of Education approve the Monthly Financial Report, as presented.	
	<b>Educational Services</b>	
<b>3.1.</b>	<b><u>Out-of-School Time Programs Fee Increase</u></b>	104
	This is an information item. Action, if any, is at the discretion of the Board.	
<b>3.2.</b>	<b><u>YALE Preschool Program Fee Increase</u></b>	107
	This is an information item. Action, if any, is at the discretion of the Board.	

<b>G.</b>	<b>BOARD POLICIES AND BYLAWS</b>	109
1.1.	<b><u>Third Reading: Revised Board Policy 3350, Travel Expenses</u></b> It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3350, Travel Expenses, in a Third Reading, as presented.	110
1.2.	<b><u>Second Reading: New Board Policy 3430, Investing</u></b> It is recommended that the Board of Education review, approve, and adopt new Board Policy 3430, Investing, in a Second Reading, as presented.	113
1.3.	<b><u>Second Reading: New Board Policy 3452, Student Activity Funds</u></b> It is recommended that the Board of Education review, approve, and adopt new Board Policy 3452, Student Activity Funds, in a Second Reading, as presented.	116
1.4.	<b><u>Second Reading: Revised Board Policy 3460, Financial Reports and Accountability</u></b> It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3460, Financial Reports and Accountability, in a Second Reading, as presented.	119
1.5.	<b><u>First Reading: New Board Policy 3510, Green School Operations</u></b> New Board Policy 3510, Green School Operations, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	126
1.6.	<b><u>First Reading: Revised Board Policy 3511, Energy and Water Management</u></b> Revised Board Policy 3511, Energy and Water Management, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	130
1.7.	<b><u>First Reading: Revised Board Policy 3511.1, Integrated Waste Management</u></b> Revised Board Policy 3511.1, Integrated Waste Management, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	134
1.8.	<b><u>First Reading: Revised Board Policy 6154, Homework/Makeup Work</u></b> Revised Board Policy 6154, Homework/Makeup Work, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	137
<b>H.</b>	<b>EMPLOYEE ASSOCIATION COMMUNICATION</b>	141
<b>I.</b>	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	141
<b>J.</b>	<b>CLOSED SESSION</b>	141
1.	<b><u>Conference with Labor Negotiator</u></b> ((Gov't. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organizations: Santee Teachers Association (STA); and Classified School Employees Association (CSEA)</i>	
2.	<b><u>Public Employee Performance Evaluation</u></b> (Gov't. Code § 54957) <i>Superintendent</i>	
<b>K.</b>	<b>RECONVENE TO PUBLIC SESSION</b>	141
<b>L.</b>	<b>ADJOURNMENT</b>	141

**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 March 3, 2020, 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:

Burns  
 Ryan  
 Levens-Craig  
 El-Hajj  
 Fox

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

1. Call to Order and Welcome
  
2. District Mission  
*Providing an extraordinary education in an inspiring environment with caring people*
  
3. Pledge of Allegiance
  
4. Approval of Agenda for the February 18, 2020, regular meeting

Agenda Item A.

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

The following items are presented for Board information:

1. Superintendent's Report
  - 1.1. Developer Fees and Collection Report
  - 1.2. Use of Facilities Report
  - 1.3. Enrollment Report
  - 1.4. Schedule of Upcoming Events
2. Spotlight on Education: Carlton Oaks School
3. Spotlight on Education: Sycamore Canyon School
4. Presentation of the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association and Its Santee Chapter #557 (CSEA)
5. Presentation of California School Employees Association and Its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and (CSEA)

Agenda Item B.

**DEVELOPER FEES COLLECTION REPORT  
2019-20  
CUMULATIVE THROUGH FEBRUARY 18, 2020**

Residential Rate: \$2.16 per square foot - effective 6/19/16 - 6/19/18; \$2.35 per square foot - effective 6/20/18  
 Commercial Rate: \$0.35 per square foot - effective 6/19/16 - 6/19/18; \$0.38 per square foot - effective 6/20/18  
 Self Storage Rate: \$0.15 per square foot - effective 6/19/16 - 6/19/18; \$0.07 per square foot - effective 6/20/18

COM	RES	SS	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X		8343 O'Connell Rd	07/02/19	2,678	\$6,293.30	PD
	X		8504 & 8506 Goldfield St	09/05/19	3,938	\$9,254.30	CO
	X		8735 & 8737 Scrub Oak St	09/05/19	4,162	\$9,780.70	OO
	X		8509, 8507, 8505, 8508, 8510 Goldfield St	09/05/19	9,889	\$23,239.15	CO
	X		8739 & 8741 Scrub Oak St	09/05/19	3,936	\$9,249.60	CO
	X		10226 Settle Rd	09/05/19	595	\$1,398.25	SC
X			11459 Woodside Ave	09/06/18	4,839	\$1,838.82	PD
	X		9650 Derald Rd	09/13/19	495	\$0.00	SC
X			10735 Prospect Ave	09/13/19	4,173	\$1,585.74	PD
	X		9710 Halberns Blvd	09/13/19	1,148	\$2,697.80	SC
X			9125 Carlton Hills Blvd (Mast Park)	09/17/19	647	\$0.00	CH
X			9125 Carlton Hills Blvd (Mast Park)	09/17/19	200	\$0.00	CH
X			9050 Trailmark Way	09/17/19	612	\$0.00	CO
X			172 SF (Leasing Office) 2401 SF (Clubhouse, Fitness, Re	10/07/19	2,573	\$977.74	CFH
	X		7847,7851,7859,7861,7869,7865,7895,7891,7871,7875,7				
	X		879,7889 Mission Gorge Rd	10/07/19	101,411	\$238,315.85	CFH
	X		9051, 9055, 9059, 9063, 9067, 9071, 9075, 9079, 9083,				
	X		9087, 9091, 9095, 9096, 9092, 9088, 9084, 9080				
	X		Trailmark Wy.	10/14/19	55,845	\$131,235.75	CO
X			9100, 9108, 9097 West Bluff Pl	10/14/19	672	\$1,579.20	CO
X			9060, 9064 Trailridge Ave.	10/14/19	(1,988)	(\$4,294.08)	CO
X			9758 Settle Rd	10/18/19	585	\$1,374.75	SC
X			9334 Van Andel Way	11/07/19	869	\$2,042.15	CO
X			9316 Pebble Beach Dr	11/08/19	1,148	\$2,697.80	CO
	X		10111 Prospect Ave	12/03/19	1,440	\$100.80	PA
X			8614 Rumson Dr	12/18/19	553	\$1,299.55	CO
	X		8695 Toyopa Ct, 9099, 9103, 9107, 9111, 9115, 9119,				
	X		9123, 9129, 9132, 9128, 9124, 9120, 9116, 9112, 9108,				
	X		9104, 9100 Trailmark Wy.	01/08/20	56,867	\$133,637.45	CO
X			8232 Poinciana Dr ADU	01/31/20	1,199	\$2,817.65	PD
<b>TOTAL PAGE 1</b>						<b>\$577,122.27</b>	

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

**Requests For Use Of Facilities - February 18, 2020**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attend</b>	<b>Fees</b>
<b>Cajon Park</b> Santana National Little League (Little League Practices)	Lower Practice Fields	01/27/20 - 06/26/20	Mon - Fri	3:00 pm - 8:00 pm	10 - 100	
<b>Carlton Hills</b> USA Softball So Cal of Santee (Field Practice) West Hills Little League (Baseball Practice) West Hills Little League (Baseball Practice) California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Upper Field Lower Field Lower Field Multi-Purpose	01/15/20 - 06/30/20 01/27/20 - 06/30/20 01/27/20 - 06/30/20 01/28/20 - 06/09/20	Mon - Fri Mon - Fri Saturday Tuesday	4:00 pm - 7:00 pm 3:00 pm - 8:00 pm 9:00 am - 6:00 pm 1:40 pm - 2:40 pm	30 30 20	TBD
<b>Carlton Oaks</b> West Hills Little League (Baseball Practice) West Hills Little League (Baseball Practice) PTA (PTA Council Meeting) PTA (Art Night)	All Fields All Fields Staff Lounge Kinder Playground	01/27/20 - 06/30/20 01/27/20 - 06/30/20 02/12/20 03/04/20	Mon - Fri Saturday Wednesday Wednesday	3:00 pm - 8:00 pm 9:00 am - 6:00 pm 6:00 pm - 7:30 pm 5:30 pm - 7:00 pm	30 30 10 100	
<b>Chet F. Harritt</b> Force Baseball (Practice) Santee Pioneer Little League (Little League Baseball) Santee Pioneer Little League (Little League Baseball)	Majors Field 1 Baseball Fields 1, 2, 3 Baseball Fields 1, 2, 3	01/01/20 - 02/29/20 01/11/20 - 06/30/20 01/11/20 - 06/30/20	Tues - Sun Mon - Fri Saturday	5:00 pm - 8:00 pm 4:00 pm - 8:00 pm 9:00 am - 3:00 pm	20	TBD
<b>Hill Creek</b> USA Softball So Cal of Santee (Field Practice) PTSA (Father/Daughter Dance)	Field Multi-Purpose	01/15/20 - 06/30/20 01/31/20	Mon - Fri Friday	4:00 pm - 7:00 pm 4:00 pm - 10:00 pm	300	
<b>Pepper Drive</b> USA Softball So Cal of Santee (Field Practice) Santee Pioneer Little League (Little League Baseball)	Field T-Ball Field	01/15/20 - 06/30/20 01/11/20 - 06/30/20	Mon - Fri Tues - Thurs	4:00 pm - 7:00 pm 4:00 pm - 6:00 pm		
<b>PRIDE Academy (Prospect Avenue)</b> USA Softball So Cal of Santee (Field Practice) Santee Pioneer Little League (Little League Baseball) PTA (Movie Night) Soccer Shots (Enrichment Soccer Program)	Field Field Multi-Purpose Pre-School Playground Field	01/15/20 - 06/30/20 01/11/20 - 06/30/20 01/31/20 02/19/20 - 06/03/20	Mon - Fri Mon - Fri Friday Wednesday	4:00 pm - 7:00 pm 4:00 pm - 6:00 pm 5:00 pm - 7:30 pm 1:45 pm - 3:45 pm	40 15 - 30	TBD
<b>Rio Seco</b> Santana National Little League (Games & Practices) Santana National Little League (Games & Practices) Girl Scouts 5229 (Meetings) PTSA (Family Night & PTSA Elections)	Multi-Purpose Baseball Fields Baseball Fields Multi-Purpose Multi-Purpose	11/06/19 01/01/20 - 06/30/20 01/01/20 - 06/30/20 02/05/20 - 05/27/20 03/13/20	Wednesday Mon - Fri Saturday Wednesday Friday	1:30 pm - 3:00 pm 3:00 pm - 10:00 pm 7:00 am - 10:00 pm 5:30 pm - 6:30 pm 5:00 pm - 8:00 pm	25 50 - 350 50 - 350 14 100	
<b>Sycamore Canyon</b> Girl Scouts Daisy Troop 05959 (Meetings)	Art Room	02/12/20 - 05/27/20	Wednesday	5:30 pm - 7:30 pm		

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



Santee School District  
 ENROLLMENT REPORT  
 2/14/2020  
 Month 7 Week 4  
 School Week 26

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	02/14/20	02/15/19	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/14/20	02/15/19	# Diff	% Diff	02/14/20	02/07/20	# Diff
Cajon Park		16	88	103	91	101	103	100	123	113	117	956	938	17	1.8%	0	3	2	8	11	6	6	4	11	9	60	64	-4	-6.3%	1015	1012	3
Carlton Hills	10	23	71	66	66	68	66	73	58	80	62	643	627	16	2.6%	1	8	5	3	5	2	4	5	3	36	44	-8	-18.2%	679	678	1	
Carlton Oaks	11		77	90	84	78	97	78	80	100	91	784	796	-12	-1.5%	7	4	10	6	10	6	6	8	10	67	66	1	1.5%	851	853	-2	
Chet F. Harritt		23	76	79	82	69	90	64	62	47	52	644	642	2	0.3%	0	0	0	0	1	5	3	0	0	9	0	9	0.0%	653	652	1	
Hill Creek	19	24	84	80	93	86	81	78	62	67	59	733	738	-5	-0.7%	3	7	2	9	3	1	0	0	0	25	24	1	4.2%	768	765	3	
Pepper Drive	13		74	100	101	104	98	91	132	94	99	906	960	-54	-5.6%	0	0	0	0	0	0	0	0	8	5	13	10	3	30.0%	919	912	7
Pride Academy	11	19	76	51	58	63	64	56	48	75	41	662	669	-7	-1.2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	562	564	-2
Rio Seco			95	92	100	118	94	111	113	108	123	954	937	17	1.8%	4	3	4	7	7	5	8	11	12	61	65	-4	-6.2%	1015	1018	-3	
Sycamore Canyon	8	27	62	52	65	54	33	39	38	0	0	378	369	9	2.4%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	378	379	-1
<b>SUBTOTAL</b>	<b>72</b>	<b>132</b>	<b>703</b>	<b>713</b>	<b>740</b>	<b>739</b>	<b>726</b>	<b>690</b>	<b>716</b>	<b>684</b>	<b>644</b>	<b>6559</b>	<b>6576</b>	<b>-17</b>	<b>-0.3%</b>	<b>0</b>	<b>18</b>	<b>24</b>	<b>29</b>	<b>36</b>	<b>32</b>	<b>25</b>	<b>25</b>	<b>43</b>	<b>39</b>	<b>271</b>	<b>273</b>	<b>-2</b>	<b>-0.7%</b>	<b>6830</b>	<b>6823</b>	<b>7</b>
Alternative School			0	2	2	4	2	6	1	2	5	24	27	-3	-11.1%															24	23	1
Santee Success									2	3		5	6	-1	-16.7%											0	0	0	0.0%	5	5	0
NPS												0	0							1	4	3	3	2	3	16	9	7	77.8%	16	16	0
<b>SUBTOTAL</b>			<b>0</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>1</b>	<b>4</b>	<b>8</b>	<b>29</b>	<b>33</b>	<b>-4</b>	<b>-12.1%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>16</b>	<b>9</b>	<b>7</b>	<b>77.8%</b>	<b>45</b>	<b>44</b>	<b>1</b>
<b>TOTAL</b>	<b>72</b>	<b>132</b>	<b>703</b>	<b>715</b>	<b>742</b>	<b>743</b>	<b>728</b>	<b>696</b>	<b>717</b>	<b>688</b>	<b>652</b>	<b>6588</b>	<b>6509</b>	<b>-21</b>	<b>-0.3%</b>	<b>0</b>	<b>18</b>	<b>24</b>	<b>29</b>	<b>37</b>	<b>36</b>	<b>28</b>	<b>28</b>	<b>45</b>	<b>42</b>	<b>287</b>	<b>282</b>	<b>5</b>	<b>1.8%</b>	<b>6875</b>	<b>6867</b>	<b>8</b>

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

	PK	TK	EAK 4yo	Total All
Cajon Park	0		0	1015
Carlton Hills	0		13	692
Carlton Oaks	0		10	861
Chet F Harritt	0		0	663
Hill Creek	0		5	763
Pepper Dr	0		10	929
Prospect Ave	0		10	572
Sycamore Canyon	76	9	13	476
<b>Total PK/EAK</b>	<b>76</b>	<b>9</b>	<b>51</b>	

<b>Total Enrollment Including PK</b>
<b>7021</b>

## Schedule of Upcoming Events

Date	Event
February 17	President's Day Holiday – Schools and Departments Closed
February 18	Board Meeting; 7:00 p.m.
February 25	Character Education and School Climate Advisory Committee, 5:00 p.m., ERC
March 3	Board Meeting; 7:00 p.m.
March 5	Santee School District Foundation Art Show; 5:30 p.m., at Sunrise Community Church
March 9	Wellness Committee; 3:30 p.m., at ERC
March 12	LCAP Annual Review; 6:00 p.m., Rio Seco School, MPR
March 13	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
March 17	Board Meeting; 7:00 p.m.
March 26	Budget Advisory Committee; 6:00 p.m., Charles E. Skidmore Administrative Center, Conference Room
March 30 – April 10	Spring Break - Schools Closed
April 14	Character Education and School Climate Advisory Committee, 5:00 p.m., ERC
April 21	Board Meeting; 7:00 p.m.
Saturday, April 25	Santee School District Foundation 2019 Santee Aloha 5k Fun Run & Walk, Timed Event Begins at 8:00 am., Town Center Community Park

Reports and Presentations Item B.2.  
Prepared by Dr. Kristin Baranski  
February 18, 2020

Spotlight on Education: Carlton Oaks  
School

**BACKGROUND:**

This year's school spotlight presentations will focus on how each school site is addressing student achievement and learning.

Tonight, Principal Andy Johnston, and his team will share how they are addressing student learning at Carlton Oaks School.

Agenda Item B.2.

Reports and Presentations Item B.3.  
Prepared by Dr. Kristin Baranski  
February 18, 2020

Spotlight on Education: Sycamore  
Canyon School

**BACKGROUND:**

This year's school spotlight presentations will focus on how each school site is addressing student achievement and learning.

Tonight, Principal Summer Locke, will share how they are addressing student learning at Sycamore Canyon School.

Agenda Item B.3.

Reports and Presentations Item B.4. Presentation of the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association and its Santee Chapter #557 (CSEA)

Prepared by Tim Larson  
February 18, 2020

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

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

Agenda Item B.4.

**PLEASE POST UNTIL  
February 19, 2020**

**INITIAL PROPOSAL**

**FROM THE**

**SANTEE SCHOOL DISTRICT  
BOARD OF EDUCATION**

**to the**

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
AND ITS SANTEE CHAPTER #557 (CSEA)**

**February 18, 2020**

**It is the District's intention to modify articles of the  
Current Collective Bargaining Agreement  
Between  
Santee School District  
and  
California School Employees Association  
and its Santee Chapter #557 (CSEA)**

**Article 5      Organizational Security  
Article 17     Compensation**

The public hearing will be held at the regular Board of  
Education meeting on February 18, 2020

Reports and Presentations Item B.5. Presentation of California School Employees Association and its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and CSEA

Prepared by Tim Larson  
February 18, 2020

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

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

Agenda Item B.5.

**PLEASE POST UNTIL  
February 19, 2020**

**INITIAL PROPOSAL**

**FROM THE**

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
AND ITS SANTEE CHAPTER #557 (CSEA)**

**to the**

**SANTEE SCHOOL DISTRICT  
BOARD OF EDUCATION**

**February 18, 2020**

**It is the California School Employees Association  
and its Santee Chapter #557 (CSEA) intention to modify articles  
of the Collective Bargaining Agreement  
Between  
Santee School District  
and  
California School Employees Association  
and its Santee Chapter #557 (CSEA)**



<b>Article 2</b>	<b>Recognition</b>
<b>Article 4</b>	<b>Association Rights</b>
<b>Article 5</b>	<b>Organizational Security</b>
<b>Article 8</b>	<b>Procedure for Evaluation</b>
<b>Article 9</b>	<b>Safety</b>
<b>Article 10</b>	<b>Hours</b>
<b>Article 11</b>	<b>Layoff, Reemployment, Involuntary Reduction in Hours, and the Impacts and Effects of Such Matters</b>
<b>Article 15</b>	<b>Promotion</b>
<b>Article 17</b>	<b>Compensation</b>
<b>Article 18</b>	<b>Health and Welfare Benefits</b>
<b>Article 22</b>	<b>Term</b>

The public hearing will be held at the regular Board of  
Education meeting on February 18, 2020

## **Item C. PUBLIC COMMUNICATION**

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

Agenda Item C.

## **ITEM D. PUBLIC HEARINGS**

1. Public Hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association and Its Santee Chapter #557 (CSEA)
2. Public Hearing for California School Employees Association and Its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA

Public Hearings Item D.1. Public Hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association and Its Santee Chapter #557 (CSEA)

Prepared by Tim Larson  
February 18, 2020

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

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

Agenda Item D.1.

Public Hearings Item D.2. Public Hearing for California School Employees Association and Its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and CSEA

Prepared by Tim Larson  
February 18, 2020

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

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

Agenda Item D.2.

## **Item E. CONSENT ITEMS**

*Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no 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 Dr. Kristin Baranski  
February 18, 2020

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- February 4, 2020, regular meeting minutes
- January 29, 2020, 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**

February 4, 2020  
**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

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

Members present:

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

Administration present:

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

**2. District Mission**

President Burns recited the District Mission.

**3. Pledge of Allegiance**

President Burns invited, Chris Stanley, Carlton Hills teacher, to lead the members, staff, and audience in the Pledge of Allegiance.

**4. Approval of Agenda**

President Burns presented the agenda for approval and noted a correction to Item E.1.3., Second Reading: Revised Board Policy 3350, Travel Expenses. Member Fox moved approval.

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

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

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

**C. PUBLIC COMMUNICATION**

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

Elizabeth Barker-Aquino, owner of East County San Diego Soccer Shots, provided a brief overview of the enrichment program; and shared it was difficult to provide services to the children in Santee because of the current District policies. Ms. Barker-Aquino explained the use of Peachjar to disseminate flyers was ineffective and shared needing a minimum of nine families to be able to sustain their program. Ms. Barker-Aquino noted the District's facilities agreement required a two-hour minimum, at a cost of approximately \$800 per season; and provided a comparison of costs to offer services at other school districts. She shared Soccer Shots was an



S-Corp and not a 501(c)(3); and provided an overview of the difference. Ms. Barker-Aquino asked that the Board review the current policies, allowing school sites to determine if flyers are allowed to go home in student backpacks, and reconsider facility usage fees.

President Burns expressed his gratitude towards Ms. Baker-Aquino and asked that she speak to the Superintendent to provide additional details.

**D. CONSENT ITEMS**

President Burns invited comments from the public on any item listed under Consent. There were no public comments.

**Superintendent**

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Acceptance of Donations, Grants, and Bequests
- 2.3. Approval/Ratification of Agreement for Mileage Reimbursement in Lieu of District Transportation
- 2.4. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.5. Authorization to Purchase Relocatable Modular Buildings Utilizing Class Leasing Piggyback Bid
- 2.6. Approval of Architectural Services with StudioWC for Design Work Associated with New Modular Building at Sycamore Canyon
- 2.7. Authorization to Contract with EideBaily Accounting Firm to Conduct Audit of Prop 51 Funded Building Projects as Required by the Office of Public School Construction
- 3.1. Approval of Nonpublic Agency Master Contract with Specialized Therapy Services for Bilingual Assessments
- 3.2. Approval of Increase in Services with SPOT Kids Therapy for Occupational Therapy
- 3.3. Approval of Extended Field Trip for Pepper Drive Fifth Grade Safety Patrol Students to the San Diego Zoo
- 4.1. Personnel, Regular
- 4.2. Proclamation for National School Counseling Week (2/3/20 – 2/7/20) and National School Social Work Week (3/1/20 – 3/7/20)

Member El-Hajj moved approval. Member Levens-Craig asked that the Proclamation for National School Counseling Week be sent to staff noting the adopted proclamations.

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

**E. BOARD POLICIES AND BYLAWS**

President Burns noted items F.1.5., 1.6., and 1.7., as first readings; and F.1.1., 1.2, and 1.4., as second readings. With one motion, Member Ryan moved approval of second readings. The Board held discussion of item F.1.3. It was consensus to bring this item back as a third reading.

- 1.1. Second Reading: Revised Board Policy 1312.1, Complaints Concerning District Employees
- 1.2. Second Reading: Revised Board Policy 1250, Visitors/Outsiders
- 1.3. Second Reading: Revised Board Policy 3350, Travel Expenses – *pulled to return for a third reading*
- 1.4. Second Reading: New Board Policy 6175, Migrant Education
- 1.5. First Reading: New Board Policy 3430, Investing

**1.6. First Reading: New Board Policy 3452, Student Activity Funds**

**1.7. First Reading: Revised Board Policy 3460, Financial Reports and Accountability**

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

**F. EMPLOYEE ASSOCIATION COMMUNICATION**

Melanie Hirahara, STA President, noted she had nothing to report; but was awaiting to hear budget workshop information.

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

President Burns noted the final sale of Santee School site property and shared the District is now able to fulfil the promises to improve school sites and facilities.

Member Levens-Craig shared enjoying kindness week; and attending the special education advisory committee. She commended Tim Dobbins, Cajon Park Principal, for his Universal Design for Learning (UDL) presentation to the committee.

Member El-Hajj shared attending the Wellness Advisory Committee and noted the decrease in participation from prior meetings.

President Burns noted the Board would transition into the budget workshop. He commended Mrs. Evonn Avila, Business Services Administrative Secretary, for the development of the informational binders.

**H. BUDGET WORKSHOP**

**Multi-Tiered Support Systems**

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, explained that over multiple meetings discussion was held on what was being done for students in the areas of Behavioral Intervention; English Language Arts; Mathematics; and Social-Emotional Learning. Dr. Pierce went on to explain the universal, supplemental, and intensified supports for English-Language Arts.

**Multi-Tiered System of Supports for English-Language Arts**



Universal Support ALL Students	Supplemental Support SOME Students	Intensive Support FEW Students
<p><b>Curriculum and Instruction</b></p> <ul style="list-style-type: none"> <li>• ELA/ELD Framework and Standards</li> <li>• Wonders (K-5) with English Language Development</li> <li>• Amplify (6-8) with English Language Development</li> </ul> <p><b>Assessment</b></p> <ul style="list-style-type: none"> <li>• Benchmark Assessment System (BAS) (K-3)</li> <li>• iReady reading assessment (4-8)</li> <li>• Educational Software for Guiding Instruction (ESGI) (EAK/TK/K)</li> <li>• Interim Assessment Blocks (3-8)</li> <li>• Interim Comprehensive Assessments (3-8)</li> <li>• Progress monitoring assessments (PK – 8)</li> </ul> <p><b>Instructional Strategies</b></p> <ul style="list-style-type: none"> <li>• Gradual Release of Responsibility Model</li> <li>• Model strategies good readers/writers use</li> <li>• Engage students through effective Questioning techniques</li> </ul> <p><b>Professional Learning</b></p> <ul style="list-style-type: none"> <li>• Balanced Literacy training (K-3)</li> <li>• Professional Learning Communities (PLCs)</li> <li>• Instructional Leadership Teams (ILTs)</li> </ul>	<p><b>Curriculum and Instruction</b></p> <ul style="list-style-type: none"> <li>• Systematic Instruction in Phonological Awareness, Phonics, &amp; Site Words (SIPPS)</li> <li>• Leveled Literacy Intervention (LI) kits</li> </ul> <p><b>Assessment</b></p> <ul style="list-style-type: none"> <li>• SIPPS Assessment</li> <li>• BAS or running records for progress monitoring and diagnostic</li> <li>• Progress monitoring assessments</li> <li>• Student Success Team Process (SST)</li> </ul> <p><b>Instructional Strategies</b></p> <ul style="list-style-type: none"> <li>• Small strategic groups taught by Language Arts Specialist (LAS) or Intervention Resource Teacher (IRT)</li> <li>• Direct Instruction</li> <li>• Modifications or accommodations</li> <li>• Effective scaffolding strategies</li> </ul> <p><b>Professional Learning</b></p> <ul style="list-style-type: none"> <li>• LI Training for LAS/IRT</li> <li>• Blended intervention using Marie Clay's Theory for LAS/IRT</li> </ul>	<p><b>Curriculum and Instruction</b></p> <ul style="list-style-type: none"> <li>• Read 180/System 44</li> </ul> <p><b>Assessment</b></p> <ul style="list-style-type: none"> <li>• Read 180/System 44 Assessments</li> <li>• BAS or running records for progress monitoring and diagnostic</li> <li>• Progress monitoring assessments</li> </ul> <p><b>Instructional Strategies</b></p> <ul style="list-style-type: none"> <li>• Small Strategic Groups Taught by Resource Teachers (RSP) or Special Day Class (SDC)</li> <li>• Direct instruction</li> <li>• Modifications or accommodations</li> <li>• Effective scaffolding strategies</li> </ul> <p><b>Professional Learning</b></p> <ul style="list-style-type: none"> <li>• LI training for LAS/IRT</li> <li>• Blended intervention using Marie Clay's Theory for LAS/IRT</li> <li>• Monthly job-alike meetings</li> </ul>

**Review of LCAP Executive Summary**

Dr. Pierce provided an overview of the LCAP Executive Summary. She noted the President's Message, Vision and Mission Statements, and Student Profile, California's Eight State Priority Areas; and Goals. Dr. Pierce explained the goals were modified to integrate some components of what was identified in the vision, mission, and student profile.

