



Santee School District

SCHOOLS:

Cajon Park
Carlton Hills
Carlton Oaks
Chet F. Harritt
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
A G E N D A
February 19, 2013**

District Mission

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

	Page #
A. OPENING PROCEDURES – 7:00 p.m.	5
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
B. REPORTS AND PRESENTATIONS	6
1. Superintendent's Report	
1.1. Developer Fees 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 Learning: Hill Creek School	12
C. PUBLIC COMMUNICATION	13
<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> 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>	

- D. CONSENT ITEMS** 14
- Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.*

Superintendent

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

Business Services

- 2.1. Approval/Ratification of Travel Requests** 27
- 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** 29
- It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of January 2013.
- 2.3. Approval/Ratification of Purchase Orders** 31
- It is recommended that the Board of Education approve and ratify purchase orders for the month of January 2013 as presented in the item.
- 2.4. Approval/Ratification of Revolving Cash Report** 39
- It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.
- 2.5. Acceptance of Donations** 41
- It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.6. Approval of Consultants and General Service Providers** 42
- It is recommended that the Board of Education approve Consultant and General Service Provider agreements as presented.
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 44
- It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of January 2013.

Capital Improvement Program

- 3.1. Authorization to Utilize California Uniform Public Construction Cost Accounting Act Informal Bid Procedures for Asphalt Repairs** 49
- It is recommended that the Board of Education authorize utilizing the California Uniform Public Construction Cost Accounting Act informal bid procedures for asphalt repairs.
- 3.2. Approval of Builders' Risk Insurance for the 10-Classroom Addition Project at Pepper Drive School** 50
- It is recommended that the Board of Education approve Hanover for builder's risk insurance needed for the Pepper Drive 10-classroom addition construction project.

- 3.3. **Approval of Ninyo & Moore for Materials and Testing Labs and Geotechnical Observations during Construction of the Pepper Drive School 10-Classroom Addition Project** 56
It is recommended that the Board of Education approve Ninyo & Moore for special inspection, materials testing, and geotechnical observations for the Pepper Drive School 10-classroom addition project.
- 3.4. **Approval of Hendrix, California School Construction Services as DSA Inspector of Record for the pepper Drive School 10-Classroom Addition Project** 67
It is recommended that the Board of Education approve Hendrix, California School Construction Services for DSA Inspector of Record services for the Pepper Drive School 10-classroom addition project.
- Educational Services**
- 4.1. **Approval of Extended Field Trip Request for Students to Attend Camp Cuyamaca for Spring Jam, Club Live** 70
It is recommended that the Board of Education approve the Extended Field Trip Request for sixth, seventh and eighth grade students from Cajon Park, Carlton Oaks, Chet F. Harritt, Hill Creek and PRIDE Academy to attend Camp Cuyamaca for Spring Jam, Club Live.
- Human Resources/Pupil Services**
- 5.1. **Personnel, Regular** 71
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.
- 5.2. **Approval of School Calendar for 2013-2014** 73
It is recommended that the Board of Education approve the school calendar for 2013-2014.
- 5.3. **Approval of Classified Non-Management Reclassification / Reallocation Study Recommendations** 75
It is recommended that the Board of Education approve the recommendations prepared as a result of the reclassification / reallocation study for the following positions:
- Revised Publication Technician I
 - Revised Publication Technician II
 - Revised Instructional Assistant, Special Education I
 - Revised Instructional Assistant, Special Education II
 - New Instructional Assistant, Visually Impaired
- 5.4. **Approval to Submit Application for the Tobacco-Use Prevention Education (TUPE) Grant for Sixth, Seventh and Eighth Grade Students** 90
It is recommended that the Board of Education approve submission of the application process for the TUPE grant.
- E. DISCUSSION AND/OR ACTION ITEMS** 92
Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.

Superintendent

- 1.1. 2013 CSBA Delegate Assembly Election** 93
Board members may cast a unit vote to fill seven vacancies for the CSBA Delegate Assembly Region 17 representatives.

Business Services

- 2.1. Equity in School Lunch Pricing** 95
This is an information item only. Action is at the discretion of the Board.

Capital Improvement Program

- 3.1. Approval of Amendment No. 16 (Phase IV – Pepper Drive School 10-Classroom Addition Project) to Construction Services Agreement for Lease-Leaseback, Site Lease, and Sublease Agreement** 96
It is recommended that the Board of Education approve Amendment No. 16 to the Construction Services Agreement for Lease-Leaseback, Site Lease, and Sublease Agreement for the GMP of \$6,608,735.

- 3.2. Revision to Bylaws for Independent Citizens Oversight Committee Term Limits and Bylaw Changes** 114
It is recommended that the Board of Education amend the ICOC by-laws to:
- Specify appointment of no more than three, 3-year terms for a total allowed service of 9 years, and
 - Require a majority vote for by-law changes rather than a 2/3 vote.

Human Resources/Pupil Services

- 4.1. Adoption of Resolution No. 1213-14 Reduction of Identified Classified Management Position** 123
It is recommended that the Board of Education adopt resolution no. 1213-14 to reduce a classified management position as identified in the item.

F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS 125

G. CLOSED SESSION 126

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

H. RECONVENE TO PUBLIC SESSION 126

I. ADJOURNMENT 126

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 5, 2013, at 7:00 p.m. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

OPENING PROCEDURES ITEM A.

1. Call to Order and Welcome – 7:00 p.m.

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the February 19, 2013 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report
Prepared by Cathy A. Pierce, Ed.D.
February 19, 2013

The following items are presented for Board information:

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

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT
2012-13
CUMULATIVE THROUGH JANUARY 18, 2013

Residential Rate: \$1.98 per square foot over 500 - effective 6/17/12

Commercial Rate: \$0.32 per square foot - effective 6/17/12

Self Storage Rate: \$0.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
X		10946 Woodside Avenue North	06/27/12	3,245	\$1,038.40	HC
	X	8780 Carlton Oaks Drive	06/27/12	2,304	\$4,561.92	CO
X		254 Town Center Parkway (Buffalo Wild Wings)	08/03/12	7,997	\$2,559.04	RS
	X	8340 O'Connell Road	08/16/12	3,216	\$6,367.68	PD
X		9336 Abraham Way (Scantibodies)	09/27/12	5,692	\$1,821.44	HC
X		9418 Mission Gorge Road (Chick-Fil-A)	10/02/12	4,734	\$1,514.88	RS
X		10350 Mission Gorge Road	10/16/12	480	\$153.60	RS
	X	1400-1415 Katie Lane, 1301-1313 Las Brisas Drive	10/26/12	782	\$1,548.36	PA
	X	9317 Pebble Beach Dr	12/03/12	1,590	\$3,148.20	CO
X		10055, 10075, 10095 Mission Gorge Rd	12/05/12	18,300	\$5,856.00	PA
	X	9256 Galstan Dr	12/18/12	803	\$1,589.94	SC
X		9216 Abraham Way	01/07/13	248	\$79.36	HC
	X	9450 Via Zapador	01/08/13	0	\$0.00	PA
X		10770 Rockville St	01/16/13	1,196	\$382.72	HC
	X	Lennar (Lots 152, 157-159 pd per mitig 2-2-2010)	01/22/13	13,229	\$0.00	PD
	X	Lennar (Lots 119-122 pd per mitig 2-2-2010)	01/22/13	13,229	\$0.00	PD
TOTAL PAGE 1					\$30,621.54	

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

**Fee Exempt - Senior / Elder Care Facility

***Fee Exempt - Less than 500 square feet

Requests For Use Of Facilities - February 19, 2013

Group	Location	Date	Days	Time	Attendance	Fees Applied
<u>Cañon Park</u> Santana National Little League	DG Only	1/1/13 - 8/31/13	Mon - Sun	8:00 am - dusk	300	
<u>Carlton Hills</u> Santee ASA Christ the King Lutheran Church Christ the King Lutheran Church West Hills Little League PTA	Fields Multi-Purpose & Classroom Multi-Purpose & Classroom Fields Multi-Purpose	1/1/13 - 4/30/13 1/6/13 - 12/29/13 12/24/13 1/30/13 - 6/30/13 2/28/13 - 3/21/13	Mon - Fri Sunday Tuesday Mon - Sat Tues - Thurs	4:00 pm - 8:00 pm 7:00 am - 11:30 am 7:30 pm - 8:45 pm 8:00 am - 8:00 pm 2:00 pm - 3:30 pm	350	
<u>Carlton Oaks</u> West Hills Little League	Fields	1/30/13 - 6/30/13	Mon - Sat	8:00 am - 8:00 pm	350	
<u>Chet F. Harritt</u> SPNLL	Ball Fields	2/1/13 - 7/30/13	Mon - Sat	8:00 am - 10:00 pm	100	
<u>District Office</u> City of Santee	Parking Lot	7/4/13	Thursday	8:00 am - 10:00 pm		
<u>Hill Creek</u> Santana National Little League Santee ASA	Baseball Fields Fields	1/1/13 - 8/31/13 1/1/13 - 4/30/13	Mon - Sun Mon - Fri	8:00 am - dusk 4:00 pm - 8:00 pm	300	
<u>Prospect Avenue (PRIDE Academy)</u> Santee ASA SPNLL PTA (Father/Daughter Dance) ASES (Talent Show)	Fields Ball Fields Multi-Purpose Multi-Purpose	1/1/13 - 4/30/13 2/1/13 - 7/30/13 2/23/13 3/20/13	Mon - Fri Mon - Sat Saturday Wednesday	5:00 pm - 8:00 pm 5:00 pm - 8:00 pm 4:00 pm - 8:00 pm 4:00 pm - 6:00 pm	100 100 50 - 75	\$115.50
<u>Rio Seco</u> Santana National Little League PTSA (General Meeting) Santee Pioneer Little League (Meeting) WHLL (Scorekeeper's Clinic) Girl Scouts City of Santee	Baseball Fields Multi-Purpose Classroom Classroom Classroom Amphitheater	1/1/13 - 8/31/13 2/6/13 2/12/13 2/19/13 & 2/21/13 2/22/13 - 6/7/13 7/4/13	Mon - Sun Wednesday Tuesday Tues & Thurs Friday Thursday	8:00 am - dusk 6:00 pm - 7:30 pm 6:00 pm - 8:00 pm 6:00 pm - 8:00 pm 6:00 pm - 8:00 pm 8:00 am - 10:00 pm	300 10 - 20 40 40 14 - 16 5,000	
<u>Santee School Site</u> SPNLL	Ball Fields	2/1/13 - 7/30/13	Mon - Sat	8:00 am - 10:00 pm	100	
<u>Sycamore Canyon</u> West Hills Little League	Fields	1/30/13 - 6/30/13	Mon - Sat	8:00 am - 8:00 pm	350	

Santee School District
 ENROLLMENT REPORT
 2/15/2013
 Month 6 Week 4

SCHOOL	REGULAR ED										SDC			Total All		
	K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Gr.8	02/15/13	02/17/12	# Diff	% Diff	02/15/13	02/08/13	# Diff
Cajon Park	107	109	95	110	113	124	105	110	124	997	951	46	4.8%	63	1060	2
Carlton Hills	54	39	38	44	40	39	50	61	98	463	483	-20	-4.1%	30	493	-1
Carlton Oaks	83	72	93	84	89	73	94	111	99	798	823	-25	-3.0%	55	853	-1
Chet F. Harritt	60	56	69	57	79	50	49	54	60	534	566	-32	-5.7%	0	534	-1
Hill Creek	72	70	85	79	93	93	69	78	81	720	740	-20	-2.7%	13	733	1
Pepper Drive	94	93	89	88	76	80	71	83	87	761	748	13	1.7%	10	771	-1
Prospect Ave	68	71	52	66	51	56	49	54	66	533	531	2	0.4%	0	533	0
Rio Seco	106	119	85	102	109	105	112	96	122	956	930	26	2.8%	41	997	-4
Sycamore Canyon	48	61	55	42	45	46	29	0	0	326	341	-15	-4.4%	0	326	0
SUBTOTAL	692	690	661	672	695	666	628	647	737	6088	6113	-25	-0.4%	212	6300	-5
Alternative School	2	2	3	8	3	7	5	12	6	48	39	9	23.1%	0	48	0
Santee Success								2	4	6	8	-2	-25.0%	0	6	-3
TK	48									48	0	48	0.0%	48	48	0
EAK 5 yr olds	96									96	124	-28	-22.6%	96	90	6
NPS										0				2	2	0
SUBTOTAL	146	2	3	8	3	7	5	14	10	198	171	27	15.8%	200	197	3
TOTAL	838	692	664	680	698	673	633	661	747	6286	6284	2	0.0%	214	6500	-2

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

PK	
Cajon Park	2
Sycamore Canyon	47
EAK 4 yr olds	24
Total PK	73

Total Enrollment including PK
6573

Schedule of Upcoming Events

Date	Event
February 25	District Wellness Committee Meeting 4:00 p.m. @ District Library
February 26	Foundation Art Show @ Boys & Girls Club 6:00-8:00 p.m.
February 28	Chamber of Commerce Awards Dinner 5:30 p.m.
March 1	DELAC Meeting 9:00 a.m. @ ERC
March 5	Board Meeting – 7:00 p.m.
March 12	Strategic Planning Leadership Team Meeting 6:00-8:00 p.m. @ ERC
March 14	District Advisory Committee Meeting 6:00-8:00 p.m.
March 19	PTA Founders' Day Dinner 6:00 p.m. Board Meeting – 7:00 p.m.
March 21	English Learner Reclassification Ceremony 6:00 p.m. at Rio Seco School
March 25-April 5	Spring Break - Schools Closed District Offices Closed March 29
April 9	Special Education Advisory Committee 6:00-7:30 p.m. at ERC
April 11	District Advisory Committee 6:00-8:00 p.m.
April 16	Board Workshop on Common Core State Standards 6:00-7:00 p.m. Board Meeting – 7:00 p.m.
April 26	ACSA/SDCSBA Honor Our Own Awards Dinner 5:00 p.m. @ Sheraton Harbor Island
May 6-17	STAR Testing
May 7	Board Meeting – 7:00 p.m. Student Technology Projects 6:30-7:00 p.m. @ District Library
May 9	District Advisory Committee 6:00-8:00 p.m.

May 13	District Wellness Committee Meeting 4:00 p.m. @ District Library
May 21	Board Meeting – 7:00 p.m.
May 27	Memorial Day Holiday Schools and Departments Closed
May 28	Santee School District-Salute to Excellence 5:30-7:30 p.m. Carlton Oaks Country Club (Tentative)
June 4	Board Meeting – 7:00 p.m.
June 17-18	Eighth Grade Promotion Ceremonies
June 18	Board Meeting – 7:00 p.m.
June 19	Last Day of School
June 25	Foundation Golf Classic

Reports and Presentations Item B.2. Spotlight on Learning- Hill Creek School
Prepared by Cathy A. Pierce, Ed.D.
February 19, 2013

BACKGROUND:

In our quest to develop every student to their fullest potential, schools embrace a myriad of strategies to increase student learning. Inherent in those strategies are an analysis of data and its implications. Although many different strategies are employed to raise the academic abilities of our students, numerous other opportunities to develop talents, such as artistic and athletic capabilities, are available for students to experience.

Tonight Principal Lisa McColl and her team will highlight strategies they are using to increase student learning at Hill Creek School and share opportunities students have to develop other abilities.

Agenda Item B.2.

PUBLIC COMMUNICATION Item C.

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.

CONSENT ITEMS Item D.

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

Agenda Item D.

Consent Item D.1.1. Approval of Minutes
Prepared by Cathy A. Pierce, Ed.D.
February 19, 2013

BACKGROUND:

Presented for Board approval –

- February 5, 2013, regular meeting minutes
- January 24, 2013, special meeting minutes
- January 29, 2013, special meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item D.1.1.

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

February 5, 2013
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 7:00 p.m. and read the District Mission Statement.

Members present:

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

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary

President El-Hajj reported that employee Guadalupe Olivas and 3 members of her immediate family were killed over the weekend in a terrible bus accident. She asked the audience to join her in a moment of silence in their memory.

2. President El-Hajj invited the audience to recite the District Mission and then invited Rio Seco fourth grade students, Marissa Olmeda, Emma Neuman, and Olivia Webb, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda
It was moved and seconded to approve the agenda.
Motion: Ryan Second: Burns Vote: 5-0

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report
 - 1.1. Developer Fees Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events

Cathy Pierce shared a certificate of recognition the District received from the California Department of Education for being a tobacco free school district. The certificate will be proudly displayed.

2. Spotlight on Learning: Rio Seco School

Debra Simpson and a team of students shared about the learning that is happening at Rio Seco School. Rio Seco is celebrating their 28 point growth in API, now scoring at 895. All grades 2nd through 8th showed growth in math from the previous year.

Rio Seco's teachers are excited to share and learn together and are involved in the NASA science program, IDEAS, the San Diego Computer Using Educators Conference, the PEAK program, and a Cyber Quest program. Many teachers are excited to participate in the Common Core State Standards Trainings and staff is constantly sharing and discussing current educational research and articles. There is a strong foundation with immediate interventions and proactive behavior interventions. Mrs. Simpson shared several service projects underway at Rio Seco. They are also proud to have a lot of community collaboration including, Mission Federal Credit Union, the Hartford, and Chargers Play 60.

C. PUBLIC COMMUNICATION

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

Community members, Bob Schultz and Steve Rolf, addressed the Board and introduced their new cabaret style live theater in Santee. They are eager to offer Santee School District employees a discount.

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President El-Hajj invited comments from the public on any item listed under Consent.

- 1.1. **Approval of Minutes**
- 1.2. **Adoption of Resolution #1213-13 to Declare Membership in the School Project for Utility Rate Reduction (SPURR)**
- 1.3. **Approval of Agreement with Atkinson, Andelson, Loya, Ruud & Romo**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Revolving Cash Report**
- 2.3. **Acceptance of Donations**
- 2.4. **(Pulled for Separate Consideration)**
- 2.5. **Approval of Monthly Financial Report**
- 3.1. **Approval of Nonpublic Agency Master Contract with Dependable Nursing, LLC for Nursing Services**
- 4.1. **Personnel, Regular**
- 4.2. **Approval of New Job Description for Specialized Academic Instructor for Students with Visual Impairments (Infants – Grade 8)**
- 4.3. **Approval of Revisions to the Certificated Non-Management Evaluation Procedures for Psychologists, School Counselors, and School Social Workers**

It was moved and seconded to approve Consent Items with the exception of item D.2.4., which was pulled by Member Burns for separate consideration.

Motion: Burns **Second:** Fox **Vote:** 5-0

D.2.4. Approval of Consultants and General Service Providers (Pulled by Member Burns for separate consideration.) Member Burns asked why the budget for the Bridges Consultant Agreement was being doubled from the original request. Stephanie Pierce shared that in an effort to support Hill Creek's special education classrooms, they used Bridges while waiting for Vista Hill to provide the appropriate assistance. Vista Hill had trouble acquiring the appropriate staff to fill our needs. Bridges support will cease once Vista Hill staffing is obtained. In the meantime, Bridges has done an exceptional job. Member Burns moved approval of item D.2.4.

Motion: Burns **Second:** Ryan **Vote:** 5-0

G. DISCUSSION AND/OR ACTION ITEMS

President El-Hajj invited comments from the public on any item listed under Discussion and/or Action. There were no comments.

1.1. Approval of the Strategic Plan Action Committees Priority Goals and Action Plans

Dr. Cathy Pierce reported last year Santee School District developed a Strategic Plan. As we began the 2012-2013 school year, seven Action Planning Committees were established to research and prioritize areas of the Strategic Action Plans. Each committee has completed identification of two Priority Actions with deliverables for 2012-2014. The Strategic Action Leadership Team has reviewed the Priority Actions and has submitted them to the Board of Education for approval. Once approved by the Board of Education, sub-committees will begin to meet as needed to develop implementation plans for these Actions to meet the goals of the Strategic Plan approved by the Board in May 2012.

Member Burns said he appreciates the constant communication about the process and the community involvement. This process has provided a number of opportunities for the community to provide any input or comments about the Plan.

Member Ryan moved to approve the Strategic Plan Priority Goals and Action Plans for 2012-14 developed by Action Planning Committees.

Motion: Ryan **Second:** Burns **Vote:** 5-0

1.2. Adoption of Santee School District Governance Standards

Dr. Cathy Pierce reported that the Board met in a workshop on January 24th. At that meeting Board Members reviewed and edited the Santee School District Governance Standards through a collaborative process. Board Members were provided a final version for consideration to adopt as the guidelines to help increase effectiveness and improve the quality of governance and leadership for the District. Member Fox moved to adopt the Santee School District Governance Standards as provided.

Motion: Fox **Second:** Ryan **Vote:** 5-0

2.1. Solar Projects Update

Karl Christensen provided an update on the status of pending solar projects. All of the projects have been suspended due to the uncertainty of the outcomes of the SDG& E rate case. There is still no resolve and other factors are also converging on solar at this time creating very great uncertainty. Mr. Christensen provided the Board with a summary chart of results of the solar implementation at Hill Creek School. Member Levens-Craig asked if Prop 39 would impact solar projects. Mr. Christensen said yes, if that money flowed to school districts it would fund one project. This was an information item. No action was taken.

2.2. Fencing Changes at Rio Seco, Carlton Oaks, PRIDE Academy Preschool, and Cajon Park Schools

Mr. Christensen provided plans to address potential safety issues by initiating fencing changes at four sites: Carlton Oaks, Rio Seco, Hill Creek, and PRIDE Academy Preschool. A bid has also been requested to move the fencing at the Cajon Park Junior High building/parking lot. Member Levens-Craig asked if this will prohibit community use of the field. Mr. Christensen said it would not prohibit community use and would actually make it safer because balls from the field would no longer be able to roll into the parking lot. Member Ryan moved to authorize the purchase of fencing needs from the Chula Vista Elementary School bid for fencing changes at various schools and approve new doors at Rio Seco and Carlton Oaks to be constructed by Fordyce Construction.

Motion: Ryan **Second:** Burns **Vote:** 5-0

3.1. Chet F. Harritt Ball Field Snack Bar/Restroom Update

In August, 2012, the Board approved a plan for conversion of two portables for storage, a snack bar, a meeting room, and restrooms for the Chet F. Harritt ball fields. As Administration moved forward on this project, we were notified that DSA would not allow needed structural changes for windows or the floor stiffening on one of the portables. In order to complete this project, Administration would like to relocate a portable from the old Cajon Park Junior High to Chet F. Harritt. The change would add some additional cost but even with the increase, it is the best option given the constraints we have. Member Ryan asked when they would be starting the project. Christina Becker said we are behind schedule so we would have to move quickly.

Member Burns said he strongly supports the little leagues but continues to feel it is inappropriate to spend schools district dollars on what he believes is the responsibility of the City. Member Levens-Craig said she has not been involved in this from the beginning and does not believe she has enough information to vote.

Member Ryan moved to expend the additional dollars needed to move forward with the snack bar, meeting room, and restrooms for the Chet F. Harritt ball fields, not to exceed a total of \$270,000.

Motion: Ryan **Second:** Fox **Vote:** 3-1 (Burns, no; Levens-Craig, abstain)

3.2. Update on Bidding Results and Value Engineering Endeavors for Potential Pepper Drive Building Projects

Mr. Christensen provided an update on the bidding results for the Pepper Drive CIP projects. Numbers came in significantly higher than estimated. The bids for the Administration/LRC building are \$1M over

estimates. This was primarily due to the design and an acceleration of labor to have the building up and running when school starts in September. We can continue to qualify for the joint use grant money but the redesign must be DSA approved and a contract for construction would have to be in place within 18 months. Bids for the 10-classroom building were also significantly over estimates. High costs were from increases in concrete, electrical/data wiring, and cabinetry finishing.

The team has done a tremendous job of trying to figure out how to get these projects done within the financial constraints. He presented a revised plan to postpone the construction of the Administration/LRC for redesign, initiate construction of 10-classroom building for complete functionality, hold on the parking lot to use contingency funds if/when available. He presented the base bids with alternates and shared several renderings of the proposed new 10-classroom addition.

Member Burns said that although the Administration/LRC is important, it sends a powerful message about the importance of learning environments by doing the classroom building first. He likes this plan and thanked everyone for their efforts to make this happen within the financial constraints.

President El-Hajj congratulated the team for working so hard for the common goal. The Board and Administration need to educate the Pepper Drive community about the decisions and rationale, including staff, families, and students. Dr. Pierce will schedule a staff meeting and a community/parent forum (PTA) meeting.

Member Burns suggested since the landscaping cannot be included at this time, maybe some trees and/or greenery could be donated until more landscaping can be done. This was an information item. No action was taken.

H. BOARD POLICIES AND BYLAWS

1.1. Second Reading: Revisions to BP 5127 Promotion Ceremonies & Activities

Revised Board Policy 5127 was presented to the Board in a second reading. Member Burns moved to approve revisions to BP 5127.

Motion: Burns Second: Ryan Vote: 4-0 (Levens-Craig, absent)

I. BOARD COMMUNICATION

Member Burns attended a Safety Committee meeting and a Calendar Committee meeting. At the Calendar Committee meeting STA proposed consideration of moving the parent conference week to align with the 6-week progress report. STA will be surveying their teachers about moving parent conference week.

Safety concerns are immerging due to incidents that have currently happened across the nation. His concern is that information is not consistent about what to do in the event of an emergency. There was conversation at the Safety Committee meeting with questions such as, are we using a bell or fire alarm? Can we lock our doors? Can we keep them open? When the list is complete we need to present a consistent message about notifications and they should be included in their school safety plans. As Administration is already aware, the bell systems at the Phase I schools are not heard in all classrooms.

Member Levens-Craig reported the Educational Committee of the League of Woman Voters is doing a tour of Gompers on February 21st. Three Board Members went to the county school boards meeting. At that meeting they heard some very disturbing statistics about students being harassed and criminally sexually exploited. February 25th is a free training and she has shared the information with Meredith Riffel. Administration has received training regarding human trafficking presented by the Sheriff's Department.

Three Board members will be attending the SDCOE dual language tour tomorrow. Alpine is also doing a push for a language immersion program.

Member Ryan said Dan McAllister was at the County School Boards' meeting. She, Member Levens-Craig, and Dr. Cathy Pierce met with Joel Anderson. Member Ryan suggested the Board and Administration closely review the CABs legislation being submitted by Ben Hueso. She asked Mr. Christensen to review it and provide an opinion about the restrictions that may tie the hands of schools districts. She would like to let Senator Anderson know our Board's viewpoint on this legislation.

Dr. Cathy Pierce reported that she will be meeting with Principals and having a discussion about the Board's role in eighth grade promotions and protocols when a Board member or other dignitary visits their school or event. Dr. Pierce will put the expectations in writing.

Dr. Pierce presented for review the agenda for the Strategic Planning Annual Review meeting on February 12th.

Dr. Pierce reported the Santee Chamber of Commerce will be having their awards event on February 28th. Joey Sutera, our 2013 Teacher of the Year will be recognized. The Board asked to purchase two tables at the event and invite some of the Carlton Oaks Administration and/or staff as seats are available. Members Fox, Burns, and Ryan will attend.