**Governor's Budget Proposal Highlights**

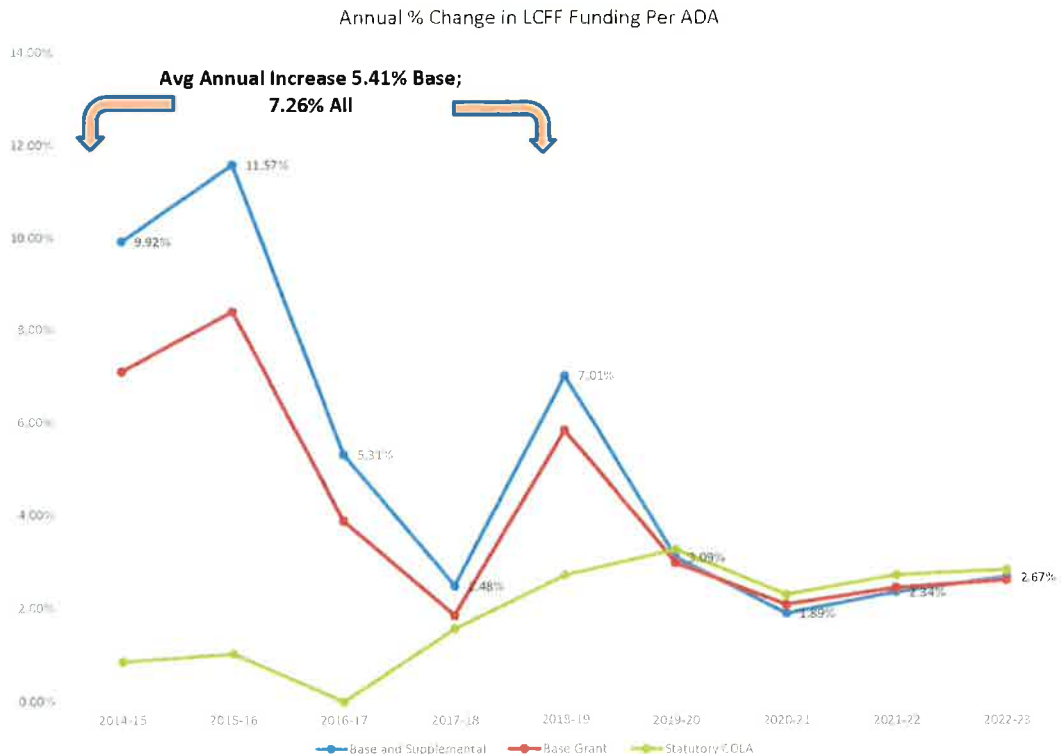
Karl Christensen, Assistant Superintendent of Business Services, shared highlights of the Governor's Budget Proposal. He explained Proposition 98 had a \$3 billion increase to the formula and the Governor's proposal noted some towards LCFF; and funds a 2.29% COLA. He noted this was a decrease from the First Interim. Mr. Christensen shared the \$900 million for Special Education included \$645 million that was carried forward from what was already allocated in 2019-20.

**Distribution to K-12:**

- \$1.2 billion to LCFF; funds 2.29% COLA
- \$900 million for Special Education
- \$900 million for educator recruitment and training
- \$300 million for expanded supports and services for the lowest performing schools
- \$300 million for development of innovative community school models that support student mental health
- \$70 million to improve and strengthen school meal programs
- \$0.6 million one-time allocation to make statewide LCAP information easily accessible to the public through development of an online portal to be co-located with SARC data
- 2.29% COLA for categorical programs outside the LCFF

**Projected LCFF Revenue**

Mr. Christensen shared that in the first years the LCFF was implemented, there were substantial increases to LCFF, with the exception in 2017-18. He explained the District was receiving more than the statutory COLA and implementing services to address student needs. Mr. Christensen noted projections in 2019-20 through 2020-23 show base and supplemental, and base grant funding, converge with the COLA. He shared things could change in the May Revise but the Second Interim had to be developed based on current information.



**Operating Cost Pressures**

Mr. Christensen provided an overview of LCFF Revenue Loss for Input Variable Changes for 2019-20 Second Interim. He explained the impact of the three factors (revised COLAS, ADA decline, and unduplicated pupil count decline) to the Second Interim.

LCFF Revenue Loss for Input Variable Changes

2019-20 2<sup>nd</sup> Interim

**1. REVISED COLAS**

Year	1st Interim COLA	2nd Interim COLA	LCFF Revenue Loss COLA Decline
2018-19	2.71%	3.70%	\$0
2019-20	3.26%	3.26%	\$0
2020-21	3.00%	2.29%	(\$420,683)
2021-22	2.80%	2.71%	(\$486,078)
2022-23	3.16%	2.82%	(\$712,392)

**2. ADA DECLINE**

Year	Enrollment	Estimated ADA	Funded ADA	LCFF Revenue Loss ADA Decline
2018-19	6,826	6,592.25	6,592.25	\$0
2019-20	6,792	6,553.28	6,592.25	\$0
2020-21	6,767	6,528.39	6,553.28	(\$363,757)
2021-22	6,710	6,473.38	6,528.39	(\$648,433)
2022-23	6,647	6,412.59	6,473.38	(\$1,237,215)

**3. UNDUPLICATED PUPIL COUNT DECLINE**

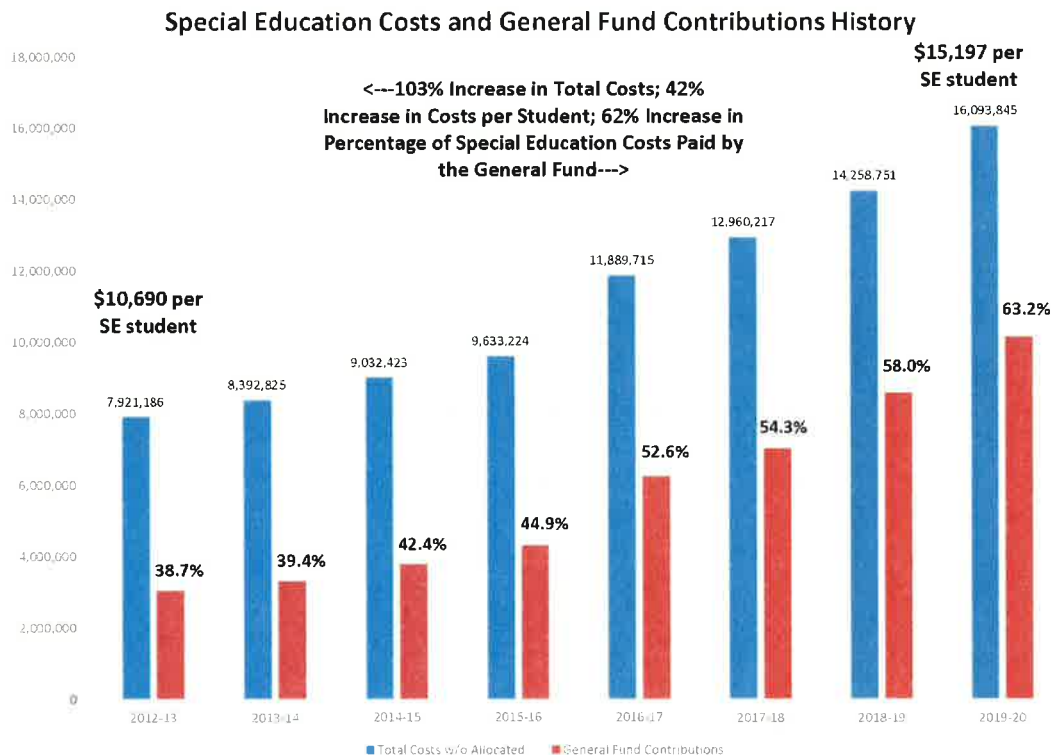
Year	UPC% Estimate Using Prior Years	Revised UPC%	LCFF Revenue Loss UPC Decline
2018-19	43.20%	43.20%	
2019-20	43.00%	40.11%	(\$103,656)
2020-21	43.00%	39.00%	(\$249,874)
2021-22	43.00%	39.00%	(\$402,207)
2022-23	43.00%	39.00%	(\$443,445)

**4. COMBINED IMPACT OF INPUT VARIABLE CHANGES**

Year	Input Variables Constant	Input Variables Change	LCFF Revenue Loss All Variables Decline	Estimated Teacher Reduction Due To Enrollment	Net Annual Loss	Net Cumulative Loss
2018-19	\$57,731,443	\$57,731,443	\$0	\$0	\$0	\$0
2019-20	\$59,618,333	\$59,514,677	(\$103,656)	\$0	(\$103,656)	(\$103,656)
2020-21	\$61,312,465	\$60,278,151	(\$1,034,314)	\$0	(\$1,034,314)	(\$1,137,970)
2021-22	\$62,992,902	\$61,456,184	(\$1,536,718)	(\$175,115)	(\$1,361,603)	(\$2,499,573)
2022-23	\$64,956,091	\$62,563,039	(\$2,393,052)	(\$350,405)	(\$2,042,647)	(\$4,542,219)

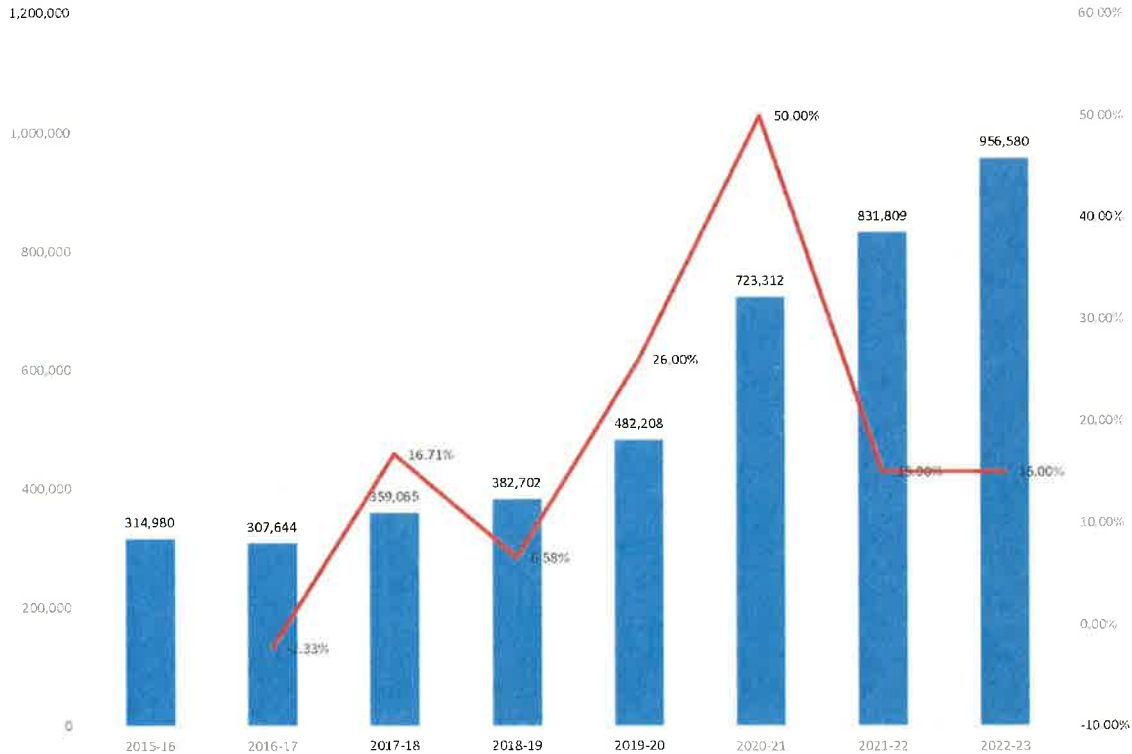
Mr. Christensen shared another cost pressure is the change in employer contributions to the retirement systems. He provided an overview of the Changes in Retirement System Employer Contributions through 2026-27. Mr. Christensen noted the STRS' last year of implementation for the increase is 2020-21 and from that point forward, the STRS Board has the authority to increase the rates in future years to get the unfunded liability paid for within the proposed 30 years. Legislature authority is no longer required. A cumulative difference of \$20.5 million in STRS, and \$7.7 million in PERS, from 2013-14 through 2022-23.

He explained the increased costs in special education throughout the State; and noted a 103% increase in total costs; 42% increase in costs per student; and noted a 62% increase in percentage of special education costs paid by the District's general fund from 2012-13 through 2019-20.



Mr. Christensen shared property and liability insurance was being added as another cost pressure this year. He explained the increase in property insurance due to the recent wild fires, increase in sports-related traumatic brain injuries; and the passage of AB 218. He explained AB 218 increases the statute of limitations for victims of sexual assault. He provided an overview of costs using the following chart.

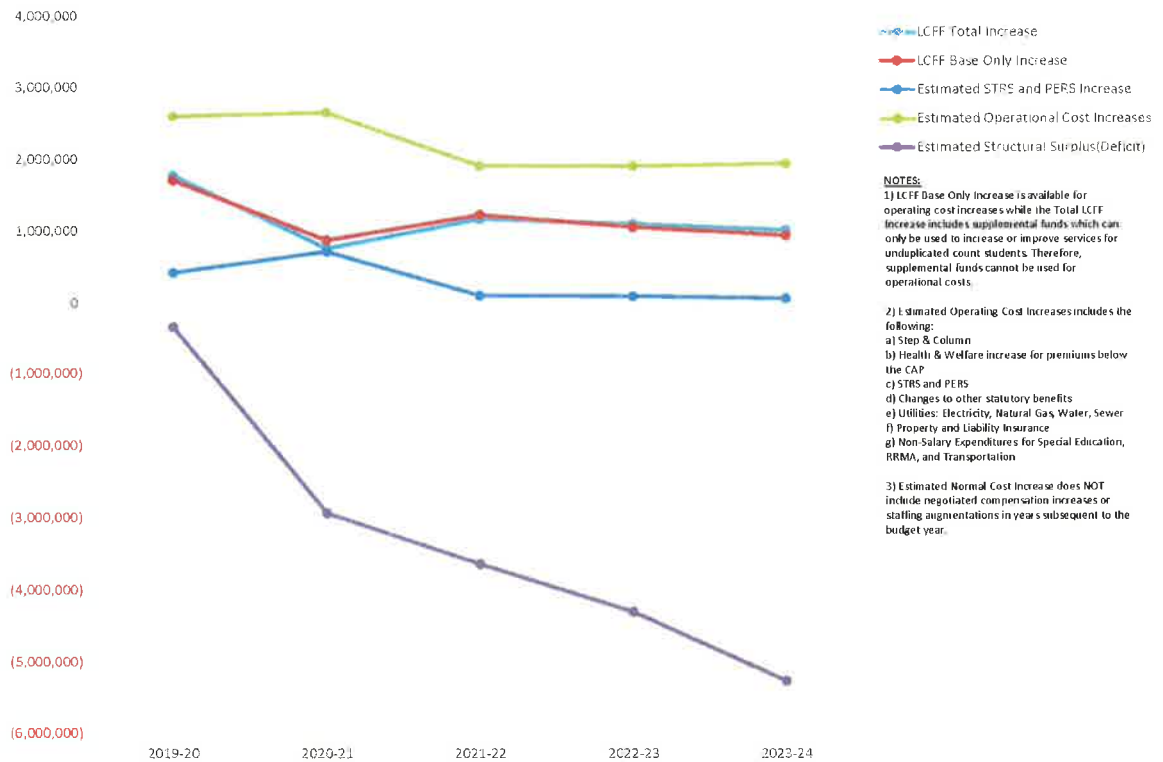
### Property and Liability Insurance



### Non-Routine General Fund Budget Changes

Mr. Christensen provided an overview of the LCFF annual revenue increases compared with annual operating cost increases. These included LCFF total increase and base only increase; estimated STRS and PERS increase; estimated operational costs increases; and estimated structural surplus (deficit). He noted: 1) LCFF Base Only Increase is available for operating cost increases while the Total LCFF Increase includes supplemental funds which can only be used to increase or improve services for unduplicated count students (supplemental funds cannot be used for operational costs); 2) Estimated Operating Cost Increases includes the following: a) Step & Column; b) Health & Welfare increase for premiums below the CAP; c) STRS and PERS; d) Changes to other statutory benefits; e) Utilities: Electricity, Natural Gas, Water, Sewer; f) Property and Liability Insurance; g) Non-Salary Expenditures for Special Education, RRMA, and Transportation; 3) Estimated Normal Cost Increase does not include negotiated compensation increases or staffing augmentations in years subsequent to the budget year.

LCFF Annual Revenue Increase Compared with Annual Operating Cost Increases  
 2019-20 Revised Budget and 2020-21 January Governor's Proposal



"Printed "1/27/2020 3:29 PM

Mr. Christensen provided an overview of non-routine general fund budget changes as follows.

**Non-Routine General Fund Budget Changes**

Description	2019-20	2020-21	Change to Outgo	Type
Replace obsolete custodial equipment	\$30,000	\$0	(\$30,000)	One-Time
Replace obsolete copiers	\$22,542	\$40,627	\$18,085	One-Time
Replacement of mowers	\$60,000	\$16,000	(\$44,000)	One-Time
Facilities needs set aside-Fund 40	\$750,000	\$750,000	\$0	One-Time
Flexible classroom furniture grant	\$0	\$100,000	\$100,000	One-Time
Replace duplicating equipment in PUBS	\$100,000	\$0	(\$100,000)	One-Time
Textbook adoptions (Science 20-21)	\$0	\$1,200,000	\$1,200,000	One-Time
Curriculum for social-emotional learning	\$450,000	\$0	(\$450,000)	One-Time
1.0 FTE RSP Teacher	\$0	\$91,604	\$91,604	On-Going
<b>Total</b>	<b>\$1,412,542</b>	<b>\$2,198,231</b>	<b>\$785,689</b>	

**Review of Budget Condition Grid**

Mr. Christensen reminded the Board of prior discussion to develop a budget condition grid using the same color scheme as the Dashboard.

CURRENT BUDGET CONDITION

Current State	Condition	Measure	Operator	Budget Year	Budget Yr+1	Budget Yr+2	Possible Remedial Actions
X	GREEN	Reserve %	At least 4 of 5 conditions met	>=17%	>=10%	>=10%	Manage budgets with normal/routine methods
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT <=\$500k	STRUCTURAL DEFICIT <=\$1m		
		Cash Flow	AND	Obligations met w/ General Fund cash	Obligations met w/ General Fund cash		
	YELLOW	Reserve %	AND/OR	<17%			Contain costs; minimize/eliminate discretionary expenditures, where possible; enact MINIMAL impact budget reductions
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT >\$0k; <=\$1m	GROWING STRUCTURAL DEFICIT		
		Cash Flow	OR	Interfund borrowing needed	Interfund borrowing needed		
	ORANGE	Reserve %	AND/OR	<14%	<12%		Enact MINIMAL to MODERATE impact budget reductions
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT >\$1m	STRUCTURAL DEFICIT >\$1m		
		Cash Flow	OR	External borrowing needed	External borrowing needed		
	RED	Reserve %	AND	<10%			Enact SIGNIFICANT budget reductions
		On-Going INCOME minus OUTGO		STRUCTURAL DEFICIT >\$0			
		Cash Flow					

**Revised Multi-Year Projection**

Mr. Christensen provided an overview of the revised multi-year projections, assuming no budget reductions. He explained the Second Interim report would include multi-year projections through 2021-22 fiscal year. He noted an 8.79% reserve, and a structural deficit of \$3,670,512, in 2021-22. Mr. Christensen explained these numbers might change slightly at second interim. He shared School Services is recommending not including the special education funding in the multi-year projects because it is unclear how they are going to work. Mr. Christensen shared working with SELPA on various estimated funding scenarios; and would be working with SDCOE on recommendations and procedures.



General Fund Multi-Year Projection Summary

2019-20 Feb Budget Workshop  
NO BUDGET REDUCTIONS

#	Item	2018-19		2019-20		2020-21		2021-22		2022-23	
		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
1	Beginning Fund Balance	16,542,538	394,089	\$16,171,701	\$532,236	\$13,331,372	\$472,583	\$8,181,881	\$100,001	\$4,506,469	\$100,001
2	Fund Balance Adjustments	0		1							
3	Total Income	\$62,174,668	\$11,044,671	\$62,574,906	\$10,195,227	\$61,932,363	\$10,069,419	\$63,115,386	\$10,066,383	\$64,226,531	\$10,066,383
4	Total Outgo	\$62,545,505	\$10,906,522	\$65,415,235	\$10,254,860	\$67,081,854	\$10,442,001	\$66,790,798	\$10,066,383	\$68,557,500	\$10,066,383
5	Change in Fund Balance	(\$370,837)	\$138,148	(\$2,840,329)	(\$58,633)	(\$5,149,491)	(\$372,582)	(\$3,675,412)	\$0	(\$4,330,969)	\$0
6	Ending Fund Balance	\$16,171,701	\$532,236	\$13,331,372	\$472,583	\$8,181,881	\$100,001	\$4,506,469	\$100,001	\$175,500	\$100,001
7	Total Reserves	\$17,930,413		\$15,563,991		\$10,431,562		\$6,753,598		\$2,425,954	
8	Reserve as % of Expenditures	24.41%		20.57%		13.46%		8.79%		3.09%	
9				Amount	Value	Amount	Value	Amount	Value	Amount	Value
10	COLA:			3.26%		2.29%		2.71%		2.82%	
11	Assumed LCFF Rev Increase (w/ ADA changes):			3.08%	\$1,783,234	1.28%	\$763,474	1.95%	\$1,178,033	1.80%	\$1,106,855
12	Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			2.97%	\$1,716,877	1.48%	\$879,488	2.05%	\$1,234,528	1.73%	\$1,065,198
13	*Included Annual Operating Cost Increase Impact to Unr GF:			4.52%	\$2,611,657	4.47%	\$2,663,149	3.18%	\$1,916,817	3.12%	\$1,917,478
14	Estimated Structural Surplus(Deficit)			(\$265,488)		(\$2,580,764)		(\$3,970,512)		(\$4,335,869)	
15	GAP Funding:			100.00%		100.00%		100.00%		100.00%	
16	1% Reserve Equivalent:			758,635		775,005		768,327		785,099	
17	1% LCFF Increase:			577,314		585,147		602,782		614,562	
18	1% Salary Increase Equivalent:			512,854		547,853		554,704		561,641	
* Step & column, health benefits, statutory benefits, and inflation for utilities, insurance, and Restricted programs subject to contribution from Unrestricted General Fund											
BUDGET CONDITION: Green Orange											

\*Governors January Proposal  
\*Declining ADA used for budget and subsequent years  
\*19-20 UPC=40%; 39% for all projection years  
\*LCFF COLA only increases for subsequent years  
\*Negotiated Comp Increases for 18-19 for ALL employees

1/30/2020 9:36 AM

Budget Reductions

Mr. Christensen shared a budget reductions scenario. He explained the District needed to make approximately \$1.5 million in ongoing cuts, and an additional \$850,000 in one-time cuts, to get to a "green" condition. Mr. Christensen explained the \$850,000 was a compilation of \$750,000 set-aside for facilities and \$100,000 for furniture grant; bringing the reserve as a percentage of expenditures for 2020-21 to 17.02%. He noted this is a good lesson why the District maintains a reserve higher than the three-percent (3%).

General Fund Multi-Year Projection Summary

2019-20 Feb Budget Workshop  
~\$1.5M ON-GOING; \$0.85m ONE-TIME  
BUDGET REDUCTIONS

#	Item	2018-19		2019-20		2020-21		2021-22		2022-23	
		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
1	Beginning Fund Balance	16,542,538	394,089	\$16,171,701	\$532,236	\$13,331,372	\$472,583	\$10,540,392	\$100,001	\$8,373,490	\$100,001
2	Fund Balance Adjustments	0		1							
3	Total Income	\$62,174,668	\$11,044,671	\$62,574,906	\$10,195,227	\$61,932,363	\$10,069,419	\$63,115,386	\$10,066,383	\$64,226,531	\$10,066,383
4	Total Outgo	\$62,545,505	\$10,906,522	\$65,415,235	\$10,254,880	\$64,723,343	\$10,442,001	\$65,262,288	\$10,066,383	\$67,046,989	\$10,066,383
5	Change in Fund Balance	(\$370,837)	\$138,148	(\$2,840,329)	(\$159,653)	(\$2,790,980)	(\$372,582)	(\$2,166,902)	\$0	(\$2,822,458)	\$0
6	Ending Fund Balance	\$16,171,701	\$532,236	\$13,331,372	\$472,583	\$10,540,392	\$100,001	\$8,373,490	\$100,001	\$5,551,032	\$100,001
7	Total Reserves	\$17,930,413		\$15,563,991		\$12,790,073		\$10,620,619		\$7,801,466	
8	Reserve as % of Expenditures	24.41%		20.57%		17.02%		14.10%		10.12%	
9				Amount	Value	Amount	Value	Amount	Value	Amount	Value
10	COLA:			3.26%		2.29%		2.71%		2.82%	
11	Assumed LCFF Rev Increase (w/ ADA changes):			3.09%	\$1,783,234	1.28%	\$763,474	1.95%	\$1,178,033	1.80%	\$1,106,855
12	Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			2.97%	\$1,716,877	1.48%	\$879,488	2.05%	\$1,234,528	1.73%	\$1,065,198
13	*Included Annual Operating Cost Increase Impact to Unr GF:			4.52%	\$2,611,657	4.47%	\$2,663,149	3.18%	\$1,916,817	3.12%	\$1,917,478
14	Estimated Structural Surplus/(Deficit)			(\$265,496)		(\$1,452,253)		(\$2,162,002)		(\$2,827,356)	
15	GAP Funding:			100.00%		A:DOF	100.00%	100.00%		100.00%	
16	1% Reserve Equivalent:			756,635		751,473		753,235		770,898	
17	1% LCFF Increase:			577,314		595,147		602,782		614,562	
18	1% Salary Increase Equivalent:			512,854		547,853		554,704		561,641	
* Step & column, health benefits, statutory benefits, and inflation for utilities, insurance, and Restricted programs subject to contribution from Unrestricted General Fund											
BUDGET CONDITION: Green Green											

\*Governors January Proposal  
\*Declining ADA used for budget and subsequent years

\*19-20 UPC=40%; 39% for all projection years  
\*LCFF COLA only increases for subsequent years

\*Negotiated Comp Increases for 18-19 for ALL employees

1/30/2020 9:39 AM

The Board commended Mr. Christensen for a very thorough presentation.

I. **CLOSED SESSION**

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

1. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)

Purpose: Negotiations  
Agency Negotiators: Tim Larson, Assistant Superintendent  
Employee Organizations: Santee Teachers Association (STA); and  
Classified School Employees Association (CSEA)

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

Superintendent

The Board entered closed session at 8:45 p.m.

J. **RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:15 p.m., and reported no action was taken.

K. **ADJOURNMENT**

With no further business, the regular meeting of February 4, 2020 was adjourned at 10:15 p.m.

Elana Levens-Craig, Clerk

Dr. Kristin Baranski, Secretary

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

January 29, 2020  
**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 Burns.

**B. PUBLIC COMMUNICATION**

There was no public communication.

**C. CLOSED SESSION**

1. Consideration of Student Matter (Ed. Code § 48918) Student #: 1-1920

The Board entered closed session at 6:08 p.m. to discuss student discipline hearings for student #: 1-1920. This matter was heard by the Santee School Board Members Dustin Burns, Barbara Ryan, Dianne El-Hajj, and Ken Fox in closed session. Oral and documentary evidence was received. Following the presentation of evidence, President Burns 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 8:45 p.m.

**ACTION TAKEN BY BOARD**

It was motioned by Member Ryan to expel student #1-1920 from the Santee School District for violation of California Education Code Sections 48900 ( c) Possessed, used, sold, furnished or been under the influence of a controlled substance, 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 the Santee Success Program through February 24, 2020. After that date, student can transfer to another school as determined by administration and the Board for the remainder of the 2019-2020 school year. Student may not return to her previous school.
- Achieve and maintain a 2.0 (or better) GPA for scholarship, effort and citizenship performance.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Perform 20 hours of community service by June 10, 2020 and provide written verification.
- Complete a counseling program by June 10, 2020 for drug/alcohol abuse prevention/treatment.
- Remain free of illegal substances and participate in a drug testing program.
- Complete all elements of this Rehabilitation Plan by June 10, 2020 and present documentation to verify completion.

A parent must meet with the Director of Pupil Services by February 5, 2020, 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.

*Motion:* Ryan  
*Second* Fox  
*Vote:* 4-0

*Burns* Aye  
*Ryan* Aye  
*Levens-Craig* Not Present

*El-Hajj* Aye  
*Fox* Aye

**E. ADJOURNMENT**

The January 29, 2020 special meeting was adjourned at 8:49 p.m.

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

\_\_\_\_\_  
Dr. Kristin Baranski, Secretary

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

January 29, 2020  
**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 Burns.

**D. PUBLIC COMMUNICATION**

There was no public communication.

**E. CLOSED SESSION**

1. Consideration of Student Matter (Ed. Code § 48918) Student #: 2-1920

The Board entered closed session at 6:52 p.m. to discuss student discipline hearings for student #: 1-1920. This matter was heard by the Santee School Board Members Dustin Burns, Barbara Ryan, Dianne El-Hajj, and Ken Fox in closed session. Oral and documentary evidence was received. Following the presentation of evidence, President Burns 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 8:50 p.m.

**ACTION TAKEN BY BOARD**

It was motioned by Member El Hajj to expel student #2-1920 from the Santee School District for violation of California Education Code Sections 48900 ( c) Possessed, used, sold, furnished or been under the influence of a controlled substance, 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 the Santee Success Program through February 24, 2020. After that date, student can transfer to another school as determined by administration and the Board for the remainder of the 2019-2020 school year. Student may not return to her previous school.
- Achieve and maintain a 2.5 (or better) GPA for scholarship, effort and citizenship performance.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Perform 20 hours of community service by June 10, 2020 and provide written verification.
- Complete a counseling program by June 10, 2020 for drug/alcohol abuse prevention/treatment.
- Remain free of illegal substances and participate in a drug testing program.
- Complete all elements of this Rehabilitation Plan by June 10, 2020 and present documentation to verify completion.

A parent must meet with the Director of Pupil Services by February 5, 2020, 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.

*Motion:* El-Hajj  
*Second* Ryan  
*Vote:* 4-0

*Burns* Aye  
*Ryan* Aye  
*Levens-Craig* Not Present

*El-Hajj* Aye  
*Fox* Aye

**E. ADJOURNMENT**

The January 29, 2020 special meeting was adjourned at 8:52 p.m.

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

\_\_\_\_\_  
Dr. Kristin Baranski, Secretary

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

January 29, 2020  
**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 Burns.

**F. PUBLIC COMMUNICATION**

There was no public communication.

**G. CLOSED SESSION**

1. Consideration of Student Matter (Ed. Code § 48918) Student #: 3-1920

The Board entered closed session at 7:51 p.m. to discuss student discipline hearings for student #: 3-1920. This matter was heard by the Santee School Board Members Dustin Burns, Barbara Ryan, Dianne El-Hajj, and Ken Fox in closed session. Oral and documentary evidence was received. Following the presentation of evidence, President Burns 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 8:53 p.m.

**ACTION TAKEN BY BOARD**

It was motioned by Member El Hajj to expel student #2-1920 from the Santee School District for violation of California Education Code Sections 48900 ( c) Possessed, used, sold, furnished or been under the influence of a controlled substance, 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 the Santee Success Program through February 24, 2020. After that date, student can transfer to another school as determined by administration and the Board for the remainder of the 2019-2020 school year. Student may not return to her previous school.
- Achieve and maintain a 2.5 (or better) GPA for scholarship, effort and citizenship performance.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Perform 20 hours of community service by June 10, 2020 and provide written verification.
- Complete a counseling program by June 10, 2020 for drug/alcohol abuse prevention/treatment.
- Remain free of illegal substances and participate in a drug testing program.
- Complete all elements of this Rehabilitation Plan by June 10, 2020 and present documentation to verify completion.

A parent must meet with the Director of Pupil Services by February 5, 2020, 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.

**Motion:** Fox  
**Second** Ryan  
**Vote:** 4-0

**Burns** Aye  
**Ryan** Aye  
**Levens-Craig** Not Present

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

**E. ADJOURNMENT**

The January 29, 2020 special meeting was adjourned at 8:58 p.m.

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

\_\_\_\_\_  
Dr. Kristin Baranski, Secretary

Consent Item E.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
February 18, 2020

**BACKGROUND:**

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The estimated travel expenses are \$7,820, with substitute costs of \$720, 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 18, 2020**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Wednesday, 02/05/20	Kelley Riddlespurger	Cajon Park	SIPPS Introductory Professional Learning	San Diego	\$0	\$112	LRCC Unrestricted	Ways to support the foundational skills standards.	1
Monday, 03/09/20	Brienne Downing	Special Education	CAC Recognition Awards Dinner	El Cajon	\$0	\$31	Special Education	Community advisory committee awards dinner.	
Monday, 03/09/20	Lisa Helton	Special Education	CAC Recognition Awards Dinner	El Cajon	\$0	\$31	Special Education	Community advisory committee awards dinner.	
Monday, 03/09/20	Angela Walter	Special Education	CAC Recognition Awards Dinner	El Cajon	\$0	\$31	Special Education	Community advisory committee awards dinner.	
Monday, 03/09/20	Mimi McGinty	Special Education	CAC Recognition Awards Dinner	El Cajon	\$0	\$31	Special Education	Community advisory committee awards dinner.	
Thurs-Fri, 03/12/20 - 03/13/20	Mia Morales	PRIDE Academy	Critical Issues in Child & Adolescent Mental Health	San Diego	\$0	\$203	Pupil Services	Ways to enhance effectiveness for serving children in need.	2
Saturday, 03/21/20	Chrisclida Ryan	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Tony Ciaccio	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Veronica Ahumada	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Nancy Watts	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Sondra Stotter	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Paula Kent	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Laura Covington	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Duane Barfo	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Saturday, 03/21/20	Patricia Hocking	Transportation	Special Needs Transportation Workshop	Ramona	\$0	\$39	Transportation	Behavior management in school transportation.	2
Wednesday, 03/25/20	Chris Rogers	Rio Seco	FRISK - Fundamentals for Evaluators	SDCOE	\$0	\$158	Human Resources	Focus on addressing below-standard employee performance.	
<b>Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California</b>									
Monday, 02/10/20	Ken Fox	Board	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Monday, 02/10/20	Dianne El-Hajj	Board	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Monday, 02/10/20	Dr. Kristin Baranski	Superintendent	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Monday, 02/10/20	Dr. Stephanie Pierce	Educational Services	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Monday, 02/10/20	Kristen Bonser	PRIDE Academy	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Monday, 02/10/20	Bonnie Jackson	PRIDE Academy	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Monday, 02/10/20	Gillian Ryan	PRIDE Academy	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Monday, 02/10/20	Michael Lopez	PRIDE Academy	California Distinguished School Awards Ceremony	Anaheim	\$0	\$469	Superintendent's Office	Ceremony to award PRIDE Academy as a CA Distinguished School.	1, 2
Wed-Thurs, 02/26/20 - 02/27/20	Hannah Rainbolt	Special Education	Positive Environments	San Bernardino	\$0	\$285	Special Education	Focus on creating and supporting a positive learning environment.	2
Fri-Sat, 02/28/20 - 02/29/20	Angelo Benedetto	Cajon Park	Taking Universal Design for Learning to the Next Level	Rancho Cucamonga	\$0	\$405	SIP SELPA Sub-Grant	Ways to access and implement this Federal-endorsed program.	1
Fri-Sat, 02/28/20 - 02/29/20	Kim Jolie	Cajon Park	Taking Universal Design for Learning to the Next Level	Rancho Cucamonga	\$120	\$405	SIP SELPA Sub-Grant	Ways to access and implement this Federal-endorsed program.	1
Fri-Sat, 02/28/20 - 02/29/20	Sheila Harris	Cajon Park	Taking Universal Design for Learning to the Next Level	Rancho Cucamonga	\$120	\$405	SIP SELPA Sub-Grant	Ways to access and implement this Federal-endorsed program.	1
Fri-Sat, 02/28/20 - 02/29/20	Emily Hensley	Cajon Park	Taking Universal Design for Learning to the Next Level	Rancho Cucamonga	\$120	\$405	SIP SELPA Sub-Grant	Ways to access and implement this Federal-endorsed program.	1
Fri-Sat, 02/28/20 - 02/29/20	J. Schmidt-Mansour	Cajon Park	Taking Universal Design for Learning to the Next Level	Rancho Cucamonga	\$120	\$405	SIP SELPA Sub-Grant	Ways to access and implement this Federal-endorsed program.	1
Fri-Sat, 02/28/20 - 02/29/20	M. Yother-Johnson	Cajon Park	Taking Universal Design for Learning to the Next Level	Rancho Cucamonga	\$120	\$405	SIP SELPA Sub-Grant	Ways to access and implement this Federal-endorsed program.	1
Fri-Sat, 02/28/20 - 02/29/20	Saeja Keehan	Cajon Park	Taking Universal Design for Learning to the Next Level	Rancho Cucamonga	\$120	\$405	SIP SELPA Sub-Grant	Ways to access and implement this Federal-endorsed program.	1
Tues-Wed, 03/17/20 - 03/18/20	Cathy Abel	Child Nutrition Servs	Team Up Mentors	Pomona	\$0	\$0	Funded by State of California	Mentorship program for new Child Nutrition Services Directors.	

District Goals:

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

Consent Item E.2.2.  
 Prepared by Karl Christensen  
 February 18, 2020

Approval/Ratification of Expenditure Warrants

**BACKGROUND:**

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

Commercial Warrants issued for the period of January 2020:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
0100 General	14-631713 to 14-642980	\$603,134.33
0900	N/A	
1200	14-639007 to 14-639679	\$84.95
1300	14-633470 to 14-642968	\$104,057.05
1400	14-642445	\$275.60
2109	N/A	
2139 / 2108	14-634258 to 14-637928	\$37,748.78
2518	14-634253 to 14-642947	\$5,589.90
2538	14-642969	\$6,761.31
3500	N/A	
4000	14-637939 to 14-642442	\$6,391.97
6300	14-633493 to 14-642975	\$7,747.62
TOTAL:		<b>\$771,791.51</b>

Student Body Warrants issued for the period of January 2020:

<b>\$1,681.75</b>
-------------------

Payroll Warrants issued for the period of January 2020:

<u>Fund #/Name</u>		<u>Amount</u>
01 00	01 00	\$5,333,566.88
12 00	12 00	\$22,061.56
13 00	13 00	\$110,089.54
14 00	14 00	\$0
25 18	25 18	\$9,652.72
63 00	63 00	\$224,417.84
		<b>\$5,699,788.54</b>

**RECOMMENDATION:**

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



This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$6,473,261.80 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.

**BACKGROUND:**

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of January 2020:

AMOUNT	LOCATION
\$ 10,594.47	PEPPER DRIVE SCHOOL
\$ 13,133.12	CARLTON HILLS SCHOOL
\$ 5,513.91	SYCAMORE CANYON SCH
\$ 6,053.41	PROSPECT AVENUE SCH
\$ 1,182.30	CAJON PARK SCHOOL
\$ 9,614.34	CHET F HARRITT SCH
\$ 1,878.02	CARLTON OAKS SCHOOL
\$ 23,454.42	RIO SECO SCHOOL
\$ 7,247.06	HILL CREEK SCHOOL
\$ 717.02	STATE PRE-SCHOOL
\$ 475.00	ALTERNATIVE SCHOOL
\$ 98.67	SANTEE SUCCESS
\$ 473.95	EAK
\$ 3,384.00	SUPERINTENDENT DEPT
\$ 12,648.09	BUSINESS SERVICES
\$ 68.83	HUMAN RESOURCES
\$ 10,150.95	EDUCATIONAL SERVICES
\$ 228,217.73	SPECIAL EDUCATION
\$ 2,248.32	EDUCATIONAL PROJECTS
\$ 1,794.71	PUPIL SERVICES
\$ 872.80	DISTRICT LIBRARY
\$ 23,435.90	PROJECT SAFE
\$ 2,544.00	TECHNOLOGY SERVICES
\$ 4,309.94	OPERATIONS/CUSTODIAL
\$ 19,838.93	MAINTENANCE
\$ 3,969.71	TRANSPORTATION
\$ 313.96	FACILITIES MODERNIZATION
\$ 15,175.70	WAREHOUSE
\$ 5,058.48	CENTRAL KITCHEN
\$ 2,507.38	TECHNOLOGY SERVICES
\$ 19,475.57	PUBLICATIONS
\$ 436,450.69	GRAND TOTAL

**RECOMMENDATION:**

Administration recommends approval of purchase orders #0000009580 through #0000009783 issued January 1, 2020 through January 31, 2020.

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

The fiscal impact of \$436,450.69 is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.3.

## LOCATION LIST 2019-20

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

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

### Fund Numbers

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

M = Monthly Blanket  
 A = Annual Blanket  
 L = Lottery

**PURCHASE ORDER EXCEEDED BY 10%  
FOR THE MONTH OF JANUARY 2020**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
8460	7/2/2019	0100	CINTAS	075	UNIFORM SERVICES	\$4,000.00
					INCREASED ANNUAL-ADD'L SERVICES PROVIDED	\$3,800.00
					NEW TOTAL	\$7,800.00
8465	7/2/2019	0100	FERGUSON ENTERPRISES	075	PLUMBING SUPPLIES	\$5,000.00
					INCREASED ANNUAL	\$4,500.00
					NEW TOTAL	\$9,500.00

**PURCHASE ORDER LISTING  
JANUARY 2020  
BY SITE**

PO Number	DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 894.05	002	PEPPER DRIVE SCHOOL
000009659	1/15/2020	DELL MARKETING L.P.	TONER - PD	0100	\$ 804.52	002	PEPPER DRIVE SCHOOL
000009688	1/22/2020	HORNBLOWER CRUISES & EVENTS	ADMISSIONS	0100	\$ 7,114.54	002	PEPPER DRIVE SCHOOL
000009698	1/23/2020	CENTER FOR THE COLLABORATIVE CLASSROOM	REGISTRATION FEES	0100	\$ 100.00	002	PEPPER DRIVE SCHOOL
000009704	1/23/2020	NEW CHILDREN'S MUSEUM	ADMISSIONS	0100	\$ 429.00	002	PEPPER DRIVE SCHOOL
000009727	1/27/2020	DELL MARKETING L.P.	IMAGING DRUM - PD	0100	\$ 81.87	002	PEPPER DRIVE SCHOOL
000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 981.46	002	PEPPER DRIVE SCHOOL
000009756	1/29/2020	DELL MARKETING L.P.	IMAGE DRUM - PD	0100	\$ 40.93	002	PEPPER DRIVE SCHOOL
000009765	1/30/2020	DELL MARKETING L.P.	TONER - PD	0100	\$ 148.10	002	PEPPER DRIVE SCHOOL
			<b>TOTAL</b>		<b>\$ 10,594.47</b>	<b>0</b>	<b>PEPPER DRIVE SCHOOL Total</b>
000009581	1/6/2020	APPLE INC	VGA ADAPTER - CH	0100	\$ 52.80	003	CARLTON HILLS SCHOOL
000009585	1/6/2020	CDW GOVERNMENT INC	SMARTBOARD BULB - CH	4000	\$ 196.02	003	CARLTON HILLS SCHOOL
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 372.79	003	CARLTON HILLS SCHOOL
000009623	1/9/2020	AMAZON.COM	SUPPLIES	0100	\$ 209.35	003	CARLTON HILLS SCHOOL
000009630	1/10/2020	SUNDANCE STAGE LINES	OUTSOURCED TRANSPORTATION	0100	\$ 3,440.00	003	CARLTON HILLS SCHOOL
000009638	1/13/2020	JUNIOR ACHIEVEMENT	ADMISSIONS	0100	\$ 2,025.00	003	CARLTON HILLS SCHOOL
000009658	1/15/2020	AMAZON.COM	CLASSROOM SUPPLIES	0100	\$ 373.56	003	CARLTON HILLS SCHOOL
000009692	1/23/2020	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$ 320.00	003	CARLTON HILLS SCHOOL
000009731	1/27/2020	GROSSMONT-CUYAMACA	ASSEMBLY FEES	0100	\$ 250.00	003	CARLTON HILLS SCHOOL
000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 636.97	003	CARLTON HILLS SCHOOL
000009741	1/28/2020	MEACOR SIGNS	SIGNS & SIGN MATERIALS	0100	\$ 940.66	003	CARLTON HILLS SCHOOL
000009745	1/28/2020	DAVE BANG ASSOCIATES INC	PLAY EQUIPMENT SUPPLIES - CH	0100	\$ 1,851.00	003	CARLTON HILLS SCHOOL
000009759	1/29/2020	SOUTH COAST COPY SYSTEMS	COPIER RELOCATION	0100	\$ 250.00	003	CARLTON HILLS SCHOOL
000009768	1/30/2020	PARKWAY BOWL	ADMISSIONS	0100	\$ 650.00	003	CARLTON HILLS SCHOOL
000009780	1/31/2020	AMAZON.COM	HEADPHONES	0100	\$ 634.97	003	CARLTON HILLS SCHOOL
000009781	1/31/2020	LEGOLAND CALIFORNIA	ADMISSIONS	0100	\$ 930.00	003	CARLTON HILLS SCHOOL
			<b>TOTAL</b>		<b>\$ 13,133.12</b>	<b>0</b>	<b>CARLTON HILLS SCHOOL Total</b>
000009584	1/6/2020	DELL MARKETING L.P.	PRINTER - SC	0100	\$ 221.29	004	SYCAMORE CANYON SCH
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 203.96	004	SYCAMORE CANYON SCH
000009681	1/17/2020	DELL MARKETING L.P.	LAPTOPS - SC	0100	\$ 2,974.60	004	SYCAMORE CANYON SCH
000009686	1/22/2020	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$ 50.00	004	SYCAMORE CANYON SCH
000009696	1/23/2020	THE WRIGHT STUFF CHICS	REGISTRATION FEES	0100	\$ 1,662.36	004	SYCAMORE CANYON SCH
000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 310.11	004	SYCAMORE CANYON SCH
000009741	1/28/2020	MEACOR SIGNS	SIGNS & SIGN MATERIALS	0100	\$ 91.59	004	SYCAMORE CANYON SCH
			<b>TOTAL</b>		<b>\$ 5,513.91</b>	<b>0</b>	<b>SYCAMORE CANYON SCH Total</b>
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 147.30	005	PROSPECT AVENUE SCH
000009602	1/7/2020	AMAZON.COM	CLASSROOM SUPPLIES	0100	\$ 51.17	005	PROSPECT AVENUE SCH
000009621	1/9/2020	AMAZON.COM	SUPPLIES	0100	\$ 11.25	005	PROSPECT AVENUE SCH
000009625	1/9/2020	SCHOOL HEALTH CORPORATION	AED SUPPLIES - PA	0100	\$ 289.85	005	PROSPECT AVENUE SCH
000009625	1/9/2020	SCHOOL HEALTH CORPORATION	AED SUPPLIES - PA	0100	\$ 18.83	005	PROSPECT AVENUE SCH
000009628	1/10/2020	HOUGHTON MIFFLIN HARCOURT	CLASSROOM MATERIALS	0100	\$ 1,897.92	005	PROSPECT AVENUE SCH
000009655	1/14/2020	MTS BUS	ADMISSIONS	0100	\$ 174.00	005	PROSPECT AVENUE SCH
000009661	1/15/2020	DELL MARKETING L.P.	TONER - PA	0100	\$ 184.24	005	PROSPECT AVENUE SCH
000009667	1/16/2020	HOME DEPOT COMMERCIAL ACCOUNT	SHED FOR PRIDE	0100	\$ 517.25	005	PROSPECT AVENUE SCH

0000009691	1/23/2020	LEAVING THE VILLAGE LLC	REGISTRATION FEES	0100	\$	165.00	005	PROSPECT AVENUE SCH
0000009699	1/23/2020	DELL MARKETING L.P.	PRINTER - PA	0100	\$	148.10	005	PROSPECT AVENUE SCH
0000009705	1/23/2020	M G UNICORN INC	SHELVING - PA	0100	\$	1,040.13	005	PROSPECT AVENUE SCH
0000009707	1/23/2020	HEINEMANN	CLASSROOM MATERIALS	0100	\$	459.23	005	PROSPECT AVENUE SCH
0000009724	1/27/2020	MAINTEX INC	CUSTODIAL SUPPLIES - PA	0100	\$	245.76	005	PROSPECT AVENUE SCH
0000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	183.08	005	PROSPECT AVENUE SCH
0000009770	1/30/2020	AMAZON.COM	CUSTODIAL SUPPLIES - PA	0100	\$	4.30	005	PROSPECT AVENUE SCH
0000009772	1/30/2020	CLASSICS FOR KIDS	ADMISSIONS	0100	\$	516.00	005	PROSPECT AVENUE SCH
			<b>TOTAL</b>		\$	<b>6,053.41</b>	<b>0</b>	<b>PROSPECT AVENUE SCH Total</b>
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	61.62	006	CAJON PARK SCHOOL
0000009610	1/8/2020	CDW GOVERNMENT INC	USB CABLE - CP	0100	\$	16.35	006	CAJON PARK SCHOOL
0000009657	1/15/2020	MEACOR SIGNS	SIGNS	0100	\$	96.97	006	CAJON PARK SCHOOL
0000009660	1/15/2020	DELL MARKETING L.P.	TONER - CP	0100	\$	102.35	006	CAJON PARK SCHOOL
0000009701	1/23/2020	DELL MARKETING L.P.	TONER - CP	0100	\$	153.53	006	CAJON PARK SCHOOL
0000009728	1/27/2020	APPLE INC	APPLE TV - CP	0100	\$	192.87	006	CAJON PARK SCHOOL
0000009730	1/27/2020	DATTEL SYSTEMS	PROJECTION SCREEN - CP	0100	\$	258.61	006	CAJON PARK SCHOOL
0000009782	1/31/2020	GREATER SAN DIEGO MATHEMATICS COUNCIL	REGISTRATION FEES	0100	\$	300.00	006	CAJON PARK SCHOOL
			<b>TOTAL</b>		\$	<b>1,182.30</b>	<b>0</b>	<b>CAJON PARK SCHOOL Total</b>
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	100.10	007	CHET F HARRITT SCH
0000009656	1/15/2020	GB'S FENCE COMPANY	TRASH ENCLOSURE FENCING - CFH	2139	\$	4,985.00	007	CHET F HARRITT SCH
0000009698	1/23/2020	CENTER FOR THE COLLABORATIVE CLASSROOM	REGISTRATION FEES	0100	\$	100.00	007	CHET F HARRITT SCH
0000009723	1/27/2020	MAINTEX INC	CUSTODIAL SUPPLIES - CFH	0100	\$	118.76	007	CHET F HARRITT SCH
0000009741	1/28/2020	MEACOR SIGNS	SIGNS & SIGN MATERIALS	0100	\$	169.71	007	CHET F HARRITT SCH
0000009746	1/28/2020	CHICAGO TITLE COMPANY	TITLE - APN 383-100-03	2139	\$	1,800.00	007	CHET F HARRITT SCH
0000009747	1/28/2020	County of San Diego	PLAN CHECK FEE-RECL. WATER-CFH	2139	\$	42.50	007	CHET F HARRITT SCH
0000009764	1/30/2020	TWO WAY DIRECT	2-WAY RADIOS - CFH	0100	\$	1,307.94	007	CHET F HARRITT SCH
0000009771	1/30/2020	HOUGHTON MIFFLIN HARCOURT	CLASSROOM MATERIALS	0100	\$	990.33	007	CHET F HARRITT SCH
			<b>TOTAL</b>		\$	<b>9,614.34</b>	<b>0</b>	<b>CHET F HARRITT SCH Total</b>
0000009594	1/7/2020	DELL MARKETING L.P.	PRINTER - CO	0100	\$	221.29	008	CARLTON OAKS SCHOOL
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	110.62	008	CARLTON OAKS SCHOOL
0000009636	1/13/2020	MEACOR SIGNS	SIGNS	0100	\$	91.59	008	CARLTON OAKS SCHOOL
0000009678	1/17/2020	MUSIC THEATRE INTERNATIONAL	PERFORMANCE MATERIALS	0100	\$	735.00	008	CARLTON OAKS SCHOOL
0000009680	1/17/2020	DELL MARKETING L.P.	IMAGING DRUM - CO	0100	\$	40.93	008	CARLTON OAKS SCHOOL
0000009698	1/23/2020	CENTER FOR THE COLLABORATIVE CLASSROOM	REGISTRATION FEES	0100	\$	100.00	008	CARLTON OAKS SCHOOL
0000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	578.59	008	CARLTON OAKS SCHOOL
			<b>TOTAL</b>		\$	<b>1,878.02</b>	<b>0</b>	<b>CARLTON OAKS SCHOOL Total</b>
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	420.82	009	RIO SECO SCHOOL
0000009612	1/8/2020	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA - RS	0100	\$	457.94	009	RIO SECO SCHOOL
0000009626	1/10/2020	SEA WORLD OF CALIFORNIA	ADMISSIONS	0100	\$	1,430.00	009	RIO SECO SCHOOL
0000009627	1/10/2020	TWO WAY DIRECT	SUPPLIES	0100	\$	333.93	009	RIO SECO SCHOOL
0000009629	1/10/2020	SUNDANCE STAGE LINES	OUTSOURCED TRANSPORTATION	0100	\$	4,755.00	009	RIO SECO SCHOOL
0000009657	1/15/2020	MEACOR SIGNS	SIGNS	0100	\$	12.93	009	RIO SECO SCHOOL
0000009665	1/15/2020	DEMCO INC	LIBRARY SUPPLIES - RS	0100	\$	111.37	009	RIO SECO SCHOOL
0000009685	1/22/2020	DISNEYLAND RESORT	ADMISSIONS	0100	\$	13,300.00	009	RIO SECO SCHOOL
0000009698	1/23/2020	CENTER FOR THE COLLABORATIVE CLASSROOM	REGISTRATION FEES	0100	\$	100.00	009	RIO SECO SCHOOL
0000009712	1/24/2020	SEA CAMP SAN DIEGO	OUTREACH PROGRAM	0100	\$	250.00	009	RIO SECO SCHOOL
0000009735	1/27/2020	CARLTON OAKS GOLF & RESORT	ADMISSIONS	0100	\$	2,161.00	009	RIO SECO SCHOOL
0000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	121.43	009	RIO SECO SCHOOL
			<b>TOTAL</b>		\$	<b>23,454.42</b>	<b>0</b>	<b>RIO SECO SCHOOL Total</b>