Dr. Pierce provided a School Safety update. They are progressing in resolving issues and almost all concerns have been addressed. The Santee Sheriff's Department is working with school sites to observe lock down procedures. Safety plans are coming together. The Board asked Dr. Pierce to communicate to the schools when the concerns have all been addressed. It was noted that in the future, Project SAFE needs to be included as decisions are made.

Dr. Pierce shared that Tierra Del Sol Council PTA would like to have their annual Founder's Day Dinner before the Board meeting on March 19.

Dr. Pierce shared the thank you mugs and cards that were sent on behalf of the Board and Superintendent to the presenters on the January 7th professional development day.

Dr. Pierce reported that Administration is working to establish a fund to assist Guadalupe Olivas' family. Donations from the wonderful employees in Santee are already coming in. It was recommended that a Legacy Paver be placed at Carlton Hills in memory of Guadalupe.

J. CLOSED SESSION

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

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organization: Classified School Employees Association
3. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organizations: Santee Teachers Association
4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Address: 10335 Mission Gorge Road (Property formerly known as the Santee School Site)
Agency Negotiator: Karl Christensen, Asst. Superintendent, Business Services

The Board entered closed session at 9:08 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:35 p.m. Board President El-Hajj reported the Board voted in closed session to approve PERB Settlement #LA-CE-5490-E, paragraphs 49-51, which finalized the PERB Settlement Agreement #LA-CE-5490-E. The remaining portions of the agreement were approved at the December 18, 2012 meeting.

K. ADJOURNMENT

The February 5, 2013 regular meeting adjourned at 10:35 p.m.

Dustin Burns, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

January 24, 2013

MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 6:30 p.m.
Members present:
Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk
Barbara Ryan, Member
Elana Levens-Craig, Member
Administration present:
Dr. Cathy Pierce, Superintendent and Secretary to the Board
2. Approval of Agenda
The Agenda was unanimously approved.

B. PUBLIC COMMUNICATION

During this time, citizens were invited to address the Board of Education about any item on this special meeting agenda. There were no comments from the public.

C. BOARD COLLABORATION/TEAM BUILDING WORKSHOP

The Board met for a team building workshop and discussed ways to enhance the effectiveness of the governance team. Ron Bennett, a consultant from School Services of California, guided the Board Members in a conversation about working collaboratively to enhance the effectiveness and quality of governance and leadership for Santee School District. Board members reviewed CSBA's Governance Standards and the Santee School District Governance Standards. The outcomes of this review will be presented at a future Board meeting for adoption of Santee School District Governance Standards.

D. ADJOURNMENT

With no further business to be discussed, the January 24, 2013 meeting was adjourned.

Dustin Burns, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

January 29, 2013
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 5:38 p.m.
Members present:
Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk (arrived 5:50 p.m.)
Barbara Ryan, Member
Elana Levens-Craig, Member
Administration present:
Dr. Cathy Pierce, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Director, Educational Services
Evonn Avila, Administrative Secretary
President El-Hajj led the reading of the Mission Statement. Database Network Analyst Matt Marsman led the Pledge of Allegiance.

2. Approval of Agenda
Motion: Elana Levens- Craig Second: Ken Fox Vote: 4-0

B. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. The Board has a policy limiting any speaker to five minutes. *There were no public comments.*

C. MID-YEAR BUDGET WORKSHOP

Administration provided information and recommendations to the Board of Education regarding the development of a balanced operating budget for the 2012-13 school year. The Governor's 2013-14 Budget Proposal was released on January 10, 2013. Karl Christensen prefaced the budget workshop with the disclaimer that the Governor's Proposal is only a proposal at this time, and not an adopted budget as the budget proposal will be reviewed by the legislature. The Governor's Proposal includes non-standard, new information known as the Local Control Funding Formula (LCFF). The LCFF calculations are currently being calculated by the Department of Finance and new estimates are anticipated in the coming months. Administration has taken the current details of the Governor's Budget Proposal and performed calculations based on a financial model provided by School Services of California, Inc. These calculations show the possible impacts of the Governor's Budget Proposal and how it may affect the District's budget. The five main topics of information included the following:

1. REVIEW OF FINANCIAL CONDITION AND MULTI-YEAR PROJECTION AT 1ST INTERIM

Mr. Christensen provided a review of the multi-year projection at 1st Interim. The 1st interim includes data through October 31, 2012. The District currently has a deficit and a structural deficit where our on-going expenditures exceed our on-going revenue.

Item	2011-12		2012-13		2013-14		2014-15		2015-16	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Total Income	\$37,421,338	\$8,527,936	\$36,907,033	\$8,442,128	\$36,543,978	\$8,131,301	\$36,543,978	\$8,131,301	\$36,376,846	\$8,131,301
Total Outgo	\$38,471,606	\$8,498,926	\$37,145,494	\$8,473,235	\$38,045,062	\$8,191,324	\$38,982,695	\$8,142,924	\$39,726,070	\$8,255,569
Change in Fund Balance	(\$1,050,268)	\$29,010	(\$238,461)	(\$31,107)	(\$1,501,085)	(\$60,023)	(\$2,438,717)	(\$11,623)	(\$3,349,223)	(\$124,268)

The District is able to absorb the deficits by utilizing its reserves.

	2011-12	2012-13	2013-14	2014-15	2015-16
Total Reserves	\$10,505,165	\$10,634,193	\$9,148,294	\$6,724,865	\$3,593,034
Reserve as % of Expenditures	22.37%	23.31%	19.79%	14.27%	7.98%

The above data is based on flat funding and no COLA. The Governor's Budget Proposal now includes possible changes to the above projections.

2. 4-YEAR PROJECTION OF POTENTIAL BUDGET NEEDS

Mr. Christensen shared information on the 4-year projection of potential budget needs that included:

-Deferred Maintenance / Facilities – Ms. Christina Becker, Director of Maintenance, Operations and Facilities, provided additional details of specific maintenance and facilities needs and answered questions from the Board of Education on this topic.

-Vehicle / Bus Replacement – Ms. Debbie Griffin, Director of Transportation, provided additional details of specific vehicle and bus replacement needs and answered questions from the Board of Education on this topic.

-Technology – Mr. Bernard Yeo, Director of Information Systems Technology, provided additional details of specific technology and publications needs to keep the current network / technology operational and to replenish / renew technology items. Mr. Yeo reviewed needed changes to technology as a result of the upcoming smarter balance / common core standards and answered questions from the Board of Education on this topic.

Following the above topics, Mr. Christensen shared a consolidated list of possible budget augmentations for the Board to review totaling \$2,949,291 between 2012-13 through 2016-17. The list is exhaustive with more District needs than there are resources available.

Board member Levens-Craig thanked administration for bringing the District budget needs to the Board of Education's attention. Member Burns stated that several strategic planning items are addressed in the possible budget augmentation list but inquired about the foreign language item. Superintendent Pierce replied that administration will research and add into the list.

3. SUMMARY OF GOVERNOR'S BUDGET PROPOSAL

Mr. Christensen provided a summary of the Governor's budget proposal with the disclaimer that it is a proposal only. On the surface it appears that there is "substantial new money," however below the surface some of those funds are used for deferral buyback resulting in no new revenue, and the Interplay of the old funding formula with the proposed new Local Control Funding Formula is still uncertain. There is a modest growth in jobs and the economy forecasted. State revenues for 2013-14 are forecasted at 3.3% growth to \$98.5 billion, mostly due to the passage of Prop 30. Prop 98 education funding includes a \$2.7 billion increase to \$56.2 billion and \$2.2 billion used for 2012-13 deferral buyback is also available. However, not all is used for new revenue:

- \$1.8 billion for additional deferral buyback equates to no new revenue
- \$1.6 billion for partial implementation of new Local Control Funding Formula (LCFF)
- \$400 million for energy efficiency projects (Prop 39)
- \$100 million to increase Mandated Cost Block Grant from \$28/ADA to \$47/ADA for 2 inclusion of 2 additional mandates
- \$63 million for 1.65% COLA for Categoricals outside the LCFF

4. LOCAL CONTROL FUNDING FORMULA

The Governor's proposal includes a major overhaul of California's system of school finance. The Governor has stated that the current school finance system is overly complex, administratively costly, and inequitably distributed:

- Complexity – Too many categorical programs with separate funding streams, allocation formulas, and spending restrictions.
- Administrative Burden – Requires staff in school districts to administer the programs and staff at the California Department of Education to ensure compliance.
- Inequity – Many program allocations have been frozen at the 2008-09 funding level and do not reflect demographic changes.

Mr. Christensen reviewed the current funding formula in five steps:

Step 1: Calculate total to be funded for K-14 education pursuant to Proposition 98

Step 2: If calculated funding is unaffordable, revise downward by either suspending with 2/3 vote of Legislature or manipulation through insertion or deletion of previously excluded/included programs.

Step 3: Determine which programs can be funded within the derived Prop 98 guarantee and at what levels:

- Revenue Limit – subject to application of statutory COLA and deficit factor if unaffordable at prescribed amount
- Over 40 Categorical Programs to choose from

Step 4: Determine the amount of Property Tax collections that can be used towards Revenue Limit funding.

Step 5: Subtract Step 4 result from total Revenue Limit funding in Step 3 to determine State Aid amount to be paid from State's General Fund.

Mr. Christensen then reviewed the Revenue Limit Deficit Structure, and Governor's proposal to pay off the current 22.272% deficit over the next 7 years. The Prop 98 calculation for Steps 1 and 2 is not changing. Step 3 of the formula calculation is proposed to be revised with Revenue Limit and most categoricals rolled into 1 formula. Programs included are:

^Administrator Training Program	Civic Education
Adult Education	^Community-Based English Tutoring
Adults in Correctional Facilities	^Deferred Maintenance
Advanced Placement Grant Programs	^District revenue limits
Agricultural Vocational Education	^Economic Impact Aid
Alternative Credentialing	Educational Technology
Apprentice Programs	^Gifted and Talented Education
^Arts and Music Block Grant	^Grade 7-12 Counseling
California High School Exit Exam	High School CSR
California School Age Families Education Prgm	^Instructional Materials Block Grant
^Certificated Staff Mentoring	^K-3 CSR
Charter Schools Block Grant	National Board Certification
^Oral Health Assessments	^School Safety Block Grant
Partnership Academies	School Safety Competitive Grant
Physical Education Block Grant	Specialized Secondary Program Grants
Principal Training	^Staff Development
^Professional Development Block Grant	Student Leadership/California Association of Student Councils
^Prof'l Developmnt Institutes for Math & English	^Summer school programs
Pupil Retention Block Grant	^Teacher Credentialing Block Grant
Regional Occupational Centers and Programs	Teacher Dismissal Apportionments
^Home-to-School Transportation*	^Targeted Instructional Improvement Grant (TIIG)*
^School and Library Improvement Block Grant	

^Funding received by Santee ^Add-on to LCFF funding

Mr. Christensen provided a list of programs excluded from the LCFF:

^After-School Programs
American Indian Education
Necessary Small Schools
^Preschool Program
QEIA
^Child Nutrition
^Special Education
^Funding received by Santee

Mr. Christensen then reviewed the proposed Local Control Funding Formula and how it compares to the current 5 step funding formula:

Step 1: Calculate total to be funded for K-14 education pursuant to Proposition 98 equal to the greater of 3 tests. *(same as current formula)*

Step 2: If calculated funding is unaffordable, revise downward by either suspending with 2/3 vote of Legislature or manipulation through insertion or deletion of previously excluded/ included programs into the formula. *(same as current formula)*

Step 3: Calculate funding for LCFF:

- a) Determine district's current funding level (2012-13) for included programs
- b) Determine Entitlement Target (for 2020-21: subject to future year COLAs)
 - i. Establish Base Grants for grade spans ~ = Statewide avg of undeficit revenue limit per ADA
 K-3 = \$6,342 4-6 = \$6,437 7-8 = \$7,680
 - ii. Apply COLA
 - iii. Add adjustments to grade spans: To K-3 ~ = 11.2% of Base Grant for CSR at 24:1 To 9-12 ~ = 2.8% of Base Grant for Career Technical Education
 - iv. Multiply Adjusted Base Grants by ADA to determine base level entitlement funding
 - v. Determine Supplemental Funding for EL/Free-Red/Foster students:
 - i. Multiply 35% by Adjusted Base Grants for each Grade Span
 - ii. Multiply % of student population up to 50% who are either English learners, qualified for free/reduced meals, or foster students (unduplicated) by grade span ADA
 - iii. Multiply results from above 2 steps to determine Supplemental Funding
 - vi. Determine Concentration Factor Funding for EL/Free-Red/Foster students:
 - i. Multiply 70% by Adjusted Base Grants for each Grade Span
 - ii. Multiply % of student population exceeding 50% who are qualified for Supplemental Funding by grade span ADA
 - iii. Multiply results from above 2 steps to determine Concentration Factor Funding
 - vii. Sum Steps (b)(iv), (b)(v)(iii), (b)(vi)(iii)
 - viii. Add the following to determine Total Entitlement Target for LCFF:
 - i. Home to School Transportation funding for 2012-13
 - ii. Targeted Instructional Improvement Block Grant funding for 2012-13
- c) Subtract Step a) from Step b)
- d) Multiply difference by 10% to determine estimated additional funding for LCFF partial implementation, if any (\$15 billion estimate to fully implement; \$1.6 billion allocated for 2013-14)

Step 4: Determine the amount of Property Tax collections that can be used towards Revenue Limit LCFF funding.

Step 5: Subtract Step 4 result from total Revenue Limit LCFF funding to determine State Aid amount to be paid from State's General Fund.

Mr. Christensen then reviewed the Governor's proposed LCFF and provided estimated calculations for Santee School District. The 2013-14 estimated LCFF funding is \$1,199,569, which is an estimated change in State funding within the LCFF of 3.24%.

5. REVISED MULTI-YEAR PROJECTION

Mr. Christensen provided three revised multi-year projection scenarios:

Scenario 1: Flat funding with selected budget needs:

Item	2011-12		2012-13		2013-14		2014-15		2015-16	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Total Income	\$37,421,338	\$8,527,936	\$36,951,481	\$8,497,984	\$36,766,022	\$8,225,855	\$36,766,022	\$8,225,855	\$36,766,022	\$8,225,855
Total Outgo	\$38,471,606	\$8,498,926	\$37,105,794	\$8,477,134	\$38,228,602	\$8,218,214	\$39,770,529	\$8,168,417	\$40,401,170	\$8,281,062
Change in Fund Balance	(\$1,050,268)	\$29,010	(\$154,312)	\$20,850	(\$1,462,580)	\$7,641	(\$3,004,508)	\$57,438	(\$3,635,149)	(\$55,207)
Ending Fund Balance	\$8,858,417	\$274,581	\$8,704,104	\$295,432	\$7,241,524	\$303,073	\$4,237,017	\$360,511	\$601,868	\$305,305

Scenario 2: 1.65% COLA to Rev Limit in 2013-14 with selected budget needs (likely to be the suggested methodology from SDCOE:

Item	2011-12		2012-13		2013-14		2014-15		2015-16	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Total Income	\$37,421,338	\$8,527,936	\$36,951,481	\$8,497,984	\$37,262,612	\$8,225,855	\$37,262,612	\$8,225,855	\$37,262,612	\$8,225,855
Total Outgo	\$38,471,606	\$8,498,926	\$37,105,794	\$8,477,134	\$38,183,457	\$8,262,358	\$39,725,385	\$8,213,561	\$40,356,026	\$8,326,206
Change in Fund Balance	(\$1,050,268)	\$29,010	(\$154,312)	\$20,850	(\$920,845)	(\$37,503)	(\$2,462,773)	\$12,294	(\$3,093,414)	(\$100,351)
Ending Fund Balance	\$8,858,417	\$274,581	\$8,704,104	\$295,432	\$7,783,259	\$257,929	\$5,320,486	\$270,222	\$2,227,072	\$169,871

Scenario 3: 3.24% Increase for LCFF partial implementation with selected budget needs:

Item	2011-12		2012-13		2013-14		2014-15		2015-16	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Total Income	\$37,421,338	\$8,527,936	\$36,951,481	\$8,497,984	\$37,964,188	\$8,225,855	\$37,964,188	\$8,225,855	\$37,964,188	\$8,225,855
Total Outgo	\$38,471,606	\$8,498,926	\$37,105,794	\$8,477,134	\$38,183,457	\$8,263,358	\$39,725,385	\$8,213,561	\$40,356,026	\$8,326,206
Change in Fund Balance	(\$1,050,268)	\$29,010	(\$154,312)	\$20,850	(\$219,270)	(\$37,503)	(\$1,761,197)	\$12,294	(\$2,391,838)	(\$100,351)
Ending Fund Balance	\$8,858,417	\$274,581	\$8,704,104	\$295,432	\$8,494,835	\$257,929	\$6,723,637	\$270,222	\$4,331,799	\$169,871

All members of the Board of Education and Mr. Christensen engaged in discussion about the notion of the Local Control Funding Formula as a paradigm shift. The discussion included: the LCFF idea is to simplify the financial funding system of school finance, allowing more flexibility in local level decisions regarding school district needs; the LCFF may become more complex over time, if and when certain district needs are not met resulting in categorical programs added back into the formula in the future; and adequate funding in per pupil spending.

President El-Hajj thanked Mr. Christensen for a thorough and informative presentation.

CLOSED SESSION

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

1. **Conference with Labor Negotiator (Govt. Code § 54956.8)**
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organization: Classified School Employees Association

2. **Conference with Labor Negotiator (Govt. Code § 54956.8)**
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organizations: Santee Teachers Association

The Board entered closed session at 7:31 p.m.

E. RECONVENE TO OPEN SESSION

The Board reconvened to public session at 8:19 p.m. No action was reported.

F. ADJOURNMENT

With no further business to be discussed, the meeting was adjourned at 8:20 p.m.

 Dustin Burns, Clerk

 Cathy A. Pierce, Ed.D., Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
February 19, 2013

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$1,690, and substitute costs of \$630, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.1.
---------	--	---------	--	-------	--	--------------------

Board Travel Report - February 19, 2013

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Wed-Thurs, 12/05/12 - 12/06/12	Patty Wilber Cindy Shirley	HC HC	Digital Literacy and Innovative Educational Practices Institute	SDCOE	\$210 \$0	\$58 \$58	School/Library Improvement School/Library Improvement	This workshop provided computer literacy skills for the 21st Century classroom.
Fri-Sat, 2/1/13 - 02/02/13	Joe Grisafi Ben Sala	HC HC	Greater San Diego Math Council Conference	San Diego	\$105 \$105	\$89 \$89	School/Library Improvement School/Library Improvement	This workshop provided information on the Common Core State Standards
Friday, 03/08/13	Linda Vail Evonn Avila Kathy McKinnon Karen Ortega	Supt Business Ed Services HR/Pupil Servs	California Association of Educational Office Professionals Conference	Del Mar	\$0 \$0 \$0 \$0	\$199 \$199 \$199 \$199	Board Business Services Educational Services Human Resources	This conference will feature keynote speakers that will focus on strategies and skills for working together for a collaborative, cooperative, and productive culture.
Thursday, 03/14/13	Marjorie Danco	CH	Video Modeling	SDCOE	\$0	\$24	Special Education	This workshop will focus on video modeling as an instructional strategy for students with Autism.
Monday, 03/18/13	Andrea Broding	RS	Autism diagnostic Observation Schedule	EI Cajon	\$0	\$186	Special Education	This workshop will provide training on how to administer the ADOS-2-an assessment for Autism.
Mon-Tues, 3/18/13 - 03/19/13	Carrie Chadwick	CFH	PECS Basic Workshop	San Diego	\$210	\$215	Special Education	The picture Exchange Communication System (PECS) is used to increase Communication with nonverbal students
Thursday, 04/25/13	Susie Reyes	PD	Instructional Media Resource Assistant Certification Course of Study	SDCOE	\$0	\$155	EIA	This certification course of study is an 8 week online course for Instructional Media resource Assistants / Media Technicians.
Travel Requiring Airfare, Overnight Stay, and/or Out of County								
NONE								

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 February 19, 2013

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 2013:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-130438 TO 12-139804	\$379,035.19
09 00	N/A	\$0.00
12 06	12-138008	\$550.00
13 00	12-129631 TO 12-136877	\$45,346.70
14 00	N/A	\$0.00
21 09	N/A	\$0.00
21 39 / 21 08	12-131347 TO 12-136878	\$89,955.08
25 18	N/A	\$0.00
25 38	N/A	\$0.00
35-00	N/A	\$0.00
40-00	12-131350 TO 12-133556	\$3,800.35
63 00	12-130458 TO 12-139805	\$2,750.35
		\$521,437.67

Student Body Warrants issued for the period of January 2013:

\$6,593.00

Payroll Warrant #'s beginning 10-190791 through 10-190845 and 10-496746 through 10-497528 and 10-195773-195774:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$2,808,596.53
06 00	\$792,705.81
12 06	\$21,080.64
13 00	\$74,286.87
25-18	\$0.00
63 00	\$168,259.75
	\$3,864,929.60

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$4,392,960.27 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.2.
---------	--	---------	--	-------	--	--------------------

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 2013:

AMOUNT	LOCATION
\$ 30,165.17	PEPPER DRIVE SCHOOL
\$ 1,794.20	CARLTON HILLS SCHOOL
\$ 1,305.11	SYCAMORE CANYON SCH
\$ 2,045.70	PROSPECT AVENUE SCH
\$ 1,333.65	CAJON PARK SCHOOL
\$ 2,815.31	CHET F HARRITT SCH
\$ 2,401.55	CARLTON OAKS SCHOOL
\$ 1,984.52	RIO SECO SCHOOL
\$ 514.41	HILL CREEK SCHOOL
\$ 550.00	PROSPECT AVENUE ANNEX
\$ 531.05	SUPERINTENDENT DEPT
\$ 26,875.66	BUSINESS SERVICES
\$ 3,037.05	HUMAN RESOURCES
\$ 8,724.00	EDUCATIONAL SERVICES
\$108,447.25	SPECIAL EDUCATION
\$ 3,231.25	EDUCATIONAL SERVICES
\$ 257.97	PUPIL SERVICES
\$ 2,737.86	PROJECT SAFE
\$ 2,560.00	TECHNOLOGY SERVICES
\$ 968.88	OPERATIONS/CUSTODIAL
\$ 30,374.97	MAINTENANCE
\$ 6,841.76	TRANSPORTATION
\$150,101.08	FACILITIES MODERNIZATION
\$ 19,728.60	WAREHOUSE
\$ 43.40	PUBLICATIONS
\$409,370.40	PURCHASE ORDERS TOTAL

RECOMMENDATION:

Administration recommends approval of purchase orders #120831 through #120963 issued January 1, 2013 through January 31, 2013.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of \$409,370.40 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.3.
---------	--	---------	--	-------	--	--------------------

LOCATION LIST 2012-13

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 2013

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
120648	10/24/2012	03-00	HYPHENET SECURITY CART FOR NETBOOKS	008	ORIGINAL PO AMOUNT	\$1,691.68
					ADDED SHIPPING	\$172.21
					NEW TOTAL	\$1,863.89
120786	12/10/2012	03-00	SPIRAL BINDING CO INC STORES SUPPLIES	078	ORIGINAL PO AMOUNT	\$78.17
					SHIPPING AMT HIGHER THAN LISTED	\$8.01
					NEW TOTAL	\$86.18

PURCHASE ORDER LISTING - JANU,
NUMERICALLY

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
120831	1/7/2013	6	LOWE'S STORE #1661	ANNUAL 12-13 FY	\$ 5,000.00	075	MAINTENANCE
120832	1/7/2013	6	HOME DEPOT COMMERCIAL ACCOU	ANNUAL 12-13	\$ 5,000.00	075	MAINTENANCE
120833	1/8/2013	3	J-LEE GRAPHICS	OUTSIDE PRINTING SERVICES	\$ 43.40	092	PUBLICATIONS
120834	1/8/2013	3	LENOVO (UNITED STATES) INC.	LAPTOP	\$ 861.20	064	BUSINESS SERVICES
120835	1/8/2013	3	LENOVO (UNITED STATES) INC.	COMPUTERS	\$ 968.88	074	OPERATIONS/CUSTODIAL
120836	1/8/2013	3	SUPERINTENDENT OF SCHOOLS	SOFTWARE PROGRAM	\$ 228.00	066	EDUCATIONAL SERVICES
120837	1/8/2013	6	ADVANTAGE ON CALL THERAPY	CONSULTANT SERVICES 12/13	\$ 45,500.00	067	SPECIAL EDUCATION
120838	1/8/2013	6	COAST MUSIC THERAPY	CONSULTING SERVICES	\$ 250.00	067	SPECIAL EDUCATION
120839	1/8/2013	21	WEBB CLEFF ARCHITECTURE	A&E SERVICES - PD 10-CR ADDN	\$ 104,000.00	077	FACILITIES MODERNIZATION
120840	1/8/2013	21	BALFOUR BEATTY CONSTRUCTION	PRE-CONST. SVCS - PD	\$ 35,000.00	077	FACILITIES MODERNIZATION
120841	1/8/2013	3	SEA WORLD OF CALIFORNIA	ADMISSIONS	\$ 1,200.00	009	RIO SECO SCHOOL
120842	1/8/2013	21	ESCONDIDO REPROGRAPHICS	LG FORMAT PRINTING	\$ 2,261.08	077	FACILITIES MODERNIZATION
120843	1/8/2013	3	KANSAS STATE BANK	MODULAR UNIT AT HC FOR OOST	\$ 20,169.78	064	BUSINESS SERVICES
120844	1/9/2013	6	ANSMAR PUBLISHERS INC	CLASSROOM MATERIALS	\$ 151.04	005	PROSPECT AVENUE SCH
120845	1/9/2013	3	OFFICEMAX CONTRACT INC	SUPPLIES	\$ 1,934.41	064	BUSINESS SERVICES
120846	1/9/2013	3	TECH4LEARNING	SOFTWARE LICENSES	\$ 2,560.00	073	TECHNOLOGY SERVICES
120847	1/9/2013	3	CDW GOVERNMENT INC	ELECTRONIC EQUIPMENT	\$ 40.35	007	CHET F HARRITT SCH
120848	1/9/2013	3	KONTRABAND INTERDICTION	DETECTION SERVICES	\$ 500.00	065	HUMAN RESOURCES
120849	1/10/2013	3	OFFICE DEPOT INC	STORES SUPPLIES	\$ 136.86	078	WAREHOUSE
120850	1/10/2013	63	LITERACY EMPOWERMENT	CLASSROOM MATERIALS	\$ 146.88	072	PROJECT SAFE
120851	1/10/2013	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 105.52	009	RIO SECO SCHOOL
120852	1/10/2013	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 450.00	003	CARLTON HILLS SCHOOL
120853	1/14/2013	3	USS MIDWAY MUSEUM	ADMISSIONS	\$ 336.00	009	RIO SECO SCHOOL
120854	1/14/2013	3	USS MIDWAY MUSEUM	ADMISSIONS	\$ 343.00	009	RIO SECO SCHOOL
120855	1/14/2013	3	CHILJAM BOOKS	CLASSROOM MATERIALS	\$ 96.00	007	CHET F HARRITT SCH
120856	1/14/2013	21	ANTON'S SERVICE INC	DIRT HAULING	\$ 3,000.00	077	FACILITIES MODERNIZATION
120857	1/14/2013	6	VISTA HILL	REHAB THERAPISTS	\$ 60,156.00	067	SPECIAL EDUCATION
120858	1/14/2013	3	EDUCATIONAL DATA SYSTEMS INC	PRE-CODING SVCS 4 TESTING	\$ 850.00	068	EDUCATIONAL PROJECTS
120859	1/14/2013	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$ 10,005.66	078	WAREHOUSE
120860	1/15/2013	6	WESTERN PSYCHOLOGICAL SERVIC	SOFTWARE KIT	\$ 2,443.61	067	SPECIAL EDUCATION
120861	1/15/2013	3	AMERICAN CHEMICAL & SANITARY	STORES SUPPLIES	\$ 157.25	078	WAREHOUSE
120862	1/15/2013	6	HOUSE OF AUTOMATION, INC	REPAIRS TO M&O GATE	\$ 5,419.30	075	MAINTENANCE
120863	1/15/2013	6	ADVANCE COMMUNICATIONS CABLI	FIBER OPTIC CABLE REPAIRS	\$ 1,017.00	075	MAINTENANCE
120864	1/15/2013	3	WHOLESALE JOE THE VACUUM KINI	VACUUM PARTS FOR REPAIRS	\$ 1,914.57	075	MAINTENANCE
120865	1/15/2013	6	LENOVO (UNITED STATES) INC.	LAPTOP	\$ 861.20	003	CARLTON HILLS SCHOOL
120866			DELETED				
120867	1/15/2013	3	GSDMC	REGISTRATION FEES	\$ 297.00	004	SYCAMORE CANYON SCH
120868	1/16/2013	6	SAN DIEGO UNIFIED SCHOOL DIST	REGISTRATION FEES	\$ 150.00	070	PUPIL SERVICES
120869	1/16/2013	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY	\$ 42.62	064	BUSINESS SERVICES
120870	1/16/2013	3	SAN DIEGO WILD ANIMAL PARK	ADMISSIONS	\$ 390.00	007	CHET F HARRITT SCH