000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	61.72	010	HILL CREEK SCHOOL
000009624	1/9/2020	SEA WORLD OF CALIFORNIA	ADMISSIONS	0100	\$	806.00	010	HILL CREEK SCHOOL
000009725	1/27/2020	MAINTEX INC	CUSTODIAL SUPPLIES - HC	0100	\$	95.68	010	HILL CREEK SCHOOL
000009726	1/27/2020	DELL MARKETING L.P.	IMAGING DRUM - HC	0100	\$	40.93	010	HILL CREEK SCHOOL
000009729	1/27/2020	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERAS - HC	0100	\$	1,831.75	010	HILL CREEK SCHOOL
000009734	1/27/2020	DEMCO INC	LIBRARY SUPPLIES - HC	0100	\$	151.24	010	HILL CREEK SCHOOL
000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	216.66	010	HILL CREEK SCHOOL
000009749	1/28/2020	BOOMERS! EL CAJON	ADMISSIONS	0100	\$	3,148.50	010	HILL CREEK SCHOOL
000009755	1/29/2020	DELL MARKETING L.P.	IMAGE DRUM - HC	0100	\$	158.65	010	HILL CREEK SCHOOL
000009779	1/31/2020	THE HARDWOOD & HARDWARE CO	WOOD FOR WOODSHOP	0100	\$	735.93	010	HILL CREEK SCHOOL
			<b>TOTAL</b>		\$	<b>7,247.06</b>	0	<b>HILL CREEK SCHOOL Total</b>
000009767	1/30/2020	DEPARTMENT OF SOCIAL SERVICES	STATE PRE-SCHOOL LICENSE - PA	1200	\$	605.00	012	STATE PRE-SCHOOL
000009770	1/30/2020	AMAZON.COM	CUSTODIAL SUPPLIES - PA	1200	\$	112.02	012	STATE PRE-SCHOOL
			<b>TOTAL</b>		\$	<b>717.02</b>	0	<b>STATE PRE-SCHOOL Total</b>
000009600	1/7/2020	SEA WORLD OF CALIFORNIA	ADMISSIONS	0100	\$	325.00	015	ALTERNATIVE SCHOOL
000009766	1/30/2020	ZOOLOGICAL SOCIETY OF SAN DIEGO	ADMISSIONS	0100	\$	150.00	015	ALTERNATIVE SCHOOL
			<b>TOTAL</b>		\$	<b>475.00</b>	0	<b>ALTERNATIVE SCHOOL Total</b>
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	27.57	016	SANTEE SUCCESS
000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	71.10	016	SANTEE SUCCESS
			<b>TOTAL</b>		\$	<b>98.67</b>	0	<b>SANTEE SUCCESS Total</b>
000009637	1/13/2020	LAKESHORE LEARNING MATERIALS	SUPPLIES FOR EAK	0100	\$	65.52	017	EAK
000009709	1/23/2020	LAKESHORE LEARNING MATERIALS	SUPPLIES	0100	\$	408.43	017	EAK
			<b>TOTAL</b>		\$	<b>473.95</b>	0	<b>EAK Total</b>
000009596	1/7/2020	PEACHJAR INC	LICENSE FEES	0100	\$	3,150.00	062	SUPERINTENDENT DEPT
000009597	1/7/2020	SANTEE-LAKESIDE ROTARY CLUB	MEMBERSHIP DUES	0100	\$	234.00	062	SUPERINTENDENT DEPT
			<b>TOTAL</b>		\$	<b>3,384.00</b>	0	<b>SUPERINTENDENT DEPT Total</b>
000009593	1/7/2020	US BANK	GOB 2006 ELECTION, SERIES D	0100	\$	500.00	064	BUSINESS SERVICES
000009595	1/7/2020	SCHOOL SERVICES OF CALIFORNIA	CONSULTANT SERVICES	0100	\$	11,000.00	064	BUSINESS SERVICES
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	348.08	064	BUSINESS SERVICES
000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	56.33	064	BUSINESS SERVICES
000009737	1/27/2020	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY SVCS	0100	\$	58.48	064	BUSINESS SERVICES
000009738	1/27/2020	RINCON CONSULTANTS, INC.	SS SITE RESOURCES PROJECT	2538	\$	685.20	064	BUSINESS SERVICES
			<b>TOTAL</b>		\$	<b>12,648.09</b>	0	<b>BUSINESS SERVICES Total</b>
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	68.83	065	HUMAN RESOURCES
			<b>TOTAL</b>		\$	<b>68.83</b>	0	<b>HUMAN RESOURCES Total</b>
000009588	1/7/2020	EDUCATIONAL TESTING SERVICES	TESTING MATERIALS	0100	\$	121.28	066	EDUCATIONAL SERVICES
000009589	1/7/2020	AMAZON.COM	SCIENCE MATERIALS	0100	\$	812.71	066	EDUCATIONAL SERVICES
000009598	1/7/2020	GRAVIC, INC.	MAINT/TECH SUPPORT	0100	\$	250.00	066	EDUCATIONAL SERVICES
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	135.96	066	EDUCATIONAL SERVICES
000009682	1/17/2020	ESGI	LICENSES - EAK	0100	\$	750.00	066	EDUCATIONAL SERVICES
000009690	1/23/2020	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	50.00	066	EDUCATIONAL SERVICES
000009694	1/23/2020	ASSOCIATION FOR SUPERVISION & CURRICULUM	REGISTRATION FEES	0100	\$	6,875.00	066	EDUCATIONAL SERVICES
000009695	1/23/2020	ASSOCIATION FOR SUPERVISION & CURRICULUM	REGISTRATION FEES	0100	\$	1,156.00	066	EDUCATIONAL SERVICES
			<b>TOTAL</b>		\$	<b>10,150.95</b>	0	<b>EDUCATIONAL SERVICES Total</b>
000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	55.57	067	SPECIAL EDUCATION
000009617	1/8/2020	INSTITUTE FOR EFFECTIVE	NPS	0100	\$	62,587.08	067	SPECIAL EDUCATION
000009618	1/8/2020	STEIN CENTER	NPS	0100	\$	29,679.18	067	SPECIAL EDUCATION
000009619	1/8/2020	SAN DIEGO CENTER FOR CHILDREN	NPS	0100	\$	132,435.88	067	SPECIAL EDUCATION
000009669	1/17/2020	CHULA VISTA ELEMENTARY SCHOOL DIST	ADAPTIVE PE SERVICES	0100	\$	900.00	067	SPECIAL EDUCATION
000009757	1/29/2020	CURRICULUM ASSOCIATES INC	CLASSROOM MATERIALS	0100	\$	146.07	067	SPECIAL EDUCATION



0000009758	1/29/2020	WESTERN PSYCHOLOGICAL SERVICES	CLASSROOM SUPPLIES	0100	\$	456.01	067	SPECIAL EDUCATION
0000009773	1/31/2020	CURRICULUM ASSOCIATES INC	PROFESSIONAL SERVICES	0100	\$	1,500.00	067	SPECIAL EDUCATION
0000009774	1/31/2020	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA - CO (SP. ED.)	0100	\$	457.94	067	SPECIAL EDUCATION
				<b>TOTAL</b>	<b>\$</b>	<b>228,217.73</b>	<b>0</b>	<b>SPECIAL EDUCATION Total</b>
0000009611	1/8/2020	MIDAMERICA BOOKS	LIBRARY BOOKS - CO	0100	\$	182.15	068	EDUCATIONAL PROJECTS
0000009662	1/15/2020	MIDAMERICA BOOKS	LIBRARY BOOKS - CO	0100	\$	167.66	068	EDUCATIONAL PROJECTS
0000009663	1/15/2020	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - RS	0100	\$	996.44	068	EDUCATIONAL PROJECTS
0000009670	1/17/2020	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS FOR CP	0100	\$	111.44	068	EDUCATIONAL PROJECTS
0000009679	1/17/2020	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS FOR CFH	0100	\$	238.95	068	EDUCATIONAL PROJECTS
0000009703	1/23/2020	ENCINITAS UNION SCHOOL DISTRICT	STUDENT TRANSPORTATION	0100	\$	551.68	068	EDUCATIONAL PROJECTS
				<b>TOTAL</b>	<b>\$</b>	<b>2,248.32</b>	<b>0</b>	<b>EDUCATIONAL PROJECTS Total</b>
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	73.71	070	PUPIL SERVICES
0000009639	1/13/2020	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	75.00	070	PUPIL SERVICES
0000009689	1/23/2020	JUNIOR ACHIEVEMENT	ADMISSIONS	0100	\$	756.00	070	PUPIL SERVICES
0000009693	1/23/2020	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	745.00	070	PUPIL SERVICES
0000009697	1/23/2020	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	125.00	070	PUPIL SERVICES
0000009783	1/31/2020	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	20.00	070	PUPIL SERVICES
				<b>TOTAL</b>	<b>\$</b>	<b>1,794.71</b>	<b>0</b>	<b>PUPIL SERVICES Total</b>
0000009583	1/6/2020	AMPLIFY EDUCATION INC	LIBRARY BOOKS	0100	\$	872.80	071	DISTRICT LIBRARY
				<b>TOTAL</b>	<b>\$</b>	<b>872.80</b>	<b>0</b>	<b>DISTRICT LIBRARY Total</b>
0000009587	1/7/2020	SMART & FINAL	SUPPLIES FOR PROJ SAFE	6300	\$	500.00	072	PROJECT SAFE
0000009592	1/7/2020	SEA WORLD OF CALIFORNIA	ADMISSIONS	6300	\$	2,000.00	072	PROJECT SAFE
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	6300	\$	136.61	072	PROJECT SAFE
0000009620	1/9/2020	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR YALE	6300	\$	564.69	072	PROJECT SAFE
0000009644	1/13/2020	AMAZON.COM	SUPPLIES - PROJ. SAFE	6300	\$	746.96	072	PROJECT SAFE
0000009645	1/13/2020	PARKWAY BOWL	ADMISSIONS	6300	\$	845.00	072	PROJECT SAFE
0000009646	1/13/2020	PARKWAY BOWL	ADMISSIONS	6300	\$	845.00	072	PROJECT SAFE
0000009647	1/13/2020	PARKWAY BOWL	ADMISSIONS	6300	\$	845.00	072	PROJECT SAFE
0000009664	1/15/2020	SMART & FINAL	SUPPLIES	6300	\$	100.00	072	PROJECT SAFE
0000009684	1/22/2020	SUPER SOCCER STARS	ASES PROGRAMS SUMMER 2019	0100	\$	2,000.00	072	PROJECT SAFE
0000009687	1/22/2020	CITI CARDS /	SUPPLIES	6300	\$	356.22	072	PROJECT SAFE
0000009687	1/22/2020	CITI CARDS /	SUPPLIES	6300	\$	2,307.30	072	PROJECT SAFE
0000009702	1/23/2020	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	6300	\$	500.00	072	PROJECT SAFE
0000009706	1/23/2020	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	6300	\$	100.00	072	PROJECT SAFE
0000009710	1/23/2020	BOOMERS OF SAN DIEGO	ADMISSIONS	6300	\$	2,078.70	072	PROJECT SAFE
0000009711	1/23/2020	BOOMERS OF SAN DIEGO	ADMISSIONS	6300	\$	2,078.70	072	PROJECT SAFE
0000009733	1/27/2020	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	92.99	072	PROJECT SAFE
0000009736	1/27/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	6300	\$	159.17	072	PROJECT SAFE
0000009739	1/27/2020	WAVE WATERPARK (THE)	ADMISSIONS	6300	\$	847.50	072	PROJECT SAFE
0000009740	1/27/2020	SUPER SOCCER STARS	CONSULTANT SERVICES	0100	\$	2,500.00	072	PROJECT SAFE
0000009760	1/29/2020	AMAZON.COM	SUPPLIES FOR PROJECT SAFE	6300	\$	1,440.83	072	PROJECT SAFE
0000009761	1/29/2020	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	362.77	072	PROJECT SAFE
0000009762	1/29/2020	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	629.00	072	PROJECT SAFE
0000009763	1/30/2020	LAKESHORE LEARNING MATERIALS	SUPPLIES FOR PROJ. SAFE	6300	\$	1,225.28	072	PROJECT SAFE
0000009769	1/30/2020	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	174.18	072	PROJECT SAFE
				<b>TOTAL</b>	<b>\$</b>	<b>23,435.90</b>	<b>0</b>	<b>PROJECT SAFE Total</b>
0000009700	1/23/2020	SOLAR WINDS	ANNUAL MAINT. AGREEMENT	0100	\$	2,544.00	073	TECHNOLOGY SERVICES
				<b>TOTAL</b>	<b>\$</b>	<b>2,544.00</b>	<b>0</b>	<b>TECHNOLOGY SERVICES Total</b>
0000009744	1/28/2020	MAINTEX INC	CUSTODIAL SUPPLIES - ERC	0100	\$	88.05	074	OPERATIONS/CUSTODIAL

0000009777	1/31/2020	MAINTEX INC	CUSTODIAL SUPPLIES	0100	\$	4,221.89	074	OPERATIONS/CUSTODIAL
			<b>TOTAL</b>		\$	<b>4,309.94</b>	0	<b>OPERATIONS/CUSTODIAL Total</b>
0000009604	1/7/2020	GEARY PACIFIC SUPPLY	HVAC SUPPLIES	0100	\$	55.60	075	MAINTENANCE
0000009606	1/7/2020	ATI	FLOOD CLEANUP DUE TO RAINS-CFH	0100	\$	2,885.65	075	MAINTENANCE
0000009607	1/7/2020	BAKER ELECTRIC, INC	ELECTRICAL SVCS - SOLAR - HC	0100	\$	508.00	075	MAINTENANCE
0000009608	1/7/2020	WHITE CAP/HD SUPPLY	SUPPLIES	0100	\$	64.59	075	MAINTENANCE
0000009609	1/7/2020	DFS FLOORING	NEW FLOORING - CP	0100	\$	3,735.00	075	MAINTENANCE
0000009613	1/8/2020	NEXON CORPORATION	ASBESTOS SERVICES	0100	\$	2,200.00	075	MAINTENANCE
0000009614	1/8/2020	WESTERN ENVIRONMENTAL & SAFETY	MOLD SAMPLING - CH	0100	\$	895.00	075	MAINTENANCE
0000009615	1/8/2020	LAKESIDE EQUIPMENT SALES AND RENTALS	EQUIPMENT RENTAL - CH	0100	\$	912.00	075	MAINTENANCE
0000009616	1/8/2020	AMS	ELECTRICAL SUPPLIES	0100	\$	273.28	075	MAINTENANCE
0000009622	1/9/2020	24-HOUR ELEVATOR, INC.	ELEVATOR SVCS - HC	0100	\$	280.00	075	MAINTENANCE
0000009632	1/13/2020	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR REPAIRS	0100	\$	91.80	075	MAINTENANCE
0000009635	1/13/2020	DUNN EDWARDS CORPORATION	SUPPLIES FOR REPAIRS	0100	\$	61.48	075	MAINTENANCE
0000009683	1/17/2020	GEARY PACIFIC SUPPLY	HVAC SUPPLIES	0100	\$	157.16	075	MAINTENANCE
0000009708	1/23/2020	AMAZON.COM	SMALL TOOLS - M&O	0100	\$	58.29	075	MAINTENANCE
0000009741	1/28/2020	MEACOR SIGNS	SIGNS & SIGN MATERIALS	0100	\$	457.94	075	MAINTENANCE
0000009743	1/28/2020	ADVANCE PLUMBING CO	GAS LEAK REPAIRS M&O YARD	0100	\$	4,785.00	075	MAINTENANCE
0000009752	1/29/2020	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR M&O	0100	\$	264.47	075	MAINTENANCE
0000009752	1/29/2020	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR M&O	0100	\$	31.64	075	MAINTENANCE
0000009753	1/29/2020	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES - RAIN DAMAGE REPAIRS	0100	\$	114.34	075	MAINTENANCE
0000009775	1/31/2020	KRC ROCK INC	SUPPLIES FOR REPAIRS	0100	\$	96.98	075	MAINTENANCE
0000009778	1/31/2020	ART'S TRENCH PLATE & K-RAIL	TRENCH PLATES	0100	\$	1,149.69	075	MAINTENANCE
0000009605	1/7/2020	THRASHER TERMITE & PEST CONTROL	PEST CONTROL SVCS	0100	\$	495.00	080	MAINTENANCE
0000009608	1/7/2020	WHITE CAP/HD SUPPLY	SUPPLIES	0100	\$	85.23	080	MAINTENANCE
0000009775	1/31/2020	KRC ROCK INC	SUPPLIES FOR REPAIRS	0100	\$	180.79	080	MAINTENANCE
			<b>TOTAL</b>		\$	<b>19,838.93</b>	0	<b>MAINTENANCE Total</b>
0000009582	1/6/2020	HOME DEPOT COMMERCIAL ACCOUNT	TRAILER REPAIRS	0100	\$	276.80	076	TRANSPORTATION
0000009586	1/6/2020	LENOVO (UNITED STATES) INC.	COMPUTERS	0100	\$	727.32	076	TRANSPORTATION
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	32.64	076	TRANSPORTATION
0000009640	1/13/2020	O'REILLY AUTO PARTS	PARTS FOR REPAIRS	0100	\$	150.74	076	TRANSPORTATION
0000009641	1/13/2020	FRAME & AXLE SERVICE OF	REPAIR SERVICES	0100	\$	157.50	076	TRANSPORTATION
0000009642	1/13/2020	SNAP-ON TOOLS	SHOP SUPPLIES	0100	\$	46.06	076	TRANSPORTATION
0000009643	1/13/2020	UNITED TRANSMISSION EXCHANGE	SUPPLIES FOR REPAIRS	0100	\$	19.66	076	TRANSPORTATION
0000009671	1/17/2020	INTERSTATE BATTERY OF SAN DIEGO INC	REPLACEMENT BATTERIES	0100	\$	278.94	076	TRANSPORTATION
0000009672	1/17/2020	O'REILLY AUTO PARTS	PARTS FOR REPAIRS	0100	\$	51.32	076	TRANSPORTATION
0000009673	1/17/2020	ASBURY ENVIRONMENTAL SVCS	USED OIL	0100	\$	65.00	076	TRANSPORTATION
0000009674	1/17/2020	ALL STAR GLASS	WINDOW REPAIRS	0100	\$	125.00	076	TRANSPORTATION
0000009675	1/17/2020	LAWSON PRODUCTS	PARTS FOR REPAIRS	0100	\$	53.73	076	TRANSPORTATION
0000009676	1/17/2020	CALIFORNIA ENVIRONMENTAL SOLUTIONS INC	OPACITY TESTING SERVICES	0100	\$	585.00	076	TRANSPORTATION
0000009677	1/17/2020	SWRCB FEES	STORM WATER ANNUAL PERMIT FEES	0100	\$	1,400.00	076	TRANSPORTATION
			<b>TOTAL</b>		\$	<b>3,969.71</b>	0	<b>TRANSPORTATION Total</b>
0000009668	1/16/2020	DAILY JOURNAL CORPORATION	AD FOR ASPHALT BID AT CP	1400	\$	275.60	077	FACILITIES MODERNIZATION
0000009751	1/28/2020	HOME DEPOT COMMERCIAL ACCOUNT	ON-SITE REPAIRS	0100	\$	38.36	077	FACILITIES MODERNIZATION
			<b>TOTAL</b>		\$	<b>313.96</b>	0	<b>FACILITIES MODERNIZATION Total</b>
0000009599	1/7/2020	WASTE MANAGEMENT OF EL CAJON -	ROLL OFFS TRASH REMOVAL	0100	\$	495.90	078	WAREHOUSE
0000009601	1/7/2020	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	56.94	078	WAREHOUSE
0000009648	1/14/2020	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	\$	1,878.41	078	WAREHOUSE
0000009649	1/14/2020	AMAZON.COM	INVENTORY REPLENISHMENT	0100	\$	363.59	078	WAREHOUSE

0000009650	1/14/2020	MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	1,602.64	078	WAREHOUSE
0000009651	1/14/2020	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	\$	60.51	078	WAREHOUSE
0000009652	1/14/2020	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	\$	686.72	078	WAREHOUSE
0000009653	1/14/2020	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	711.40	078	WAREHOUSE
0000009654	1/14/2020	THE TREE HOUSE INC	INVENTORY REPLENISHMENT	0100	\$	60.34	078	WAREHOUSE
0000009666	1/16/2020	WASTE MANAGEMENT OF EL CAJON -	TRASH REMOVAL FOR ALL SITES	0100	\$	490.50	078	WAREHOUSE
0000009713	1/27/2020	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	\$	1,629.18	078	WAREHOUSE
0000009714	1/27/2020	MEDCO SUPPLY COMPANY	INVENTORY REPLENISHMENT	0100	\$	636.17	078	WAREHOUSE
0000009715	1/27/2020	MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	1,205.17	078	WAREHOUSE
0000009716	1/27/2020	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	\$	475.48	078	WAREHOUSE
0000009717	1/27/2020	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	\$	67.24	078	WAREHOUSE
0000009718	1/27/2020	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	\$	60.34	078	WAREHOUSE
0000009719	1/27/2020	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	1,209.60	078	WAREHOUSE
0000009720	1/27/2020	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	\$	1,253.57	078	WAREHOUSE
0000009721	1/27/2020	SCHOOL HEALTH CORPORATION	INVENTORY REPLENISHMENT	0100	\$	700.81	078	WAREHOUSE
0000009722	1/27/2020	AMAZON.COM	INVENTORY REPLENISHMENT	0100	\$	1,276.19	078	WAREHOUSE
0000009748	1/28/2020	CROWN LIFT TRUCKS	MAINTENANCE - FORK LIFT	0100	\$	255.00	078	WAREHOUSE
			<b>TOTAL</b>		\$	<b>15,175.70</b>	<b>0</b>	<b>WAREHOUSE Total</b>
0000009631	1/13/2020	DELL MARKETING L.P.	PRINTER - CNS	1300	\$	197.19	090	CENTRAL KITCHEN
0000009732	1/27/2020	LENOVO (UNITED STATES) INC.	COMPUTERS - CNS	1300	\$	2,181.94	090	CENTRAL KITCHEN
0000009742	1/28/2020	FERGUSON ENTERPRISES INC	WATER HEATER - SC	1300	\$	2,679.35	090	CENTRAL KITCHEN
			<b>TOTAL</b>		\$	<b>5,058.48</b>	<b>0</b>	<b>CENTRAL KITCHEN Total</b>
0000009580	1/6/2020	MICRO REPLAY	LAPTOP REPAIRS - PA	0100	\$	389.00	091	TECHNOLOGY SERVICES
0000009586	1/6/2020	LENOVO (UNITED STATES) INC.	COMPUTERS	0100	\$	818.91	091	TECHNOLOGY SERVICES
0000009754	1/29/2020	GROUP VERTICAL	TOUCH SCREEN DIGITIZERS-IPADS	0100	\$	1,299.47	091	TECHNOLOGY SERVICES
			<b>TOTAL</b>		\$	<b>2,507.38</b>	<b>0</b>	<b>TECHNOLOGY SERVICES Total</b>
0000009590	1/7/2020	KONICA MINOLTA BUSINESS	ANNUAL MAINT. AGREEMENT	0100	\$	9,331.00	092	PUBLICATIONS
0000009591	1/7/2020	KONICA MINOLTA BUSINESS	ANNUAL MAINT. AGREEMENT	0100	\$	10,000.00	092	PUBLICATIONS
0000009603	1/7/2020	CALIFORNIA ELECTRIC SUPPLY	SUPPLIES FOR REPAIRS	0100	\$	37.71	092	PUBLICATIONS
0000009633	1/13/2020	CALIFORNIA ELECTRIC SUPPLY	SUPPLIES FOR REPAIRS	0100	\$	51.15	092	PUBLICATIONS
0000009634	1/13/2020	CITY ELECTRIC SUPPLY	SUPPLIES FOR REPAIRS	0100	\$	12.71	092	PUBLICATIONS
0000009776	1/31/2020	CALIFORNIA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	0100	\$	43.00	092	PUBLICATIONS
			<b>TOTAL</b>		\$	<b>19,475.57</b>	<b>0</b>	<b>PUBLICATIONS Total</b>
			<b>GRAND TOTAL</b>		\$	<b>436,450.69</b>	<b>0</b>	<b>Grand Total</b>

Consent Item E.2.4.  
Prepared by Karl Christensen  
February 18, 2020

## Approval/Ratification of Revolving Cash Report

### **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 #22662 through #22664 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

### **FISCAL IMPACT:**

The fiscal impact is \$50.86 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>
01/30/20	22662	Rahima Abdullah	Replace Pychk# 13-255880 dated 10/31/2019	224.16
02/06/20	22663	California Department of Tax & Fee Admin	Diesel Fuel Exempt Bus Operator	49.80
02/06/20	22664	Chimane Santiago	Reimb for pychk#2148851 for Garnishment	414.10

<b>Total Checks Written</b>	<b>\$688.06</b>
<b>January 2020 Bank Fees</b>	\$1.06
<b>Reimbursed by SDCOE</b>	(\$638.26)
<b>Total to be Reimbursed</b>	<b>\$50.86</b>
<b>Total to Deduct from Future Reimbursement</b>	

Consent Item E.2.5.  
 Prepared by Karl Christensen  
 February 18, 2020

Acceptance of Donations, Grants, and Bequests

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
<b>DONATIONS</b>			
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$367.00	Rio Seco PTSA (Lifetouch)	Rio Seco School
Demonstration Laptop (DELL Latitude 3300)	\$558.00	DELL	Technology
Payoff Funds to cover Negative Balances on Student Accounts	\$5,214.37	Fick and Sons Plumbing	Child Nutrition Services
<b>GRANTS</b>			
Barnes and Nobel Book Grant	\$3,000.00	Barnes and Nobel / City National Bank	PRIDE Academy
<b>BEQUESTS</b>			
(None)			
<b>TOTAL RECEIVED</b>	<b>\$9,139.37</b>		

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

The donations, grants, and/or bequests listed above are valued at \$9,139.37.