120871	1/16/2013	3	CHRISTIAN YOUTH THEATER	ADMISSIONS		450.00	007	CHET F HARRITT SCH
120872	1/17/2013	3	ADAMS, ANN	REIMBURSEMENT FOR OVERPYMT		67.05	065	HUMAN RESOURCES
120873	1/17/2013	6	SCHOLASTIC CLASSROOM MAGAZIN	NEWS SUBSCRIPTION		287.10	006	CAJON PARK SCHOOL
120874	1/17/2013	3	MARITIME MUSEUM ASSOCIATION	ADMISSIONS		50.00	006	CAJON PARK SCHOOL
120875	1/17/2013	3	IDENT-A-KID SERVICES OF AM	SUPPLIES		89.80	006	CAJON PARK SCHOOL
120876	1/17/2013	6	PACIFICA GLASS CO., INC.	REPAIR SERVICES		346.96	075	MAINTENANCE
120877	1/17/2013	21	TRITTIPO ARCHITECTURE PLANNING	A&E FEES FOR PHASE 2 & 3 CONST		840.00	077	FACILITIES MODERNIZATION
120878	1/18/2013	6	THYSSENKRUPP ELEVATOR CORP.	WHEELCHAIR LIFT REPAIRS - CH		850.00	075	MAINTENANCE
120879	1/18/2013	3	INDIAN HILLS CAMP	ADMISSIONS		776.00	008	CARLTON OAKS SCHOOL
120880	1/18/2013	3	MAINTEX INC	CUSTODIAL SUPPLIES		211.85	007	CHET F HARRITT SCH
120881	1/18/2013	3	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS		750.00	005	PROSPECT AVENUE SCH
120882	1/18/2013	6	W W GRAINGER INC	ELECTRICAL SUPPLIES		57.61	075	MAINTENANCE
120883	1/18/2013	6	ALL STAR GLASS	VANDALISM REPAIRS		73.05	076	TRANSPORTATION
120884	1/18/2013	6	SWRCB FEES	STORM WATER PERMIT FEES		1,359.00	076	TRANSPORTATION
120885	1/18/2013	6	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE		378.98	076	TRANSPORTATION
120886	1/18/2013	6	DREW FORD	BUS REPAIRS & MAINTENANCE		495.00	076	TRANSPORTATION
120887	1/18/2013	6	CUMMINS CAL PACIFIC LLC	BUS REPAIRS & MAINTENANCE		795.67	076	TRANSPORTATION
120888	1/18/2013	13	INTERSTATE BATTERY OF	CNS VEHICLE BATTERY		103.30	076	TRANSPORTATION
120889	1/18/2013	6	INTERSTATE BATTERY OF	BUS & M&O BATTERIES		149.83	076	TRANSPORTATION
120890	1/18/2013	6	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE		487.56	076	TRANSPORTATION
120891	1/18/2013	6	ROADONE	TOWING SERVICES FOR BUS		264.00	076	TRANSPORTATION
120892	1/18/2013	6	W W GRAINGER INC	SHOP SUPPLIES		135.50	076	TRANSPORTATION
120893	1/18/2013	6	TIRE CENTERS, LLC	TIRES FOR BUSES		1,335.50	076	TRANSPORTATION
120894	1/18/2013	6	GCR TIRE CENTERS SAN DIEGO	TIRES FOR M&O		544.37	076	TRANSPORTATION
120895	1/18/2013	6	EW TRUCK & EQUIPMENT CO INC	SMOG TESTING		600.00	076	TRANSPORTATION
120896	1/18/2013	13	EW TRUCK & EQUIPMENT CO INC	CNS SMOG TESTING		120.00	076	TRANSPORTATION
120897	1/18/2013	21	VAVRINEK, TRINE, DAY & CO LLP	AUDIT SERVICES		5,000.00	077	FACILITIES MODERNIZATION
120898	1/18/2013	3	DELL MARKETING L.P.	LASER PRINTER		233.87	007	CHET F HARRITT SCH
120899	1/22/2013	63	OFFICE DEPOT INC	OFFICE SUPPLIES - PROJ SAFE		497.72	064	BUSINESS SERVICES
120900	1/22/2013	3	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES		1,741.59	064	BUSINESS SERVICES
120901	1/22/2013	3	CURRICULUM ASSOCIATES INC	SUBSCRIPTIONS		8,346.00	066	EDUCATIONAL SERVICES
120902	1/22/2013	6	ALLIANCE FOR AFRICAN	CONSULTANT SERVICES		226.00	069	EDUCATIONAL SERVICES
120903	1/22/2013	3	KONTRABAND INTERDICTION	DETECTION SERVICES		250.00	065	HUMAN RESOURCES
120904	1/22/2013	3	APPLE COMPUTER INC	COMPUTER & EQUIPMENT		993.24	007	CHET F HARRITT SCH
120905	1/22/2013	3	CDW GOVERNMENT INC	COMPUTER MONITOR		170.00	007	CHET F HARRITT SCH
120906	1/22/2013	6	HYPHENET	COMPUTER		771.56	005	PROSPECT AVENUE SCH
120907	1/22/2013	3	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS		387.50	006	CAJON PARK SCHOOL
120908	1/22/2013	3	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS		519.25	006	CAJON PARK SCHOOL
120909	1/22/2013	3	WINET, PATRICK & WEAVER	LEGAL SERVICES		1,970.13	064	BUSINESS SERVICES
120910	1/23/2013	3	SAN DIEGO COUNTY VECTOR	ASSESSMENTS FY 12/13		117.20	075	MAINTENANCE
120911	1/23/2013	63	AMERICAN EXPRESS	PROJ SAFE SUPPLIES		1,293.26	064	BUSINESS SERVICES
120912	1/23/2013	12	DEPARTMENT OF SOCIAL SERVICES	LICENSE FEES FOR STATE PRE-SCH		550.00	012	PROSPECT AVENUE ANNEX
120913	1/23/2013	6	PATTERSON MEDICAL SUPPLY INC	SUPPLIES FOR SPECED		32.56	067	SPECIAL EDUCATION
120914	1/24/2013	3	MAINTEX INC	CUSTODIAL SUPPLIES		52.50	010	HILL CREEK SCHOOL

120915	1/24/2013	3	SCHOLASTIC CLASSROOM MAGAZIN	CLASSROOM MAG.	SUBSCRIPTIONS		598.13	002	PEPPER DRIVE SCHOOL
120916	1/24/2013	6	DRAIN PROS INC	PLUMBING REPAIR SERVICES		\$	570.00	075	MAINTENANCE
120917	1/24/2013	6	PREMIER ROOFING INC.	ROOF REPAIRS - CH		\$	450.00	075	MAINTENANCE
120918	1/24/2013	3	6 SAVE-A-LIFE EDUCATORS INC	CPR/AED TRAINING		\$	2,220.00	065	HUMAN RESOURCES
120919	1/24/2013	63	SAVE-A-LIFE EDUCATORS INC	CPR/AED TRAINING		\$	800.00	065	HUMAN RESOURCES
120920	1/24/2013	3	ALERT SERVICES, INC	STORES SUPPLIES		\$	470.45	078	WAREHOUSE
120921	1/24/2013	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES		\$	515.16	078	WAREHOUSE
120922	1/24/2013	3	AMERICAN CHEMICAL & SANITARY	STORES SUPPLIES		\$	106.92	078	WAREHOUSE
120923	1/24/2013	3	CLEANSOURCE	STORES SUPPLIES		\$	629.86	078	WAREHOUSE
120924	1/24/2013	3	STAPLES ADVANTAGE	STORES SUPPLIES		\$	245.29	078	WAREHOUSE
120925	1/25/2013	6	FUN AND FUNCTION	CLASSROOM SUPPLIES FOR SP. ED.		\$	65.08	067	SPECIAL EDUCATION
120926	1/25/2013	6	SANDCASE	REGISTRATION FEES		\$	150.00	066	EDUCATIONAL SERVICES
120927	1/25/2013	3	STAPLES ADVANTAGE	STORES SUPPLIES		\$	33.94	078	WAREHOUSE
120928	1/25/2013	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES		\$	260.60	078	WAREHOUSE
120929	1/25/2013	3	BADEN SPORTS INC	STORES SUPPLIES		\$	450.36	078	WAREHOUSE
120930	1/25/2013	6	GSDMC	REGISTRATION FEES		\$	230.00	007	CHET F HARRITT SCH
120931	1/25/2013	3	SUPPLYMASTER, INC.	OFFICE SUPPLIES		\$	117.18	064	BUSINESS SERVICES
120932	1/25/2013	3	TURF MAKER	PEST CONTROL SUPPLIES		\$	350.40	075	MAINTENANCE
120933	1/25/2013	6	WASTE MANAGEMENT OF EL CAJON	ROLL-OFF AT CO		\$	164.70	075	MAINTENANCE
120934	1/25/2013	6	SUNBELT RENTALS	EQUIPMENT RENTAL		\$	739.52	075	MAINTENANCE
120935	1/25/2013	6	DRAIN PROS INC	PLUMBING REPAIR SERVICES - CP		\$	657.50	075	MAINTENANCE
120936	1/25/2013	6	PORTABLE STORAGE CORP	STORAGE UNIT MOVES		\$	250.00	075	MAINTENANCE
120937	1/25/2013	6	HOUSE OF AUTOMATION, INC	M&O YARD AUTO GATE REPAIRS		\$	739.25	075	MAINTENANCE
120938	1/25/2013	6	AMERICAN MESSAGING	DUTY PAGER		\$	11.95	075	MAINTENANCE
120939	1/25/2013	6	ADVANCE PLUMBING CO	PLUMBING REPAIR SERVICES - CP		\$	5,341.00	075	MAINTENANCE
120940	1/28/2013	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES		\$	4,016.25	078	WAREHOUSE
120941	1/28/2013	3	P&R PAPER SUPPLY CO INC	STORES SUPPLIES		\$	2,700.00	078	WAREHOUSE
120942	1/28/2013	6	APPLE COMPUTER INC	TECHNOLOGY EQUIP - PD		\$	28,568.04	002	PEPPER DRIVE SCHOOL
120943	1/28/2013	3	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES		\$	38.75	064	BUSINESS SERVICES
120944	1/28/2013	6	MICRON CONSUMER PRODUCTS	GF ELECTRONIC EQUIPMENT		\$	36.57	005	PROSPECT AVENUE SCH
120945	1/28/2013	6	EDMENTUM, INC	CLASSROOM MATERIALS		\$	444.00	002	PEPPER DRIVE SCHOOL
120946	1/28/2013	3	DELL MARKETING L.P.	PRINTER		\$	233.87	004	SYCAMORE CANYON SCH
120947	1/28/2013	3	SUNDANCE STAGE LINES	TRANSPORTATION SERVICES		\$	1,428.00	008	CARLTON OAKS SCHOOL
120948	1/28/2013	3	DELL MARKETING L.P.	PRINTER		\$	233.87	010	HILL CREEK SCHOOL
120949	1/28/2013	3	SKATE WORLD	ADMISSIONS		\$	555.00	002	PEPPER DRIVE SCHOOL
120950	1/29/2013	3	CUE CONFERENCE REGISTRATION	REGISTRATION FEES		\$	280.00	005	PROSPECT AVENUE SCH
120951	1/29/2013	6	RIVER FIRE & SECURITY, INC.	ELECTRICAL REPAIR SVCS - SC		\$	540.00	075	MAINTENANCE
120952	1/29/2013	6	DRAIN PROS INC	PLUMBING REPAIR SVCS - PA		\$	395.00	075	MAINTENANCE
120953	1/29/2013	3	PEARSON EDUCATION INC	CLASSROOM MATERIALS		\$	2,155.25	068	EDUCATIONAL PROJECTS
120954	1/29/2013	3	THERAPY SHOPPE INC	CLASSROOM MATERIALS		\$	107.97	070	PUPIL SERVICES
120955	1/30/2013	3	DECKER EQUIPMENT	SUPPLIES		\$	56.53	005	PROSPECT AVENUE SCH
120956	1/30/2013	3	MAINTEX INC	CUSTODIAL SUPPLIES		\$	197.55	008	CARLTON OAKS SCHOOL
120957	1/30/2013	6	CLARK SECURITY PRODUCTS INC	DOOR HARDWARE & LOCK SUPPLIES		\$	273.19	075	MAINTENANCE
120958	1/30/2013	6	W W GRAINGER INC	ELECTRICAL SUPPLIES		\$	169.82	075	MAINTENANCE

120959	1/31/2013	3	ACADEMIC THERAPY PUBLICATIONS CLASSROOM MATERIALS	\$	228.04	010	HILL CREEK SCHOOL
120960	1/31/2013	3	COSTCO COMPUTER EQUIPMENT	\$	531.05	062	SUPERINTENDENT DEPT
120961	1/31/2013	3	BARNES AND NOBLE BOOKSELLERS CLASSROOM MATERIALS	\$	375.00	004	SYCAMORE CANYON SCH
120962	1/31/2013	3	WILBOOKS CLASSROOM MATERIALS	\$	399.24	004	SYCAMORE CANYON SCH
120963	1/31/2013	3	REUBEN H FLEET SCIENCE CENTER ADMISSIONS	\$	483.00	003	CARLTON HILLS SCHOOL
				\$	409,370.40		

Consent Item D.2.4. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
February 19, 2013

BACKGROUND:

The Revolving Cash Fund of \$15,000 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:

Administration recommends approval of check #22233 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$133.80 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.4.
---------	--	---------	--	-------	--	--------------------

SANTEE SCHOOL DISTRICT
 REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
01/29/13	22284	Von's	Lorene Foster Fund	200.00
02/01/13	22285	Phi Delta Kappa	Supt. Reception Dinner for Elana Levens-Craig	35.00

Total Checks Written	\$235.00
Bank Fees	2.72
Voided check 22274 Bolton Ins	(63.60)
Voided check 22270 Bolton Ins	(30.00)
Voided check 22269 Bolton Ins	(64.80)
Total to be Reimbursed	\$79.32

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support Performing Arts	\$75.00	David Waldman	Carlton Oaks School
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$25.00	Mission Federal Credit Union	Rio Seco School
	\$75.00	AXA Foundation	
	\$450.00	Rio Seco PTSA	
	\$75.00	Ryan Morse	
Funds to be used to Purchase Books	\$750.00	Santee School District Foundation	Rio Seco School
	\$750.00		Sycamore Canyon School
TOTAL DONATIONS RECEIVED	\$2,200.00		

RECOMMENDATION:

Administration recommends acceptance of the donations listed above for the District and authorization to send letters of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The donation above is valued at \$2,200.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.5.
---------	--	---------	--	-------	--	--------------------

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.6.
---------	--	---------	--	-------	--	--------------------

Consultant / General Service Provider Report
 February 19, 2013

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Teresa Herman	General Service Provider	Re-enactment of California History	03/12-14/13	Not to Exceed \$500.00	Pepper Drive	Independent Contractor
Stella Cuevas	Consultant	Spanish Club Leader	02/20/13 - 3/21/13	Not to Exceed \$250.00	Sycamore Canyon	Employee
The Natural History Museum	General Service Provider	Classroom Assembly - Clouds	2/20/2013 and 4/24/13	Not to Exceed \$365.00	Sycamore Canyon	Independent Contractor

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period January 1, 2013 through January 31, 2013.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There were 166 transactions totaling \$24,543.99 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.7.
---------	--	---------	--	-------	--	--------------------