**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 General Services Agreements  
 Prepared by Karl Christensen  
 February 18, 2020

**BACKGROUND:**

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

Approval of the following General Services Agreements is requested:

Vendor Name	Description of Services	Date(s) of Service	Amount	Funding
The Super Dentist	Assembly	02/06/2020	\$0	PRIDE Academy
Pacific Animal Productions	Assemblies	06/15/2020 – 08/14/2020	\$350.00/per assembly (not to exceed \$3,000.00)	Out-of-School Time Program

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.6.

Consent Item E.2.7.  
 Prepared by Karl Christensen  
 February 18, 2020

Approval of Contract with Western Environmental & Safety Technologies, LLC for Asbestos Related Services for Removal of the Old Administration Building at Sycamore Canyon School

**BACKGROUND:**

In order to continue moving forward with the Learning Resource Center Construction at Sycamore Canyon School, the old Administration Building needs to be removed and it is necessary to procure asbestos sampling and inspection services and to develop specifications for the removal process.

Western Environmental & Safety Technologies, LLC (WEST) has served the District since the inception of the Capital Improvement Program (CIP). Staff recommends continuing with WEST for the asbestos sampling, inspection, and specification development services needed for removal of the old administration building at Sycamore Canyon School.

**RECOMMENDATION:**

It is recommended that the Board of Education approve Western Environmental & Safety Technologies, LLC to provide asbestos sampling, inspection, and specification development services for removal of the old Administration Building at Sycamore Canyon School.

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Learning Environment	Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning

**FISCAL IMPACT:**

The costs for the evaluations are as follows:

Asbestos Sampling and Inspection Services	\$ 2,385
Specifications	<u>\$ 1,740</u>
Total Cost Estimate for all Services	\$ 4,125

For a total of \$4,125 funded from Capital Improvement Program funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.7.



Consent Item E.2.8.  
 Prepared by Karl Christensen  
 February 18, 2020

Approval of Contract with Global Modular to Remove  
 Relocatable Classroom at PRIDE Academy Prior to  
 Construction of the Library Resource Center

**BACKGROUND:**

On January 21, 2020, the relocatable building at PRIDE Academy that will be removed for construction of the new Learning Resource Center (LRC) was approved as surplus. Staff asked the Board for authorization to conduct a Public Auction to sell the relocatable. Staff placed an ad in the Daily Transcript on January 22 and January 29, 2020 and posted signs at PRIDE Academy, at the Santee School District Administration Building, the Educational Resource Center, and the Maintenance & Operations buildings. The Auction was held on January 31, 2020, at 10:00 a.m. No one attended, and no bids to purchase were submitted.

Global Modular has submitted a proposal to remove the relocatable classroom for a cost to the District of \$3,000.00. Balfour Beatty, Inc. had estimated the removal/demolition at approximately \$5,766.00.

Global Modular removed seven (7) buildings at Chet F. Harritt School for \$26,900.00 for Santee School District and were very effective and responsive. Since they refurbish the buildings in lieu of demolition, they can remove buildings at approximately 50% of the normal cost. Global Modular can remove the building over Spring Break in time for the LRC addition project to commence in April.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the contract with Global Modular to remove the relocatable classroom at PRIDE Academy.

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

\$3,000.00 to be funded from the Capital Improvement Program funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.8.

Consent Item E.2.9.  
 Prepared by Karl Christensen  
 February 18, 2020

Authorization to Award Contract for the Walk-In Cooler  
 and Freezer Replacement Project, CUPCCAC  
 Bid #1920-090-001

**BACKGROUND:**

On October 1, 2019, the Board of Education authorized administration to seek proposals utilizing the CUPCCAC informal bid process to replace the central kitchen walk-in cooler and freezer. An informal notice inviting bids was sent to vendors who have registered to be on the qualified vendors list on January 8, 2020. A mandatory inspection tour was held on January 15, 2020. One vendor attended the mandatory site tour. District Staff contacted the other three qualified bidders and determined that their bids were going to be higher than the estimated project costs listed in the Notice Inviting Bids, therefore they did not bid. Below is a recap of the bid:

Vendor	Bid Amount
Ace Coolers, Inc.	\$87,804

**RECOMMENDATION:**

It is recommended that the Board of Education authorize awarding CUPCCAC Bid #1920-090-001 to Ace Coolers, Inc. for the Child Nutrition Services Walk-In Cooler and Freezer Replacement project.

This recommendation supports the following District goal(s):

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

**FISCAL IMPACT:**

\$87,804 for bid award to be funded from the Child Nutrition Fund

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.9.

Consent Item E.3.1. Personnel, Regular  
 Prepared by Tim Larson  
 February 18, 2020

**BACKGROUND:**

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

**Certificated Staff**

A. New Appointments:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Bloomfield, Heather	Carlton Oaks	III-01 #30014275	\$0.00	\$52,667.00	02-11-20 to 06-10-20

B. Temporary Rehires:

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

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date
1. White-Melton, Carol	Long-Term LOA		Family	Approve	08-12-20 to 06-09-21
2. Fabyan, Julia	Long-Term LOA		Family	Approve	08-12-20 to 06-09-21
3. Speaks, Kyla	Long-Term LOA		Family	Approve	08-12-20 to 06-09-21
4. Rosa, Shawna	Long-Term LOA		Family	Approve	08-12-20 to 06-09-21
5. Tindle, Kristina	Long-Term LOA		Family	Approve	08-12-20 to 06-09-21

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

## Classified Staff

### H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Burks, Natalie	Chet F. Harritt	Project SAFE Assistant 17 A / 3.75 hrs Employee holds 2 positions #30006554	\$0.00	\$1,099.43	02-06-20
2. Castaneda, Kelly	Cajon Park	Campus Aide 15 C / 2.0 hrs #30003614	\$0.00	\$586.30	01-27-20
3. Ciaccio, Anthony	Transportation	Bus Driver I 15 C / 2.0 hrs #30003614	\$0.00	\$586.30	01-27-20
4. Dykens, Stephanie	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.5 hrs #10327217	\$0.00	\$1,247.48	02-11-20
5. Lozano Garcia, Jazmin	Carlton Oaks	Project SAFE Assistant 25 A / 6.83 hrs #30013530	\$0.00	\$2,958.36	02-03-20
6. Madrigal, Astrid	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.5 hrs #10327232	\$0.00	\$1,247.46	02-03-20
7. Motisi, Paula	Cajon Park	Campus Aide 15 C / 2.0 hrs Employee holds 2 positions #10327471	\$0.00	\$586.30	02-04-20
8. Salou, Anne Maree	Rio Seco	Instructional Assistant, Special Ed I 20 A / 5.0 hrs #30013836	\$0.00	\$1,697.58	01-27-20
9. Santiago, Chimane	Carlton Hills	Project SAFE Assistant 17 A / 3.50 hrs Employee holds 2 positions #10325015	\$0.00	\$1,026.03	02-11-20
10. Wilson, Dannielle	PRIDE Academy	Out-of-School-Time Group Leader 19.5 A / 3.75 hrs #10325040	\$0.00	\$1,147.52	02-03-20

### I. Rehires:

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

## Classified Staff continued

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Achenbach, Peggy	Transportation	Bus Driver I 25 E / 6.83 hrs to 25 E / 7.50 hrs #10326215	\$3,596.21	\$3,948.75	02-03-20
2. Barto, Duane	Transportation	Bus Driver I 25 C / 6.50 hrs to 25 C / 6.75 hrs #30004405	\$3,103.97	\$3,223.54	02-03-20
3. Buckmaster, Michael	Transportation	Bus Driver I 25 B / 6.0 hrs to 25 B / 6.08 hrs #10326231	\$2,728.70	\$2,765.08	02-03-20
4. Darrell, Andrew	Transportation	Bus Attendant 19 B / 4.42 hrs to 19 B / 4.75 hrs #30008598	\$1,500.66	\$1,612.84	02-03-20
5. Hansen, Beverly	Carlton Oaks	Student Attendance Clerk 22 E / 3.75 hrs to 22 E / 4.5 hrs #10327741	\$1,479.68	\$1,863.16	01-27-20
6. Herring, Tonya	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.0 hrs to 21 A / 3.75 hrs #10327179	\$1,069.25	\$1,336.71	01-22-20
7. Krull, Nerette	Sycamore Canyon	Early Childhood Group Leader I 19.5 E + PGI 1 / 5.75 hrs #10325073	\$2,317.41	\$2,326.41	02-03-20
8. Masser, Claudia	Hill Creek	Student Attendance Clerk 22 D / 3.75 hrs to 22 D / 4.5 hrs #10327746	\$1,479.18	\$1,774.39	01-27-20
9. Prescott, Kathryn	Cajon Park	Student Attendance Clerk 22 B / 4.5 hrs to 22 B / 5.0 hrs #10327748	\$1,609.29	\$1,788.42	01-27-20
10. Reyes, Urijah	Transportation	Bus Attendant 19 B / 4.75 hrs to 19 B / 4.83 hrs #30008596	\$1,612.84	\$1,640.00	02-03-20
11. Shirey, Nicole	Carlton Hills to Carlton Oaks	Instructional Assistant, Special Ed II 21 A / 6.0 hrs #30008573	\$2,138.50	\$2,138.50	01-29-20
12. Thomas, Lynn	Transportation	Bus Driver I 25 B / 6.08 hrs to 25 B / 6.58 hrs #30011046	\$2,765.08	\$2,992.47	02-03-20
13. Yeager, Sherryl	Transportation	Bus Driver I 25 A / 6.58 hrs to 25 A / 6.0 hrs #10326236	\$2,849.91	\$2,598.70	02-03-20
14. Young, Rebecca	Rio Seco	Student Attendance Clerk 22 E / 4.5 hrs to 22 E / 5.0 hrs #10327745	\$2,090.81	\$2,319.02	01-27-20

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Brigante, Kelly	Carlton Oaks	Campus Aide	Resignation	02-04-20
2. Cruz, Heather	Chet F. Harritt	Campus Aide	Family	02-15-20
3. Lawrence, Amanda	Carlton Hills	Campus Aide	Resignation	02-04-20

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date
1. Nasser, Eva	Cajon Park	Campus Aide	02-01-20
2. Shows, Denice	Transportation	Van Driver	02-01-20

**RECOMMENDATION:**

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

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

Agenda Item E.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 presents fifteen (15.0 FTE) temporary teachers to the Board for approval of probationary status.

**RECOMMENDATION:**

It is recommended that the Board of Education approve probationary status to fifteen (15.0 FTE) temporary teachers.

<u>Name</u>	<u>Location</u>	<u>FTE</u>
Rachel McKee	Cajon Park	1.0
Gina Beavers	Carlton Hills	1.0
Marissa Johnson	Carlton Hills	1.0
Megan Granger	Chet F. Harritt	1.0
Don Hohimer	Chet F. Harritt	1.0
Emily Sweetman	Hill Creek	1.0
Gayle Uribe	Hill Creek	1.0
Spencer Hobbs	Pepper Drive	1.0
April Larkin	PRIDE Academy	1.0
Lisa Baker	Rio Seco	1.0
Nichole Craft	Rio Seco	1.0
Susan White	Rio Seco	1.0
Molly Nickelson	Sycamore Canyon	1.0
Jessica O'Connor	Sycamore Canyon	1.0
Kathleen Silver	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 accomplish our student achievement goals.

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

Agenda Item E.3.2.

Consent Item E.3.3.

Adoption of Resolution No. 1920-17 for Non-Reelection of Temporary Certificated Non-Management Employees

Prepared by Tim Larson  
February 18, 2020

**BACKGROUND:**

In order to release temporary certificated employees, the Board must serve notice to those employees who may not be offered employment for the next school year. Since the final impact of leaves, retirements, and other attrition is unknown at this time, the District has a practice of serving a notice of non-reelection to all temporary teachers. This notice does not impact the employees' rights for consideration of employment based upon need during the next school year.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No. 1920-17, regarding the non-reelection of temporary certificated non-management employees.

If the District is in a position to increase the number of classroom teachers to meet the demand, the District may hire back the appropriate number of temporary teachers in alignment with any increase in enrollment.

**FISCAL IMPACT:**

Fiscal impact is unknown at this time due to class reorganization.

**STUDENT ACHIEVEMENT IMPACT:**

There is no student achievement impact.

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

Agenda Item E.3.3.



**SANTEE SCHOOL DISTRICT**  
Resolution No. 1920-17

**WHEREAS**, employees' number:

604167	630660	627865	221110
627117	627628	609808	547667
609638	232306	630817	616135
634841	601435	603793	617602
618899	615442	606558	532909
632541	606417	627736	605340
632899	618895	628393	
623490	631522	619345	

are temporary and/or probationary employees of the District hired for the 2019-2020 school year; and

**WHEREAS**, Education Code section 44954 authorizes Governing Boards of school districts to release temporary employees and not reelect them for the following school year; and

**WHEREAS**, Education Code Section 44929.21 requires that the Governing Board, on or before March 15th of the second probationary year, shall notify a probationary employee, in a position requiring certification qualifications, of the decision to reelect or not reelect the employee to such a position for the next succeeding school year; and

**WHEREAS**, the Governing Board of the Santee School District has determined to release employees' number:

604167	630660	627865	221110
627117	627628	609808	547667
609638	232306	630817	616135
634841	601435	603793	617602
618899	615442	606558	532909
632541	606417	627736	605340
632899	618895	628393	
623490	631522	619345	

effective June 10, 2020;

**BE IT THEREFORE RESOLVED:**

The Board hereby directs that a notice of release be sent by the District to employees' number:

604167	623490	631522	619345
627117	630660	627865	221110
609638	627628	609808	547667
634841	232306	630817	616135
618899	601435	603793	617602
632541	615442	606558	
632899	606417	627736	
	618895	628393	

notifying the employees of the Governing Board's decision to not reelect him/her for the 2020-2021 school year.

**ADOPTED** by the Governing Board of Santee School District this 18<sup>th</sup> day of February, 2020.

YES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

STATE OF CALIFORNIA)  
COUNTY OF SAN DIEGO)

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

\_\_\_\_\_  
Elana Levens-Craig  
Clerk of the Board of Education

February 18, 2020  
Date

**BACKGROUND:**

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

**RECOMMENDATION:**

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

Vendor Name	Description of Services	Dates (s) of Service	Amount	Funding
Vania S. Knight	School Psychologist	02/08/2020 – 06/30/2020	\$68.00/hour (up to 50 hours)	Special Education

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Consent Item E.3.5. Approval of Supervised Fieldwork Agreement with Brandman University

Prepared by Tim Larson  
February 18, 2020

**BACKGROUND:**

Santee School District originally entered an internship agreement with Brandman University on February 16, 2016 providing the District with intern candidates for a specific period of time. 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 few years and will now include school counseling and school psychology services.

Approval of the supervised fieldwork agreement will be effective March 1, 2020 through March 1, 2023. The 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.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the supervised fieldwork 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 staff and to better prepare future counselors and psychologists.

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

Agenda Item E.3.5.



**SUPERVISED FIELDWORK AGREEMENT**

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University San Diego Campus.

<b>TEACHER EDUCATION</b>	<input type="checkbox"/>	<b>SCHOOL PSYCHOLOGY</b>	<input checked="" type="checkbox"/>
<b>SCHOOL COUNSELING</b>	<input checked="" type="checkbox"/>	<b>EDUCATION ADMINISTRATION</b>	<input type="checkbox"/>

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Santee School District, hereinafter called "FIELDWORK SITE."

**I. RESPONSIBILITIES OF THE UNIVERSITY**

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, to be eligible for supervised fieldwork including proof of negative TB test current within one year of supervised fieldwork and issuance of finger print clearance.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.
- D. The UNIVERSITY may provide monetary compensation for services rendered by the FIELDWORK SITE in an amount not to exceed the actual cost of the services rendered by the FIELDWORK SITE per Appendix A.

**II. RESPONSIBILITIES OF THE FIELDWORK SITE**

- A. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- B. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.
- C. The FIELDWORK SITE staff will provide, upon request by any participating student, such reasonable accommodations at the FIELDWORK SITE as required by law in order to allow qualified disabled students to participate in the program.

- D. To provide for emergency health care of the student in case of accident at the expense of the student.
- E. To provide all participating students with a copy of the FIELDWORK SITE'S rules, regulations, policies, and procedures with which the students are expected to comply and notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- F. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- G. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE'S supervision of UNIVERSITY students.

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

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences, or terminate the field experience assignment of any student of the UNIVERSITY assigned to the FIELDWORK SITE in writing. Prior to removal of a student, the FIELDWORK SITE shall consult with the UNIVERSITY about its concerns and proposed course of action. The UNIVERSITY may terminate the field experience assignment or student teaching assignment of any student of the UNIVERSITY at the FIELDWORK SITE at any time, and may do so if the FIELDWORK SITE so requests in writing with a statement of reasons why the FIELDWORK SITE desires to have the student withdrawn.
- C. Neither party shall discriminate in the assignment of students on the basis of race, color, disability, sex, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- D. The UNIVERSITY agrees to indemnify, hold harmless, and defend the FIELDWORK SITE, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the FIELDWORK SITE 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, employees, or students.
- E. The FIELDWORK SITE agrees to indemnify, hold harmless, and at the UNIVERSITY'S request, defend the UNIVERSITY, its agencies 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 this Agreement, and due or claimed to be due to the negligence of the FIELDWORK SITE, its agents, or employees.
- F. The parties agree that the students are considered learners who are fulfilling specific requirements for field experiences as part of a degree and/or credential requirement. Therefore, regardless of the nature or extent of the acts performed by them, students are not to be considered employees or agents of either the UNIVERSITY or the FIELDWORK SITE for any purpose including Workers' Compensation or any other employee benefit programs. The students shall not be entitled to any monetary remuneration for services performed by them in the course of their training.

- G. 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.
- H. 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.
- I. 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.
- J. 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 SITE CONTACT INFORMATION:

Santee School District  
 9625 Cuyamaca St.  
 Santee, CA 92071  
 Attn: Krista D'Agostino  
 Phone: 619-258-2308

UNIVERSITY CONTACT INFORMATION:

Brandman University  
 16355 Laguna Canyon Road  
 Irvine, CA 92618  
 Attn: School of Education, Dean  
 Fax: (800) 775-0128

- K. 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.
- L. 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.
- M. 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.
- N. 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**

- A. THE TERM of this Agreement shall be effective 03/01/2020 and shall continue in full force and effect through 03/01/2023. This Agreement may be renewed for one (1) additional term of the contract by mutual written consent of the parties.
  
- B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

**SIGNATURES:**

FIELDWORK SITE:    Signature: \_\_\_\_\_  
                                         Name: \_\_\_\_\_  
                                         Title: \_\_\_\_\_  
                                         Date: \_\_\_\_\_

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



Appendix A  
Payment for Master Teachers for Teacher Education Fieldwork Only

**I. SPECIAL PROVISIONS – RATES and PAYMENTS**

- (a) \$ 200 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Multiple and Single Subject Credential candidates.
- (b) \$ 200 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Education Specialist Instruction Credential (Special Education) candidates.

**METHOD OF PAYMENT:** Stipend is to be paid directly to the Master Teacher.

In the event the assignment of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been in student teaching and has been at the assignment for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment. Said payment is to exceed no more than six (6) units per session of terminated assignment. In the event the field experience of a UNIVERSITY student is terminated by the UNIVERSITY and/or the MASTER TEACHER for any reason after the student has been in the field experience for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment.

Within thirty (30) days following the close of each session or academic session of the UNIVERSITY, the MASTER TEACHER shall submit an invoice and I-9 form as provided and signed to them by the UNIVERSITY, to the UNIVERSITY for payment at the rate provided therein for all field experiences provided by the FIELDWORK SITE under and in accordance with this agreement during said session. This process may be altered according to individual districts procedures as to the manner in which the invoicing will proceed so long as the parties mutually agree to such alteration in advance.

**Appendix B**  
**Specific Supervision Requirements for Each Program**

**Teacher Education Fieldwork:**

- A. "Field Experience" as used herein and elsewhere in this agreement means active participation in the duties and function of classroom under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the field experience is provided, and have completed a minimum of three years successful teaching experience. "Student Teaching" is used herein and elsewhere in this agreement means participation in the duties and function of classroom teaching under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid, teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching experience is provided, and have completed a minimum of three years successful teaching experience.
- B. The UNIVERSITY'S Teacher Education Policy provides that student teachers without emergency or substitute permits may not be asked by the school districts to serve and be paid for substitute teaching as, under California law, student teachers are not certificated personnel and as they require full-time supervision. Those holding substitute or emergency permits may substitute for their master teacher only (a maximum of four (4) days only): when s/he is ill; when it is determined by the principal that this is in the best interest of the students in the classroom as well as the candidate; after the first four weeks of the first assignment; and/or when the candidate is paid.
- C. "Session of Student Teaching," for Multiple Subject and Single Subject Credential candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- D. "Session of Student Teaching," for Education Specialist Instruction Credential (Special Education) candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- E. An assignment of a Multiple Subject and Single Subject Credential candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a two eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- F. An assignment of an Education Specialist Instruction Credential (Special Education) candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a single eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- G. The assignment of a UNIVERSITY student to field experiences and student teaching at FIELDWORK SITE shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper FIELDWORK SITE officials the assignment papers or other documents provided by the UNIVERSITY effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

**School Counseling Fieldwork:**

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
  - a. Personal and career assessments
  - b. Personal counseling experience in either an individual or group context
  - c. Experience in School-based programs serving parents and family members
  - d. Observing classroom instruction
  - e. Attending district and school based meetings
  - f. Mapping school-based community resources
  - g. The candidate is to perform, under supervision, the functions of school counselors in school counseling domains.
  - h. Participating in professional development activities.
  - i. Participating in individual or group supervision.
  - j. Learning about and using technology and information systems.
  - k. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including, (a) elementary, middle school or junior high, and (b) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

**I. Specific Supervision Requirements School Psychology Fieldwork:**

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.
- C. Provide experiences with a variety of educational programs.
- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:

- a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
  - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
  - c. Developing, implementing and evaluating academic and behavioral interventions.
  - d. Providing counseling and other mental health interventions.
  - e. Home, school, community collaboration: working with parents and community members.
  - f. Learning about, helping develop, or evaluating policy, practices and programs.
  - g. Participating in professional development activities.
  - h. Participating in individual or group supervision.
  - i. Learning about and using technology and information systems.
  - j. Learning about Individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in School Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluations of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

**School Administration:**

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- C. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.

Consent Item E.3.6.

Approval of 2020-2025 Student Teaching Agreement  
with Northern Arizona University

Prepared by Tim Larson  
February 18, 2020

**BACKGROUND:**

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers. Santee School District has received a student teaching agreement with Northern Arizona University for this purpose. The terms of the agreement shall commence on August 1, 2020 and continue through July 31, 2025.

**RECOMMENDATION:**

Administration recommends that the proposed student teaching agreement with Northern Arizona University for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There is no fiscal impact to the District.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.3.6.



## STUDENT PLACEMENT AGREEMENT

This Agreement is entered into by and between the Arizona Board of Regents for and on behalf of Northern Arizona University, located in Flagstaff, Arizona ("University") and SANTEE SCHOOL DISTRICT ("Facility") located in Santee, CA.

### I. DURATION

This Agreement will be in effect for five (5) years, unless a lesser time-period is stated herein. The effective date of this Agreement will be 8/1/2020 and will end on 7/31/2025, and may be renewed, revised, or modified by a written addendum signed by both parties. The parties agree that either party may terminate this Agreement at any time upon thirty (30) days written notice, which may include electronic mail with delivery receipt, to the other party, except that any student already assigned to and accepted by the Facility shall be allowed to complete any in-progress educational experience at the Facility (if feasible), provided, however, the parties retain the right to dismiss or withdraw any student pursuant to Section III. 5.

### II. PURPOSE

This Agreement establishes a relationship between the University and the Facility, to allow students from the University to participate in an unpaid or paid educational experience at the Facility's site that may qualify for University academic credit, as determined by the University.

### III. GENERAL TERMS

1. A schedule of student participation will be agreed upon by the University, the student, and the Facility.
2. The student's participation should complement the service and educational activities of the Facility. The student will be under the supervision of a Facility employee.
3. Each student is expected to perform with high standards at all times and comply with the written policies and regulations of the Facility.
4. Each student will obtain prior written approval from the University and the Facility before publishing or presenting any materials relating to the educational experience outside the normal educational setting of the University.
5. The University and the Facility reserve the right to dismiss or withdraw student participation if student conduct or performance is unsatisfactory.
6. Neither the University nor the Facility is obligated to provide for the student's transportation to and from the Facility or for health insurance for the student.

7. A meeting or telephone conference between representatives of the University and the Facility will occur at least once each semester to evaluate the educational program.
8. Statements of performance objectives for this educational experience will be the joint responsibility of the University and the Facility personnel.
9. Each student must adhere to the Facility's established dress and performance standards.

#### **IV. FACILITY'S OBLIGATIONS**

1. The Facility agrees to appoint a qualified mentor who is responsible for the educational activities and supervision of the University students participating under this Agreement.
2. The Facility agrees to submit to the University an evaluation of each student's progress. The format for the evaluation is established by the University.
3. If the student is not paid for the educational experience, students are not deemed to be employees of the Facility during the duration of the experience by virtue of this Agreement.  
  