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130106	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	48.91	Food
20130108	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT 673	17.25	Rainsuit
20130113	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT 673	13.98	Kitchen Supplies
20130125	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #846	36.32	Office Supplies
				<u>116.46</u>	
20130125	ALBERT,DIANN L	PRIDE ACADEMY	TARGET 00014852	25.00	
				<u>25.00</u>	
20130114	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	297.00	
20130131	AVILA,EVONN	BUSINESS SERVICES	OGGI'S PIZZA & BREWING	79.89	Board Budget Workshop
20130131	AVILA,EVONN	BUSINESS SERVICES	VONS STORE00018978	99.36	Board Budget Workshop
				<u>476.25</u>	
20130103	BAKER,HOPE	OST PROGRAMS	IKEA SAN DIEGO	208.79	OTHER/INSTRUCTIONAL
20130118	BAKER,HOPE	OST PROGRAMS	WAL-MART#1917	28.11	
20130120	BAKER,HOPE	OST PROGRAMS	KMART 03678	397.72	
20130124	BAKER,HOPE	OST PROGRAMS	MICHAELS #3256	51.44	
20130124	BAKER,HOPE	OST PROGRAMS	OFFICE DEPOT #908	70.68	
20130129	BAKER,HOPE	OST PROGRAMS	SEAWORLD-SAN DIEGO	960.00	
				<u>1,716.74</u>	
20130102	BRASHER,PAMELA	OST PROGRAMS	DS WATERS STANDARD COF	124.10	OTHER/OFFICE
20130107	BRASHER,PAMELA	OST PROGRAMS	TARGET 00028027	79.56	OTHER/INSTRUCTIONAL
20130109	BRASHER,PAMELA	OST PROGRAMS	SAN DIEGO PADRES TKT O	1,900.00	ADMISSIONS/ENTRANCE FEES
20130117	BRASHER,PAMELA	OST PROGRAMS	ECC*DSS-DISC SCH SUPPL	598.47	
20130117	BRASHER,PAMELA	OST PROGRAMS	ECC*DSS-DISC SCH SUPPL	197.57	
20130127	BRASHER,PAMELA	OST PROGRAMS	WAL-MART#1917	104.24	Split - Project SAFE (71.27%)
20130127	BRASHER,PAMELA	OST PROGRAMS	WAL-MART#1917	16.78	Split - ASES (11.47%)
20130127	BRASHER,PAMELA	OST PROGRAMS	WAL-MART#1917	9.66	Split - YALE (6.6%)
20130127	BRASHER,PAMELA	OST PROGRAMS	WAL-MART#1917	3.98	Split - Food (2.72%)
20130127	BRASHER,PAMELA	OST PROGRAMS	WAL-MART#1917	11.60	Split - Food Fundraiser (7.93%)
20130128	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	151.04	OTHER/INSTRUCTIONAL
				<u>3,197.00</u>	
20130114	BRENNER,DEBBIE	PEPPER DRIVE	BARNES & NOBLE #2733	144.06	General - supplies
20130114	BRENNER,DEBBIE	PEPPER DRIVE	BARNES & NOBLE #2733	30.91	General - Supplies
20130114	BRENNER,DEBBIE	PEPPER DRIVE	BARNES & NOBLE #2733	38.16	General - Books
20130117	BRENNER,DEBBIE	PEPPER DRIVE	OFFICE DEPOT #2099	35.90	General - office supplies
20130121	BRENNER,DEBBIE	PEPPER DRIVE	SPRINT STORE #854	73.42	General - phone charger
20130122	BRENNER,DEBBIE	PEPPER DRIVE	TUESDAY MORNING # 0416	40.96	General - Puzzles and activities
20130124	BRENNER,DEBBIE	PEPPER DRIVE	READ NATURALLY INC	79.86	Title - Intervention material
				<u>443.27</u>	
20130110	D'AGOSTINO,JACKIE	RIO SECO	DELL SALES & SERVICE	119.87	Printer Cartridge
20130111	D'AGOSTINO,JACKIE	RIO SECO	BRAINPOP.COM	205.00	Supplies for AVID program
20130113	D'AGOSTINO,JACKIE	RIO SECO	FROG PUBLICATIONS, INC	66.80	Supplies for classrooms
20130113	D'AGOSTINO,JACKIE	RIO SECO	BARNES&NOBLE*COM	90.56	Books for classroom
20130113	D'AGOSTINO,JACKIE	RIO SECO	ANSMAR PUBLISHERS, INC	275.00	0300000000111010004300000009 (98.31%)
20130116	D'AGOSTINO,JACKIE	RIO SECO	ANSMAR PUBLISHERS, INC	4.72	03000000594111010004300000009 (1.69%)
20130117	D'AGOSTINO,JACKIE	RIO SECO	JOSTENS AR-USD	210.00	JH Yearbook Deposit
20130118	D'AGOSTINO,JACKIE	RIO SECO	THE NATURE CONSVNCRY NA	20.00	Donations from Ms. Glanz's Class
20130118	D'AGOSTINO,JACKIE	RIO SECO	FLINN SCIENTIFIC, I	23.70	Supplies for Dr. Shevinsky
20130118	D'AGOSTINO,JACKIE	RIO SECO	COMPUTER USING EDUCATO	280.00	CUE Conference Registration
20130118	D'AGOSTINO,JACKIE	RIO SECO	INTERNATIONAL MEDICAL	130.00	Donations from Ms. Glanz's Class
20130120	D'AGOSTINO,JACKIE	RIO SECO	COMPUTER USING EDUCATO	280.00	CUE Conference Registration
				<u>1,705.65</u>	
20130110	DELACRUZ,DAISY J	OST PROGRAMS	SMARTNFINAL39810803989	70.90	FOOD FUNDRAISER
				<u>70.90</u>	
20130110	ENG,PATRICIA	PRIDE ACADEMY	AMAZON.COM	31.50	
20130110	ENG,PATRICIA	PRIDE ACADEMY	TJM PROMOTIONS	152.00	
20130111	ENG,PATRICIA	PRIDE ACADEMY	AMAZON.COM	14.73	
20130111	ENG,PATRICIA	PRIDE ACADEMY	AMAZON.COM	29.46	
20130118	ENG,PATRICIA	PRIDE ACADEMY	EVERNOTE.COM	7.50	
				<u>235.19</u>	
20130103	FOX,JUDITH	SPECIAL EDUCATION	PRO ED INC	190.30	Psychologist Testing Protocols - TAPS-3
				<u>190.30</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130109	GIDDENS, BARBARA J	OST PROGRAMS	ALBERTSONS #6727	22.25	OTHER/INSTRUCTIONAL
20130110	GRIFFIN, DEBRA	OST PROGRAMS	STAPLES	22.25	OFFICE SUPPLIES
20130131	GRIFFIN, DEBRA	OST PROGRAMS	BOB STALL CHEVROLET PA	22.68	NEW PULLEY/ THERMOSTAT AND GASKET FOR SPED BUS
20130130	HECK, TERRY	CARLTON HILLS	SMARTFINAL 10803989	56.69	
20130114	HOOKS, TED A	CAJON PARK	AMAZON.COM	79.37	Honor roll luncheon
20130115	HOOKS, TED A	CAJON PARK	MOUNTAIN MATH	179.07	
20130117	HOOKS, TED A	CAJON PARK	MOUNTAIN MATH	64.78	
20130121	HOOKS, TED A	CAJON PARK	GOOGLE *GSDMC	75.95	
20130123	HOOKS, TED A	CAJON PARK	AMAZON MKTPLACE PMTS	299.70	
20130124	HOOKS, TED A	CAJON PARK	AMAZON MKTPLACE PMTS	495.00	
20130108	JOHNSTON, ANDREW	CHET F. HARRITT	AMAZON.COM	29.96	
20130110	JOHNSTON, ANDREW	CHET F. HARRITT	AMAZON.COM	33.60	
20130111	JOHNSTON, ANDREW	CHET F. HARRITT	NGS*ONLINE STORE	988.99	111.89 Book 30.38 2 books 198.36 Shirts for Geography Bee
20130104	LINDSAY, JERELYN	SYCAMORE CANYON	247INKTONER.COM	340.63	
20130110	LINDSAY, JERELYN	SYCAMORE CANYON	TMX*TIME FOR KIDS	162.50	Magazines for 4th grade
20130111	LINDSAY, JERELYN	SYCAMORE CANYON	IMAGESTUFF.COM	177.39	Star Tags , Tree Tags and Ball Chains for Perfect Attendance
20130114	LINDSAY, JERELYN	SYCAMORE CANYON	UNIFORMS AND ACCESSORI	48.38	Safety Patrol Jprns
20130123	LINDSAY, JERELYN	SYCAMORE CANYON	SQ *KIDS FOR PEACE, IN	34.00	
20130104	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	BARNES & NOBLE #2135	355.28	
20130109	MCCOLL, LISA	HILL CREEK	PAYPAL *JOSEPHEDNAJ	19.43	
20130110	MCCOLL, LISA	HILL CREEK	EYE ON EDUCATION	53.86	
20130111	MCCOLL, LISA	HILL CREEK	WWW.NEWEVG.COM	925.35	
20130104	MCKINNON, KATHLEEN A	EDUCATIONAL SERVICES	FOOD4LESS #0349	24.55	
20130118	MCKINNON, KATHLEEN A	EDUCATIONAL SERVICES	ALBERTSONS #6727	1,003.76	8.12 PD - PD Day Supplies 13.79 ERC Admin - Principals & VP Meeting 0.07 Alt. School - Upgrade for Dell Computer
20130120	MCKINNON, KATHLEEN A	EDUCATIONAL SERVICES	CRUCIAL.COM	28.00	Alt SLIB - Dell Upgrade
20130131	MCKINNON, KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	20.62	ERC Admin Supplies (Batteries) (73.2%)
20130131	MCKINNON, KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	7.55	Special Education (Certificate Paper) (26.8%)
20130101	MICHEL, HOPE	SPECIAL EDUCATION	NCS PEARSON	78.15	
20130111	MICHEL, HOPE	SPECIAL EDUCATION	TARGET 00014852	996.72	
20130111	MICHEL, HOPE	SPECIAL EDUCATION	WALMART.COM	400.00	
20130127	MICHEL, HOPE	SPECIAL EDUCATION	CSHA	92.34	
20130127	MICHEL, HOPE	SPECIAL EDUCATION	CSHA	125.00	
20130127	MICHEL, HOPE	SPECIAL EDUCATION	CSHA	125.00	
20130127	MICHEL, HOPE	SPECIAL EDUCATION	CSHA	125.00	
20130123	MOLZEN, DAVID	FACILITIES & MAINTENANCE	VALLEY INDUSTRIAL SPEC	1,985.06	
20130131	MONTLER, BONNER M	FACILITIES & MAINTENANCE	OFFICE DEPOT #908	794.89	Plumbing Supplies - various sites (Rio Seco, Carlor Oaks, Pepper Drive) and Stock
20130106	NUNNELLY, LAURA G	OST PROGRAMS	VONS STORE00020792	794.89	HP Ink Jet cartridge.
20130110	NUNNELLY, LAURA G	OST PROGRAMS	FOOD4LESS #0349	20.51	
20130111	NUNNELLY, LAURA G	OST PROGRAMS	SMARTFINAL38810803989	31.14	FOOD SUPPLIES
20130123	NUNNELLY, LAURA G	OST PROGRAMS	FOOD4LESS #0349	37.33	FOOD SUPPLIES
20130113	ORTEGA, KAREN	HUMAN RESOURCES	LABOR LAW POSTERS	38.05	
20130117	ORTEGA, KAREN	HUMAN RESOURCES	ALBERTSONS #6727	64.10	
20130109	ORTIZ, PATRICIA	EDUCATIONAL SERVICES	ECC*DSS-DISC SCH SUPPL	219.96	
20130113	ORTIZ, PATRICIA	EDUCATIONAL SERVICES	NGS*ONLINE STORE	197.75	
				14.03	
				211.78	
				95.99	
				76.03	
				172.02	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130111	OSTRANDER,CAREN	EDUCATIONAL SERVICES	ASSOC SUPERV AND CURR	349.00	CCSS Training (Travel Req. #3-054-12)
20130116	OSTRANDER,CAREN	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	39.90	Belt clips for Sp Ed. radios
20130113	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	THE OLIVE_GARD00015818	388.90	
20130120	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	DENNY'S #7287	24.20	
20130131	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	SQ *GILBERTO VALENCIA	15.06	
20130107	RASMUSSEN,KATHRYN	CHET F. HARRITT	STAPLES 00108217	60.26	Link cartridges
20130108	RASMUSSEN,KATHRYN	CHET F. HARRITT	WALGREENS #09817	259.16	Thermometer & probe covers
20130113	RASMUSSEN,KATHRYN	CHET F. HARRITT	MODMED	83.11	Probe covers
20130115	RASMUSSEN,KATHRYN	CHET F. HARRITT	BEARCOM SALES	485.89	
20130110	REES,TAMMY	HILL CREEK	ALBERTSONS #6727	906.97	
20130113	REES,TAMMY	HILL CREEK	AMAZON MKTPLACE PMTS	30.97	
20130115	REES,TAMMY	HILL CREEK	DEVELOPMENTAL RESOURCE	9.86	
20130118	REES,TAMMY	HILL CREEK	ALBERTSONS #6727	139.00	
20130118	REES,TAMMY	HILL CREEK	ONLINESCIENCE.COM	28.50	
20130118	REES,TAMMY	HILL CREEK	GENESIS INC	74.39	
20130118	REES,TAMMY	HILL CREEK	FRESH & EASY #1420	34.70	
20130125	REES,TAMMY	HILL CREEK	FRESH & EASY #1420	20.56	
20130104	ROCHE, THERESA VALERIE	OST PROGRAMS	TARGET 00014852	337.96	INSTRUCTIONAL/FUNdraiser
20130130	ROSA, JIM	OST PROGRAMS	DOLPHIN BLUE.COM	210.57	Wall Calendars
20130113	SARMIENTO,SUSAN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	83.96	
20130115	SARMIENTO,SUSAN	PUPIL SERVICES	NO TEARS LEARNING INC	20.44	materials for OT
20130118	SARMIENTO,SUSAN	PUPIL SERVICES	AMAZON.COM	87.62	
20130120	SARMIENTO,SUSAN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	58.90	
20130113	SCOTT,SARAH A	CAJON PARK	LEGOLAND-ADMISSIONS	169.73	
20130117	SCOTT,SARAH A	CAJON PARK	LEGOLAND-ADMISSIONS	234.00	
20130113	SHEEN,KRISTINA D	OST PROGRAMS	DOLRTREE 5194 00031948	378.00	
20130113	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART#1917	612.00	
20130116	SHEEN,KRISTINA D	OST PROGRAMS	SMARTNFINAL39810803989	44.93	
20130118	SHEEN,KRISTINA D	OST PROGRAMS	SMARTNFINAL39810803989	167.83	
20130118	SHEEN,KRISTINA D	OST PROGRAMS	OFFICE DEPOT #908	217.05	
20130121	SHEEN,KRISTINA D	OST PROGRAMS	S&S WORLDWIDE	238.19	
20130109	SIEBLER,CHERI	OST PROGRAMS	BEST BUY MHT 00011452	51.12	
20130110	SIEBLER,CHERI	OST PROGRAMS	BEST BUY MHT 00011452	162.36	
20130111	SIEBLER,CHERI	OST PROGRAMS	GTM/DISCOUNT GENERAL S	881.48	INSTRUCTIONAL/FUNdraiser
20130129	SIMPSON,DEBRA	OST PROGRAMS	THE HOME DEPOT 673	287.95	
20130130	SIMPSON,DEBRA	OST PROGRAMS	AMAZON.COM	49.99	
20130110	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	STARFALL PUBLICATIONS	101.13	INSTRUCTIONAL/FUNdraiser
20130116	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	LEARNING A-Z	439.07	
20130117	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	MICHAELS #3255	79.68	Electrical cords
20130117	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	MONOPRICE INC	58.30	Electrical cords
20130121	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	AMAZON PRIME	137.98	
20130125	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON.COM	270.00	Kcg. subscription
				112.40	Raz-Kids
				22.20	Supplies
				76.92	Earphones - Kemery
				85.32	
				566.84	
				10.80	
				10.80	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130111	STAYNER,KATHLEEN B	CARLTON OAKS	THE 2 SISTERS/THE DAILY	1,020.00	C.O. SLIB
20130113	STAYNER,KATHLEEN B	CARLTON OAKS	WESTIN	127.12	C.O. SLIB
20130116	STAYNER,KATHLEEN B	CARLTON OAKS	CSC-COSTUME DISCOUNTRS	51.22	C.O. Fund/Donat
20130117	STAYNER,KATHLEEN B	CARLTON OAKS	LAKESHORE LEARNING MAT	244.77	C.O. SLIB
20130128	STAYNER,KATHLEEN B	CARLTON OAKS	DEMCO INC.	27.17	C.O. Fundraiser Donation
20130130	STAYNER,KATHLEEN B	CARLTON OAKS	DELL SALES & SERVICE	119.87	
20130130	STAYNER,KATHLEEN B	CARLTON OAKS	LAKESHORE LEARNING MAT	480.59	
20130130	STAYNER,KATHLEEN B	CARLTON OAKS	FORT ATKINSON	197.61	
				2,278.35	
20130109	TARANTINO,JENNIFER	OST PROGRAMS	WAL-MART#1917	14.72	Split - FOOD FUNDRAISER (44.63%)
20130109	TARANTINO,JENNIFER	OST PROGRAMS	WAL-MART#1917	18.26	Split - OFFICE (55.37%)
				32.98	
20130111	TORRES,VICKI	PEPPER DRIVE	READ NATURALLY INC	53.24	Title - Reading
20130114	TORRES,VICKI	PEPPER DRIVE	AMAZON.COM	261.30	Title - Books
				314.54	
20130103	VAIL,LINDA	SUPERINTENDENT'S OFFICE	MICHAELS #3256	32.99	
20130104	VAIL,LINDA	SUPERINTENDENT'S OFFICE	STAPLES 00108217	17.05	
20130104	VAIL,LINDA	SUPERINTENDENT'S OFFICE	MICHAELS #3256	7.57	
20130104	VAIL,LINDA	SUPERINTENDENT'S OFFICE	PARTY CITY #441	5.39	
20130107	VAIL,LINDA	SUPERINTENDENT'S OFFICE	FOUNDATION FOR EDUC AD	545.00	
20130109	VAIL,LINDA	SUPERINTENDENT'S OFFICE	UNITED AIRLINES	271.60	
20130116	VAIL,LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	12.73	
20130118	VAIL,LINDA	SUPERINTENDENT'S OFFICE	MICHAELS #3256	5.61	
20130120	VAIL,LINDA	SUPERINTENDENT'S OFFICE	STAPLS9236296255000	183.27	
20130127	VAIL,LINDA	SUPERINTENDENT'S OFFICE	RUBIOS #249 (SANTEE)	79.92	
				1,161.13	
20130106	VIRGILIO,BRUCE	TRANSPORTATION	THE HOME DEPOT 659	160.92	SHOP SUPPLIES- CORDLESS DRILL KIT
20130109	VIRGILIO,BRUCE	TRANSPORTATION	HORSMAN AUTOMOTIVE	468.98	REMOVE AND REPLACE WORN DISTRIBUTOR MAINT #203
20130117	VIRGILIO,BRUCE	TRANSPORTATION	HORSMAN AUTOMOTIVE	455.66	DIAGNOSE AND REPLACE BAD INJECTORS MAINT #203
20130120	VIRGILIO,BRUCE	TRANSPORTATION	THE HOME DEPOT 673	41.55	SHOP SUPPLIES REQUIRED FOR BUS WASH
20130124	VIRGILIO,BRUCE	TRANSPORTATION	NAPA PARTS 0025974	50.75	REPLACEMENT BELT FOR MAINT #289
20130127	VIRGILIO,BRUCE	TRANSPORTATION	AUTOZONE #3347	24.29	REPLACEMENT STARTER FOR MAINT # 289
20130127	VIRGILIO,BRUCE	TRANSPORTATION	AUTOZONE #3347	86.39	FLOOR MAT FOR MAINT FLATBED TRUCK
				1,288.54	
				24,543.99	

Consent Item D.3.1.
Prepared by Karl Christensen
February 19, 2013

Authorization to Utilize California Uniform Public
Construction Cost Accounting Act Informal Bid
Procedures For Asphalt Repairs

BACKGROUND:

On September 4, 2012, the Board of Education approved a resolution to utilize the California Uniform Public Construction Cost Accounting Act (CUPCCAC) for public works projects over the \$15,000 formal bid limit. Staff has developed an approved vendor list following the procedures of the CUPCCAC process. This allows staff to seek bids for construction using a qualified vendors list for projects up to \$175,000.

Staff is requesting Board of Education approval to call for bids for asphalt repairs at various sites including: seal coating for unsafe parking lot pavement and playgrounds, including the Carlton Oaks playground between the junior high and the administration building, and Cajon Park's primary playground area. Staff believes the total costs may range from \$60,000 to \$80,000. This would be paid for using the remaining deferred maintenance funding allocated for this fiscal year (2012-13).

RECOMMENDATION:

It is recommended that the Board of Education authorize utilizing the CUPCCAC informal bid procedures for asphalt repairs. Award of a contract would be brought back for consideration at a future Board meeting.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The estimated cost is \$60,000 to \$80,000 for various asphalt repairs to be paid from Deferred Maintenance funds already budgeted.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.3.1.
---------	--	---------	--	-------	--	--------------------

Consent Item D.3.2.
Prepared by Karl Christensen
February 19, 2013

Approval of Builders' Risk Insurance for the
10-Classroom Addition Project at Pepper Drive
School

BACKGROUND:

The Pepper Drive School 10-classroom addition construction project requires builders' risk insurance for construction. On January 3, 2012, the Board of Education approved BB&T as the insurer for the Hill Creek School 10-Classroom addition project as they were priced the lowest and they work with the County Office of Education JPA. BB&T received quotes on our behalf for the Pepper Drive School 10-classroom addition project from Hanover and Zurich Insurance Companies. Upon review of the coverage, Balfour, Beatty Construction, Inc. and District staff determined that Hanover Insurance Company provided the best value and coverage. Per the construction contract with Balfour Beatty Construction, the cost is shared one-third by the contractor.

RECOMMENDATION:

It is recommended that the Board of Education approve utilizing Hanover for builder's risk insurance needed for the Pepper Drive School 10-classroom addition construction project.

This recommendation supports the following District goals:

Learning Environment

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

FISCAL IMPACT:

The fiscal impact is \$4,725 of which Balfour Beatty Construction reimburses the District one-third (\$1,575). The remaining two-thirds (\$3,150) will be funded from CIP funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.3.2.
---------	--	---------	--	-------	--	--------------------



Underwriter Name: Duncan Fox
Phone: (714) 415-3818
Fax: (508) 926-5706
E-Mail: dufox@hanover.com

Builders' Risk
Comprehensive Form (IM7050)
INSURANCE PROPOSAL

Santee School District
9665 Jeremy Street
Santee, CA 92071

Presented to:

BB&T – John Burnham Insurance Services
750 B Street, Suite 2400
San Diego, CA 92101

Attn: Marci A. Schullo
(619) 525-2840

Prepared by: Duncan A. Fox

HANOVER INSURANCE COMPANY - MARINE DIVISION

This proposal shows the premiums for the general coverages described, but in no way changes or affects any terms, conditions or exclusions of policies as actually issued. Premiums shown are based on information furnished the company.

Proposal Date: February 7, 2013	Effective Dates: March 4, 2013 – November 30, 2013
------------------------------------	--

BUILDERS' RISK COVERAGE – SCHEDULED JOBSITE / COMPREHENSIVE FORM

Coverage: Form AAIS IM7050. Coverage is "all risk" subject to policy form terms, limitations, and exclusions.

Project Description Construction of classrooms

Project Location **Pepper Drive School**
1935 Marlinda Way
El Cajon, CA 92021

Project Limit **\$6,959,828**

Sublimits

Transit	\$100,000
Offsite Storage	\$100,000
Flood	No Coverage
Earthquake	No Coverage

Additional Optional Coverage (only applies if limit shows)

Delay in Completion (Soft Costs and Extra Expense): \$
Delay in Completion (Soft Costs, Extra Expense, Income, Rental): \$
Delay in Completion (Green Building form) \$
 A waiting period of *applies*
 A waiting period does not apply

Deductible \$5,000 "All Risk"

Coinsurance 100%

Permission to occupy Not Granted
 Granted as of

Coverage Extensions

Debris Removal 25% of the amount paid for the direct physical loss or damage but "we" will not pay more for loss to property and debris removal combined than the "limit" for the damaged property

Additional Debris Removal Expense	\$5,000
Emergency Removal	10 days
Emergency Removal Expenses	\$10,000
Fraud and Deceit	\$50,000
Limited Fungus Coverage	\$15,000
Waterborne Property	\$10,000

Supplemental Coverages

Expediting Expenses	\$10,000
Expense to Re-erect Scaffolding	\$100,000
Fire department service charges	\$10,000
Ordinance or Law (undamaged parts)	Covered
Ordinance or Law (increased cost)	\$50,000
Personal Property	\$10,000
Pollutant Cleanup and Removal	\$25,000
Rewards	\$5,000
Sewer Backup	\$25,000
Trees, shrubs, and plants	\$10,000

Optional Coverages (only those with an "X" apply to this quotation)

- () IM 7073 Contract Penalty Endorsement \$
- () IM 7076 Testing Endorsement \$
- () IM 7082 Freezing Exclusion \$
- () IM 7083 Equipment Breakdown and Testing Coverage Limit – refer to Builder’s Risk Coverage
- () IM441-1155 Green Building Coverage with following limits:
 - Indoor Air Quality Limit \$25,000
 - Recycling Debris Limit \$25,000
 - Recertification Limit \$50,000
 - Electricity or Water Replacement Limit \$25,000
 - Green Roofing Systems Limit As per form
 - Tax, Utility Credits, Loan Rates & other incentives \$25,000
 - Alternate Certification Company:
- () IM 7964 Blueprints and Construction Documents \$
- () IM 7965 Claim Preparation Expense Coverage \$
- () IM 7966 Interior Water Damage Limitation \$
- () Other (*explain*)

Property Not Covered:

Aircraft or Watercraft; Contraband; Land; Money and Securities; Not a Permanent Part of a Building; Roadways and Walkways; Standing Building or Structure; Trees, Shrubs, or Plants; Vehicles; Waterborne Property

Perils Excluded:

Civil Authority; Earth Movement or Volcanic Eruption (except Earthquake if specifically noted in sublimit section); Flood (except if specifically noted in sublimit section); Fungus; Nuclear Hazard; Ordinance or Law; Sewer, Septic Tank, Sump, or Drain Backup and Water Below the Surface; War and Military Action; Contamination or Deterioration; Criminal, Fraudulent, Dishonest, or Illegal Acts; Defects, Errors and Omissions; Delay in Completion And Increased Construction Costs; Electrical Currents; Loss of Use And Consequential Loss; Mechanical Breakdown; Missing property; Pollutants; Steam Boiler Explosion; Temperature/Humidity; Voluntary Parting; Wear and Tear.

Special Terms and Conditions

PROTECTIVE SAFEGUARDS – Property must be fenced, lighted, and have a watchman.

•

Annual Rates \$0.089 / \$100

Annual Premium \$6,194

Builder’s Risk	\$4,599	net of any applicable state taxes and/or
9 Months		surcharges plus
TERM PREMIUM	No Coverage	<u>Equipment Breakdown Premium</u>
Excluding TRIA	\$4,599	Total TERM Premium excluding TRIA

ADDITIONAL PREMIUM

Optional Terrorism Premium: \$126

*Mandatory Fire Following premium waived

Total Terrorism Premium \$126

**In your state, if you elect to reject terrorism coverage we must still provide some fire following coverage. This is the premium we will charge (retain) for that exposure if you reject Terrorism Coverage.*

Please note that this quotation is subject to a minimum premium of \$2,500 which is considered fully earned and retained at policy inception.

This quotation is valid for thirty (30) days from the date of this proposal.

Terms and conditions outlined in the quote may differ from the specifications submitted. We ask that you please review the specific coverage section for details on coverage(s) and exclusions. Any changes to the information provided within your submission, or changes to job specifications, will require amendment to the terms of this proposal.

Don't hesitate to contact me with any questions.

We look forward to receiving your binding instructions. Thank you.

Sincerely,

Duncan A. Fox
Senior Marine Specialist
(714) 415-3818

POLICY HOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, that you have a right to purchase insurance coverage for losses resulting from acts of terrorism, *as defined in Section 102(1) of the Act*: You are hereby notified that under the Act, as amended in 2007, the definition of act of terrorism has changed.

The term "act of terrorism" means any act that is certified by the Secretary of the Treasury—in concurrence with the Secretary of State, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

DISCLOSURE OF FEDERAL PARTICIPATION IN PAYMENT OF TERRORISM LOSSES

Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Act, as amended. Your policy, however, may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage.

DISCLOSURE OF \$100 BILLION CAP

The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

DISCLOSURE OF PREMIUM

See disclosure of premium in the preceding pages in the quote letter.

Consent Item D.3.3.
Prepared by Karl Christensen
February 19, 2013

Approval of Ninyo & Moore for Materials
and Testing Labs and Geotechnical
Observations during Construction of the Pepper Drive
School 10-Classroom Addition Project

BACKGROUND:

For construction of the Pepper Drive School 10-Classroom Addition, it is necessary to have special inspection and materials testing services and geotechnical observation services. The Division of State Architect (DSA) reviews and approves all school construction projects and requires these services.

Ninyo & Moore has provided inspection and testing services for other Capital Improvement Program (CIP) projects and provided an estimate for special inspection and materials testing of \$86,900 for this project.

In June, 2007, the Board accepted a proposal from Ninyo & Moore to provide geotechnical services at all nine sites. Pepper Drive School was estimated to be \$28,000. Ninyo & Moore has agreed to provide geotechnical services for the Pepper Drive School 10-classroom addition project for that price.

RECOMMENDATION:

It is recommended that the Board of Education approve Ninyo & Moore for special inspection, materials testing, and geotechnical observations for the Pepper Drive School 10-classroom addition project.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact for materials testing and inspection services is \$86,900, and for geotechnical observation services is \$28,000 for a total of \$114,900. Final costs are based on actual labor and materials per master contract, and are to be paid from CIP funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.3.3.
---------	--	---------	--	-------	--	--------------------

August 15, 2012
Project No. 106112001

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Fee Estimate for Special Inspection and Materials Testing
Pepper Drive School Classroom Addition
1935 Marlinda Way, Santee, California

Dear Ms. Becker:

In response to your request, we have prepared a fee estimate to perform special inspection and materials testing services during the construction of the proposed classroom building at the Pepper Drive School campus. Based on correspondence with you, we understand that the project will be similar to the classroom recently constructed at Hill Creek School. Accordingly, the new classroom building will be a steel-framed, two-story structure supported on shallow foundations. The structure will have approximately 18,632 square feet of floor space. Additional improvements will include construction of associated concrete flatwork, ramps, and stairways along with the installation of underground utilities and paving for a fire lane and parking lot. Our services will involve special inspection and materials testing as outlined in the project documents for the proposed construction. Our inspection services are anticipated to include inspections during batch plant inspection of concrete, installation of epoxy anchors, pull testing, structural steel assembly and fabrication of structural steel and glue laminated beams. Based on our previous work with Santee School District projects, we assume that concrete flatwork does not require sampling and testing. This proposal was prepared without the benefit of the project specifications or a construction schedule.

PROPOSED SCOPE OF SERVICES

We propose to provide special inspection and materials testing services during the construction of the proposed classroom building. We anticipate our scope of services for this project to include the following:

- Review of structural concrete mix designs.
- Perform special inspection of fit-up and welding of structural steel at fabrication shop.
- Perform special inspection during structural steel assembly in the field.
- Perform non-destructive testing of partial and complete full-penetration welds.
- Perform batch plant inspection duties during concrete batching by our ACI-credentialed field technician.
- Our ACI technician will sample the fresh material and measure its temperature and slump, as well as cast one set of four concrete cylinders for every 50 cubic yards placed, or fraction thereof, during a day's placement.
- Laboratory testing for compressive strength of concrete, reinforcing steel conformance, and high-strength bolt assembly conformance.
- Perform special inspection of epoxy dowels and expansion anchors, if requested.
- Pull testing of wedge anchors, epoxy anchors, and/or shot pins.
- Preparation of daily field reports and batch plant inspection data sheets.
- Review for and preparation of Final Verified Reports for submittal to the DSA.

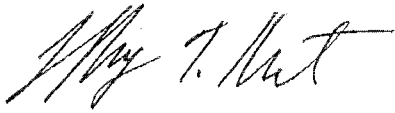
FEE ESTIMATE

The estimated fee for special inspection and materials testing services described herein will be approximately \$86,900 (Eighty-Six Thousand Nine Hundred Dollars); a breakdown of this fee is presented in Table 1. This estimated cost is based our assumptions of the anticipated services. Estimated hours may be re-evaluated after formulation of a project schedule. It should be noted that the performance of the subcontractors can substantially effect the duration of our services. Requested engineering, special inspection, and field and laboratory testing not within the specified scope of services or in excess of those presented in Table 1 will be provided, based on time-and-materials, in accordance with the project fee schedule. Our fee does not include time to review drawings, preparation of construction specifications, meetings and other activities requested that are not presented in our estimated fee breakdown.

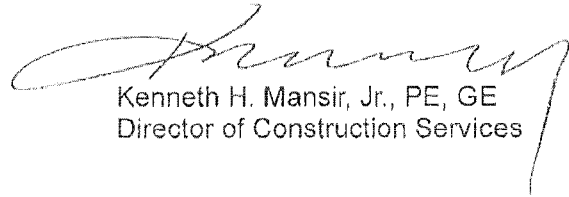
As presented in our Proposal No. P-7650B dated May 7, 2007; we proposed to perform geotechnical observation and testing services during the earthwork operations related to the project. The estimated fee for geotechnical observation and testing services will be approximately \$28,000 (Twenty-Eight Thousand Dollars). Based on our understanding that the proposal was accepted at that time and that those funds were encumbered in 2007, the personnel rates associated with the 2007 proposal will remain applicable. However, to facilitate the usage of differing personnel rates, two separate purchase orders (P.O.) should be prepared. One P.O. should be prepared for the geotechnical observation and testing services and another P.O. for the special inspection and materials testing services.

We appreciate the opportunity to provide this fee estimate and look forward to continuing our relationship with the Santee School District.

Respectfully submitted,
NINYO & MOORE



Jeffrey T. Kent, PE, GE
Senior Engineer



Kenneth H. Mansir, Jr., PE, GE
Director of Construction Services

JTK/KHM/gg

Attachment: Table 1 – Fee Breakdown for Special Inspection and Material Testing Services

Distribution: (1) Addressee

**TABLE 1 – FEE BREAKDOWN FOR SPECIAL INSPECTION AND
 MATERIAL TESTING SERVICES**

SPECIAL INSPECTION SERVICES				
Principal Engineer/Geologist	4 hours	@	\$ 125.00 /hour	\$ 500.00
Senior Engineer/Geologist	16 hours	@	\$ 120.00 /hour	\$ 1,920.00
ACI Concrete Technician	80 hours	@	\$ 77.00 /hour	\$ 6,160.00
Concrete/Asphalt Batch Plant Inspector	80 hours	@	\$ 77.00 /hour	\$ 6,160.00
Structural Steel/Welding, Shop, Special Inspector	240 hours	@	\$ 77.00 /hour	\$ 18,480.00
Structural Steel/Welding, Special Inspector	360 hours	@	\$ 77.00 /hour	\$ 27,720.00
Nondestructive Testing Technician	80 hours	@	\$ 94.00 /hour	\$ 7,520.00
Pull Test Technician and Equipment	40 hours	@	\$ 94.00 /hour	\$ 3,760.00
Epoxy Dowel/Expansion Anchor, Special Inspector	24 hours	@	\$ 77.00 /hour	\$ 1,848.00
Field/Laboratory Technician	24 hours	@	\$ 77.00 /hour	\$ 1,848.00
	Subtotal			\$ 75,916.00

MATERIALS LABORATORY TESTING				
Concrete Compression Tests, 6x12 Cylinder, C 39	56 tests	@	\$ 22.00 /test	\$ 1,232.00
High Strength Bolt, Nut & Washer Conformance, set, A-32	12 tests	@	\$ 120.00 /test	\$ 1,440.00
Reinforcing Steel Tensile or Bend up to No. 11, A 615 & A 706	30 tests	@	\$ 50.00 /test	\$ 1,500.00
	Subtotal			\$ 4,172.00

PROJECT MANAGEMENT, SUBMITTAL REVIEW, AND REPORT PREPARATION				
Principal Engineer/Geologist	8 hours	@	\$ 125.00 /hour	\$ 1,000.00
Senior Engineer/Geologist	24 hours	@	\$ 120.00 /hour	\$ 2,880.00
Senior Staff Engineer/Geologist	8 hours	@	\$ 100.00 /hour	\$ 800.00
DSA Final Verified Report	7 reports	@	\$ 300.00 /report	\$ 2,100.00
	Subtotal			\$ 6,780.00

TOTAL ESTIMATED FEE				\$ 86,868.00
----------------------------	--	--	--	---------------------

May 7, 2007
Proposal No. P-7650B

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Estimate of Geotechnical Observation and Testing Services During Construction
New Buildings and Various Additions at Nine School Campuses
Santee School District

Dear Ms. Becker:

In response to the Request For Proposal (RFP) prepared by Sprotte + Watson and dated April 27, 2007, we are pleased to submit this estimate to perform geotechnical observation and testing services for the subject projects. In preparation of this proposal, we have reviewed preliminary architectural plans for the nine campus improvements and discussed the RFP with the project architect. Our designated project manager and point-of-contact for these projects will be Mr. Ken Mansir, a California-registered Geotechnical Engineer.

This proposal is based upon our review of the provided preliminary plans, our discussions with the project architect, the Division of the State Architect (DSA) guidelines for school projects, and our understanding of the projects. Our typical scope of work is presented below:

Coordination and Quality Control

- Project coordination, technical support and management, including review of plans and specifications, distribution of test reports, and work scheduling.
- Regular distribution of daily field reports to the Project Inspector, Architect and School District.
- Attendance at pre-construction meetings and field meetings, as-needed.

Geotechnical Observation and Testing

- Geologic/engineering field services to evaluate the suitability of remedial excavations for conformance to our recommendations in the project geotechnical report and foun-

ation excavation inspections, and to provide supplemental recommendations where appropriate.

- Field technician services for observation, sampling and density testing of earthwork including compacted fill, utility trench backfill, subgrade preparation, and aggregate base placement. Our field technician will perform field density testing to evaluate the contractor's compaction operations.
- Observation and testing by our technician during placement of the pavement section. In-place density tests will be conducted in general accordance with nuclear gauge/sand cone test methods.
- Laboratory testing including sieve analysis, Proctor density testing, R-Value analysis of soil and base materials sampled in the field.
- Preparation of daily field reports and test data sheets.
- Review for and preparation of a Final Verified Report for earthwork operations for submittal to the DSA.

During this pre-design stage of the project it is not possible to formulate accurate fee estimates for geotechnical constructions services. However, we are providing initial estimates for the purpose of developing preliminary budgets. The following table provides a summary of initial estimates for the geotechnical observation and testing services during construction:

School Project	Estimated Fee
Cajon Park School	\$27,000
Sycamore Canyon School	\$12,000
Rio Seco School	\$16,000
Prospect Avenue School	\$16,000
Carlton Oaks School	\$19,000
Hill Creek School	\$17,000
Chet F. Harritt School	\$17,000
Carlton Hills School	\$19,000
Pepper Drive School	\$28,000

These fees may substantially change based on field conditions, the contractor's schedule and operations, standby and retesting, and timing of the projects. Our services will be provided on a time and materials basis in accordance with the attached schedule of fees, with updated rates to reflect the Prevailing Wage rates and the appropriate markup at the time of construction.

If this proposal meets with your approval, please forward us your contract documents for execution. We look forward to working with you on these projects.

Respectfully submitted,
NINYO & MOORE



Jeffrey T. Kent, P.E.
Project Engineer



Kenneth H. Mansir, Jr., P.E., G.E.
Principal Engineer

JTK/KHM/ebm

Attachments: Schedule of Fees

Ninyo & Moore

SCHEDULE OF FEES

HOURLY CHARGES FOR PERSONNEL

Principal Engineer/Geologist/Environmental Scientist.....	\$ 125
Senior Engineer/Geologist/Environmental Scientist	\$ 120
Senior Project Engineer/Geologist/Environmental Scientist.....	\$ 115
Project Engineer/Geologist/Environmental Scientist	\$ 105
Senior Staff Engineer/Geologist/Environmental Scientist.....	\$ 100
Staff Engineer/Geologist/Environmental Scientist	\$ 95
Field Operations Manager.....	\$ 77
Supervisory Technician*	\$ 75
Senior Field/Laboratory Technician*.....	\$ 73
Field/Laboratory Technician*.....	\$ 73
ACI Concrete Technician*	\$ 73
Concrete/Asphalt Batch Plant Inspector.....	\$ 73
Special Inspector, Reinforced Concrete*.....	\$ 73
Special Inspector, Pre-stressed Concrete*	\$ 73
Special Inspector, Reinforced Masonry*	\$ 73
Special Inspector, Structural Steel*.....	\$ 73
Special Inspector, Welding, AWS*.....	\$ 73
Special Inspector, Fireproofing*	\$ 73
Nondestructive Examination Technician, UT, MT, LP*.....	\$ 90
Concrete Coring Technician and Equipment*.....	\$ 125
Pull Test Technician and Equipment*.....	\$ 90
Technical Illustrator/CAD Operator	\$ 64
Geotechnical/Environmental/Laboratory Assistant.....	\$ 64
Information Specialist.....	\$ 54
Data Processing, Technical Editing, or Reproduction	\$ 54

OTHER CHARGES

Special Preparation of Standard Test Specimens.....	\$ 73 /hr
Field Vehicle Usage	\$ 10 /hr
Vapor Emission Kits	\$ 30 /kit
Rebar Locator (Pachometer)	\$ 10 /hr
Direct Project Expenses	Cost plus 15 %
Laboratory testing, geophysical equipment, and other special equipment provided upon request.	

NOTES (Field Services)

For field and laboratory technicians and special inspectors, regular hourly rates are charged during normal weekday construction hours. Overtime rates at 1.5 times the regular rates will be charged for work performed outside normal construction hours and all day on Saturdays. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day or on Sundays and holidays. Lead time for any requested service is 24 hours. Field Technician rates are based on a 2-hour minimum. Special inspection rates are based on a 4-hour minimum for the first 4 hours and an 8-hour minimum for hours exceeding 4 hours. Field personnel are charged portal to portal.

* Indicates rates that are based on Prevailing Wage Determination made by the State of California, Director of Industrial Relations and are subject to revision annually in June.

INVOICES

Invoices will be submitted monthly and are due upon receipt. A service charge of 1.0 percent per month may be charged on accounts not paid within 30 days.



SCHEDULE OF FEES FOR LABORATORY TESTING
Laboratory Test, Test Designation, and Price Per Test

Soils		Concrete	
Atterberg Limits, D 4318, CT 204	\$ 145	Cement Analysis Chemical and Physical, C 109	\$ 1,650
California Bearing Ratio (CBR), D 1883	\$ 440	Compression Tests, 6x12 Cylinder, C 39	\$ 22
Chloride and Sulfate Content, CT 417 & CT 422	\$ 135	Concrete Mix Design Review, Job Spec	\$ 140
Consolidation, D 2435, CT 219	\$ 275	Concrete Mix Design, per Trial Batch, 6 cylinder, ACI	\$ 750
Consolidation – Time Rate, D 2435, CT 219	\$ 70	Concrete Cores, Compression (excludes sampling), C 42	\$ 55
Direct Shear – Remolded, D 3080	\$ 290	Drying Shrinkage, C 157	\$ 250
Direct Shear – Undisturbed, D 3080	\$ 250	Flexural Test, C 78	\$ 50
Durability Index, CT 229	\$ 150	Flexural Test, C 293	\$ 55
Expansion Index, D 4829, UBC 18-2	\$ 165	Flexural Test, CT 523	\$ 60
Expansion Potential (Method A), D 4546	\$ 145	Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI	\$ 250
Expansive Pressure (Method C), D 4546	\$ 145	Jobsite Testing Laboratory	Quota
Geofabric Tensile and Elongation Test, D 4632	\$ 165	Lightweight Concrete Fill, Compression, C 495	\$ 40
Hydraulic Conductivity, D 5084	\$ 300	Petrographic Analysis, C 856	\$ 1,100
Hydrometer Analysis, D 422, CT 203	\$ 190	Splitting Tensile Strength, C 496	\$ 80
Moisture, Ash, & Organic Matter of Peat/Organic Soils	\$ 110		
Moisture Only, D 2216, CT 226	\$ 30		
Moisture and Density, D 2937	\$ 39		
Permeability, CH, D 2434, CT 220	\$ 230	Reinforcing and Structural Steel	
pH and Resistivity, CT 643	\$ 140	Fireproofing Density Test, UBC 7-6	\$ 55
Proctor Density D 1557, D 698, CT 216, &	\$ 180	Hardness Test, Rockwell, A-370	\$ 50
AASHTO T-180 (Rock corrections add \$80)		High Strength Bolt, Nut & Washer Conformance, set, A-32	\$ 120
R-value, D 2844, CT 301	\$ 250	Mechanically Spliced Reinforcing Tensile Test, ACI	\$ 95
Sand Equivalent, D 2419, CT 217	\$ 90	Pre-Stress Strand (7 wire), A 416	\$ 140
Sieve Analysis, D 422, CT 202	\$ 110	Chemical Analysis, A-36, A-615	\$ 120
Sieve Analysis, 200 Wash, D 1140, CT 202	\$ 90	Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	\$ 50
Specific Gravity, D 854	\$ 90	Structural Steel Tensile Test: Up to 200,000 lbs. (machining extra), A 370	\$ 70
Triaxial Shear, C.D, D 4767, T 297	\$ 390	Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI	\$ 55
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt. \$	\$ 330		
Triaxial Shear, C.U., w/o pore pressure, D 4767, T 2297 per pt. \$	\$ 190		
Triaxial Shear, U.U., D 2850	\$ 140	Asphalt Concrete	
Unconfined Compression, D 2166, T 208	\$ 100	Asphalt Mix Design, Caltrans	\$ 2,200
Wax Density, D 1188	\$ 90	Asphalt Mix Design Review, Job Spec	\$ 150
		Extraction, % Asphalt, including Gradation, D 2172, CT 310	\$ 215
Roofing		Film Stripping, CT 302	\$ 100
Built-up Roofing, cut-out samples, D 2829	\$ 165	Hveem Stability and Unit Weight CTM or ASTM, CT 366	\$ 195
Roofing Materials Analysis, D 2829	\$ 500	Marshall Stability, Flow and Unit Weight, T-245	\$ 215
Roofing Tile Absorption, (set of 5), UBC 15-5	\$ 190	Maximum Theoretical Unit Weight, D 2041	\$ 120
Roofing Tile Strength Test, (set of 5), UBC 15-5	\$ 190	Swell, CT 305	\$ 165
		Unit Weight sample or core, D 2726, CT 308	\$ 90
Masonry			
Brick Absorption, 24-hour submersion, C 67	\$ 45	Aggregates	
Brick Absorption, 5-hour boiling, C 67	\$ 55	Absorption, Coarse, C 127	\$ 35
Brick Absorption, 7-day, C 67	\$ 60	Absorption, Fine, C 128	\$ 35
Brick Compression Test, C 67	\$ 45	Clay Lumps and Friable Particles, C 142	\$ 100
Brick Efflorescence, C 67	\$ 45	Cleaness Value, CT 227	\$ 120
Brick Modulus of Rupture, C 67	\$ 40	Crushed Particles, CT 205	\$ 140
Brick Moisture as received, C 67	\$ 35	Durability, Coarse, CT 229	\$ 130
Brick Saturation Coefficient, C 67	\$ 50	Durability, Fine, CT 229	\$ 130
Concrete Block Compression Test, 8x8x16, C 140	\$ 60	Los Angeles Abrasion, C 131 or C 535	\$ 180
Concrete Block Conformance Package, C 90	\$ 440	Mortar making properties of fine aggregate, C 87	\$ 275
Concrete Block Linear Shrinkage, C 426	\$ 120	Organic Impurities, C 40	\$ 55
Concrete Block Unit Weight and Absorption, C 140	\$ 55	Potential Reactivity of Aggregate (Chemical Method), C 289	\$ 390
Cores, Compression or Shear Bond, CA Code	\$ 55	Sand Equivalent, CT 217	\$ 90
Masonry Grout, 3x3x6 prism compression, UBC 21-18	\$ 30	Sieve Analysis, Coarse Aggregate, C 136	\$ 105
Masonry Mortar, 2x4 cylinder compression, UBC 21-16	\$ 30	Sieve Analysis, Fine Aggregate (including wash), C 136	\$ 105
Masonry Prism, half size, compression, UBC 21-17	\$ 110	Sodium Sulfate Soundness (per size fraction), C 88	\$ 160
		Specific Gravity, Coarse, C 127	\$ 75
		Specific Gravity, Fine, C 128	\$ 85

Special preparation of standard test specimens will be charged at the technician's hourly rate.

Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.

CIP Project Budget

DSA Project Number:	04-110504
OPSC Project Number:	50/68361-00-004
CIP Funding	\$ 5,083,806
State Funding	\$2,185,100
Additional Funding Needed:	
Total Project Budget:	\$7,268,906

Responsible Person/Dept: CHRISTINA BECKER
 Budget #:
 Site: Pepper Drive School
 Project Description: 10-Classroom Addition
 Revised - 1/31/13

Category (object description)	Object Code	Budget Amount	Comments
A. Site Costs			
Purchase Price of Property	6110		
Appraisal Fees	6120		
Escrow Costs	6130		
Surveying Costs	6140		Additional Civil Work Needed (19K - DELETED)
Site Support Costs	6150		
Hazardous Waste Removal	6157		Future Invoice From State - Estimate Locker Demo/Waste (2K DELETED)
Other Site Costs	6160		Completed
B. Planning Costs			
Architect/Engineering Fees	6210	\$ 105,000	Architectural Fees
DSA Plan Check Fees	6220	\$ 3,000	Estimate - Future Invoice from DSA Close Out
CDE Plan Check Fees	6230		Paid
Additional A&E	6240	\$ 28,000	Stairs-\$14K/Other Options-Changes-\$10K/Fire Sprinklers-\$4K
LRC - Costs Incurred		\$ 151,000	LRC Soft Costs Incurred/Obligated
Other Costs - Planning	6250	\$ 9,900	Blueprinting- Esc Repr(2,500 Est) / A-1 Fire DSA submittal (7,400)
C. Construction Costs			
Main Construction	6270	\$ 6,608,735	Barnhart - GMAX *Includes CM fees - PGMP 2-1-13
Main Construction - Change Orders	6279		Allowance included in GMAX
SWPPPS	6200	\$ 5,000	SWPPPS fees, costs, tests, Consultants - ESTIMATE
Other Construction	6274	\$ 5,000	Builder's Risk (Estimate) Low Fire Risk - ESTIMATE
Other Construction	6274	\$ 17,000	MDF closet
Other Costs - Planning	6274	\$ 35,000	BBC Pre-Construction Services
Inspections	6290	\$ 144,005	IOR - Hendrix
Construction Tests	6280	\$ 86,900	Special Inspection & Materials Testing - Ninyo & Moore
Construction Tests	6280	\$ 28,000	Geotechnical Observation & Testing - Ninyo & Moore & \$5K-Wall
Furniture & Equipment	6490	\$ 93,000	Lockers (48k) and Ornamental fencing (45k)
Equipment	4400		
D. Additional Object Codes			
Other (a clear description must be listed)		\$ (50,634)	Difference/Soft Cost Contingency - 1% of Const Costs (DELETED)
PROJECT TOTAL		\$ 7,268,906	

Estimated Project Start Date:	3/15/2013	Signature:	Christina Becker
Estimated Completion Date:	12/31/2013	Date:	1/31/2013

Soft Costs: \$ 660,171

Description	Sources	Uses	Difference
Remaining GO Bond Funds 6-30-12	2,936,606		
State Grant funds for HC 10 Classroom Addition	2,279,414		
Remaining Developer Fee Funds 6-30-12	833,095		
Previously Committed/Obligated		1,001,641	
State Grant for PD Addition	2,185,100		
Estimated interest Earnings thru 6-30-2013	36,332		
Total Available for PD Project(s)	8,270,547	1,001,641	7,268,906

Consent Item D.3.4.
Prepared by Karl Christensen
February 19, 2013

Approval of Hendrix, California School Construction
Services as DSA Inspector of Record for the
Pepper Drive School 10-Classroom Addition Project

BACKGROUND:

The Division of State Architect (DSA) reviews and approves all school construction projects and requires a DSA-Certified inspector of record for all school projects.

The Board of Education previously approved a list of 10 qualified entities for Inspector of Record (IOR) services. Administration recommends the firm of Hendrix, California School Construction Services to provide the inspection services for the 10-Classroom Addition Project at Pepper Drive School. Hendrix, California School Construction Services has provided excellent services to Santee School District during Phase 1 and 2 construction. Their contract costs in past phases were paid for through cost saving suggestions and construction cost negotiations. In addition, their supplemental project management staff extension services in prevailing wages, construction law, and public contract experience has been very instrumental to the success of the District's Capital Improvement Program (CIP).

RECOMMENDATION:

It is recommended that the Board of Education approve Hendrix, California School Construction Services for DSA Inspector of Record services for the Pepper Drive School 10-classroom addition project.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The estimated cost of \$144,055 to be funded from CIP funds.

STUDENT ACHIEVEMENT IMPACT:

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

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

HENDRIX California School
Construction Services Administration • Management • Inspection

January 28, 2013

Christina Becker, Director
Facilities and Modernization / Maintenance & Operations
Santee School District
9625 Cuyamaca Street
Santee, Ca. 92071

Ms. Becker:

RE: Pepper Drive School Addition inspection services for Santee School District.

In response to the revised schedule provided by E-mail January 28, 2013, I propose to provide all DSA inspection services to certify the work meets the approved documents and the California Building Codes identified on the approved documents beginning March 2013, continuing through November 15, 2013, utilizing 1 inspector, for a price not to exceed \$126,360.00.

All work will be inspected per plans provided by the District with approval stamp by DSA and the pricing is based on regular daytime construction work hours of 8 hours per day which will not include overtime hours, weekends, or recognized holidays.

All Hendrix California School Construction Services employees are covered by workers compensation insurance and all our services are covered by a \$1 million dollar error and omission insurance policy for your agencies protection.

The scope of our services will cover all required structural inspections, including foundations, reinforcing steel, gravity supports systems, building diaphragms, associated electrical, plumbing, and mechanical components, verification that all work is ADA compliant, and any other items not excluded below.

The scope of work for Hendrix California School Construction Services does not include review or auditing of Prevailing Wage payrolls or interviews of workers for Prevailing Wage purposes. Prevailing Wage audit services are available utilizing your board and State approved Labor Compliance Program and my personnel.

The scope of the service does not include creation of any contractor Recovery Schedules when the contractor has fallen behind schedule. However, we will assist the contractor to see potential construction problems that could create construction delays and suggest methods to avoid the potential delay or overcome a created delay by any party.

The scope of our service does not include certain special inspections or material testing and inspection as identified by DSA and the California Building Code that require an approved test lab and / or engineering supervision to accomplish the test.

The scope of our service dose not include for example, Geotechnical services, soil testing, structural masonry inspection, testing of fireproofing of steel columns or beams, welding inspection, epoxy anchor or shot pin pull tests, batch plant inspections or making of concrete cylinders, high strength bolt testing or torquing, or similar specialty types of inspections. We will however coordinate with your selected test lab to insure all required

Box 26 Santa Ysabel, California 92070-0026 • Ph. Cell 619.990.1932 or 760.644.5971
office 760.782.3347 Fax 760.782.3348 E-Mail LDONH01@AOL.COM

testing is performed in a manner that will maintain the contractors reasonable schedule if provided adequate notice of inspection requirements by the contractor.

Hendrix California School Construction Services has not reviewed any drawings and the proposal is based strictly on the term of service for the particular projects identified above. In the event the contractor does not complete their work within the time frame identified, the following hourly rates for the extended time will apply, DSA Inspection \$81.00 per hour.

You also requested a price for staff extension service for the same time period which will not exceed \$17,745.00 for the same specified time period as the inspection services indicated above.

Additional services, if any, will be by mutual agreement, Hendrix California School Construction will bill for services rendered at the completion of each month specifying number of hours worked and the rate charged for that month in each category with payment due within 30 day's and all checks are to be made payable to: L. L. Hendrix.

Thank you for your interest in our services



L. L. "Don" Hendrix, JD.
Principal

Consent Item D.4.1.

Approval of Extended Field Trip Request for Students to Attend Camp Cuyamaca for Spring Jam, Club Live

Prepared by Dr. Stephanie Pierce
February 19, 2013

BACKGROUND:

Santee School District School Counselor and Club Live Advisors, Ed Gigliotti, Mary Shirley, Kirsten Stretton and Carrie Thompson, are requesting Board approval to take 15-25 students from 6th-8th grades on an extended field trip to Spring Jam at Camp Cuyamaca March 9-10, 2013.

The Spring Jam Conference is a Countywide Club Live event sponsored by the San Diego County Office of Education (SDCOE). Club Live is a youth leadership and prevention program supported on our campuses by the District Tobacco Use Prevention and Education Grant. Spring Jam teaches students leadership skills that address character development, community services, and substance abuse prevention. The program is led by Friday Night Live Staff from SDCOE and trained high school advisors.

The extended travel request form is attached for review.

RECOMMENDATION:

Administration recommends approval of the extended field trip to Spring Jam at Camp Cuyamaca.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide social, emotional and health service programs, integrated with community resources, to foster student character and personal well-being.

FISCAL IMPACT:

The \$85 cost of the trip to Spring Jam will be paid for through student donations. Students requiring financial assistance will be assured participation through the PTA.

STUDENT ACHIEVEMENT IMPACT:

The trip to Spring Jam will give students a way to participate in their school community and learn the leadership skills necessary to support academic and social emotional development.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

BACKGROUND:

The District Calendar Committee, comprised of representatives from employee associations, district administration, parents, and members of the Board, met to consider several options of school calendars for the 2013-2014 school year. Concerns addressed by the committee included recommended calendars from surrounding districts, the State testing window, parent conference week, and appropriate and traditional breaks.

The recommended option from the committee reflects these significant dates:

- Students' first day – Tuesday, September 3
- Non-school professional development day – Monday, October 7
- Thanksgiving break – November 25-29
- Parent conference week – December 9-13 (modified student days - the recommendation does not include a non-student day)
- Winter break - December 23 – January 6
- Non-school professional development day – Monday, January 6
- Staff and students return from winter break – Tuesday, January 7
- Spring break – April 7-18
- Last day of school – Wednesday, June 25

RECOMMENDATION:

It is recommended that the Board of Education approve the proposed school calendar for the 2013-2014 school year.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Not applicable.

Motion: _____ Second: _____ Vote: _____ Agenda Item D.5.2.

Santee School District 2013-2014 School Calendar

July 2013						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

7/4 INDEPENDENCE DAY

January 2014						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

12/23-1/6 WINTER BREAK
1/1 NEW YEAR'S DAY
1/6 Professional Day - NO SCHOOL
1/7 Classes resume
1/20 MARTIN LUTHER KING DAY

August 2013						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

8/1 11-mo employees return
8/6 Principals return
8/7 *Sch Sec/SAC return
8/9 VPs return
8/14 School offices open to public
8/28 Teachers return

February 2014						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

2/10 LINCOLN'S DAY
2/17 WASHINGTON'S DAY

September 2013						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

9/2 LABOR DAY
9/3 Students return
9/3 9-mo employees return
9/3 10-mo employees return

March 2014						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3/18 End of 2nd Trimester (60 days)

October 2013						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

10/7 Professional Day - NO SCHOOL

April 2014						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

4/7-4/18 SPRING BREAK
4/18 LOCAL HOLIDAY
4/21 Classes resume

November 2013						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

11/11 VETERANS' DAY
11/18-11/22 THANKSGIVING BREAK
11/20 HOLIDAY in lieu of Admissions' Day (except Project SAFE)
11/21 THANKSGIVING DAY
11/22 LOCAL HOLIDAY

May 2014						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

5/26 MEMORIAL DAY Observance

December 2013						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

12/4 End of 1st Trimester (60 days)
12/9-12/13 Parent/Tchr conf; modified days
12/23-1/6 WINTER BREAK
12/23 Project SAFE ONLY - Holiday in lieu of Admissions' Day
12/24 LOCAL HOLIDAY
12/25 CHRISTMAS DAY HOLIDAY
12/31 LOCAL HOLIDAY

June 2014						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

6/25 End of 3rd trimester (60 days)
6/25 Last school day; minimum day
6/25 9-mo emp last workday
6/27 Vice Principals
6/30 10-mo emp last workday
6/30 11-mo emp last workday
6/30 Principals/Sch Sec/SAC

Promotion dates vary (please contact school sites)

*Variations of employee schedules will be approved by supervisor and a copy provided to payroll.

Board Approved:

Consent Item D.5.3.

Approval of Classified Non-Management Reclassification /
Reallocation Study Recommendations

Prepared by Minnie Malin
February 19, 2013

BACKGROUND:

Santee School District and California School Employees Association (CSEA) Chapter 557 have met many times since June 2012 to review and discuss three (3) classified non-management classification series. Input was sought and received by employees currently working in the different positions for consideration by administration and CSEA.

As a result of the Reclassification / Reallocation study, administration, in collaboration with CSEA, has determined that a new Instructional Assistant, Visually Impaired position be created at classification 23 on the classified non-management salary schedule. It has also been determined that five (5) employees currently classified under the Instructional Assistant, Special Education II classification will be entitled to the new Instructional Assistant, Visually Impaired classification effective July 1, 2012.

Recommendations for revisions of duties to four (4) other job descriptions are also provided for Board approval.

RECOMMENDATION:

Administration recommends that the Board of Education approve the new Instructional Assistant, Visually Impaired position effective July 1, 2012, and revisions to the following job descriptions effective February 20, 2013:

- Publication Technician I
- Publication Technician II
- Instructional Assistant, Special Education I
- Instructional Assistant, Special Education II

FISCAL IMPACT:

The annual cost to increase five (5) Instructional Assistant, Special Education II positions to classification 23 will be \$14,190 and will be paid from the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.5.3.

SANTEE SCHOOL DISTRICT

PUBLICATION TECHNICIAN I

DEFINITION

Under the direction of the ~~Publication Supervisor~~ Director, Information Technology, operate ~~offset presses, camera, platemaker, high speed copiers~~ a wide variety of publication equipment including high speed production digital printers/copiers, digital presses and various bindery and finishing equipment ~~to reproduce~~ used in the production of printed materials for the District.