If the student is paid by the Facility for the educational experience, the Facility will provide compensation to the student as agreed upon between the Facility and the student. The Facility also agrees that the student is considered an employee for the duration of the experience and is covered by the Facility's liability insurance and other employee related benefits.
4. The Facility is responsible for the acts and omissions of Facility employees and agents and must maintain adequate insurance (which may include a bona fide self-insurance program) to cover any liability arising from the acts and omissions of the Facility's employees and agents. The Facility is not responsible for maintaining insurance to cover liability arising from the acts and omissions of the employees and agents of the University.
5. Nothing in this Agreement is intended to modify, impair, destroy, or otherwise affect any common law, or statutory right to indemnity, or contribution that the University may have against the Facility by reason of any act or omission of the Facility's employees or agents.
6. If applicable, the Facility may require students to submit a student internship application and complete fingerprinting following the Facility's procedures for background clearance.

**V. UNIVERSITY'S OBLIGATIONS**

1. The University will designate a faculty or other representatives to coordinate scheduling, provide course information and objectives, assist in advising, and supervising students.
2. The University will be responsible for developing and carrying out procedures for student selection and admission.
3. The University is an Arizona public institution of higher education and is self-insured through the Arizona Department of Administration Risk Management Division pursuant to Arizona Revised Statutes ("A.R.S.") §41-621, et seq. to cover liabilities arising from the acts and omissions of the University's employees, students, and agents participating under this Agreement. The University is not responsible for maintaining insurance coverage for liability arising from the acts and omissions of the Facility's employees and agents.
4. The University assures the Facility that all students placed will have a valid fingerprint clearance card. The University will provide a copy of the card or the Identified Verified Prints ("IVP") number at the time of the request for placement. The University will conduct periodic checks on the fingerprint clearance card throughout the student's placement to ensure the continued validation of the fingerprint clearance card. The University will immediately remove a student whose card has become invalid.

**VI. STATE OF ARIZONA PROVISIONS**

1. **Nondiscrimination.** The parties agree to comply with all applicable state and federal laws, rules, regulations, and executive orders governing equal employment opportunity, immigration, and nondiscrimination, including the Americans with Disabilities Act.
2. **Conflict of Interest.** The party's participation in this Agreement is subject to A.R.S. §38-511 which provides that this Agreement may be cancelled if any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of either party is, at any time while this Agreement, or any extension thereof, is in effect, an employee or agent of the other party to this Agreement in any capacity or a consultant to any other party with respect to the subject matter of this Agreement.
3. **Notice of Arbitration Statutes.** Pursuant to A.R.S. §12-1518, the parties acknowledge and agree, subject to the Arizona Board of Regents policy 3-809, that both parties may be required to make use of mandatory arbitration of any legal action that is filed in the Arizona Superior Court concerning a controversy arising out of this Agreement if required by A.R.S. §12-133.
4. **No Boycotts of Israel.** Pursuant to A.R.S. §§ 35-393 and 35-393.01, the Facility certifies that the Facility is not currently engaged in and agrees, for the duration of this Agreement, to not engage in a Boycott of Israel.



5. **Cancellation for Lack of Funding.** If either party's performance under this Agreement depends upon the appropriation of funds by the Arizona Legislature or governing board, and if the Arizona Legislature or governing board fails to appropriate the funds necessary for performance, then either party may provide written notice of this to the other party and cancel this Agreement without further obligation of either party. Appropriation is a legislative act and is beyond the control of either party.
6. **Student Educational Records.** The University and the Facility recognize that student educational records are protected by the federal Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C. § 1232g). The Facility agrees to comply with FERPA and to not make any disclosures of student educational records to third parties without prior notice to and consent from the student or as otherwise provided by law.
7. **Representations Regarding Relationship and Use of University Marks.** Except as otherwise agreed in writing, the parties acknowledges that the relationship created by this Agreement is limited to the student experience, internship, or placement program contemplated herein. Neither party shall make any representations stating or implying that the parties engage in broader transactions or that a party is otherwise associated with the other party without first obtaining express written permission from the other party. In addition, neither party shall use any trade name, trademark, service mark, logo, domain name, nor any other distinctive brand feature owned or used by the other party without prior written authorization by the party.
8. **Inspection and Audit.** To the extent required by A.R.S. §35-214, the Facility agrees to retain all records relating to this Agreement. The Facility further agrees to make those records available at all reasonable times for inspection and audit by the University, or the Auditor General of the State of Arizona, or their agents during the term of this Agreement and for a period of five (5) years after the completion of this Agreement. Such records shall be provided at Northern Arizona University, Flagstaff, Arizona, or such other location designated by the University, upon reasonable notice to the Facility.
9. **Arizona Public Records Laws.** Any other provision of this Agreement to the contrary notwithstanding, the Facility acknowledges that the University is a public institution, and as such is subject to Arizona Public Record laws, Title 39, Chapter 1, Article 2 of the A.R.S. §§ 39-121 through 39-127, et seq. Any provision regarding confidentiality is limited to the extent necessary to comply with the provisions of state law.

**10. Legal Worker Requirements:** As required by A.R.S. §41-4401, the University is prohibited after September 30, 2008 from awarding a contract to any contractor who fails, or whose subcontractors fail, to comply with A.R.S. §23-214-A. The Facility warrants full compliance with all federal immigration laws and regulations that relate to its employees, that the Facility shall verify, through the U.S. Department of Homeland Security's E-Verify program, the employment eligibility of each employee hired after December 31, 2007, and that shall require subcontractors and sub-subcontractors hired by Facility to provide the same warranties to the Facility.

The Facility acknowledges that a breach of this warranty by the Facility or by any subcontractor or sub-subcontractor under this Agreement shall be deemed a material breach of this Agreement, and is grounds for penalties, including termination of this Agreement, by the University. The University retains the right to inspect the records of Facility and any subcontractor and sub-subcontractor employee who performs work under this Agreement, and to conduct random verification of the employment records of the Facility and any subcontractor and sub-subcontractor who works on this Agreement, to ensure that the Facility and each subcontractor and sub-subcontractor is complying with the warranties set forth above. The portion of this provision dealing with the Facility's warranty is not applicable where the Facility is a governmental entity nor is the Facility required to pass this provision through to subcontractors and sub-subcontractors who are governmental entities.

## **VII. MISCELLANEOUS**

1. Neither party shall have the right to assign this Agreement without the prior written consent of the other party.
2. This Agreement constitutes the entire agreement and understanding of the parties with respect to its subject matter. No prior or contemporaneous agreement or understanding will be effective. This Agreement and all claims arising out of or relating to this Agreement shall be governed exclusively by the laws of the State of Arizona, the courts of which state shall have jurisdiction over its subject matter.
3. Each party shall act in an individual capacity and not as an agent, employee, partner, joint venturer, or associate of the other party. An employee or agent of either party shall not be deemed or construed to be an employee or agent of the other party for any purposes under this Agreement.
4. Any notice to the parties shall be in writing and shall be deemed given if delivered in person, electronic mail with delivery receipt, or three (3) days after mailing by United States registered or certified mail, postage prepaid, and addressed as follows:



<b>University:</b> Northern Arizona University Assistant Vice Provost Professional Education	<b>Facility:</b>
<b>Contact:</b> <u>Programs</u>	<b>Contact:</b> <u>Tim Larson</u>
<b>Address:</b> <u>PO Box 5774</u>	<b>Address:</b> <u>9625 Cuyamaca St.</u>
<b>City, State Zip:</b> <u>Flagstaff, AZ 86011</u>	<b>City, State:</b> <u>Santee, CA</u>
<b>Email:</b> <u><a href="mailto:NAUStudentTeaching@nau.edu">NAUStudentTeaching@nau.edu</a></u>	<b>Zip:</b> <u>92071</u>
	<b>Email:</b> <u>tim.larson@santeesd.net</u>
<b>With a copy to:</b>	
<b>Contact:</b> <u>Contracting and Purchasing Services</u>	
<b>Address:</b> <u>PO Box 4124</u>	
<b>City, State Zip:</b> <u>Flagstaff, AZ 86011</u>	
<b>Email:</b> <u><a href="mailto:NAU-Contracts@nau.edu">NAU-Contracts@nau.edu</a></u>	

The individual signing on behalf of the Facility hereby represents and warrants being duly authorized to execute and deliver this Agreement on behalf of the Facility and that this Agreement is binding upon the Facility in accordance with its terms.

<b>University:</b> Arizona Board of Regents for and on behalf of Northern Arizona University	<b>Facility:</b> SANTEE SCHOOL DISTRICT
_____	_____
<b>Signature:</b> _____	<b>Signature:</b> _____
<b>Print Name:</b> _____	<b>Print Name:</b> _____
<b>Title:</b> _____	<b>Title:</b> _____
<b>Date:</b> _____	<b>Date:</b> _____

Consent Item E.3.7.

Approval of Internship Affiliation Agreement with San Diego County Superintendent of Schools (SDCOE)

Prepared by Tim Larson  
February 18, 2020

**BACKGROUND:**

San Diego County Superintendent of Schools (SDCOE) is requesting to enter into an agreement with Santee School District for the purpose of providing Education Specialist interns. The SDCOE intern credential programs are partnered between the California Commission on Teacher Credentialing (CTC), an approved program sponsor and the district.

Approval of the internship affiliation agreement will be in effect for three (3) years commencing July 1, 2020 and shall expire June 30, 2023. Either party may terminate this agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the internship affiliation agreement with San Diego County.

**FISCAL IMPACT:**

There is no additional cost as a result of implementing this program. The cost per year for the program is five thousand dollars (\$5,000.00), paid by the intern candidate.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.3.7.

## INTERN AGREEMENT

This Agency Agreement (“Agreement”) is entered into between the **San Diego County Superintendent of Schools**, (hereinafter, “SDCOE”) and the **Santee School District** (hereinafter, “District” or “Employing Agency”) (collectively, “Parties”).

### RECITALS

WHEREAS, teacher intern programs are a partnership between the California Commission on Teacher Credentialing (CTC), approved Program Sponsor and the California Employing Agency that elects to employ an individual on the basis of an intern credential;

WHEREAS, SDCOE is a CTC-approved Program Sponsor and District is an Employing Agency that elects to employ individuals on the basis of an intern credential;

WHEREAS, District acknowledges that there is a shortage of teachers and that current certificated employees will not be displaced when hiring interns, and interns meet the *Every Student Succeeds Act* (ESSA) regulations and definitions, and the interns will be placed in a classroom to teach a subject area compliant with their district intern credentials;

WHEREAS all parties are aware that intern credentials are limited to an EL authorization that satisfies requirements for Specially Designed Academic Instruction Delivered in English (SDAIE) and do not satisfy requirements to teach ELD in a departmentalized setting;

WHEREAS, the supervision and support of interns is the responsibility of both the Program Sponsor and the District;

WHEREAS, SDCOE and District agree to partner together to provide the Teacher Effectiveness and Preparation (TEP) Intern Program for eligible teachers working in the District;

WHEREAS Intern programs are the result of a partnership between the institution who prepare teachers (SDCOE) and the employer. Pursuant to Section 80033 of Title 5 of the California Code of Regulations (C.C.R.), every approved intern program must have a signed agreement between the District and the SDCOE detailing the support and supervision that will be provided to interns. CTC states that the supervision and support of interns is the responsibility of both the Commission-approved teacher preparation program and the employer. The combination of employer-provided support and mentoring, and program supervision provided to the intern, should be a minimum of 2-4 hours per week. (CTC, PSC 3C-22)

**ACCORDINGLY, IT IS HEREBY AGREED** between the parties hereto as follows:

1. **TERM:** This THREE-YEAR agreement shall become effective as of July 1, 2020 and shall expire June 30, 2023.

## 2. RESPONSIBILITIES OF THE PARTIES:

### 2.1 DISTRICT OR EMPLOYEE AGENCY

- a. The Employing Agency will assign a representative (e.g. Assistant Superintendent or site Principal) to act as a contact person with the SDCOE TEP District Intern Program.
- b. At the time of hiring an intern teacher, the Employing Agency will identify a mentor teacher and allocate additional personnel if needed to provide on-site support for the intern.
  - i. The mentor teacher and additional personnel working with the intern shall possess a Clear or Life Credential in the same areas as the intern, have a minimum of three years of successful teacher experience, and have an English Language Authorization.
  - ii. The Employing Agency shall determine the terms of employment for the mentor teacher and additional personnel. It is at the discretion of the Employing Agency to determine if the mentor teacher and additional personnel receive compensation, and, if so, compensation is the responsibility of the Employing Agency.
  - iii. To meet the CTC and 5 CCR § 80033 requirement of 144 hours of required support and supervision per year, the District will ensure that the intern receives a minimum of 70-80 hours of support (approximately 2-3 hours per week) with the mentor teacher and additional personnel (if appropriate) per year. Support may include, but is not limited to, weekly course planning of curriculum and assessments, coaching in the classroom, and problem-solving regarding student issues. The intern and on-site mentor will be responsible for documenting hours of support provided by the Employing Agency.
  - iv. For those interns who do not already have an English Language Authorization from a current California credential or passing score on the California Teacher of English Learners ("CTEL") exam, the Employing Agency will ensure that the intern receives an additional 25 hours of the required 45 hours per year related to working with English Learners. (For additional ideas for support, see CTC Professional Services Committee ["PSA"] 13-06 Appendix B.)
  - v. The mentor teacher and additional personnel should be immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for English Learners, including assessing language needs and progress, and supporting making content instruction accessible for English Learners, e.g. through in-classroom modeling and coaching as needed.
  - vi. The Employing Agency will ensure there is protected time for the mentor and additional personnel to work with the intern within the school day and school week.

- vii. The onsite mentor will receive a minimum of 10 hours of training per CTC requirement from the Program Sponsor, part of which may be provided by the Employing Agency.
- c. The Employing Agency will provide access to the intern's site administrator or evaluator for consultation with TEP Program personnel.
- d. The Employing Agency will advise site administrators regarding inappropriate assignment of interns to extremely challenging / complex teaching assignments
- e. The Employing Agency will advise site administrators that TEP intern candidates require a timely departure from school campus on the days that they are attending TEP classes.
- f. The Employing Agency will minimize extra duty assignments for TEP intern candidates.
- g. The Employing Agency will provide internet access to visiting TEP program personnel.
- h. The Employing Agency will support and assist the interns who must meet the video-recording requirement for CalTPA Cycle 1 and Cycle 2, including permission slips.
- i. If appropriate, the Employing Agency will assist the SDCOE TEP District Intern Program Accounts Manager to establish monthly payroll deduction for the intern or encourage hired interns to make other payment arrangements to make sure their program tuition stays current.
- j. The Employing Agency will provide evaluation data as requested by the CTC and the SDCOE TEP District Intern Program, including survey completion, demographic and/or retention information.
- k. The Employing Agency will release SDCOE TEP District Program intern teachers to participate in 2 half-days of professional development observations as part of in-kind match.
- l. The Employing Agency will apply all TEP units earned for the advancement of the candidate on the district salary when the preliminary credential is granted as per ED CODE 44327.
- m. If necessary, if the intern's site is located outside the local area of SDCOE (e.g. more than 45 minutes away), the Employing Agency may be asked to assist in identifying a Practicum Supervisor for the intern.

## 2.2 PROGRAM SPONSOR PROVIDED BY SDCOE

- a. The Program Sponsor will provide administration, management, and coordination of the TEP District Intern Program as approved by CTC.
- b. The Program Sponsor shall provide training to administrators to acquaint them with TEP District Intern Program goals, requirements for participants, and administrator responsibilities.
- c. The Program Sponsor shall identify a Practicum Supervisor and allocate additional personnel if needed to provide on-site support for the intern.

- i. The Practicum Supervisor and additional personnel working with the intern shall possess a Clear or Life Credential in the same area as the intern, have a minimum of three years of successful teaching experience, and have an English Language Authorization.
  - ii. The Program Sponsor shall provide appropriate orientation and training for the Practicum Supervisor and additional personnel, including, but not limited to, characteristics of coaching, time and frequent of visitations, and process for documenting observations and evaluation of the intern.
  - iii. The Program Sponsor will ensure that the intern receives a minimum of 70-80 hours of support from the Practicum Supervisor (approx. 18 visits year one and 12 visits year two). Support may include, but is not limited to, weekly course planning of curriculum and assessments, coaching within the classroom, and problem-solving regarding student issues. The intern and Practicum Supervisor will be responsible for documenting hours received from the Program Sponsor, e.g., administrators, instructors, and additional personnel.
  - iv. For those interns who do not already have English Language Authorization from a California credential or passing score on the CTEL exam, the Program Sponsor will ensure that the intern receives an additional 20 hours of in-classroom coaching specific to the needs of English Learners from the Practicum Supervisor and additional personnel.
- d. The Program Sponsor will maintain records of the TEP interns, provide advisement, and feedback to the participants as to their progress.
  - e. Onsite mentors will receive a minimum of 10 hours of training from the Program Sponsor (and possibly the Employing Agency) per CTC requirement.
  - f. The Program Sponsor will be responsible for establishing effective and on-going communication with Employing Agency and TEP District Intern personnel (e.g. Practicum Supervisor, Evaluator, Intern Coordinator) as appropriate to ensure a successful teaching experience for the intern.
  - g. The Program Sponsor will ensure that the district human resources director and site administrator are informed about the requirement of staying in good academic and financial standing with the program in order to continue with employment.
  - h. The Program Sponsor will be responsible for providing the intern with procedures to document and monitor the CTC required hours of mentoring and support from the employer and the District Intern program.
  - i. The Program Sponsor will provide all CTC-required coursework for the preliminary credential.
  - j. The Program Sponsor will coordinate Leadership Advisory meetings to provide an ongoing system of program development and evaluation that leads to substantive program improvements in teacher development associated with the CTC requirements.
  - k. The County Superintendent will submit the District Intern credential application and provide assistance and support with credentialing issues.



3. **COST OF SERVICES:**

The cost per year for the program is Five Thousand Dollars (\$5,000.00), paid by the intern candidate.

4. **INTERN AGREEMENT:**

All Interns will be required to review and complete a Pre-Service Program Agreement incorporated by reference herein; A sample of which is attached as Exhibit A.

5. **INDEMNIFICATION:** SDCOE and District shall hold each other harmless, defend and indemnify their respective agents, officers, and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SDCOE or District or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of the Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 *et seq.* (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of the Agreement as to any acts or omissions occurring under this Agreement or any extension of the Agreement.

6. **TERMINATION:** Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

7. **INDEPENDENT CONTRACTOR.** The parties understand that each of the parties and its employees, agents, officers, and associates are an Independent Contractor and not an employee, agent, officer, or associate of the other party. Neither party will provide fringe benefits, including health insurance, holidays, paid vacation, worker's compensation, or any other employee benefit, for the benefit of the other party or its employees, agents, officers, and associates.

8. **TOBACCO-FREE FACILITY.** SDCOE is a tobacco-free facility. Tobacco use (smoked or smokeless) is prohibited at all times on all areas of SDCOE property.

9. **GOVERNING LAW/VENUE.** In the event of litigation, the Agreement and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate State or Federal court located in San Diego County.

10. **FINAL APPROVAL.** This Agreement is of no force or effect until approved by signature by the San Diego County Superintendent of Schools or his designee, the Assistant Superintendent of Business Services.

11. **ENTIRE AGREEMENT.** This Agreement represents the entire Agreement and understandings of the parties hereto and no prior writings, conversations, or representations of any nature shall be deemed to vary the provisions hereof. This Agreement may not be amended in any way except by a writing duly executed by both parties hereto.

The Parties, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

**SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS**

**(Santee School District)**

\_\_\_\_\_  
By (Authorized Signature)

\_\_\_\_\_  
By (Authorized Signature)

Michael Simonson  
\_\_\_\_\_  
Name (Type or Print)

\_\_\_\_\_  
Name (Type or Print)

Assistant Superintendent, Business Services  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**EXHIBIT A**  
**PRE-SERVICE PROGRAM AGREEMENT**



**Pre-Service Program Agreement**

Required coursework for becoming Intern Eligible

Name (First Middle Last): \_\_\_\_\_

Session: Pre-service Spring, 2020

*Please carefully read and initial the following statements. You must submit this TONIGHT before you leave Orientation.*

1. I have received the link to the TEP Program Handbook. I understand that it is my responsibility to read, ask questions, and abide by the procedures and processes defined in the Handbook. I agree to abide with the Professional Code of Conduct as described in the TEP Handbook. I further understand that the instructors will have the discretion to ask any candidate to leave the class if he or she feels the candidate is communicating in an unprofessional, disruptive, or inappropriate manner.

Candidate Initials: \_\_\_\_\_

2. I understand that the pre-service coursework is based on CTC required hours. Therefore, I must attend ALL sessions. I will fill out the Absence Request Form in advance of any absence. In the event of an emergency, I will contact the TEP staff immediately.

Candidate Initials: \_\_\_\_\_

3. I understand that if I miss or fail a course, I may not be able complete my courses in the timeframe for this Pre-service session. I further understand that failing a course puts me on academic probation and jeopardizes my participation in the program. Retaking a course may result in an additional cost.

Candidate Initials: \_\_\_\_\_

4. I understand it is my responsibility to contact instructors directly in the event of an emergency or absence, and questions regarding an assignment, or regarding my participation in the class. I understand that failure to successfully complete assignments by the due date may cause me to retake the course and have additional costs.

Candidate Initials: \_\_\_\_\_

5. I understand that completion of all Pre-Service requirements is valid for 5 (five) years. If I begin a credential program after 5 years through TEP at the SDCOE, I will need to retake the pre-service requirements.

Candidate Initials: \_\_\_\_\_

6. I understand that I MUST have an offer of employment to be eligible to participate in the Intern Program coursework.

Candidate Initials: \_\_\_\_\_

**PERSONAL INFORMATION – PLEASE PRINT**

Contacts in case of an emergency:

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

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

**6. ACCOMMODATIONS REQUIRED**

If applicable to you, describe any reasonable accommodations you believe will be necessary in order to be successful in the TEP program (e.g. hearing impaired, need to be close to instructor, etc.). Some accommodation requests will require evidence of need from a medical professional.

Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Consent Item E.3.8.

Approval of Participants in Learning, Leading and Serving (PLLS) Agreement with Grand Canyon University

Prepared by Tim Larson  
February 18, 2020

**BACKGROUND:**

Grand Canyon University is requesting to enter into a program called Participants in Learning, Leading and Serving (PLLS) with Santee School District for the purpose of allowing the district/school students, educators and adult learners to be eligible for the scholarships, awards and discounts outlined in the agreement.

Approval of the agreement is effective upon signing and will continue on an ongoing basis. The acting party should present the termination of participation by way of written notice.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Participants in Learning, Leading and Serving (PLLS) agreement with Grand Canyon University.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

This agreement will support staff professional development.

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

Agenda Item E.3.8.



## Participants in Learning, Leading and Serving Agreement – Out of State

By way of this agreement, Santee School District agrees to participate in Grand Canyon University's Participants in Learning, Leading and Serving (PLLS) program. The purpose of this agreement is to define the relationship between Grand Canyon University (GCU) and signee as it relates to the PLLS participation:

- **No cost:** There is no cost to become a PLLS participant.
- **Not exclusive:** There is no expectation of exclusivity.
- **No minimum expectation:** There is no limit or minimum on the number of benefits a school or district may utilize, and participants are not expected to partake in any benefits to become and remain PLLS participants.

If your organization is a County Office of Education, Educational Service Center, or equivalent, the benefits of the PLLS agreement may be extended to school district affiliates.

### BENEFITS AND CONTRIBUTIONS TO PLLS SCHOOLS AND DISTRICTS

1. High school students graduating from a PLLS participant high school, who are fully admissible to GCU (not Accepted with Specifications), will receive a minimum institutional award package of \$3,250 per academic year. The total GCU award package could be higher based upon a student's level of academic merit, program of study, registration date, and other offers for incoming students including those related to participation in athletics, pep band, theater, debate, etc.

With the University's commitment to provide an affordable private, Christian education, effective tuition rates would **not exceed \$13,250 per academic year after the minimum GCU scholarship package is applied.**

The high school must be a PLLS participant on or before the August 1<sup>st</sup>\* immediately following the student's graduation in order for the student to be eligible for the \$3,250 minimum award.

Unless explicitly stated otherwise, this scholarship can be combined with other Grand Canyon University scholarships in accordance with the Grand Canyon University CAP policy but cannot exceed your charges.

2. PLLS participants will have access to a 10% scholarship for their faculty, staff, and governing board members (subject to district policies), providing savings toward tuition and fees for online undergraduate, graduate or doctoral degree programs\*\* along with non-degree single courses and continuing teacher education courses. Spouses will receive a 5% scholarship.
3. A 15% scholarship is available to PLLS participants employed as paraprofessionals and classified employees entering an online Bachelor's program through the College of Education or a Secondary Education Emphasis degree program.
4. **Students' parents will receive a 10% scholarship when entering an online Bachelor's program through the College of Education, a Secondary Education Emphasis degree program, or a graduate degree program that leads to initial teacher licensure. A 5% scholarship is available for all other masters and doctoral degree programs related to the field of Education through the University's College of Education.**  
Parents are eligible for the scholarship if the student is actively enrolled in a school with a PLLS agreement in effect. Parents of students who attended a high school while a PLLS agreement was in effect and who are actively attending GCU will also be eligible for the scholarship.\*\*
5. PLLS participants will have access to the GCU Online Job Board to post employment opportunities and search for applicants



6. PLLS participants **will have access to GCU's Canyon Professional Development** services and applicable discounts. Available Canyon Professional Development opportunities include: Expert-led Professional Development, Coaching, Mentoring, Consultation, and Strategic Planning. All fee-based services are specifically customized to meet the needs and goals of our PLLS participants.
7. PLLS participants will have access to a catalog of dual or concurrent enrollment courses for current high school students, providing them with an opportunity to **reduce the time to complete a bachelor's degree from four years to three**. These courses are offered at \$52.50 per credit hour.
8. PLLS faculty, staff, families and governing board members (subject to district policies) will receive discounts for GCU academic and athletic camps along with other events sponsored by Educational Development, when applicable.
9. PLLS participants will receive communication about GCU-sponsored initiatives and programs that benefit students, staff and school communities.
10. PLLS participants will have the opportunity to participate in coordinated PR and marketing efforts using GCU provided branded and approved marketing materials, if desired. The GCU marketing staff will review any materials designed by participant schools.
11. Other school/district benefits may be available as mutually agreed upon by both parties.

## **PLLS SCHOOL AND DISTRICT CONTRIBUTIONS TO GCU**

1. GCU offers a very generous scholarship package for admissible students. Our goal is to ensure that qualified high school seniors receive this information about attending GCU. In order for this information to be made available to eligible students and their parents, we ask PLLS participant schools to distribute a letter prepared by GCU to all qualifying students and their parents.

PLLS participants may also suggest other options to provide scholarship information to all qualifying students and their parents.

2. PLLS participants will allow GCU representatives to participate in college visitation programs and any college fairs (if applicable).
3. PLLS participants will allow GCU representatives to share information with any faculty, staff, parents or spouses that are interested in learning more about online and cohort programs.
4. PLLS participants will distribute GCU information via their preferred communication method. This will include an introductory email to all appropriate employees that announces the program and provides information about the benefits as well as other applicable announcements, newsletters and updates.
5. PLLS participants will utilize GCU branded and approved materials when promoting GCU programs and/or seek approval from GCU to use customized materials for print, email and websites.