DISTINGUISHING CHARACTERISTICS

The Publication Technician I ~~operates offset presses and various bindery and finishing equipment used in the production of printed materials for the District. Incumbents operate all equipment in the Publication area, and oversee printing projects, estimate charges, and establishing schedules and priorities and providing work direction to Publication personnel.~~ The Publications Technician II is the advanced level class in the series.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. ~~Perform technical duties in the reproduction of instructional and administrative material for the District~~
2. ~~Operates offset presses, high speed copiers, camera, plate maker and related equipment~~ and maintain a variety of high speed digital copiers, scanners, and digital media reproduction equipment and offset presses.
3. ~~Prepare masters for duplicating.~~
4. ~~Clean, adjust and perform routine maintenance on offset equipment; Report major servicing or repair as needed~~ on the reproduction equipment ~~according to established guidelines.~~
5. Operate and maintain a variety of bindery and finishing equipment including jigger, cutter, stapler, paper drill, ~~stitcher, and padder~~ padding equipment.
6. Maintain records and files related to daily production, equipment maintenance ~~utilization,~~ time sheets and cost estimates for billable requests.
7. Receive store and rotate supplies, paper stock and forms.
8. Mix chemicals and ink for offset presses.
9. Communicate with ~~faculty and~~ District personnel regarding incoming work requests, scheduling and project status.
10. Observe established health and safety regulations.
11. Receive and evaluate incoming work requests; determine appropriate production methods, materials, style and format.
12. Preparation of material for duplication; including document manipulation and clean up.
13. Establish and maintain a digital library of all publication files and materials
14. Assist District personnel in developing format for announcement, forms, booklets and printed material.
15. Review and research developments and emerging technology in the publication industry.
16. Assist District personnel on using the electronic Publication Management System.
17. Perform related duties as assigned.

QUALIFICATION GUIDE:

Knowledge of:

1. ~~Operation and maintenance of modern offset equipment and a variety of bindery machines~~ high speed copier, digital reproduction equipment, offset equipment, platemaking and bindery equipment.
2. ~~Methods and materials and procedures used in printing and reproduction work.~~
3. ~~Techniques and equipment used in half-tone and two-color printing.~~
4. ~~Health and safety regulations and procedures.~~
5. ~~Recordkeeping methods.~~
6. ~~Paper types and weights.~~
7. Computer operation in an office setting.
8. Computer graphic and document editing software/application.
9. Graphic design principles including forms and design.
10. Various digital file formats and methods for digital storage.
11. Characteristics and uses of paper stock.
12. Oral and written communication skills.

Ability to:

1. Perform skilled and complex digital copiers and offset press production work to produce a variety of printed materials for the District.
2. ~~Operate offset presses, high speed copiers and other equipment in the production of printed materials for the District.~~
3. Operate and maintain various high speed copiers, offset press and related equipment.
4. Operate paper cutter, ~~stitcher~~, drill punch, folder, ~~padder~~, stitching and other bindery and finishing equipment.
5. Make minor equipment adjustments ~~and repairs.~~
6. Perform rush and unexpected jobs in addition to regularly ~~scheduled work duties.~~
7. Observe established health and safety regulations.
8. Understand and carry out oral and written instructions.
9. Establish and maintain cooperative and effective working relationships with others.
10. Meet schedules and timelines.
11. Perform moderate physical labor such as standing for long periods, bending and lifting heavy objects.
12. Determine appropriate work methods and materials to produce quality printed material.
13. Work independently with minimal supervision.
14. Work with a variety of computer software.
15. Maintain confidentiality of sensitive documents and information.

Training and Experience:

Any combination equivalent to graduation from high school supplemented by specialized training in ~~offset printing and~~ digital and material reproduction techniques, digital copiers and offset press operation, and graphic design ~~and three (3) years of experience in the operation~~ offset presses operation and digital copiers ~~and related equipment.~~

Working Conditions:

~~District Publications Center environment; subject to noise and fumes from equipment operation, heavy lifting and standing for long periods.~~

District publications center environment.

Subject to standing for long periods, walking, bending, stooping, lifting, reaching using hands and arms, climbing, balancing, kneeling, crouching, or crawling.

May be required to use hands to finger, handle, or feel objects, tools, or controls; talk or hear; see to read, prepare, and review documents and operate equipment.

Subject to a rigorous work schedule and constant interruptions.

Must be able to regularly lift 25 pounds and occasionally lift and/or move up to 50 pounds.

Exposure to noise and fumes from equipment operation.

BOARD ADOPTED: March 20, 1990

BOARD REVISED:

CALIFORNIA SCHOOL EMPLOYEES ASSOC. SANTEE SCHOOL DISTRICT

Debra Edgerton 12/3/12
CSEA President Date

[Signature] 12-5-12
District Representative Date

[Signature] 12/3/12
CSEA Member Date

Katherine J. Ramirez 12/3/12
CSEA Member Date

[Signature] 12/3/12
CSEA Member Date

Patricia Harkin 12-3-12
CSEA Member Date

Mary Sodano 12-3/12
CSEA Member Date

SANTEE SCHOOL DISTRICT

PUBLICATION TECHNICIAN II

DEFINITION

Under the direction of the ~~Publication Supervisor~~ Director, Information Technology, operate and maintain a wide variety of ~~offset presses and other~~ publication equipment, including high speed production digital printers/copiers, presses and other equipment used in the production of printed materials for the District; train and provide work direction to the other Publications personnel as assigned; oversee printing jobs, calculate costs and assure timely completion of work.

DISTINGUISHING CHARACTERISTICS

The Publication Technician II is the advanced level class in the series. Incumbents operate all equipment in the Publication area and oversee printing projects, ~~estimateing~~ charges, ~~establishing~~ schedules and priorities and ~~providing~~ work direction to Publications personnel. ~~The Publication Technician I operates offset presses and a variety of related equipment in the production of printed material for the District.~~

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. ~~Operate and maintain offset presses, high speed copiers, camera, platemaker and various bindery and finishing equipment.~~
2. Operate and maintain a variety of high speed digital copiers, scanners, and digital media reproduction equipment and offset presses.
3. Receive and evaluate incoming work requests; determine appropriate production methods, materials, style and format.
4. Establish production priorities, assign work and assure the timely completion and distribution of completed projects.
5. Communicate with District personnel, administrators, school and community organizations, vendors, suppliers and others regarding publication projects, equipment and supplies.
6. Provide graphic arts services including layout, paste-up and artwork.
7. Provide technical assistance and work direction to other Publications personnel; assure proper and efficient equipment use.
8. ~~Prepare masters for duplication.~~
9. ~~Produce line and halftone negatives; strip negatives and burn metal plates.~~
10. Maintain records and files related to daily production, equipment utilization, inventory of materials and cost analysis.
11. Clean and perform preventive maintenance on offset press and other publication equipment.
12. ~~Collate, assemble, trim, bind and staple reproduced materials.~~
13. Train Publications personnel in equipment operation, maintenance and departmental procedures.
14. ~~Receive, store and provide supplies and forms;~~ Assure adequate inventory of District forms and office materials, and reorder and stock as needed.
15. Produce a wide variety of printed instructional and administrative materials in accordance with standards of quality and demanding timelines.
16. ~~Develop format for announcements, forms, booklets and printed materials.~~

PUBLICATION TECHNICIAN II

Page 2

17. Establish and maintain a digital library of all publication files and materials.
18. Administration of the electronic Publication Management System; including the creation and management of digital stores catalog.
19. Preparation of material for duplication; including document manipulation and clean up.
20. Manage Publications material inventory such as paper and copier supplies.
21. Train District personnel on using Publication System and publication ordering procedures.
22. Assist District personnel in developing format for announcements, forms, booklets and printed materials.
23. Work with publication vendors to meet demand for specialized print job requests.
24. Review and research developments and emerging technology in the publication industry.
25. Perform related duties as assigned.

QUALIFICATION GUIDE

Knowledge of:

1. Operation and maintenance of modern ~~offset equipment~~, high speed copiers, ~~cameras~~, ~~platemaker~~ digital reproduction equipment, offset equipment, platemaking and bindery equipment.
2. Methods, materials and procedures used in reproduction work.
3. Characteristics and uses of various inks and paper stock.
4. Printing production scheduling.
5. Graphic design principles including forms and design.
6. Principles of training and providing work direction.
7. Recordkeeping methods.
8. Oral and written communication skills.
9. Health and safety regulations and procedures.
10. Computer operation in an office setting.
11. Computer graphic software and document editing applications.
12. Various digital file formats and methods for digital storage.

Ability to:

1. ~~Perform skilled and complex offset production work to produce a variety of printed materials for the District.~~
2. Operate and maintain various ~~offset presses~~ high speed copiers, ~~cameras~~, ~~platemakers~~ offset press and related equipment
3. Plan, organize, expedite, schedule and coordinate work.
4. Establish work priorities and assure timely completion of work.
5. Communicate effectively both orally and in writing
6. Determine appropriate work methods and materials to produce quality printed materials.
7. Perform moderate physical labor such as standing for long periods, bending and lifting heavy objects.
8. Calculate printing costs and maintain departmental records.
9. Operate paper cutter, ~~stitcher~~, drill punch, folder, stitching and other bindery and finishing equipment.
10. Make minor equipment adjustments ~~and repairs~~.
11. Perform unexpected and rush jobs in addition to regular duties.

PUBLICATION TECHNICIAN II
Page 3

- 12. Understand, carry out and provide oral and written instructions.
- 13. Establish and maintain cooperative and effective working relationships with others.
- 14. Meet schedules and timelines
- 15. Perform skilled and complex digital copier and offset press production work to produce a variety of printed materials for the District.
- 16. Work independently with minimal supervision.
- 17. Work with a variety of computer software.
- 18. Maintain confidentiality of sensitive documents and information.

Training and Experience:

Any combination equivalent to graduation from high school supplemented by specialized training in ~~offset printing~~, digital and material reproduction techniques, digital copiers and offset press operation, and graphic design and five (5) years of varied and increasingly responsible experience in offset press operation, digital copiers and graphic design.

Working Conditions:

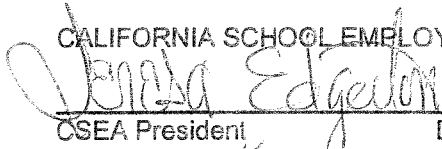



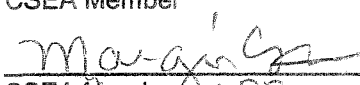

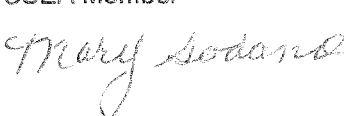
~~District Publications Center environment; subject to noise and fumes from equipment operation, heavy lifting and standing for long periods.~~

District publications center environment.
 Subject to standing for long periods, walking, bending, stooping, lifting, reaching using hands and arms, climbing, balancing, kneeling, crouching, or crawling.
 May be required to use hands to finger, handle, or feel objects, tools, or controls; talk or hear; see to read, prepare, and review documents and operate equipment.
 Subject to a rigorous work schedule and constant interruptions.
 Must be able to regularly lift 25 pounds and occasionally lift and/or move up to 50 pounds.
 Exposure to noise and fumes from equipment operation.

BOARD ADOPTED: March 20, 1990

BOARD REVISIED:

CALIFORNIA SCHOOL EMPLOYEES ASSOC. SANTEE SCHOOL DISTRICT

	12/3/12		12-7-12
CSEA President	Date	District Representative	Date
	12/3/12		
CSEA Member	Date		
	12/3/12		
CSEA Member	Date		
	12/3/12		
CSEA Member	Date		
	12/3/12		
CSEA Member	Date		
	12/3/12		

SANTEE SCHOOL DISTRICT

INSTRUCTIONAL ASSISTANT - SPECIAL EDUCATION I

DEFINITION

Under direction of a school administrator, assist a certificated teacher in presenting and reinforcing instruction to special education students; tutor individuals and small groups, reinforcing instruction as directed by the teacher; and perform routine instructional support clerical duties.

DISTINGUISHING CHARACTERISTICS

Incumbents in the Instructional Assistant - Special Education I classification assists a certificated teacher in providing instruction to students with special needs in various programs.

EXAMPLES OF DUTIES

1. Assist teacher in providing instruction in whole class, small group and/or individual student settings as directed by teacher (instruction can be in academic, technology, behavioral, social and/or functional skills development areas.) Communicate with teachers regarding student progress and conduct. Support and maintain discipline programs in the class and in outside-classroom settings in the presence or absence of a teacher.
2. Assist in preparation or inventory of classroom materials, record-keeping tasks, and bulletin-board/display tasks.
3. Assist with bus boarding and departing.
4. Assist with preparing, serving and feeding meals and instructing during meals. Administer first aid and remain informed of medical needs or problems of students. Establish and maintain cooperative relationships with those contacted in the course of work.
5. Communicate with teachers regarding individual student progress and conduct. Assist in keeping facilities neat, clean and safe.
6. Assist teacher and students in using audio-visual equipment. Oversee students in a variety of instructional and recreational settings. Work with and around hazardous materials.
7. Perform related duties as assigned.

Knowledge of:

Basic principles of child guidance and development.
Effective methods of working with students who have special needs and learning disabilities.
Behavior management and motivation techniques.
Basic arithmetical concepts.
Correct grammar and spelling.
General purposes and goals of public education, particularly related to exceptional students.
Effective interpersonal and communication skills.
Record keeping techniques.
Proper handling techniques of hazardous materials.
Bus rules and regulations.

Ability to:

Assist a certificated teacher in providing instruction to students with special needs and identified learning disabilities in a resource program, special day class environment or general education setting.
Tutor individual and small groups of students, reinforcing instruction as directed by the teacher.
Relate effectively to students with special needs including physical and learning disabilities and emotional problems.
Assist students with social, hygiene and prevocational skills. Work patiently and tactfully with exceptional children.
Understand and apply rules, regulations, policies and procedures. Maintain confidentiality of student information.
Perform routine clerical tasks and use instructional support equipment including computers.
Learn basic teaching and supervision techniques and methods. Understand and carry out oral and written instructions. Establish and maintain cooperative relationships with those contacted in the course of work.

QUALIFICATIONS GUIDE

Licenses and Other Certification:

Possession of a First Aid Certificate issued by an authorized agency.

NCLB Certification required in one of three ways:

- 1) Possession of an Associates Degree (AA);
- 2) Completion of 48 college semester units (official transcripts required); or
- 3) Completion and passage of the District-approved NCLB proficiency test.

Training and Experience:

Any combination equivalent to graduation from high school and one year of experience as an Instructional Assistant or in working with students with learning disabilities in an organized setting.

Working Conditions:

~~School environment; subject to bending, stooping, standing for extended periods, walking and occasional lifting.~~

School environment.

Subject to standing for long periods, walking, bending, stooping, lifting, reaching using hands and arms, climbing, balancing, kneeling, crouching, or crawling.

May be required to use hands to finger, handle, or feel objects, tools, or controls; talk or hear; see to read.

Board Adopted: March 20, 1990

REVISED December 6, 1994

REVISED July 15, 2003

REVISED December 5, 2006

CALIFORNIA SCHOOL EMPLOYEES ASSOC. SANTEE SCHOOL DISTRICT

<u>Veneta Edgerton</u>	<u>12/3/12</u>	<u>[Signature]</u>	<u>12-3-12</u>
CSEA President	Date	District Representative	Date
<u>Brad [Signature]</u>	<u>12/3/12</u>		
CSEA Member	Date		
<u>Patricia Hickins</u>	<u>12/3/12</u>		
CSEA Member	Date		
<u>Mary Sodano</u>	<u>12/3/12</u>		
CSEA Member	Date		
<u>Kathryn L. Rasmussen</u>	<u>12/3/12</u>		
CSEA Member	Date		
<u>Margi [Signature]</u>	<u>12/3/12</u>		
CSEA LRR	Date		

INSTRUCTIONAL ASSISTANT - SPECIAL EDUCATION II

DEFINITION

Under direction of a school administrator, assist a certificated teacher in presenting and reinforcing training and instruction in a special education program for students with emotional disturbances or severe disabilities; work with individual and small groups of emotionally disturbed, moderately/severely/profoundly mentally and/or physically handicapped students, reinforcing instructions as directed by the teacher; perform routine instructional support and clerical duties.

DISTINGUISHING CHARACTERISTICS

Incumbents in the Instructional Assistant - Special Education II classification assist a certificated teacher in providing instruction to students who are emotionally disturbed or moderate to severely handicapped and require special instruction, care and attention including medically fragile students in various programs.

EXAMPLES OF DUTIES

1. Assist teacher in providing instruction in whole class, small group and/or individual student settings as directed by teacher (instruction can be in academic, technology, behavioral, social and/or functional skills development areas.)
2. Communicate with teachers regarding student progress and conduct.
3. Support and maintain discipline programs in the class and in outside-classroom settings in the presence or absence of a teacher.
4. Assist in preparation and inventory of classroom materials, record-keeping tasks, and bulletin-board/display tasks.
5. Assist with bus boarding and departing.
6. Assist with preparing, serving and feeding meals and instructing during meals.
7. Administer first aid and remain informed of medical needs or problems of students. Establish and maintain cooperative relationships with those contacted in the course of work.
8. Assist in keeping facilities neat, clean and safe.
9. Assist teacher and students in using audio-visual and adaptive equipment.
10. Perform specialized health care procedures after training and under the monitoring of the school district nurse.
11. Diaper, change, and assist with toileting of students.
12. Lift non-ambulatory students and assist with transfers.
13. Provide safety restraint for students when behavior presents a dangerous situation to student or others (following appropriate training).
14. Provide activity and practice for OT/PT goals after training and under the guidance of OTR or Physical Therapist.
15. Work with and around hazardous materials. Perform related duties as assigned.

Knowledge of:

Basic principles of child guidance and child development.
Effective methods of working with students who have special needs and learning disabilities.
Behavior management and motivation techniques.
Basic arithmetical concepts.
Correct grammar and spelling.
General purposes and goals of public education, particularly related to exceptional students.
Effective interpersonal and communication skills.
Record keeping techniques.
Operation of physical therapy and medical treatment equipment.
Proper handling techniques of hazardous materials.
Bus rules and regulations.

INSTRUCTIONAL ASSISTANT - SPECIAL EDUCATION II - Page 2

QUALIFICATIONS GUIDE

Ability to:

- Assist a certificated teacher in teaching varying degrees of basic academics and basic living skills to handicapped students with special needs and learning disabilities in resource programs, special day classes or general education classrooms.
- Perform specialized health care procedures, monitor seizure activity and attend to basic health needs, following training and under the direction of medical personnel. Tutor individual and small groups of students, reinforcing instruction as directed by the teacher in academic, domestic, vocational, community and recreational skills.
- Relate effectively to students with special needs including physical and Learning disabilities and emotional problems.
- Assist students with social, hygiene and prevocational skills, Work patiently and tactfully with students.
- Remain calm during emergency situations.
- Understand and apply rules, regulations, policies and procedures. Maintain confidentiality of student information.
- Perform routine clerical tasks and use instructional support equipment including computers.
- Learn basic teaching, supervision, and behavior management techniques and methods.
- Understand and carry out oral and written instructions.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Learn nonviolent crisis intervention as assigned.
- Listen to students carefully to assist them in learning and resolving problems and to provide teachers with helpful information.
- Lead the students through follow-up activities to reinforce the teacher's lessons.

Licenses and Other Certification:

Possession of a First Aid/CPR Certificate issued by an authorized agency.

NCLB Certification required in one of three ways:

- 1) Possession of an Associates Degree (AA);
- 2) Completion of 48 college semester units (official transcripts required); or
- 3) Completion and passage of the District-approved NCLB proficiency test.

Training and Experience:

Any combination equivalent to graduation from high school and one year experience as an Instructional Assistant in working with handicapped children in an organized setting. Instructional Assistant - Special Education II's in programs for **SED students must be willing to be trained in one or more crisis intervention strategies.**

Working Conditions:

~~Subject to noise, odors, verbal and physical abuse from moderately to severely handicapped students; also subject to standing and walking for extended periods, lifting and restraining students as needed.~~

School environment.

Subject to standing for long periods, walking, bending, stooping, lifting, reaching using hands and arms, climbing, balancing, kneeling, crouching, or crawling.

May be required to use hands to finger, handle, or feel objects, tools, or controls; talk or hear; see to read.

Subject to noise, odors, verbal and physical abuse from moderately to severely handicapped students.

Must be able to regularly lift and/or move moderately heavy loads using safe lifting techniques.

BOARD ADOPTED: March 20, 1990
REVISED: December 6, 1994
REVISED: July 15, 2003
REVISED: December 5, 2006

INSTRUCTIONAL ASSISTANT - SPECIAL EDUCATION II

CALIFORNIA SCHOOL EMPLOYEES ASSOC. SANTEE SCHOOL DISTRICT

Wendy Holligan-Edeum 1/31/13 *[Signature]* 1-31-15
CSEA President Date District Representative Date

Bruce [Signature] 1/31/13
CSEA Member Date

Kathryn S. Rasmussen 1/31/13
CSEA Member Date

Patricia Hocking 1/31/13
CSEA Member Date

CSEA Member Date

Margaret [Signature] 1/31/13
CSEA LRR Date

CLASSIFICATION: 23
[Handwritten signature]

SANTEE SCHOOL DISTRICT

INSTRUCTIONAL ASSISTANT – SPECIAL EDUCATION III VISUALLY IMPAIRED PROGRAM

DEFINITION PRIMARY FUNCTION

Under the immediate supervision of the site administrator and general direction of the Director of Special Education, assist a certificated teacher of the visually impaired in providing specialized assistance to students who are visually impaired or blind, and may have additional disabilities, by facilitating access to curricula in the instructional program in alternative formats including Braille, large print, tactile representation, and aural media.

DISTINGUISHING CHARACTERISTICS

Assist teacher, and other special education providers, in providing instruction in whole class, small group, and individual student settings as directed by teacher or other special education provider (instruction can be in academics, behavior, communication, social, mobility, fine motor skills, and/or functional skills development areas).

ESSENTIAL DUTIES AND RESPONSIBILITIES FUNCTIONS

1. Transcribe Braille to print and print to Braille and assist with the instruction of students in Braille reading, writing, and math.
2. Utilize and assist in the use of specialized computers and software and other Braille devices to transcribe instructional materials into Braille.
3. Adhere to techniques and guidelines established by the Special Education Program and the National Braille Association.
4. Provide mobility assistance, when necessary.
5. Operate standard office equipment including computers and specialized software applications, Braille devices, large print scanners, enlarging photocopiers, embossers, and other peripheral equipment and aids.
6. May prepare and assist in the use of a variety of supplementary instructional materials and aids such as large print materials, tactile representations, and aural media using specialized equipment.
7. Assist students in taking classroom notes with the use of special equipment.
8. Deliver instructional materials to schools throughout the East County SELPA.
9. Monitor and record academic and behavioral data.
10. Assist with the development and implementation of positive behavior supports, behavior support plans, and intervention techniques.
11. Assist in shaping students' behavior through positive reinforcement strategies.
12. Supervise students in the classroom, on the playground, at lunch, on field trips, at bus loading zones, or in any other school site area as assigned.
13. Assist in care for students with physical and self-help needs including diapering, assisting with toileting, feeding, lifting, transferring, and carrying students.
14. Assist in meeting students' needs in the areas of sensory impairment, sensorimotor integration, and fine or gross motor skills.
15. Assist with bus boarding and departing.
16. Maintain a variety of service related records and prepare reports related to data.
17. Administer first aid and remain informed of medical needs or problems of students.
18. Perform specialized health care procedures after training and under the monitoring of the school district nurse.
19. Attend meetings, conferences, and in services as related to job responsibilities.
20. Perform other related duties as assigned.

QUALIFICATION GUIDE:
KNOWLEDGE AND ABILITIES

Knowledge of:

Instructional and learning challenges characteristic of students who are visually impaired or blind.
IEP process as well as special education regulations and guidelines.
Adaptive techniques, specialized materials, and equipment including beginning Braille devices, computer software, and print access technology.
Grade 2 Literary Braille Code
Beginning Nemeth Code for Math

Ability to:

Read, understand, apply, and explain rules, regulations, policies, and procedures.
Communicate, verbally or in a written format, with competent oral and written English skills.
Establish and maintain cooperative and effective working relationships with others.
Maintain confidentiality and use discretion.
Use tact, patience, and courtesy with students and all adults in the work environment.
Understand and carry out oral and written instructions.

Licenses and Other Certificates:

Possession of a First Aid/CPR Certificate issued by an authorized agency.
NCLB Certification required in one of three ways:
1) Possession of an Associate's Degree (AA);
2) Completion of 48 college semester units (official transcripts required); or
3) Completion and passage of the District-approved NCLB proficiency test.

Training EDUCATION and Experience:

Any combination equivalent to graduation from high school and minimum one year experience working as an Instructional Assistant supporting students with disabilities in an organized setting. Experience working with individuals who are visually impaired or blind is highly recommended.

Working Conditions:

Classroom and playground environment.
Subject to standing for long periods.
Walking, bending, stooping, climbing, kneeling, crouching, crawling, balancing, lifting, and reaching using hands and arms.
May be required to use hands to finger, handle, or feel objects, tools, or controls.
Talk and hear.
Taste and smell.
Must be able to regularly lift 25 pounds and occasionally lift and/or move up to 50 pounds.
Exposure to intermittent noise, constant interruptions, and temperature extremes.
Potential for contact with blood-borne pathogens and communicable diseases.
Driving between school sites and districts within the East County SELPA.
After training, physically restrain students who are physically aggressive and unsafe to self or others.
See to read, prepare, review, and monitor students.
Potential exposure to physical injury from students' aggressive behavior.

Original Draft Language

Environment:

~~Indoor and outdoor work environment.~~

Driving between school sites and districts within the East County SELPA.

Physical Abilities:

~~Bend at the waist or knees or crouching to assist students.~~

After training, physically restrain students who are physically aggressive and unsafe to self or others.

~~Lift, transfer, and carry non-ambulatory students.~~

Hearing and speaking to exchange information and make presentations.

~~Hear to responds to discrete differences in sounds.~~

Push, pull, lift and carry books, materials, and equipment to execute lessons and presentations.

See to read, prepare, review, and monitor students.

~~Sit or stand for extended periods of time.~~

Walk extended lengths to move around campus.

Hazards:

~~Potential exposure to communicable diseases and contact with blood and other body fluids.~~

Potential exposure to physical injury from students' aggressive behavior.

BOARD ADOPTED:

CALIFORNIA SCHOOL EMPLOYEES ASSOC. SANTEE SCHOOL DISTRICT

Victoria Edgerton 12/3/12
CSEA President Date

[Signature] 12/3/12
District Representative Date

Brad [Signature] 12/3/12
CSEA Member Date

Kenneth Rasmussen 12/3/12
CSEA Member Date

Margaret [Signature] 12/3/12
CSEA Member Date

[Signature] 12/3/12
CSEA Member Date

Mary Sodano 12/3/12

Consent Item D.5.4.

Approval to Submit Application for the Tobacco-Use Prevention Education (TUPE) Grant for Sixth, Seventh and Eighth Grade Students

Prepared by Minnie Malin
February 19, 2013

BACKGROUND:

The Tobacco Use Prevention Education (TUPE) Grant is offered by the California Department of Education to promote tobacco free school campuses for 6th through 12th grade students. This grant's purpose is to give students the knowledge and skills they need to live tobacco free life. The funds provide tobacco-use prevention, intervention, and cessation programs only.

The Santee School District is submitting a grant for \$115,092 over three (3) years of services (\$38,364 per year) for district wide tobacco cessation and prevention programs. The program helps provide a comprehensive strategy to reduce use of tobacco by youth. The application for this grant must be received in Sacramento by 5:00 pm on February 20, 2013. Therefore, the application for this grant was sent by overnight mail on February 19, 2013.

These are the components of the Santee TUPE project:

- **Evidence based curriculum** – TUPE requires that we continue to offer the evidence based curriculum, Project Alert, in 7th and 8th grades. Each school will receive funds to provide training and support for the teachers at their site.
- **Broad based collaborative** – This program requires a collaborative and a coordinator to oversee the program - The Collaborative Coordinator would administer this grant and use the Santee Collaborative and Santee Solution Coalition as the broad based collaborative for Santee.
- **Smoking cessation classes for interested pregnant and parenting minors** – The School Counselors/School Social Worker will be trained and be available to offer cessation classes to interested students. Santee will also partner with the San Diego Youth Services Teen Options Program to provide more extensive treatment options for pregnant and parenting teens as necessary.
- **Youth development** - After school leadership groups for middle school students with a prevention focus will be available at five (5) schools with a teacher on four of those sites receiving a stipend for conducting the tobacco prevention leadership groups. The schools selected for this program are: Cajon Park, Carlton Oaks, Chet F. Harritt, Hill Creek, and PRIDE. These leadership groups will partner with Project SAFE, Santee Solutions, and Santee Teen Center and Club Live, to train students and teachers on prevention strategies and youth leadership. Four (4) school sites each year may also receive training with San Diego Playwriters to learn how to perform plays about tobacco prevention with professional play writers as mentors and professional actors to support the performances. These classes will be part of elective programs for students in 6th through 8th grade

- **Participation in school/community wide programs** - Santee schools sites will participate in “World No Tobacco Day” and “Great American Smokeout Day” to support tobacco free environments for all students. Participation can mean school/classroom speakers, presentations by youth, and proclamations by the Board of Education or information provided in parent newsletter.
- **California Healthy Kids Survey** - Santee must participate in the California Healthy Kids Survey Core Modules in 2015 and TUPE will pay the cost of that survey and District and site reports.

RECOMMENDATION:

Administration recommends that the Board of Education approve submission of the application for the TUPE grant to provide tobacco prevention education programs on all school campuses.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

This grant would provide \$115,092 over three (3) years to pay for staffing, and the program includes a .1 FTE coordinator and various additional funds to support school sites.

STUDENT ACHIEVEMENT:

By providing support for students, these students will be better prepared to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.5.4.

DISCUSSION AND/OR ACTION ITEMS Item E.

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

Agenda Item E.

Discussion and/or Action Item E.1.1. California School Boards Association 2013
Delegate Assembly Election

Prepared by Cathy A. Pierce, Ed.D.
February 19, 2013

BACKGROUND:

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

There are seven vacancies in Region 17 and the Board may vote for no more than seven 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 seven vacancies for the CSBA Delegate Assembly Region 17 representatives.

Motion:		Second:		Vote:		Agenda Item E.1.1.
---------	--	---------	--	-------	--	--------------------

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **FRIDAY, MARCH 15, 2013**. 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.*

OFFICIAL 2013 DELEGATE ASSEMBLY BALLOT
REGION 17
(San Diego County)

Number of vacancies: 7 (Vote for no more than 7 candidates)

Delegates will serve two-year terms beginning April 1, 2013 – March 31, 2015

**denotes incumbent*

- | | |
|---|---|
| <input type="checkbox"/> Twila Godley (Lakeside Union SD)*
<input type="checkbox"/> Elizabeth Jaka (Vista USD)
<input type="checkbox"/> Sharon Jones (San Diego COE)*
<input type="checkbox"/> Kelli Moors (Carlsbad USD)*
<input type="checkbox"/> Janet Mulder (Jamul-Dulzura Union ESD)* | <input type="checkbox"/> Dawn Perfect (Ramona USD)
<input type="checkbox"/> Michael T. Robledo (Valley Center-Pauma USD)
<input type="checkbox"/> Barbara Ryan (Santee ESD)*
<input type="checkbox"/> Priscilla Schreiber (Grossmont Union HSD)* |
|---|---|

Provision for Write-in Candidate Name

School District

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District/COE Name

Date of Board Action

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

Discussion and/or Action Item E.2.1. Equity In School Lunch Pricing
Prepared by Karl Christenson
February 19, 2013

BACKGROUND:

On December 13, 2010 the President of the United States signed reauthorization legislation that governs all Child Nutrition Programs. The legislation includes a regulation requiring School Food Authorities to adjust their average lunch pricing using a multiplier of 2% plus an inflation factor.

Sponsors currently charging, on average, less than \$2.51 for a paid lunch are required to gradually increase their paid lunch prices until the revenue per lunch matches the difference between the cost of the meal and the paid federal reimbursement rate.

Staff will present information regarding how these requirements will impact the District and recommended next steps. An action item will be needed at a subsequent Board of Education meeting to consider an increase in the paid lunch price for 2013-14.

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The funding to the Child Nutrition fund could increase by an estimated \$20,000 annually.

STUDENT ACHIEVEMENT IMPACT:

Child Nutrition programs including school lunch and breakfast programs are important to the health and education of the students of Santee School District.

Motion:		Second:		Vote:		Agenda Item E.2.1.
---------	--	---------	--	-------	--	--------------------

Discussion and/or Action Item E.3.1. Approval of Amendment No. 16 (Phase IV –
Prepared by Karl Christensen Pepper Drive School 10-classroom Addition)
February 19, 2013 to Construction Services Agreement for Lease-
Leaseback, Site Lease, and Sublease Agreement

BACKGROUND:

On February 2, 2008, the Board of Education adopted Resolution No. 0708-16, approving and authorizing the execution of a Site Lease, Sublease Agreement, and Lease-Leaseback Construction agreement between the District and Balfour Beatty Construction, Inc. (formerly Douglas E. Barnhart, Inc.) in order to provide for the capital improvement and construction of school facilities, at nine school sites within the District (the “Project”).

Over the course of several years, the Board has approved amendments to those agreements for initiation of certain Capital Improvement Program Projects as follows:

- On April 1, 2008, the Board approved Amendment No. 1 for the Guaranteed Maximum Price (GMP) of the Cajon Park classroom addition.
- On June 3, 2008, the Board approved Amendments Nos. 2-6 for the GMP for five school modernization.
- On September 2, 2008, the Board approved Amendments Nos. 7-9 for the ten-classroom additions at Carlton Hills, Rio Seco, and Carlton Oaks.
- On May 9, 2009, the Board approved Amendments Nos. 10-13 for the GMP for three school modernizations and the Chet F. Harritt ball fields.
- In June 2009, the Board suspended work and amended the contracts for infrastructure only and partial scope at the Chet F. Harritt ball field project.
- On May 4, 2010, the Board approved Amendment 14 for the Hill Creek School Solar Project.
- On June 21, 2011, the Board approved Amendment No. 15 for the ten-classroom addition at Hill Creek.

This action is for Amendment No. 16 to the Lease-Leaseback Construction Agreement to complete the 10-classroom addition project at Pepper Drive School. This amendment will establish the final GMP and will also add a three and one-half percent (3.5%) owner’s contingency within the GMP to be used with District approval, with the remainder reverting to the District at the end of construction.

RECOMMENDATION:

It is recommended that the Board of Education approve Amendment No. 16 to the Construction Services Agreement for Lease-Leaseback, Site Lease, and Sublease Agreement for the GMP of \$6,650,633.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$6,650,633 to be funded from Capital Improvement Program. Total project costs are estimated at \$7,361,438.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.3.1.
---------	--	---------	--	-------	--	--------------------

**SIXTEENTH AMENDMENT
(PHASE VI – PEPPER DRIVE SCHOOL ADDITION) TO
CONSTRUCTION SERVICES AGREEMENT FOR LEASE-LEASEBACK,
SITE LEASE, AND SUBLEASE AGREEMENT**

This Sixteenth Amendment (Phase VI – Pepper Drive School - Addition) to Construction Services for Lease-Leaseback, Site Lease, and Sublease Agreement is made and entered into this 19th day of February, 2013, by and between the SANTEE SCHOOL DISTRICT (the "District") and Barnhart Balfour Beatty, Inc., dba Balfour Beatty Construction (the "Builder") as follows:

WHEREAS, on February 2, 2008, the Governing Board of the District adopted Resolution No. 0708-16 (the "Resolution"), approving and authorizing the execution of a Site Lease, Sublease Agreement (the "Sublease Agreement"), and Construction Services Agreement for Lease-Leaseback (the "Lease-Leaseback Agreement") (the Site Lease, Sublease Agreement and Lease-Leaseback Agreement are collectively referred to herein as the "Lease-Leaseback Documents") between the District and Builder, and authorizing the filing of a validation complaint, in order to provide for the financing and modernization of existing school facilities, at nine school sites within the District (the "Project"); and

WHEREAS, the Lease-Leaseback Agreement provides that the District will undertake work incrementally as Division of the State Architect ("DSA") approvals of plans and timelines for construction allow with the Lease-Leaseback Documents as the basis for amendments for subsequent phases of the Project; and

WHEREAS, it is the intent of the Board that the Amendments to the Project be part of the validated Lease-Leaseback Documents, but stand alone from each other so to reflect the specific phase of the Project identified by each Amendment; and each may be subject to further amendments as required; and

WHEREAS, on April 1, 2008, the District entered into the First Amendment to the Lease-Leaseback Documents and modified the Lease-Leaseback Documents and Guaranteed Maximum Price ("GMP") accordingly; and

WHEREAS, on April 22, 2008, the Superior Court of the County of San Diego, issued a judgment validating the Lease-Leaseback Documents (Case No. 37-2008-00061653-CU-MC-EC, filed April 23, 2008); and

WHEREAS, on June 3, 2008, the District entered into the Second through Sixth Amendments to the Lease-Leaseback Documents for modernizations at five (5) school sites; and

WHEREAS, on September 2, 2008, the District entered into the Seventh through Ninth Amendments to the Lease-Leaseback Documents (Phase III) for modernizations at

five (5) school sites; and

WHEREAS, on October 21, 2008, the District entered into Amendments to the First through Fourth Amendments to the Lease-Leaseback Documents to make some clarifications to their terms; and

WHEREAS, on May 2, 2009, the District entered into Tenth through Thirteenth Amendments to the Lease-Leaseback Documents (Phase IV) for modernizations at four (4) school sites; and

WHEREAS, on June 22, 2009, the District adopted Resolution 0809-57, suspending construction due to difficulties in securing funding to continue modernization work more particularly described in that Resolution; and

WHEREAS, on May 4, 2010, the District entered into the Fourteenth Amendment (Phase V – Hill Creek School Solar Project); and

WHEREAS, on August 18, 2009, August 25, 2009, and January 18, 2011, the Board entered into further Amendments to the previously approved Phase IV amendments to modify work due to financing considerations; and

WHEREAS, on June 21, 2011, the District entered into the Fifteenth Amendment (Phase IV – Hill Creek Addition Project); and

WHEREAS, the Division of the State Architect (“DSA”) approved plans for this Sixteenth Amendment (Phase VI – Pepper Drive School Addition) of the Project on June 22, 2010; and

WHEREAS, the Board has determined that conditions precedent to issuance of the Notice to Proceed have been met and the Board is now ready to establish the final GMP for the Phase VI – Pepper Drive School Addition portion of the Project.

NOW, THEREFORE, DISTRICT AND BUILDER HEREBY AGREE AS FOLLOWS:

1. Section 6 of the Lease-Leaseback Agreement for the Phase VI – Pepper Drive Addition Phase of the Project shall be as follows:

The GMP for the Phase VI – Pepper Drive School Addition Phase of the Project shall be SIX MILLION SIX HUNDRED FIFTY THOUSAND SIX HUNDRED THIRTY-THREE No/100 Dollars (\$6,650,633.00), based upon the Construction and Scope of Work set forth in Exhibit A of this Agreement. The GMP is based upon DSA approved plans and specifications defined in “Exhibit A-Lease-Leaseback Agreement Sixteenth Amendment (Phase VI – Pepper Drive School Addition)” and includes the prevailing wage rates described in Section 13 in effect at the time the work is bid pursuant to

Section 4 herein. The GMP includes a lump sum of ten percent (10%) of the cost of construction pursuant to Exhibit B hereof for Builder's Fee, General Conditions, Bonds and Insurance Costs as further defined in Exhibit C hereof and the GMP includes a Builder's contingency, as described in section 8 hereof, of three and one-half percent (3.5%) on Construction Costs, subject to increase through Owner accepted Project savings.

The GMP also includes the general conditions listed in Exhibit C hereof, except for those listed as Owner or Reimbursable in Exhibit C. The final GMP shall be presented by Builder to the Board of Trustees of the District for approval at on or about the Board's February 19, 2013 meeting, based upon final plans and specifications for the Phase VI – Pepper Drive School Addition phase of the Project. Once approved by the District, the Builder's proposal for the final GMP for Phase VI – Pepper Drive School Addition and subsequent phases of the Project shall constitute amendments to this Agreement. The District will also maintain its own contingency of three and one half percent (3.5%) ("Owner contingency") which is included in the Builder's GMP. Value engineered items after the GMP shall go to one hundred percent (100%) to the Builder's contingency. The Builder shall assume the risk of cost overruns which were foreseeable at the time this Agreement is entered into and the final GMP determined, except for unforeseen conditions, design error or omissions and events as set forth in section 29 hereof. Changes to the scope of the Project not contemplated in the Scope of Work (Exhibit A) shall be deemed Extra Work/Modifications pursuant to the procedures set forth in Section 10 of this Agreement. Builder acknowledges that the GMP constitutes sufficient consideration for the assumption of risk of costs by Builder. The GMP is a fee to Builder and Builder shall be entitled to any unused portions of it. The GMP shall include, but not be limited to, increases in labor and materials. Sublease payments and Construction Progress Payments by the District to Builder pursuant to Section 18 this Agreement and the Sublease shall be commensurate with the GMP. Unused allowances for Administration/Learning Resource Center/ Teacher Training Coordination, Landscape & Irrigation and SWPPP's Implementation, Monitoring, Maintenance & Removal will revert direct to Owner contingency. Savings or increase on buyout of allowances will revert to or be funded from Owner contingency.

The remaining provisions of Section 6 of the Lease-Leaseback Agreement shall be as set forth in the Lease-Leaseback Agreement.

2. Exhibit A of the Lease-Leaseback Agreement shall be amended to reflect the final plans and specifications for Phase VI- Pepper Drive School Addition phase of the Project. A new Exhibit A of the Lease-Leaseback, as amended, set forth as "Attachment 1" hereof entitled "Exhibit A Construction Services Agreement for Lease-Leaseback Sixteenth Amendment (Phase VI – Pepper Drive School Addition) – Scope of Work," shall be added for Phase VI – Pepper Drive School Addition phase of the Project.

3. A new Exhibit B of the Lease-Leaseback set forth as "Attachment 2" hereof entitled "Exhibit B Construction Services Agreement for Lease-Leaseback Sixteenth Amendment (Phase VI – Pepper Drive School Addition) – Guaranteed Maximum Price Cost Summary" shall be added for the Phase VI – Pepper Drive School Addition phase of the Project.

4. A new Exhibit C of the Lease-Leaseback, set forth as "Attachment 3" hereof entitled "Exhibit C Construction Services Agreement for Lease-Leaseback Sixteenth Amendment (Phase VI – Pepper Drive School Addition)-General Conditions Breakdown" shall be added for Phase VI – Pepper Drive School Addition phase of the Project

5. Exhibit A of the Sublease Agreement for Phase VI (Pepper Drive School Addition) shall be in the form attached hereto as "Attachment 4." All other provisions of the Sublease Agreement shall remain in full force and effect for Phase VI of the Project, including the timelines for completion and payment, except that those provisions shall only be applicable to the Scope of Work listed in Exhibit A to the Lease-Leaseback Agreement, as amended, and to the Sites listed in Exhibit A to the Site Lease, as of the date of this Sixteenth Amendment.

6. The provisions of the Site Lease and Lease-Leaseback Agreement, as amended, shall remain in full force and effect for Phase VI – (Pepper Drive School Addition) even though the originals of those documents refer only to the "Phase I" construction of twenty classrooms at Cajon Park School. All prior amendments and this Sixteenth Amendment (Phase VI – Pepper School Addition) shall be part of the validated Lease-Leaseback Documents, and changes in prior amendments not specifically applicable to a particular phase of the Project, including, for example, the changes to Paragraph A of Section 10 of the Lease-Leaseback, shall be applicable to all phases and amendments. Each Amendment shall stand alone from each other for the specific phase of work contemplated by each; and each may be subject to further amendments as required.

7. Pepper Drive School Addition – Preliminary Schedule shall be added to the Lease-Leaseback Agreement and is attached hereto as Attachment 5.

IN WITNESS WHEREOF, the parties have, by their duly authorized representatives, executed this Sixteenth Amendment (Phase VI – Pepper Drive School Addition), in duplicate, as of the day and year first above written and agree that this Amendment shall constitute a binding modification to the Construction Services Agreement for Lease-Leaseback.

BUILDER/CORPORATION:

BARNHART BALFOUR-BEATTY, INC.,
dba BALFOUR BEATTY CONSTRUCTION

BY: _____ Dated: _____
Brian Cahill, President

DISTRICT:

SANTEE SCHOOL DISTRICT

BY: _____ Dated: _____
Karl Christensen, Assistant Superintendent, Business Services

Attachment "1" to Sixteenth Amendment

EXHIBIT A-LEASE-LEASEBACK AGREEMENT SIXTEENTH AMENDMENT (PHASE VI)

SCOPE OF WORK PHASE VI- PEPPER DRIVE SCHOOL 10 CLASSROOM ADDITION

This project consists of the construction of a new 2 story building and associated site work at the existing Pepper Drive School campus located at 1935 Marlinda Way, Santee, CA 92021.

New Construction

The project consists of the addition of a new two story, ten classroom building of approximately 18,634 sq. ft. Work to include metal stud building with structural steel, ceilings, flooring, tack panel, paint, teaching wall, casework, paint, exterior stucco, electrical/data, plumbing, rooftop HVAC package units, concrete site work, landscaping and irrigation, all as shown on the contract documents as indicated on "Attachment 1-continued", as modified by this Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08.

Accepted Alternates:

- Alternate #2 – Build Out of 2nd Floor of 10 Classroom Addition
- Alternate #3 – Delete the Demolition of the Existing Locker Room Building
- Alternate #4 – Delete the Demolition of the Existing Upper Playground Asphalt
- Alternate #5 – Delete the New Ornamental Fence NIC (Credit shall apply to LRC Project)
- Alternate #6 – Delete the New Lockers and Benches from Contract

Work not included in Guaranteed Maximum Price (GMP):

1. Division 1 requirements other than as modified by the Construction Services Agreement for Lease Lease-Back Services.
2. Any work or cost incurred due to Constructability review comments, including Bulletins, Addenda, RFI's or plan coordination not being incorporated into contract documents, including constructability reviews dated 9/29/09 and lessons learned dated 11/20/12 and 11/26/12.
3. Any errors or omissions in the contract documents.
4. Hazmat not indicated in the contract documents.
5. Removal and replacement of finishes, hard scape and landscape other than as shown on plans.
6. Repair to any existing conditions not expressly shown on the contract documents.
7. Any cost or delays due to concurrent work by District that is not shown on phasing schedule.
8. Barnhart-Balfour Beatty, Inc., shall not be responsible for any schedule and/or financial impacts as a result of untimely deletion or addition of work.
9. Barnhart-Balfour Beatty, Inc., shall not be responsible for any schedule and/or financial impacts as a result of changes to or errors in the documents including delays in the responses to requests for information, the issuance of clarifications, architects supplemental information, color changes, bulletins, notice to proceeds, etc.
10. Demolition, removal and patch back of any double layer of asphalt and petro mats not shown in contract documents.
11. Any costs, delays or additional work, or repairs or damages caused by District Vendors, City Services or Utilities. Including but not limited to Helix Water District, SDGE, COX, AT&T.
12. Any costs, delays or additional requirements caused by Owner and/or Architect due to inadequate coordination with outside entities, (ie. Local Fire Marshall, Architect, Consultants, SDG&E, Helix Water District, District's Moving Company, etc).
13. Excludes unforeseen soils conditions not identified in the soils report.
14. Relocation of utilities due to over excavation requirements.
15. Costs and/or delays for re-procuring or rebidding work due to subcontractors, vendors, suppliers, etc., not maintaining or holding their bid price from bid day up to the point of acceptance of a fully executed subcontract agreement and or change orders, inclusive of bonds and insurance for the work; this includes delays and costs due to owner rejection of revised subcontractor and contractor pricing. All costs for replacement, not covered by sub bonds, of subcontractors that go out of business during the course of construction to be taken from final remaining contractor's contingency (at end of construction) until fully expended, then owner's contingency will be used for any remaining amount.
16. Relocation of irrigation work not shown and repair to existing irrigation and control wiring not shown in the documents are not included.
17. Final floor moisture content to meet flooring manufacturer's requirements. This is due to the District's request to delete the floor sealer from the contract. Vapor emissions system (Koester) is excluded.
18. Demolition or removal of existing locker room building.
19. Installation of owner furnished equipment, including projectors, smart boards, etc., that are not identified within the contract documents.
20. DSA closeout requirements to be managed and submitted by the Inspector of Record and Architect of Record.
21. Construction of the new Administration/Learning Resource Center/Teacher Training building. Alternate #1 pricing for the construction of the Administration/Learning Resource Center/Teacher Training building is no longer valid and will be subject to rebidding and repricing with revised drawings.
22. Elevator costs not included in the contract documents due to the elevator hoistway dimension or clearance modifications due to the requirements of selected elevator subcontractor is not included in the GMP.
23. Excludes Lockers and Benches, by District.
24. Excludes Ornamental Fencing, by District. Note: Ornamental Fencing shown on LRC drawings. Credit is not applicable to Phase 1 Pepper Drive School 10 Classroom Addition Project.
25. Excludes demolition, grading, asphalt, striping, athletic equipment, etc., at the upper asphalt play area.
26. Excludes all offsite work for utilities including SDG&E, Cox, AT&T, City of El Cajon, Helix Water District, etc.

Qualifications/Clarifications to Guaranteed Maximum Price (GMP):

1. Phase 2 Parking Lot is not included in the Phase 1 GMP for the Pepper Drive School 10 Classroom Addition. Should a notice to proceed for the Phase 2 Parking Lot not be received by July 1, 2013, pricing for the construction of the parking lot is subject to rebidding and repricing. All work pertaining to the parking lot including grading, demolition, asphalt, underground utilities, plumbing, electrical, etc., for the parking lot shall be paid by Owner.
2. Landscape and Irrigation is included as an Allowance in Phase 1 GMP. All work pertaining to the landscape and irrigation including planting, trees, irrigation, heads, decomposed granite paving and design shall be paid out of the Landscape & Irrigation Allowance and/or the Owner Contingency.
3. All work pertaining to SWPPP, SWPPP Implementation, Maintenance, Monitoring, Removal and Weather Protection shall be paid out of the SWPPP, SWPPP Allowance and/or Owner Contingency.
4. All work required in Phase 1 for the future Administration/Learning Resource Center/Teacher Training building shall be paid out of the LRC Coordination Allowance and/or the Owner Contingency.
5. This Phase 1 GMP for Pepper Drive School 10 Classroom Addition provides Manufacturer's 20 year limited watertight warranty, including coverage for all trim, flashings and penetrations associated with the standing seam roof area.

EXHIBIT A-LEASE-LEASEBACK AGREEMENT TO SIXTEENTH AMENDMENT
CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST

	Description	Date
SPEC BOOK	Specifications for Pepper Dr. 10 Classroom Addition prepared by Trittipio Architecture	6/22/10
GEO-TECH REPORT	Hill Creek School Modernization prepared by Ninyo & Moore Geotechnical & Environmental Sciences Consultants	7/20/07
Addendum #1	Pepper Dr. 10 Classroom Addition Prepared by Webb-Cleff Architecture & Engineering	12/21/12
Addendum #2	Pepper Dr. 10 Classroom Addition Prepared by Webb-Cleff Architecture & Engineering	1/10/13
Addendum #3	Pepper Dr. 10 Classroom Addition Prepared by Webb-Cleff Architecture & Engineering	1/10/13
Addendum #4	Pepper Dr. 10 Classroom Addition Prepared by Webb-Cleff Architecture & Engineering	1/11/13
Addendum #5	Pepper Dr. 10 Classroom Addition Prepared by Webb-Cleff Architecture & Engineering	1/14/13

Sheet	Description	Date
<u>Title Sheets</u>		
T-1	Title Sheet	6/22/10
<u>Civil Sheets</u>		
C-1	Grading Plan	6/22/10
C-2	Grading Plan	6/22/10
C-3	Grading Plan	6/22/10
C-4	Horizontal Control Plan	6/22/10
C-5	Utility Improvement Plan	6/22/10
C-6	Demolition Plan	6/22/10
C-7	Erosion Control Plan	6/22/10
ST-1	Street Improvement Plans – For reference only	6/22/10
ST-2	Street Improvement Plans – For reference only	6/22/10
ST-3	Street Improvement Plans – For reference only	6/22/10
ST-4	Street Improvement Plans – For reference only	6/22/10
ST-5	Street Improvement Plans – For reference only	6/22/10
<u>Landscaping</u>		
L-1	Landscape Irrigation Plan	6/22/10
L-2	Irrigation Detail, Notes, and General Notes	6/22/10
L-3	Landscape Planting Plan	6/22/10

EXHIBIT A-LEASE-LEASEBACK AGREEMENT TO SIXTEENTH AMENDMENT**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

<u>Architectural</u>		
A-1.1	Fire Access Site Plan (For Reference Only)	6/22/10
A-1.2	Overall Site Plan	6/22/10
A-1.3	Enlarge Site Plan	6/22/10
A-1.3.1	Enlarge Site Plan	6/22/10
A-1.4	Typical Site Details	6/22/10
A-1.5	Typical Site Details – Accessible Parking	6/22/10
A-2.1	Lower Level Floor Plan	6/22/10
A-2.2	Upper Level Floor Plan	6/22/10
A-2.3	Dimensioned Floor Plan, Lower Level	6/22/10
A-2.4	Dimensioned Floor Plan, Upper Level	6/22/10
A-2.5	Enlarged Plan – Locker Room and Restroom	6/22/10
A-2.6	Exiting Analysis Plans Lower Level	6/22/10
A-2.7	Exiting Analysis Plans Upper Level	6/22/10
A-3.1	Reflected Ceiling Plan, Lower Level	6/22/10
A-3.2	Reflected Ceiling Plan, Upper Level	6/22/10
A-4.1	Roof Plan	6/22/10
A-5.1	Exterior Elevations	6/22/10
A-5.2	Exterior Elevations	6/22/10
A-6.1	Building Sections	6/22/10
A-6.2	Building Sections	6/22/10
A-6.3	Building Sections	6/22/10
A-7.1	Wall Sections	6/22/10
A-7.2	Wall Sections	6/22/10
A-8.1	Window Schedule	6/22/10
A-8.2	Door Schedule	6/22/10
A-8.3	Finish Schedule	6/22/10
A-9.1	Interior Elevations	6/22/10
A-9.2	Interior Elevations	6/22/10
A-9.3	Interior Elevations	6/22/10
A-9.4	Interior Elevations	6/22/10
A-9.5	Interior Elevations	6/22/10
A-9.6	Interior Elevations	6/22/10
A-9.7	Interior Elevations	6/22/10
A-9.8	Interior Elevations	6/22/10
A-9.9	Interior Elevations	6/22/10
A-10.2	Restroom and Signage	6/22/10
A-10.2.1	Casework Details	6/22/10
A-10.3	Ceiling Details	6/22/10
A-10.4	Roof Details	6/22/10
A-10.5	Exterior/ Misc. Details	6/22/10
A-10.6	Stair Details	6/22/10
A-10.6.1	Details	6/22/10
A-10.6.2	Elevator Sections, Plans, Details	6/22/10
A-10.8	Openings Details	6/22/10
<u>Structural</u>		
S1.1	General Notes	6/22/10