*The Parties agree to protect the participants' educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and any applicable policy of the Parties. To the extent permitted by law, the Parties may share information from participants' educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share education records with any third party.*

***\*If August 1<sup>st</sup> falls on a weekend or holiday, the deadline will take effect on the following business day.***

***\*\*The PLLS scholarship for online and cohort classes cannot be combined with any other institutional scholarship/award.***

# GRAND CANYON UNIVERSITY™



The undersigned agrees to the conditions of the PLLS participation, which is effective upon signing and will continue on an ongoing basis. The signature on this agreement allows the district/school students, educators and adult learners to be eligible for the scholarships, awards and discounts outlined in the agreement. The PLLS administrator will be informed of any changes that may occur to the participant agreement via email. Both GCU and the PLLS participant reserve the right to dissolve the relationship at any time should it not align with **either party's mission or goals**. The acting party should present the termination of participation by way of written notice. If the agreement is cancelled, individuals who are continuously enrolled in a degree program at GCU will continue to receive the tuition scholarship initiated by the participant agreement throughout the duration of their program.

---

District/School Name

---

District/School Administrator (Signature/Print Name)

Title

Date

---

Phone Number

Email Address

---

Address

City/State/Zip Code

---

GCU Chief Administrative Officer

Date





## Preferred Contacts for Communication

### Information Distribution (i.e. distribution of newsletters, Benefits Guide):

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Guidance Counselor:

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Professional Development:

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Human Resources:

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

Agenda Item F.

Discussion and/or Action Item F.1.1.  
Prepared by Dr. Kristin Baranski  
February 18, 2020

California School Boards Association  
2020 Delegate Assembly Election

**BACKGROUND:**

Annually the Board has the opportunity to cast its unit vote for CSBA Delegate Assembly Region 17 representatives. Candidate applications, biographical sketches, and letters of endorsement that have been received have been sent to Board members under separate cover.

There are nine (9) vacancies in Region 17 and the Board may vote for no more than nine (9) candidates. Write-in candidates are also permitted.

A copy of the ballot is attached.

**RECOMMENDATION:**

Board members are asked to cast a unit vote to fill vacancies for the CSBA Delegate Assembly Region 17 representatives.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item F.1.1.

**REQUIRES BOARD ACTION**

This completed **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the U.S. post office no later than **MONDAY, MARCH 16, 2020**. Only **ONE** Ballot per Board. Be sure to mark your vote "X" in the box.

*A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

CORRECTED OFFICIAL 2020 DELEGATE  
ASSEMBLY BALLOT REGION 17  
(San Diego County)

(Vote for no more than 9 candidates)

---

*Delegates will serve two-year terms beginning April 1, 2020 – March 31, 2022*

*\*denotes incumbent*

- |                                                                   |                                                               |
|-------------------------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Barbara Avalos (National SD)*            | <input type="checkbox"/> Eric Joyce (Oceanside USD)           |
| <input type="checkbox"/> Maria Betancourt-Castaneda (National SD) | <input type="checkbox"/> Claudine Jones (Carlsbad USD)*       |
| <input type="checkbox"/> Stacy Carlson (San Marcos USD)           | <input type="checkbox"/> Gee Wah Mok (Del Mar Union SD)       |
| <input type="checkbox"/> Brian Clapper (National SD)*             | <input type="checkbox"/> Tamara Otero (Cajon Valley Union SD) |
| <input type="checkbox"/> Maria Dalla (National SD)                | <input type="checkbox"/> Elva Salinas (Grossmont Union HSD)*  |
| <input type="checkbox"/> Eleanor Evans (Oceanside USD)*           | <input type="checkbox"/> Marla Strich (Encinitas Union ESD)*  |
| <input type="checkbox"/> Katherine Fitzpatrick (Del Mar Union SD) | <input type="checkbox"/> Cipriano Vargas (Vista USD)*         |
| <input type="checkbox"/> Humberto Gurmilan (San Ysidro SD)        |                                                               |

---

*Provision for Write-in Candidate Name*

---

*School District*

---

*Signature of Superintendent or Board Clerk*

---

*Title*

---

*School District*

---

*Date of Board Action*

***See reverse side for a current list of all Delegates in your Region.***

Discussion and/or Action Item F.2.1. Approval of Monthly Financial Report  
 Prepared by Karl Christensen  
 February 18, 2020

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period December 1, 2019 through December 31, 2019 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$8,337,413; cash receipts of \$11,325,830; and disbursements of \$5,791,100 are reflected for the period of December 1, through December 31, 2019 resulting in an ending cash balance of \$13,872,143 as of December 31, 2019.

**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, 2019	\$8,337,413	\$10,325,751	\$ (1,988,338)
<b>INCOME</b>			
A. Local Control Funding Formula			
State Aid	2,899,520	2,899,520	\$ -
Property Taxes	4,782,503	4,793,815	\$ (11,312)
B. Federal Income			
Federal Funding	14,692	283,134	\$ (268,442)
C. State Income			
Other State Funding	509,063	-	\$ 509,063
EPA Funding	2,612,994	2,612,994	\$ -
D. Local Income			
Other Local Income	141,345	58,920	\$ 82,425
Spec Ed	280,813	379,558	\$ (98,745)
Interest	53,261	-	\$ 53,261
E. Due to/Due from other funds	31,639	41,873	\$ (10,234)
F. Debt Proceeds	-	-	\$ -
<b>TOTAL INCOME</b>	<b>\$11,325,830</b>	<b>\$11,069,814</b>	<b>\$ 256,016</b>
Beginning Balance Plus Income	\$19,663,243	\$21,395,565	\$ (1,732,322)
<b>DISBURSEMENTS</b>			
G. Commercial Warrants	\$ 463,496	\$ 436,801	\$ 26,695
H. Salary and Benefits	5,276,104	5,057,644	\$ 218,460
I. Other Outgo	51,500	46,335	\$ 5,165
J. Interfund Borrowing Out	-	1,751,187	\$ (1,751,187)
K. Budget Adjustments	-	-	\$ -
<b>TOTAL DISBURSEMENTS</b>	<b>\$5,791,100</b>	<b>\$7,291,967</b>	<b>\$ (1,500,867)</b>
Ending Cash Balance as of December 31, 2019	\$13,872,143	\$14,103,598	\$ (231,455)

\* Based on Cash Flow Projection at First Interim FY 2019-20

**Budget Revisions  
Through December 31, 2019  
2019-20 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	16,171,701	532,236	16,703,937
<b>Estimated Income</b>	50,802,420	21,901,530	72,703,950
<b>Estimated Expenditures</b>	53,583,440	21,961,184	75,544,624
<b>Change in Fund Balance</b>	(2,781,020)	(59,654)	(2,840,674)
<b>Projected Ending Fund Balance</b>	13,390,681	472,582	13,863,263
<b>Less: Restricted Program Carryovers</b>	-	472,582	472,582
<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>	119,583	-	119,583
<b>Less: Assigned Vacation Carryover</b>	332,772	-	332,772
<b>Assigned Site Carryover Balances</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	2,266,339	-	2,266,339
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	10,276,118	-	10,276,118
<b>Fund 17 Projected End of Year Balance</b>	3,080,843	-	3,080,843
<b>Projected Reserves</b>	15,623,299	-	15,623,299
	<u>December</u>	<u>November</u>	
<b>Projected Reserve % 2019-20<sup>1</sup></b>	20.68%	20.63%	
<b>Projected Reserve % 2020-21<sup>2</sup></b>	15.17%	15.17%	
<b>Projected Reserve % 2021-22<sup>2</sup></b>	12.55%	12.55%	

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

Based on Multi-Year Projection at 1st Interim- October 2019<sup>2</sup>

Prepared By Dr. Stephanie Pierce  
February 18, 2020

**BACKGROUND:**

During the 2019-2020 fiscal year, Administration and staff have been monitoring the revenue and expenditure patterns of the Project SAFE program and current projections indicate that Project SAFE will begin to experience a structural deficit next year. Below are projections based on the most recent data for the 2<sup>nd</sup> Interim Report assuming no fee increase:

Description	Factor 1	Factor 2	2019-20 2nd Interim	2020-21	2021-22	2022-23
Total Estimated Revenue			\$2,584,586	\$2,578,047	\$2,578,047	\$2,578,047
Estimated Salary & Benefit Expenditures	78,281	0.00%	\$2,136,079	\$2,214,360	\$2,292,641	\$2,370,922
Estimated Non-Salary Expenditures	2.00%		\$421,391	\$386,724	\$394,458	\$402,347
Total Estimated Expenditures			\$2,557,470	\$2,601,084	\$2,687,099	\$2,773,270
<b>Operating Surplus(Deficit)</b>			<b>\$27,116</b>	<b>(\$23,037)</b>	<b>(\$109,052)</b>	<b>(\$195,223)</b>
Salaries and Benefits as a % of Revenue			82.65%	85.89%	88.93%	91.97%
One-Time Revenue Adjustment			\$6,539	\$0	\$0	\$0
One-Time Expenditure Adjustment			\$42,250	\$0	\$0	\$0
<b>Estimated Structural Surplus(Deficit)</b>			<b>\$62,827</b>	<b>(\$23,037)</b>	<b>(\$109,052)</b>	<b>(\$195,223)</b>

Because a structural deficit is forming this year, Administration and staff have been exploring various options for fee increases. The Out-of-School Time Parent Advisory Council (OSTPAC) was informed of the need to consider fee increases at the February 3, 2020 OSTPAC meeting.

Administration believes a fee increase starting June 15, 2020 is necessary in order to mitigate the impact of the following cost pressures:

- Possible Negotiated Compensation Increases
- Step & Column Salary Increases: Estimated at \$35,600 for 2020-21
- PERS Contribution Rate Increases: Estimated at \$38,682 for 2020-21
- Minimum Wage Increases: The current hourly rate at Step A for the lowest paid OST position is \$13.53 per hour. The current minimum wage is \$13.00 per hour and will increase each year to the following rates:
  - \$14.00 Jan 1, 2021
  - \$15.00 Jan 1, 2022

The following fee increases, to be effective June 15, 2020, are presented for the Board’s consideration:



- A 5% increase across all fees when school is in session
- A \$17.00 increase in Holiday Care fees spread out over a 2-year period
- Introduction of a 20% Employee Discount
- Implement a 5% bi-annual automatic fee increase effective 2022-23

Below is a projection of revenue and expenditures for the 3-year period from 2020-21 through 2022-23 with the fee increases noted above (NOTE: this analysis does not include the impact of any future negotiated compensation increases or minimum wage increases nor does it include an additional 5% increase in 2022-23):

Description	Factor 1	Factor 2	2019-20 2nd Interim	2020-21	2021-22	2022-23
Total Estimated Revenue			\$2,584,586	\$2,682,453	\$2,682,453	\$2,682,453
Estimated Salary & Benefit Expenditures	78,281	0.00%	\$2,136,079	\$2,214,360	\$2,292,641	\$2,370,922
Estimated Non-Salary Expenditures	2.00%		\$421,391	\$386,724	\$394,458	\$402,347
Total Estimated Expenditures			\$2,557,470	\$2,601,084	\$2,687,099	\$2,773,270
<b>Operating Surplus(Deficit)</b>			<b>\$27,116</b>	<b>\$81,369</b>	<b>(\$4,646)</b>	<b>(\$90,817)</b>
Salaries and Benefits as a % of Revenue			82.65%	82.55%	85.47%	88.39%
One-Time Revenue Adjustment			\$6,539	\$0	\$0	\$0
One-Time Expenditure Adjustment			\$42,250	\$0	\$0	\$0
<b>Estimated Structural Surplus(Deficit)</b>			<b>\$62,827</b>	<b>\$81,369</b>	<b>(\$4,646)</b>	<b>(\$90,817)</b>

### **RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

#### **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 increases range from \$0.85 to \$3.85 per week during the school year and are expected to generate an additional \$104,000 in revenue annually

**STUDENT ACHIEVEMENT:**

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

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

Agenda Item. F.3.1.

**BACKGROUND:**

Beginning with the 2016-17 fiscal year, YALE fees were increased to cover anticipated cost escalations through the 2019-20 fiscal year. Since this is the final year of that three-year plan, Administration and staff have been analyzing projected revenue and expenditure patterns over the next 3 years. Below are projections based on the most recent data for the 2<sup>nd</sup> Interim Report assuming no fee increase:

Description	Factor 1	Factor 2	2019-20 2nd Interim	2020-21	2021-22	2022-23
Total Revenue			\$1,029,263	\$1,007,011	\$1,007,011	\$1,007,011
Salary & Benefit Expenditures	\$36,179	0.00%	\$918,792	\$954,971	\$991,151	\$1,027,330
Non-Salary Expenditures	2.00%		\$132,280	\$126,256	\$128,781	\$131,356
Total Expenditures			\$1,051,072	\$1,081,227	\$1,119,931	\$1,158,686
<b>Operating Surplus(Deficit)</b>			<b>(\$21,809)</b>	<b>(\$74,216)</b>	<b>(\$112,920)</b>	<b>(\$151,675)</b>
Salaries and Benefits as a % of Revenue			89.27%	94.83%	98.43%	102.02%
One-Time Revenue Adjustment			\$22,252	\$0	\$0	\$0
One-Time Expenditure Adjustment			\$8,500	\$0	\$0	\$0
<b>Estimated Structural Surplus(Deficit)</b>			<b>(\$35,561)</b>	<b>(\$74,216)</b>	<b>(\$112,920)</b>	<b>(\$151,675)</b>

Because a structural deficit is forming this year, Administration and staff have been exploring various options for fee increases. The Out-of-School Time Parent Advisory Council (OSTPAC) was informed of the need to consider fee increases at the February 3, 2020 OSTPAC meeting.

Administration believes a fee increase starting June 15, 2020 is necessary in order to mitigate the impact of the following cost pressures:

- Possible Negotiated Compensation Increases
- Step & Column Salary Increases: Estimated at \$14,984 for 2020-21
- PERS Contribution Rate Increases: Estimated at \$19,195 for 2020-21
- Minimum Wage Increases: The current hourly rate at Step A for the lowest paid YALE position is \$13.53 per hour. The current minimum wage is \$13.00 per hour and will increase each year to the following rates:
  - \$14.00 Jan 1, 2021
  - \$15.00 Jan 1, 2022

YALE Preschool administration surveyed programs in Santee to determine comparable rates. Based on the information that was gathered, an increase of 11% for all participants is being considered. This increase would keep the YALE Preschool program fees comparable with other preschool providers.

Below is a projection of revenue and expenditures for the 3-year period from 2020-21 through 2022-23 with an 11% fee increase (NOTE: this analysis does not include the impact of any future negotiated compensation increases or minimum wage increases):

Description	Factor 1	Factor 2	2019-20 2nd Interim	2020-21	2021-22	2022-23
Total Revenue			\$1,029,263	\$1,154,341	\$1,154,341	\$1,154,341
Salary & Benefit Expenditures	\$36,179	0.00%	\$918,792	\$954,971	\$991,151	\$1,027,330
Non-Salary Expenditures	2.00%		\$132,280	\$126,256	\$128,781	\$131,356
Total Expenditures			\$1,051,072	\$1,081,227	\$1,119,931	\$1,158,686
<b>Operating Surplus(Deficit)</b>			<b>(\$21,809)</b>	<b>\$73,114</b>	<b>\$34,410</b>	<b>(\$4,345)</b>
Salaries and Benefits as a % of Revenue			89.27%	82.73%	85.86%	89.00%
One-Time Revenue Adjustment			\$22,252	\$0	\$0	\$0
One-Time Expenditure Adjustment			\$8,500	\$0	\$0	\$0
<b>Estimated Structural Surplus(Deficit)</b>			<b>(\$35,561)</b>	<b>\$73,114</b>	<b>\$34,410</b>	<b>(\$4,345)</b>

Additionally, Administration would like the Board to consider implementing a 10% bi-annual automatic fee increase effective 2022-23 (NOTE: this is not included in the above projection)

**RECOMMENDATION:**

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

This recommendation supports the following District goal(s):

**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:**

Revenue increase estimated to be approximately \$147,000 annually.

**STUDENT ACHIEVEMENT:**

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

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

Agenda Item F.3.2.

**Item G. BOARD POLICIES AND BYLAWS**

Agenda Item G.

Board Policies and Bylaws G.1.1.  
Prepared by Karl Christensen  
February 18, 2020

Third Reading: Revised Board Policy 3350,  
Travel Expenses

**BACKGROUND:**

Revised Board Policy 3350 addresses employee travel expenses for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3350, Travel Expenses, in a Third Reading, as presented.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.1.

**TRAVEL EXPENSES**

The Governing Board recognizes that district employees may incur expenses in the course of performing their assigned duties and responsibilities. To ensure the prudent use of public funds, the Superintendent or designee shall establish rules to keep such expenses to a minimum while affording employees a reasonable level of safety and convenience.

The Governing Board shall authorize payment for actual and necessary ~~travel~~ expenses, ~~including travel,~~ incurred by any employee performing authorized services for the district, whether within or outside district boundaries. (Education Code 44032)

The Superintendent or designee shall establish procedures for the approval of travel requests and the submission and verification of expense claims. He/she also shall establish reimbursement rates in accordance with law and Board policy.

~~An employee shall obtain approval from the Superintendent or designee prior to traveling. Executive Council or~~ The Superintendent or designee may approve employee travel requests requisitions to attend meetings, workshops, and/or conferences in accordance with the adopted budget and upon determining that the travel is authorized or assigned by the employee's supervisor, is necessary to attend a conference or other staff development opportunity that will enhance employee performance, and/or is otherwise necessary to the performance of the employee's duties. Travel expenses not previously budgeted may be approved on a case-by-case basis by the Superintendent or designee if he/she determines that the travel is essential and that resources may be obtained or redirected for this purpose. ~~will submit travel request requisitions to the Board for approval or ratification in accordance with Exhibit 3350, Travel Authorization Decision Matrix.~~

~~Travel Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims. He/she may authorize an advance of funds to cover necessary expenses in accordance with AR 3350.~~

~~The Board may establish an allowance on either a mileage or monthly basis to reimburse authorized employees for the use of their own vehicles in the performance of assigned duties. All other mileage expenses will be reimbursed in accordance with this Board policy.~~

~~Except for travel in San Diego County for which there are no costs for lodging, air fare, or train fare and can, therefore, be ratified, all out-of-state travel for which reimbursement will be claimed shall be approved in advance by the Board approval. Travel expenses not previously budgeted also shall be approved on an individual basis by the Board.~~

~~Authorized~~ An employees may be issued district credit cards for use while attending toon district business. Receipts documenting the expenses incurred on a district credit card shall be submitted promptly following return from travel. Under no circumstances mayshall personal expenses be charged on a district credit cards, even if the employee intends to subsequently reimburse the district for the personal charges.

*Legal Reference:*

EDUCATION CODE

42634 Itemization of expenses

44016 Travel expense to employment interview

44032 Travel expenses payment

44033 Automobile allowance

44802 Student teacher's travel expenses

Management Resources:

INTERNAL REVENUE SERVICE PUBLICATIONS

Per Diem Rates (For Travel Within the Continental United States), Publication 1542

WEB SITES

Internal Revenue Service: <http://www.irs.gov>

U.S. General Services Administration, Per Diem Rates: <http://www.gsa.gov/perdiem>

Policy adopted: March 3, 2009  
Revised: May 7, 2013; September 6, 2016

**SANTEE SCHOOL DISTRICT**  
Santee, California



Board Policies and Bylaws G.1.2. Second Reading: New Board Policy 3430,  
Prepared by Karl Christensen Investing  
February 18, 2020

**BACKGROUND:**

New Board Policy 3430 addresses investing procedures for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

It is recommended that the Board of Education review, approve, and adopt New Board Policy 3430, Investing, in a Second Reading, as presented.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.2.

**INVESTING**

All or part of the special reserve fund of the district, or any surplus monies not required for the immediate necessities of the district, may be invested as allowed by law for public funds. (Education Code 41015; Government Code 16430, 53601-53609, 53635)

The Governing Board authorizes the district's chief fiscal officer to invest and reinvest such funds on behalf of the district. He/she shall make monthly reports of those transactions to the Board. The Board retains the right to revoke this authority at any time.

The Board recognizes that the district's chief fiscal officer has fiduciary responsibility for any funds invested outside the county treasury and is subject to prudent investor standards for investment decisions. As such, he/she shall act with care, skill, prudence, and diligence under the prevailing circumstances, including but not limited to the general economic conditions and the anticipated needs of the district. The investment objectives shall be to first safeguard the principal of the funds, then to meet the district's liquidity needs and, third, to achieve a return on the funds. (Government Code 53600.3, 53600.5)

In order to enhance investment return, the district's goal shall be to generate an investment yield that attains or exceeds a market-average rate of return through economic cycles.

The Board recognizes the importance of overseeing investments made with district funds, including investments by the county treasurer. The Superintendent or designee shall maintain ongoing communication with any county committee established for the purpose of overseeing county investments. In addition, the Superintendent or designee shall keep the Board informed about county policies that guide the investment of these funds.

The Board may establish an investment oversight committee to monitor the district's investments and make recommendations to the chief fiscal officer and the Board regarding investment policies.

*Legal Reference (next page)*

Legal Reference:

EDUCATION CODE

41001 Deposit of money in county treasury

41002 General fund deposits and exceptions

41002.5 Deposit of certain funds in insured institutions

41003 Funds received from rental of real property

41015 Authorization of and limitation investment of district funds

41017 Deposit of miscellaneous receipts

41018 Disposition of money received

42840-42843 Special reserve fund

GOVERNMENT CODE

16430 Eligible securities for investment of surplus money

17581.5 Mandates contingent upon state funding

27000.3 Fiduciary for deposits in county treasury

27130-27137 County treasury oversight committees

53600-53609 Investment of surplus

53630-53686 Deposit of funds, especially:

53635 Local agency funds; deposit or investment

53646 Treasurer reports and statements of investment policy

53852.5 Investment term for funds designated for repayment of notes

53859.02 Borrowing by local agency

Management Resources:

CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION PUBLICATIONS

Local Agency Investment Guidelines, 2002, rev. 2004

WEB SITES

California State Treasurer's Office, California Debt and Investment Advisory Commission:

<http://www.treasurer.ca.gov/cdiac>

Policy  
Adopted:

**SANTEE SCHOOL DISTRICT**  
Santee, California

Board Policies and Bylaws G.1.3. Second Reading: New Board Policy 3452,  
Prepared by Karl Christensen Student Activity Funds  
February 18, 2020

**BACKGROUND:**

New Board Policy 3452 addresses procedures for student activity funds for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

It is recommended that the Board of Education review, approve, and adopt New Board Policy 3452, Student Activity Funds, in a Second Reading, as presented.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.3.

**STUDENT ACTIVITY FUNDS**

The Governing Board recognizes that student organizations can provide students with an opportunity to conduct worthwhile cocurricular activities beyond those provided by the district and can also help students learn about effective financial practices. To that end, student organizations may raise and spend funds to support activities that promote the general welfare, morale, and educational experiences of the student body.

**Fund-Raising Events**

At the beginning of each school year, each principal or designee shall submit to the Superintendent or designee a list of the fund-raising events that each student organization proposes to hold that year. The Superintendent or designee shall review the proposed events and determine whether the events contribute to the educational experience and are not in conflict with or detract from the school's educational program. When reviewing proposed events, the Superintendent or designee shall consider the effects of the activities on student health and safety, evaluate the risk of liability to the district, and ensure that the proposed activities are in compliance with law, Board policy, and administrative regulation.

**Management of Funds**

Student body funds shall be managed in accordance with law and sound business procedures designed to encourage the largest possible educational return to students without sacrificing the security of funds.

The Superintendent or designee shall develop internal control procedures to safeguard the organization's assets, promote the success of fund-raising ventures, provide reliable financial information, and reduce the risk of fraud and abuse. These procedures shall detail the oversight of activities and funds including, but not limited to, the appropriate role and provision of training for staff and students, parameters for events on campus, appropriate and prohibited uses of funds, and accounting and record-keeping processes, including procedures for handling questionable expenditures.

The principal or designee shall be responsible for the proper conduct of all student organization financial activities. The budget adopted by the student body organization should serve as the financial plan for the school year and shall be submitted to the Superintendent or designee at the beginning of each school year. The Superintendent or designee shall periodically review the organization's use of funds to ensure compliance with the district's internal control procedures. Funds derived from the student body shall be disbursed according to procedures established by the student organization. All disbursements must be approved by a Board-designated official, the certificated employee who is the student organization advisor, and a student organization representative. (Education Code 48933)

The Board shall provide an annual audit of student accounts by a certified public accountant or licensed public accountant. The cost of the audit shall be paid from district funds. (Education Code 41020)

Legal Reference:

EDUCATION CODE

35182.5 Non-nutritious foods and beverages, vending machines

35564 Funds, obligation of the student body

41020 Requirement for annual audit

48930-48938 Student body organization

49431 Sale of food and beverages, elementary school

49431.5 Sale of food and beverages, middle and high schools

51520 School premise, prohibited solicitations

51521 Fund-raising projects

CODE OF REGULATIONS, TITLE 5

15500 Food sales, elementary schools

15501 Food sales, middle and junior high schools

COURT DECISIONS

Prince v. Jacoby, (2002) 303 F.3d 1074

Management Resources:

FISCAL CRISIS MANAGEMENT & ASSISTANCE TEAM PUBLICATIONS

Associated Student Body Accounting Manual & Desk Reference, 2005

WEB SITES

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

Fiscal Crisis Management & Assistance Team: <http://www.femat.org>

Policy  
Adopted:

SANTEE SCHOOL DISTRICT  
Santee, California

Board Policies and Bylaws G.1.4. Second Reading: Revised Board Policy 3460,  
Prepared by Karl Christensen Financial Reports and Accountability  
February 18, 2020

**BACKGROUND:**

Revised Board Policy 3460 addresses financial reports and accountability for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

It is recommended that the Board of Education review, approve, and adopt Revised Board Policy 3460, Financial Reports and Accountability, in a Second Reading, as presented.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.4.

## Business and Noninstructional Operations

### FINANCIAL REPORTS AND ACCOUNTABILITY

The Governing Board is committed to ensuring public accountability and the fiscal health of the district ~~and providing public accountability~~. The Board shall adopt sound fiscal policies, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

~~The Superintendent or designee shall provide the Board with financial reports throughout the year in accordance with law and as otherwise requested by the Board.~~

The Superintendent or designee shall ensure that all financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education. He/she shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When any such report must be approved by the Board prior to its submission to a local, state, and/or federal agency, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report and meet any applicable submission deadline.

~~Based on financial reports provided by the Superintendent or designee and in accordance with law and administrative regulation, the Board shall:~~

- ~~1. Approve and file an annual statement of the district's receipts and expenditures for the preceding fiscal year; (Education Code 42100)~~
- ~~2. Adopt a resolution identifying the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year; (Education Code 42132; Government Code 7910)~~
- ~~3. Approve interim fiscal reports and certify whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and two subsequent fiscal years; (Education Code 42130, 42131)~~
- ~~4. Provide for an annual audit, select an independent auditor, and review the audit report. (Education Code 41020, 41020.3)~~

~~The independent auditor shall present the audit report to the Board at a public meeting and the Board shall have an opportunity to ask questions of the auditor and request further information about the audit findings.~~



## **FINANCIAL REPORTS AND ACCOUNTABILITY (continued)**

The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability.