EXHIBIT A-LEASE-LEASEBACK AGREEMENT TO SIXTEENTH AMENDMENT**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

S1.2	Typical Details	6/22/10
S2.1	Foundation Plan	
S2.2	Floor Framing Plan	6/22/10
S2.3	Main Roof Framing Plan	6/22/10
S2.4	High Roof Framing Plan	6/22/10
S3.1	Framing Elevations	6/22/10
S3.2	Framing Elevations Details	6/22/10
S4.1	Foundation Details	6/22/10
S5.1	Framing Details	6/22/10
S5.2	Framing Details	6/22/10
S5.3	Framing Details	6/22/10
S5.4	Framing Details	6/22/10
S5.5	Framing Details	6/22/10
S5.6	Framing Details	6/22/10
S6.1	Light Gage Framing Details	6/22/10
S6.2	Light Gage Framing Details	6/22/10
S6.3	Light Gage Framing Details	6/22/10
<u>Mechanical</u>		
M-1.0	Mechanical Schedule	6/22/10
M-1.1	Mechanical Legend and Notes	6/22/10
M-1.2	Mechanical Details	6/22/10
M-1.3	Mechanical Details	6/22/10
M-1.4	Mechanical Controls	6/22/10
M-1.5	Mechanical Controls	6/22/10
M-2.1	Mechanical Floor Plan Lower Level	6/22/10
M-2.2	Mechanical Floor Plan Upper Level	6/22/10
M-4.1	Mechanical Roof Plan	6/22/10
T24.1	Title 24	6/22/10
T24.2	Title 24	6/22/10
<u>Plumbing</u>		
P-1.0	Plumbing Schedule	6/22/10
P-1.1	Plumbing Legend & Notes	6/22/10
P-1.2	Plumbing Details	6/22/10
P-1.3	Plumbing Details	6/22/10
P-1.4	Plumbing Medium Pressure Site Gas Plan	6/22/10
P-2.1A	Plumbing Sewer and Vent Lower Level	6/22/10
P-2.1B	Plumbing Cold and Hot Water Lower Level	6/22/10
P-2.1C	Plumbing Gas, Condensate and Roof Drain Lower Level	6/22/10
P-2.2A	Plumbing Sewer and Vent Lower Level	6/22/10
P-2.2B	Plumbing Cold and Hot Water Upper Level	6/22/10
P-2.2C	Plumbing Gas, Condensate and Roof Drain Upper Level	6/22/10
P-4.1	Plumbing Roof Plan	6/22/10
<u>Electrical</u>		
E-0.1	Electrical Symbols, Schedules, General Notes	6/22/10
E-0.2	Lighting Fixtures Schedule	6/22/10
E-0.3	Title 24 Compliance	6/22/10

EXHIBIT A-LEASE-LEASEBACK AGREEMENT TO SIXTEENTH AMENDMENT**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

E-0.4	Title 24 Compliance	6/22/10
E-1.1	Site Plan Electrical	6/22/10
E-2.1	Lower Level Lighting Plan	6/22/10
E-2.2	Upper Level Lighting Plan	6/22/10
E-2.3	Lower Level Power Plan	6/22/10
E-2.4	Upper Level Power Plan	6/22/10
E-2.5	Lower Level Signal Plan	6/22/10
E-2.6	Upper Level Signal Plan	6/22/10
E-2.7	Roof Plan Electrical	6/22/10
E-3.1	Single Line Diagram	6/22/10
E-4.1	Panel Schedules	6/22/10
E-5.1	Details Sheet 1	6/22/10
E-5.2	Details Sheet 2	6/22/10
E-5.3	Details Sheet 3	6/22/10
E-5.4	Details Sheet 4	6/22/10
E-5.5	Details Sheet 5	6/22/10
EF-1.1	Site Plan – Fire Alarm	6/22/10
EF-2.1	Lower Level Fire Alarm	6/22/10
EF-2.2	Upper Level Fire Alarm	6/22/10
EF-3.1	Fire Alarm Riser Diagram and Calculations	6/22/10
ET-0.1	Data/Voice and Symbol List	6/22/10
ET-1.1	Voice/Data and Riser Diagram	6/22/10
ET-2.1	IDF Details	6/22/10
ET-2.2	Grounding Details	6/22/10
ET-2.3	Labeling and Outlet Details	6/22/10
ET-2.4	Riser Diagram	6/22/10

Attachment "2"
SIXTEENTH AMENDMENT TO LEASE-LEASE BACK AGREEMENT

**SANTEE SCHOOL DISTRICT
PEPPER DRIVE SCHOOL - 10 CLASSROOM ADDITION
GUARANTEED MAXIMUM PRICE (GMP)**

	DESCRIPTION	BASE BID	ALT. 2 - BUILD OUT 2ND FLR OF ADDITION	ALT. 3 - DELETE DEMO OF LOCKER BLDG	ALT. 4 - DELETE DEMO OF UPPER ASPHALT COURTS	ALT. 6 - DELETE LOCKER AND BENCHES	TOTAL BID W/ALTERNATES	VALUE ENGINEERING	TOTAL GMP BID FOR 10 CR w/VE	Estimated Parking Lot Value	GMP (Not Including Parking Lot)	NOTES
1	SUBTOTAL CONSTRUCTION HARD COSTS	\$5,368,480	\$705,559	-\$26,000	-\$30,734	-\$63,912	\$5,953,393	-\$127,890	\$5,825,503	\$179,185	\$5,647,318	
2	CONTRACTORS CONTINGENCY @ 3.5% OF HARD COSTS	\$187,897	\$24,695	-\$910	-\$1,076	-\$2,237	\$208,369	-\$4,476	\$203,893	\$6,236	\$197,656	
3	SUBTOTAL CONSTRUCTION HARD COSTS W/CONTRACTORS CONTINGENCY	\$5,556,377	\$730,254	-\$26,910	-\$31,810	-\$66,149	\$6,161,762	-\$132,366	\$6,029,396	\$184,421	\$5,844,974	
4	GENERAL CONDITIONS WITH FEE, BONDS, INSURANCE (10% OF CONST. COSTS W/CONTR. CONT. SUBTOTAL)	\$555,638	\$73,025	-\$2,691	-\$3,181	-\$6,615	\$616,176	-\$13,237	\$602,940	\$18,442	\$584,497	
5	SUBTOTAL CONSTRUCTION HARD COSTS, CONTRACTORS CONTINGENCY & GENERAL CONDITIONS	\$6,112,014	\$803,279	-\$29,601	-\$34,991	-\$72,764	\$6,777,938	-\$145,603	\$6,632,335	\$202,864	\$6,429,472	
6	COC INSURANCE - CONTRACTOR'S SHARE AT 1/3 OF ACTUAL COC COST	-\$3,555	-\$467	\$17	\$20	\$42	-\$3,942	\$85	-\$3,857	-\$118	-\$3,739	
7	SUBTOTAL GMP (OWNER'S CONTINGENCY NIC)	\$6,108,460	\$802,812	-\$29,584	-\$34,970	-\$72,721	\$6,773,996	-\$145,518	\$6,628,478	\$202,746	\$6,425,732	
8	OWNER CONTINGENCY @ 3.5% OF HARD COSTS	\$213,796	\$28,098	-\$1,035	-\$1,224	-\$2,545	\$237,090	-\$5,093	\$231,997	\$7,096	\$224,901	
9	TOTAL GUARANTEED MAXIMUM PRICE INCLUDING OWNER CONTINGENCY	\$6,322,256	\$830,910	-\$30,619	-\$35,194	-\$75,267	\$7,011,086	-\$150,611	\$6,860,475	\$209,842	\$6,650,633	

Attachment "3"
EXHIBIT C LEASE-LEASEBACK AGREEMENT
SIXTEENTH AMENDMENT (PHASE VI)
General Condition Breakdown

	Contractor	Subcontractor	Owner or
Miscellaneous Project Costs	GC's	Work	Reimbursible
SUPERVISION-Superintendent	X		
FIELD OFFICE MOB/DEMOB/SETUP	X		
FIELD OFFICE TRAILER RENTAL (1 for every 2 projects)	X		
CLERK full time per office trailer	X		
OFFICE SUPPLIES	X		
TELEPHONE and DATA SERVICE	X		
MISCELLANEOUS SUPPLIES	X		
FIELD TOILETS SMALL JOBS	X		
PROJECT GAS & DIESEL	X		
SAFETY EQUIPMENT	X		
TEMPORARY FENCE (add for windscreen)	X		
TEMPORARY FENCE WINDSCREEN	X		
FIELD STORAGE SHED - MOB/DEMOB	X		
PROJECT MANAGER 1/2 time per project	X		
SAFETY TRAINING	X		
ONSITE SCHEDULER	X		
PROJECT ENGINEER 1/2 time per project	X		
COORDINATING GENERAL SUPER	X		
DEB EQUIPMENT MAINTENANCE	X		
EQUIPMENT/VEHICLE DEPRECIATION	X		
BUILDER'S COPIER	X		
MISC PRINTING COSTS (plans, specs, and adenda by owner)			X
DEB COMPUTER/PRINTER	X		
DRAWING AND SPEC DISTRIBUTION	X		
(fed ex addendum, courier etc.)			X
CONTRACT CLOSEOUT	X		
AS BUILT'S-PLAN REPRODUCTION	X		
JOBSITE SIGNAGE	X		
DUMPSTERS FOR GC ONLY	X		
DAILY CLEAN	X		
TEMPORARY ELEC USAGE (by owner)			X
TEMPORARY WATER USAGE (by owner)			X
COC INSURANCE (Builder's Risk)	33%		67%
SECURITY SYSTEM FOR TRAILERS ONLY	X		
JOBSITE SECURITY (if required)			X
PERMITS (by owner)			X
INSPECTOR OWNER FURNISHINGS			X
INSPECTOR TRAILER- (1) SMALL TRAILER	X		
INSPECTOR OFFICE CLEANING			X
LABOR COMPLIANCE SERVICE			X
PERMITS AND DEVELOPER FEES			X
TESTING, INSPECTIONS, AND SOILS CONSULTANT			X
OFFSITE IMPROVEMENT BOND			X
FINGERPRINTING COSTS (IF REQUIRED)	X		
PRINTING OF PLANS, SPECIFICATIONS, AND ADDENDUM			X

Attachment "3"
 EXHIBIT C LEASE-LEASEBACK AGREEMENT
 SIXTEENTH AMENDMENT (PHASE VI)
 General Condition Breakdown

Miscellaneous Project Costs		Contractor GC's	Subcontractor Work	Owner or Reimbursible
FINAL CLEAN			X	
HAZ MAT ABATEMENT NOT QUANTIFIED IN HAZMAT REPORT				X
EQUIPMENT RENTAL			X	
SWPPPS COMPLIANCE				X
HOISTING/CRANING			X	
INDEPENDENT SURVEYOR			X	
TEMPORARY ELEC CONNECTION			X	
TEMPORARY WATER CONNECTION			X	
TRAFFIC CONTROL			X	
DUST CONTROL			X	
TEMPORARY BARRICADES, WOOD FENCES, AND BARRIERS			X	
TEMPORARY HANDRAILS			X	
TEMPORARY SITE ACCESS-TEMP SIDEWALKS			X	
DEWATERING			X	
Note: Self performed work has it's own General Conditions that are not included in this breakdown.				

Attachment 4 to Sixteenth Amendment

EXHIBIT A – Sublease Agreement

SCHEDULE OF SUBLEASE PAYMENTS

The term of this sublease for Phase VI – Pepper Drive School Addition phase of the Project shall commence on the date the term of the Site Lease commences for Phase VI – Pepper Drive School Addition phase pursuant to section 2 thereof. Sublease payments shall be paid monthly and the total Sublease Payments made shall not exceed the amount of the GMP as defined in Section 6 of the Construction Services Agreement for Phase VI – Pepper Drive School Addition phase of the Project, as amended. Each month Builder shall provide District with an invoice reflecting the percentage of work performed and itemized on a Site by Site basis, or in the case of Phase VI for the Pepper Drive School Addition, and signed off on by the District's DSA Inspector, Project Architect, and other designated employee. The Sublease Payments and Construction Progress Payments pursuant to section 18 of the Construction Services Agreement shall be commensurate with the amount of work performed, invoiced and signed off by the DSA Inspector to date, but in no event less than one thousand dollars per month (\$1,000/month) for a period of Eight (8) months, commencing on the date of issuance of the Notice to Proceed for Phase VI – Pepper Drive School Addition phase of the Project, unless the District exercises its purchase option pursuant to section 25 of the Sublease Agreement. The minimum sublease payments shall be offset against invoiced payments so that the total Sublease Payments do not exceed the GMP.

Notwithstanding the foregoing, the term of this Sublease may be extended and payment options may be modified by written agreement of the parties hereto.

"ATTACHMENT 5"
 PEPPER DRIVE SCHOOL ADDITION PROJECT SCHEDULE
 SIXTEENTH AMENDMENT (PHASE VI)

		2013																																										
		March		April		May		June		July		August		September		October		November		December																								
		4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	4	11	18	25
Description	Days																																											
Pepper Drive Addition - Construction - 3/4/13 - 10/29/13	239 Days	← 3/4/13 - 10/29/13 ⇒																																										
Pepper Drive Addition - Equipment/Furniture Move In 10/30/13 - 11/4/13	4 Days																																											
Pepper Drive Addition - District Occupies - 11/5/13	* Milestone																																											

BACKGROUND:

The Independent Citizens' Oversight Committee (ICOC) was formed in June 2007 to oversee the expenditure of the General Obligation Bond proceeds in conjunction with the District's Capital Improvement Program (CIP) as required by Proposition 39 regulations. Originally, the CIP was anticipated to be completed over a 5-8 year period. Due to the State economy, decline in property values, and the slowdown of State funding, the program has been delayed and the District will need an ICOC for more years than initially anticipated.

Originally, the ICOC bylaws approved by the Board of Education had a 2-year term with a maximum of 2 terms limit for a serving member. On November 16, 2010, the Board extended this to maximum of 4 terms to have continuity. AB1199 was recently enacted into law and took effect on January 1, 2013. This law allows an extension to Prop 39 limits to minimum 2-year terms with maximum of 3 consecutive terms. Specifically, the details of the new law are as follows:

AB 1199, Brownley. School bonds: citizens' oversight committee. Existing law requires, if a bond measure that provides financing for certain types of school facilities is approved by voters, the governing board of a school district or community college to establish and appoint members to an independent citizens' oversight committee. Existing law also requires members of a citizens' oversight committee to serve for a term of 2 years without compensation and for no more than 2 consecutive terms. This bill would instead provide that members of a citizens' oversight committee serve for a minimum term of 2 years without compensation and for no more than 3 consecutive terms.

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 15282 of the Education Code is amended to read:

15282. (a) The citizens' oversight committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms. While consisting of a minimum of at least seven members, the citizens' oversight committee shall be comprised, as follows:

- (1) One member shall be active in a business organization representing the business community located within the district.
- (2) One member shall be active in a senior citizens' organization.
- (3) One member shall be active in a bona fide taxpayers' organization.

(4) For a school district, one member shall be the parent or guardian of a child enrolled in the school district. For a community college district, one member shall be a student who is both currently enrolled in the community college district and active in a community college group, such as student government. The community college student member may, at the discretion of the board, serve up to six months after his or her graduation.

(5) For a school district, one member shall be both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization, such as the Parent Teacher Association or schoolsite council. For a community college district, one member shall be active in the support and organization of a community college or the community colleges of the district, such as a member of an advisory council or foundation.

(b) No employee or official of the district shall be appointed to the citizens' oversight committee. No vendor, contractor, or consultant of the district shall be appointed to the citizens' oversight committee. Members of the citizens' oversight committee shall, pursuant to Sections 35233 and 72533, abide by the prohibitions contained in Article 4 (commencing with Section 1090) and Article 4.7 (commencing with Section 1125) of Chapter 1 of Division 4 of Title 1 of the Government Code.

The ICOC committee discussed term limits and membership at their last meeting on December 5, 2012 and recommended legal research on term maximums to promote continuity of the committee and members with the background and history of the program. Most of the remaining member's terms will end June 2013. All members terming out have agreed to stay on the committee if allowed by law; which would require a change to the ICOC bylaws. The committee also suggested the District recruit additional membership from Phase 3 schools that remain to be modernized under the CIP for more parent support and representation.

Members terming out June 2013 are:

- Eid Fakhouri – Parent of a child enrolled in the District and public finance
- Gina Jackson – Experience in school finance
- Jim Montague – Active in a senior citizen's organization
- Kai Ramer – Member of the Taxpayer's Association and building construction industry
- Rick Weeks – Member at Large experience in building construction industry

Current members that can currently stay on the committee past June 2013:

- Beth Selbe – Chair, representative since December 2007, Member at Large
- Lesha Montoya- Vice Chair, representative since November 2010, Taxpayer's Association
- Janna Schoenborn – Member, representative since November 2010, Business Owner in our District

District staff will continue to recruit membership for the committee with a focus from Phase 3 schools. The criteria of members needed are:

- Both a parent or guardian of a child enrolled in the District and Active in PTO, PTA or Site Council
- Active in a Senior Citizen’s Organization
- Parent or Guardian of a child enrolled in the District
- Experience in school finance

Legal counsel reviewed AB1199 requirements in order to provide guidance to the District on this matter. The attorney concluded the District could establish 3-, 4-, or 5-year terms but the number of terms would need to be limited to 3. The attorney also recommended that the clause requiring 2/3 majority vote for changes to the by-laws be revised to require majority vote.

The revision for terms allows current members to extend their current term for another year. Consequently, members whose current terms expire June 2013 would serve for one more year.

RECOMMENDATION:

It is recommended that the Board of Education change the by-laws for the ICOC to specify no more than three, 3-year terms for a total allowed service of 9 years. Administration also recommends changing the by-laws to require a majority vote for by-law changes rather than a 2/3 vote.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

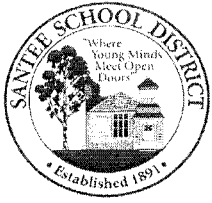
FISCAL IMPACT:

The ICOC responsibilities include oversight of \$45 million in General Obligation Bond proceeds up to a maximum authorization of \$60 million contributing to an estimated \$140 million CIP total cost.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda E.3.2.
---------	--	---------	--	-------	--	---------------



Santee School District

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE BY LAWS

As Adopted by Committee, June 6, 2007, to be presented to the Board for Approval
(Updated per Board Approval on November 16, 2010)

Section 1. Committee Established. The Santee School District (the "District") was successful at the election conducted on November 7, 2006 (the "Election") in obtaining authorization from the District's voters to issue up to \$60,000,000 aggregate principal amount of the District's general obligation bonds; pursuant to a 55% vote. The election was conducted under California Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et. Seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish an independent citizens' oversight committee in order to satisfy the accountability requirements of Prop 39. The Board of Education of the Santee School District (the "Board") hereby establishes the Independent Citizens' Oversight Committee (the "Committee"), which shall have the duties and rights set forth in these Bylaws Board Resolution #0607-14. The Committee does not have independent legal capacity from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these By Laws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the Ralph M. Brown Act of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond revenues" or "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Proposition R. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform the following duties:

3.1 **Inform the Public.** The committee shall inform the public concerning the District's expenditure of bond proceeds.

3.2 **Review Expenditures.** The Committee shall provide oversight, including reviewing specific reports, produced by the District, to ensure that (a) bond proceeds are expended only for the purposes set forth in the ballot measure; and (b) no bond proceeds are used for any teacher or administrative salaries or district operating expenses.

3.3 **Annual Report.** The Committee shall present to the Board, in public session, an annual written report, which shall include the following:

(a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and

- (b) A summary of the Committee's proceedings and activities for the preceding year

3.4 Duties of the Board. As the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of construction contracts,
- (ii) Approval of construction change orders,
- (iii) Appropriation of construction funds,
- (iv) Handling of all legal matters,
- (v) Approval of construction plans and schedules,
- (vi) Approval of Deferred Maintenance Plan, and
- (vii) Approval of the sale of bonds.

3.5 Voter-Approved Projects Only. In recognition of the fact that the Committee is charged with overseeing only the expenditure of bond proceeds, the District has not charged the Committee with responsibility for the following:

- (a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

- (b) The establishment of priorities and order of construction for the bond projects shall be made by the Board in its sole discretion.

- (c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project shall be made by the Board, based on District criteria established by the Board in its sole discretion.

- (d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) shall be made by the Board in its sole discretion. Staff shall report to the Committee on any cost saving techniques considered or adopted by the Board.

- (e) The selection of independent audit firm(s), performance audit consultants and any consultants necessary to support the activities of the Committee.

- (f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.

- (g) The amendment or modification of the Bylaws for the Committee as provided herein, subject to the legal requirements of Proposition 39.

(h) The Appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion, as part of carrying out its function under Prop 39.

(i) The adoption of a plan for publicizing the activities of the Committee and the determination as to whether a mailer, a newspaper notice or website materials would best suit the distribution of the Committee's findings and recommendations.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(a) Receive and review copies of the District's annual independent financial audit, required by Article XIII A of the California Constitution.

(b) Inspect school facilities and grounds to ensure that bond revenues have been or will be expended, in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution, in accordance with any access procedure established by the District's Assistant Chancellor, Facilities Masterplan.

(c) Review copies of deferred maintenance proposal or plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The Committee shall consist of a minimum seven (7) members appointed by the Board from a list of candidates submitting written applications, and based on criteria established by Prop 39,

One (1) member active in a business/organization representing the business community located in the District;

One (1) member active in a senior citizen's organization;

One (1) member active in a bona-fide taxpayers association;

One (1) member shall be the parent or guardian of a child enrolled in the District;

One (1) member shall be both a parent or guardian of a child enrolled in the District and in a parent-teacher organization, such as the PTA or school site council;

One (1) member shall have experience in school finance; and

One (1) member of the community at-large appointed by the Board.

5.2 Qualification Standards.

(a) To be qualified, a person must be at least 18 years of age in accordance with government Code Section 1020.

(b) The committee may not include any employee or official of the District, or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with the Committee Ethics Policy attached as "Attachment A" to these Bylaws.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of ~~two~~ three (~~2~~) years, beginning July 1. No member may serve more than ~~four~~ three (~~4~~) consecutive ~~2-year~~ terms. Any member appointed to the Committee after January 1, 2013, shall be appointed for a term of three (3) years. The terms of members serving on January 1, 2013, shall be extended by one (1) year so that each member will serve a three (3) year term. At the Committee's first meeting, members will draw lots to select a minimum of four (4) members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. (Updated ~~11-16-10~~ February 19, 2013)

5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) appropriate local groups will be solicited for applications; (b) the District Business Manager will review the applications; (c) the Board will review the applications; (c) the Superintendent or his designee will make recommendations to the Board.

5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. Committee members shall not have the authority to direct staff of the District. Individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee is required to meet at least four times a year including an annual organizational meeting to be held in June and December.

6.2 Location. All meetings shall be held within the Santee School District attendance area.

6.3 Procedures. All meetings shall be open to the public in accordance with the Ralph M. Brown Act, Government Code Section 54950 *et. Seq.* Meetings shall be conducted according to such

additional procedural rules as the Committee may adopt. A minimum of 50 percent plus one committee members shall constitute a quorum for the transaction of any business, except adjournment. (Updated 4-15-08)

Section 7. District Support.

7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

- (a) Preparation of and posting of public notices as required by the Ralph M. Brown Act, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;
- (b) Provision of a meeting room including any necessary audio/visual equipment;
- (c) Preparation and copies of any documentary meeting materials, such as agendas and reports; and
- (d) Retention of all Committee records, and providing public access to such records.

7.2 District staff and/or District consultants shall attend all Committee proceedings as appropriate in order to report on the status of projects and the expenditures of bond proceeds.

Section 8. Reports. In addition to the Annual Report required in Section 3.2, the Committee may report to the Board quarterly or at least semi-annually in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. The Superintendent may appoint the initial Chair, or the Committee shall elect a chair and a vice-chair who shall act as chair only when the chair is absent, which positions shall continue for two (2) year terms. No person shall serve as chair for more than two consecutive terms.

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a two-thirds majority vote of entire Board and the Committee. (Updated February 19, 2013)

Section 11. Termination. The Committee shall automatically terminate and disband at the earlier of the date when (a) all bond proceeds are spent, and (b) all projects funded by bond proceeds are completed.

ATTACHMENT "A"

**INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT**

This Ethics Policy Statement provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement; however, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds or (2) any construction project which will benefit the committee member's outside employment, business or a personal financial interest, or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her position as a Committee member to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any District construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Additionally, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from: (1) bidding on projects funded by the bond proceeds; and (2) contracting with the District with respect to any construction project funded by the bond proceeds.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the Federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Santee School District.

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

ICOC Member Name (Print)

ICOC Member Signature / Date

Discussion and/or Action Item E.4.1. Adoption of Resolution No. 1213-14 Reduction of Classified Management Position

Prepared by Minnie Malin
February 19, 2013

BACKGROUND:

Due to severe budget constraints to the Out-of-School Time Program budget based on numerous circumstances, administration is recommending the reduction of one (1) Out-of-School Time Program Regional Coordinator effective June 30, 2013.

The affected employee will receive a 60-day notice of layoff and be placed on a reemployment list for no less than 39-months.

RECOMMENDATION:

Administration supports the following recommendation:

Reduce

- One (1) Out-of-School Time Program Regional Coordinator position effective June 30, 2013.

FISCAL IMPACT:

The annual savings to the Out-of-School Time Program as a result of this reduction will be \$71,734.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.1.

SANTEE SCHOOL DISTRICT

Resolution No. 1213-14

WHEREAS, when a bona fide reduction or elimination of funds or services occurs within a school district, classified employees shall be subject to reduction of hours for either lack of work or lack of funds;

WHEREAS, the elimination of certain services being performed by the classified staff has resulted in an elimination of work;

WHEREAS, due to lack of funds and/or lack of work, the Board finds that it is in the best interest of this school district that certain services be eliminated and/or reduced in work hours:

Reduce

- One (1) Out-of-School Time Program Regional Coordinator position effective June 30, 2013.

BE IT FURTHER RESOLVED that the Board authorizes the District Superintendent to give notice to the affected classified employees that their position will be eliminated and/or reduced in work hours/year pursuant to applicable provisions of the Education Code of the State of California, such notice to be given sixty (60) days prior to the effective date of reduction/layoff as set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 19th day of February 2013, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Dated 2/19/13

Clerk, Board of Education

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item F.

Agenda Item F.

CLOSED SESSION Item G.

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

The Board will go into Closed Session to discuss:

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

RECONVENE TO PUBLIC SESSION Item H.

ADJOURNMENT Item I.