If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly to identify and resolve these conditions. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise the district on fiscal matters.

### **Unaudited Actual Receipts and Expenditures**

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42100)

### **Gann Appropriations Limit Resolution**

On or before September 15, the Board shall adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)

### **Interim Reports/Certification of Ability to Meet Fiscal Obligations**

The Superintendent or designee shall submit two interim fiscal reports to the Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31. The reports and supporting data shall be made available by the district for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and certify, on the basis of the interim report and any additional financial information known by the Board, whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years

**FINANCIAL REPORTS AND ACCOUNTABILITY (continued)**

2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent under the authority granted to him/her pursuant to Education Code 42131.

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30. (Education Code 42131)

At any time during the year when the County Superintendent conducts a comprehensive review of the district's financial and budgetary conditions after he/she has determined that the district's budget does not comply with state criteria and standards for fiscal stability, the Board shall review the County Superintendent's recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of its proposed actions on the recommendation. (Education Code 42637)

**Audit Report**

By April 1 of each year, the Board shall provide for an annual audit of the district's books and accounts. (Education Code 41020)

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

## **FINANCIAL REPORTS AND ACCOUNTABILITY (continued)**

The Board shall not select any public accounting firm to provide audit services if the lead or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years. (Education Code 41020)

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3)

The Board shall have an opportunity at the meeting to ask questions of the auditor and request further information about the audit findings.

### **Audit Committee**

The Board may appoint an audit committee composed of staff knowledgeable about fiscal matters, other staff, and representatives of the community.

The committee shall serve in an advisory capacity and may:

1. Make recommendations regarding the selection of the external independent auditor in accordance with Education Code 41020 and 41020.5;
2. Review the plan for the audit process with the independent auditor to determine the adequacy of the nature, scope, and timetable of the audit;
3. Review the results of the audit and participate with the independent auditor and management in preparing final recommendations and responses;
4. Participate with the independent auditor in presenting the audit report to the Board;
5. Review Board policies and administrative regulations to recommend any revisions needed to ensure effective financial reporting;
6. Provide input on the effectiveness of the independent auditor;
7. Periodically report to the Board regarding the status of previous audit recommendations for improving the accounting and internal control systems.

**FINANCIAL REPORTS AND ACCOUNTABILITY (continued)***Legal Reference:*EDUCATION CODE

1240 Duties of County superintendent of schools  
 14500-14508 Financial and compliance audits  
17070.10-17079.30 Leroy F. Greene School Facilities Act  
 17150 Public disclosure of non-voter-approved debt  
 17170-17199.5 California School Finance Authority  
 33127 Standards and criteria for local budgets and expenditures  
 33128 Standards and criteria; inclusions  
 33129 Standards and criteria; use by local agencies  
 35035 Powers and duties of superintendent  
 41010-41023~~4~~ Accounting system  
 41326 Emergency apportionment  
 41344 Repayment of apportionment significant audit exceptions  
 41344.1 Appeals of audit findings  
 41455 Examination of financial problems of local districts  
 42100-42105 Requirement to prepare and file annual statement  
 42120-42129 Budget requirements  
 42130-42134 Financial reports and certifications  
 42140-42142 Public disclosure of fiscal obligations  
 42637 County Superintendent review of district's financial and budgetary conditions  
 42652 Revocation or suspension of warrant authority  
48300-48316 Student attendance alternatives  
52060-52077 Local control and accountability plan

GOVERNMENT CODE

3540.2 School district; qualified or negative certification; proposed agreement review and comment  
 7900-7914 Appropriations limit  
 16429.1 Local agency investment fund  
 53646 Reports of investment policy and compliance

CODE OF REGULATIONS, TITLE 2

1859.104 Leroy F. Greene School Facilities Program, reporting requirements

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure  
 15070 Submission of reports using standardized account code structure  
 15440-15451 Criteria and standards for school district budgets  
 15453-15464 Criteria and standards for school district interim reports

19810-19816.1 AuditsUNITED STATES CODE, TITLE 31

7501- 7507 Single audits of federal program funds

CODE OF FEDERAL REGULATIONS, TITLE 2

200.0-200.521 Federal uniform grant guidance

## FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

### Management Resources:

#### CSBA PUBLICATIONS

Maximizing School Board Governance: Fiscal Accountability, 2006

CALIFORNIA DEPARTMENT OF EDUCATION COMMUNICATIONS

New Financial Reporting Requirements for Postemployment Benefits Other than Pensions, February 26, 2007

~~1208-00~~ Audit Resolution Process: Repayment Plans

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

U.S. GENERAL ACCOUNTING OFFICE AND PRESIDENT'S COUNCIL ON INTEGRITY AND EFFICIENCY (PCIE) PUBLICATIONS

Government Auditing Standards, 2011

Financial Audit Manual, revised 20038

U.S. OFFICE OF MANAGEMENT AND BUDGET CIRCULARS

A-133 Audits of States, Local Governments, and Non-Profit Organizations

STATE CONTROLLER PUBLICATIONS

Standards and Procedures for Audits of California K-12 Local Educational Agencies (annual publication)

-WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

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

State Controller's Office: <http://www.sco.ca.gov>

U.S. Government Accounting Office: <http://www.gao.gov>

U.S. Office of Management and Budget: <http://www.whitehouse.gov/omb>

Board Policies and Bylaws G.1.5. First Reading: New Board Policy 3510,  
Prepared by Karl Christensen Green School Operations  
February 18, 2020

**BACKGROUND:**

New Board Policy 3510 addresses integrating environmental accountability and operations in District programs, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

New Board Policy 3510, Green School Operations, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.5.

**Green School Operations**

The Governing Board believes everyone has a responsibility to be a steward of the environment and desires to integrate environmental accountability into all district programs and operations. The Superintendent or designee shall develop strategies to promote district use of "green" school principles and practices in order to conserve natural resources, reduce the impact of district operations on the environment, and protect the health of students, staff, and the community.

In developing such strategies and assessing the environmental conditions in district facilities and operations, the Superintendent or designee shall involve staff at all levels and with varying job responsibilities, including administrators, certificated staff, and classified staff. As appropriate, the Superintendent or designee may also consult with health professionals; representatives of local governmental agencies, utilities, solid waste and recycling companies, and community organizations; and/or others with expertise.

In selecting and prioritizing strategies, the Superintendent or designee shall give consideration to long-term potential cost savings, initial costs, feasibility of implementation, quality and performance of the product or service, health impacts, environmental considerations, and potential educational value.

District strategies may include, but are not limited to:

1. Reducing energy and water consumption, and using renewable and clean energy technologies and alternatives when available
2. Establishing recycling programs in district facilities
3. Reducing the consumption of disposable materials by reusing materials and by using electronic rather than paper communications when feasible
4. Using environmentally preferable products and services whenever practical, including, but not limited to, products that:
  - a. Minimize environmental impacts, toxins, pollutants, odors, and hazards
  - b. Contain postconsumer recycled content
  - c. Are durable and long-lasting
  - d. Conserve energy and water
  - e. Reduce waste
5. Using least toxic, independently certified green cleaning products when feasible, as well as high-efficiency cleaning equipment that reduces the need to use chemicals
6. Providing professional development to maintenance staff in the proper use, storage, and disposal of cleaning supplies

7. Using effective, least toxic pest management practices for the control and management of pests

(cf. 3514.2 - Integrated Pest Management)

8. Ensuring that any construction of new facilities complies with green building standards pursuant to 24 CCR 101.1-703.1, and focusing on sustainability and student health in the design and implementation of facilities modernization projects

9. Reducing vehicle emissions by:

a. Encouraging students to walk or bicycle to school or to use district or public transportation

b. Using reduced or zero emission school buses and vehicles and providing accompanying infrastructure such as charging stations

c. Limiting unnecessary idling of school buses in accordance with 13 CCR 2480

d. Limiting unnecessary idling of personal vehicles by encouraging parents/guardians, through signage or other means of communication, to turn off their vehicles when parked on and around school grounds

10. Implementing green school practices in the district's food service programs by:

a. Providing fresh, locally sourced, unprocessed, organic food, including plant-based options, when available

b. Reducing food packaging and using packaging that is recyclable and/or biodegradable

c. Utilizing reusable products

d. Encouraging zero-waste lunches when food is brought from home

e. Maintaining a system for food waste, such as composting

f. Providing sharing tables where unused cafeteria food items may, in accordance with Health and Safety Code 114079, be returned for student use or donated to a food bank or other nonprofit charitable organization

11. Integrating green school practices and activities into the educational program by providing instruction to students on the importance of the environment, involving students in the implementation and evaluation of green school activities and projects as appropriate, and utilizing green school activities and projects as learning tools



Legal Reference:

EDUCATION CODE

8700-8707 Environmental education

17070.96 Leroy F. Greene School Facilities Act of 1996, consideration of high performance standards

17072.35 New construction grants; use for designs and materials for high performance schools

17608-17614 Healthy Schools Act of 2000

32370-32376 Recycling paper

33541 Environmental education

101012 Kindergarten through 12th grade school facilities program

FOOD AND AGRICULTURAL CODE

13180-13188 Healthy Schools Act of 2000

HEALTH AND SAFETY CODE

114079 General food safety requirements; unused or returned food

PUBLIC CONTRACT CODE

12400-12404 Environmentally preferable purchasing

PUBLIC RESOURCES CODE

25410-25422 Energy conservation assistance

40050-40063 Integrated waste management act

42630-42647 Schoolsite source reduction and recycling assistance program

CODE OF REGULATIONS, TITLE 2

1859.70.4 Funding for high performance incentive grants

1859.71.6 Additional grant for high performance incentive, new construction

1859.77.4 Additional grants for high performance incentive, site and modernization

CODE OF REGULATIONS, TITLE 5

14010 Standards for school site selection

CODE OF REGULATIONS, TITLE 13

2480 Limitation to school bus idling and idling at schools

CODE OF REGULATIONS, TITLE 24

101.1-703.1 Green building standards

Management Resources:

CALIFORNIA AIR RESOURCES BOARD PUBLICATIONS

School Bus Fleet Webinar, April 20, 2018

COLLABORATIVE FOR HIGH PERFORMING SCHOOLS PUBLICATIONS

CHPS Best Practices Manual

GLOBAL GREEN USA PUBLICATIONS

Healthier, Wealthier, Wiser: A Report on National Green Schools

GREEN SCHOOLS INITIATIVE PUBLICATIONS

Green Schools Buying Guide

HEALTHY SCHOOLS CAMPAIGN PUBLICATIONS

The Quick and Easy Guide to Green Cleaning in Schools, 2nd ed., 2008

WEB SITES

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

California Air Resources Board: <http://www.arb.ca.gov>

California Department of General Services, Green California: <http://www.green.ca.gov>

California Energy Commission: <http://www.energy.ca.gov>

Collaborative for High Performance Schools: <http://www.chps.net>

Global Green USA: <http://www.globalgreen.org>

Green Schools Initiative: <http://www.greenschools.net>

Healthy Schools Campaign: <http://www.healthyschoolscampaign.org/programs/gcs>

U.S. Environmental Protection Agency: <http://www.epa.gov>

U.S. Green Building Council, LEED Green Building Rating System: <http://www.usgbc.org>

Board Policies and Bylaws G.1.6. First Reading: Revised Board Policy 3511,  
Prepared by Karl Christensen Energy and Water Management  
February 18, 2020

**BACKGROUND:**

Revised Board Policy 3511 addresses energy and water management in the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

Revised Board Policy 3511, Energy and Water Management, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.6.

**ENERGY AND WATER MANAGEMENT**

The Governing Board recognizes the ~~importance of minimizing the district's use of~~ environmental and financial benefits that can be derived from conserving energy, water, and other natural resources, preparing for extreme weather and other natural events, and providing an high-quality environment that promotes the health and productivity, and effectively managing the district's fiscal resources well-being of students and staff. To ~~that end~~ support district goals for energy and water management, the Superintendent or designee shall develop a resource management program which may include strategies for implementing effective and sustainable resource use practices, exploring the use of renewable and clean energy technologies and/or sources, reducing energy and water consumption, minimizing utility costs, reducing the amount of waste of consumable materials, encouraging recycling and green procurement practices, and promoting conservation principles in the educational program.

The Superintendent or designee may solicit input from staff, students, and parents/guardians regarding the district's resource management program. The Superintendent or designee shall provide staff and students with training and guidance on best practices to achieve the district's goals, and may establish a reward program to recognize outstanding accomplishments.

The Superintendent or designee shall regularly inspect district facilities, and monitor operations, and make recommendations for maintenance and ~~capital expenditures~~ repairs which may help the district reach its conservation and management goals and improve efficiency.

The Superintendent or designee shall make every effort to identify funding opportunities and cost-reducing incentive programs to help the district achieve its conservation and management goals. The district may coordinate with other local or regional entities to capitalize on their expertise and maximize the efficient use of resources, such as through joint or shared use agreements.

The Superintendent or designee shall ~~periodically~~ regularly report to the Board on the district's progress in meeting its conservation and management goals.

**Storm Water Management**

~~The Board desires to ensure that,~~ To the maximum extent practicable, the district shall reduce the discharge of pollutants into the water system in order to minimize the threat to water quality from storm water runoff.

~~When the district has been designated by the State Water Resources Control Board or a regional water quality control board,~~ The Superintendent or designee shall ensure that the district complies with storm water discharge standards specified by any applicable General Permit requirements coverage required by law, including all requirements of the Construction General Permit issued by the State Water Resources Control Board for any project that disturbs one acre or more of soil. (40 CFR 122.34).

The Superintendent or designee shall develop a storm water management plan that complies with the provisions of the applicable permit and describes best management practices, design strategies, measurable goals, and timetables for implementation. ~~and shall submit t~~The plan and a resolution authorizing ~~the~~its implementation ~~of the plan~~shall be submitted to the Board for approval. ~~The district's plan shall describe best management practices, measurable goals, and timetables for implementation in the following areas:~~

- ~~1. — Public education and outreach on storm water impacts including distribution of storm water posters and calendars to school sites for posting and placement of the Storm Water Management Plan on the District Website;~~
- ~~2. — Public participation, such as participation in adoption and implementation of the plan;~~
- ~~3. — Illicit discharge detection and elimination, such as maps and programs to detect and eliminate illicit non-storm water discharges;~~
- ~~4. — Construction site storm water runoff control, such as reviewing construction plans, inspecting sites, and tracking construction site runoff, as well as erosion and sediment controls;~~
- ~~5. — Post construction storm water management, such as developing design standards for preventing runoff and verifying proper maintenance and operation of control procedures;~~
- ~~6. — Pollution prevention and good housekeeping, such as evaluating waste disposal, material storage, and equipment cleaning procedures and spill prevention, including at bus maintenance facilities;~~
- ~~7. — All Purchase Orders and Facilities Use Agreements shall have the following contract language added:~~

~~Vendor shall comply with the lawful requirements of the District, the State of California, and all applicable municipalities and local agencies regarding discharges to separate storm drain systems or other watercourses under their jurisdiction, including applicable requirements in municipal storm water management programs.~~

For all projects, the district shall comply with any city or county ordinance that regulates drainage improvements and conditions. (Government Code 53097)

~~The Superintendent or designee shall regularly report to the Board on the status of the district's implementation efforts.~~

**Emergency Interruption of Services**

The Superintendent or designee shall develop a plan to minimize disruption to the educational program in the event of power outages or other emergency interruption of utility services. The plan shall include actions to be taken to facilitate student and staff safety, administrative control of operations, protection of equipment, effective communications, and coordination with local fire, police, and emergency personnel and utility service providers.

*Legal Reference:*

EDUCATION CODE

17213.1 School sites

17280 Construction of school buildings

35275 Coordination of new facilities with recreation and park authorities

41422 School term or session length, failure to comply due to disaster

46392 Emergency conditions; ADA estimate

GOVERNMENT CODE

53097 Local agencies

PUBLIC RESOURCES CODE

25410-25421 Energy conservation assistance

WATER CODE

189.3 Recommendations for best design and use practices

13383 Compliance with the federal Water Pollution Control Act

13383.5 Storm water discharge monitoring requirements

CODE OF REGULATIONS, TITLE 23

490-495 Model Water Efficient Landscape Ordinance

2200 Discharge permit fees

UNITED STATES CODE, TITLE 33

1342 National pollutant discharge elimination system

CODE OF FEDERAL REGULATIONS, TITLE 40

122.1-122.64 National pollutant discharge elimination system

–Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Guidance for Stormwater and Dry Weather Runoff CAPTURE (California Practices to Use Runoff Effectively) at Schools, December 2018

A Blueprint for Environmental Literacy: Educating Every Student In, About, and For the Environment, 2015

Average Daily Attendance Credit During Periods of Emergency, Management Advisory 90-01, rev. February 10, 2005

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD PUBLICATIONS

Guidance for Design and Construction of Vegetated Low Impact Development Projects, 2016

U.S. ENVIRONMENTAL PROTECTION AGENCY PUBLICATIONS

National Management Measures to Control Nonpoint Source Pollution from Urban Areas, 2005

WEB SITES

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

Alliance to Save Energy: <http://www.ase.org>

California Department of Education, Facilities: <http://www.cde.ca.gov/ls/fa>

California Department of Water Resources: <http://water.ca.gov>

California Division of State Architect: <http://www.dgs.ca.gov/DSA>

California Energy Commission: <http://www.energy.ca.gov>

California State Water Resources Control Board: <http://www.swrcb.ca.gov>

California Stormwater Quality Association: <http://www.casqa.org/resources>

Collaborative for High Performance Schools (CHPS): <http://chps.net>

Green School Yards America: <http://www.greenschoolyards.org>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Policy adopted: September 1, 2009

Policy Revised: November 6, 2012

**SANTEE SCHOOL DISTRICT**

Santee, California

Board Policies and Bylaws G.1.7. First Reading: Revised Board Policy 3511.1,  
Prepared by Karl Christensen Integrated Waste Management  
February 18, 2020

**BACKGROUND:**

Revised Board Policy 3511.1 addresses the implementation of an integrated waste management program that incorporates the principles of green school operations for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

**RECOMMENDATION:**

Revised Board Policy 3511.1, Integrated Waste Management, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.7.

**INTEGRATED WASTE MANAGEMENT**

The Governing Board believes that the conservation of ~~water, energy and other~~ natural resources ~~as well as~~ and the protection of the environment are connected to the district's educational mission and are essential to the health and wellbeing of the community. The Superintendent or designee shall develop and/or implement an cost-effective, integrated waste management program ~~to reduce waste, conserve natural resources and protect the environment~~ that incorporates the principles of green school operations.

The district's program shall include specific strategies designed to help the district reduce solid and hazardous waste generation, ~~and~~ improve efficiency in its usage of natural resources, and minimize the impact of such use on the environment. The program shall address ~~in~~ all areas of the district's operations, including, but not limited to, procurement, resource utilization, and facilities management practices.

The Superintendent or designee may collaborate with city, county and state agencies and other public or private agencies in developing and implementing the district's integrated waste management program.

The Superintendent or designee shall make every effort to identify funding opportunities for the district's integrated waste management program including applying for available grants or other cost-reduction incentives.

To the extent that funding permits, ~~The~~ Superintendent or designee shall provide appropriate educational and training opportunities to students and staff regarding the benefits and methods of conserving natural resources and protecting the environment.

The Superintendent or designee shall regularly monitor all aspects of the district's integrated waste management program and shall provide an update to the Board on its effectiveness as necessary.

*Legal Reference (next page):*

Legal Reference:

EDUCATION CODE

8700-8707 Environmental education

17070.96 Leroy F. Greene School Facilities Act of 1996, consideration of high performance standards

17072.35 New construction grants; use for designs and materials for high performance schools

32370-32376 Recycling paper

33541 Environmental education

PUBLIC RESOURCES CODE

25410-25421 Energy conservation assistance

40050-40063 Integrated waste management act

41780 Waste diversion

42620-42622 Source reduction and recycling programs

42630-42647 Schoolsite source reduction and recycling

42649-42649.7 Recycling of commercial solid waste

CODE OF REGULATIONS, TITLE 14

17225.12 Commercial solid waste

Management Resources:

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD PUBLICATIONS

A District-wide Approach to Recycling—A Guide for School Districts, Pub. # 500-94-009 Seeing

Green through Waste Prevention—A Guide for School Districts, Pub. # 500-94-010

Going Beyond Recycling, Buying Recycled—A Guide for School Districts, Pub. # 322-95-001

Reusable School News

WEB SITES

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

California Integrated Waste Management Board: <http://www.ciwmb.ca.gov>

California Department of Resources Recycling and Recovery:

<http://www.calrecycle.ca.gov/ReduceWaste/Schools>

California Division of State Architect: <http://www.dsa.ca.gov>

California eEnergy Commission: <http://www.energy.ca.gov>

California Environmental Protection Agency: <http://www.calepa.ca.gov>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Policy  
adopted: March 3, 2009

SANTEE SCHOOL DISTRICT  
Santee, California



Board Policies and Bylaws Item G.1.8.

First Reading: Revised Board Policy  
6154, Homework/Makeup Work

Prepared by Dr. Stephanie Pierce  
February 18, 2020

**BACKGROUND:**

Attached is revised Board Policy 6154, Homework/Makeup Work, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

**RECOMMENDATIONS:**

This evening administration is presenting revised Board Policy 6154, Homework/Makeup Work, for a first reading. Action, if any, is at the discretion of the Board.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

This revised board policy supports the homework as a valuable extension of student learning time.

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

Agenda Item G.1.8.

**HOMEWORK/MAKEUP WORK**

The Governing Board recognizes that meaningful homework assignments contributes toward building responsibility, self-discipline and life-long learning can be a valuable extension of student learning time and assist students in developing good study habits. Time spent on homework directly influences students' ability to meet the district's academic standards. The Board expects students, parents/guardians and staff to view homework as a routine and important part of students' daily lives. Homework shall be assigned when necessary to support classroom lessons, enable students to complete unfinished assignments, or review and apply academic content for better understanding.

The Superintendent or designee shall ~~ensure that~~ collaborate with school administrators and teachers to develop and implement an effective homework plan at each school site. As needed, teachers may receive training in designing relevant, challenging and meaningful homework assignments that reinforce classroom learning objectives. Teachers' expectations related to homework may be addressed in their evaluations and review guidelines for the assignment of homework and the related responsibilities of students, staff and parents/guardians.

Homework assignments shall be reasonable in length and appropriate to the grade level and course. The Board expects that the number, frequency, and degree of difficulty of homework assignments will increase with the grade level and the maturity of students. Teachers shall assign homework only as necessary to fulfill academic goals and reinforce current instruction.

As needed, teachers may receive training in designing relevant homework assignments that reinforce classroom learning objectives.

~~Although on-time completion of homework is important to maintain academic progress, the Board recognizes that students learn at different rates. Students shall receive credit for work that is completed late in order to encourage their continued learning.~~

Age-appropriate instruction may be given to help students allocate their time wisely, meet their deadlines, learn to work independently, and develop good personal study habits.

At the beginning of the school year, teachers shall communicate homework expectations to students and their parents/guardians. Homework guidelines shall also be included in student and/or parent/guardian handbooks. These communications shall include the manner in which homework relates to achievement of academic standards and course content, the impact of homework assignments on students' grades, any school resources and programs that are available to provide homework support, and ways in which parents/guardians may appropriately assist their children.

Although it is the student's responsibility to ~~do most homework~~ undertake assignments independently, the Board expects teachers at all grade levels to use parents/guardians may serve as a contributing resource and are encouraged to ensure that their child's homework

**HOMEWORK/MAKEUP WORK** (continued)

assignments are complete. When a student repeatedly fails to do their complete homework, the teacher shall notify the student's parents/guardians shall be notified and asked to contact the teacher as soon as possible so that corrective action can be taken prior to the release of any final grades or report cards.

To further support students' homework efforts, the Superintendent or designee may establish and maintain ~~telephone help lines and/or after-school centers~~ electronic forums, provide access to school library media centers and technological resources, and/or provide before-school and after-school programs where students can receive ~~encouragement and clarification about homework assignments~~ assistance from teachers, volunteers and/or ~~more advanced students who are performing community service~~ student tutors. The Board encourages the Superintendent or designee to design class and transportation schedules that will enable students to make use of homework support services.

Teachers shall review all completed homework to assess the student's understanding of academic content and shall provide timely feedback to the student.

**Makeup Work**

Students who ~~miss school work because of an excused absence~~ are absent from school shall be given the opportunity to complete all assignments and tests that can be reasonably provided. As determined by the teacher, the assignments and tests shall be ~~reasonably~~ equivalent to, but not necessarily identical to, the assignments and tests missed during the absence. Students shall receive full credit for work satisfactorily completed within a reasonable period of time.

~~Students who miss school work because of unexcused absences may be given the opportunity to make up missed work for full or reduced credit. Teachers shall assign such makeup work as necessary to ensure academic progress, not as a punitive measure.~~

The Superintendent or designee shall notify parents/guardians that no student may have a grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205.

When a parent/guardian of a student who has been suspended for two or more school days requests homework that the student would otherwise have been assigned, the student's teacher shall provide such homework. If a homework assignment is requested and is turned in to the teacher by the student either upon the student's return from suspension or within the timeframe originally prescribed by the teacher, whichever is later, and is not graded before the end of the academic term, the homework assignment shall not be included in the calculation of the student's overall grade in the class.

## **HOMEWORK/MAKEUP WORK (continued)**

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension.

### *Legal Reference:*

#### EDUCATION CODE

8420-2428 21<sup>st</sup> Century High School After School Safety and Enrichment for Teens

8482-8484.65 After School Education and Safety Program

8484.7-8484.9 21<sup>st</sup> Century Community Learning Centers

48205 Absences for personal reasons

48913 Completion of work missed by suspended student

48913.5 Homework assignments for suspended students

48980 Parental notifications

58700-58702 Tutoring and homework assistance program; summer school apportionment credit

#### UNITED STATES CODE, TITLE 20

7171-7176 21<sup>st</sup> Century Community Learning Centers

### *Management Resources:*

#### SBE POLICIES

Parent Involvement in the Education of Their Children, 1994

Policy Statement on Homework, 1995

#### CSBA PUBLICATIONS

Research-Supported Strategies to Improve the Accuracy and Fairness of Grades, Governance Brief, July 2016

#### WEB SITES

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

California State PTA: <http://www.capta.org>

Policy  
adopted: August 17, 2010  
revised:

**SANTEE SCHOOL DISTRICT**  
Santee, California

**Item H. EMPLOYEE ASSOCIATION COMMUNICATION**

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

**Item J. 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 Negotiators** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association (STA); and*  
*Classified School Employees Association (CSEA)*
  
2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

**Item K. RECONVENE TO PUBLIC SESSION**

**Item L. ADJOURNMENT**

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