



# 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 21, 2012**

**District Mission**

*Santee School District, supported by an involved community, an outstanding staff, and a shared vision, assures a quality education that supports students in achieving academic excellence and in developing life skills needed for success in a diverse and changing society.*

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<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. All meetings are recorded.</i>	

BOARD OF EDUCATION • Dan Bartholomew, Dustin Burns, Dianne El-Hajj, Ken Fox, Barbara Ryan  
DISTRICT SUPERINTENDENT • Patrick Shaw, Ed.D.

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

D.	CONSENT ITEMS	Page #
	<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
	<b>Superintendent</b>	
1.1.	<b><u>Approval of Minutes</u></b> It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	15
	<b>Business Services</b>	
2.1.	<b><u>Approval/Ratification of Travel Requests</u></b> It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	21
2.2.	<b><u>Approval/Ratification of Expenditure Warrants</u></b> It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of January 2012.	23
2.3.	<b><u>Approval/Ratification of Purchase Orders</u></b> It is recommended that the Board of Education approve and ratify purchase orders for the month of January 2012 as presented in the item.	25
2.4.	<b><u>Approval/Ratification of Revolving Cash Report</u></b> It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.	33
2.5.	<b><u>Acceptance of Donations</u></b> 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.	35
2.6.	<b><u>Approval of Consultants and General Service Providers</u></b> It is recommended that the Board of Education approve Consultant and General Service Provider agreements as presented.	36
2.7.	<b><u>Approval of Western Environmental &amp; Safety Technologies Inc. for Asbestos Reporting Update per AHERA Regulations</u></b> It is recommended that the Board of Education approve Western Environmental & Safety Technologies, Inc. for reporting per AHERA regulations of all school facilities building components.	38
	<b>Educational Services</b>	
3.1.	<b><u>Approval of Comprehensive School Safety Plans</u></b> It is recommended that the Board of Education approve the comprehensive School Safety Plans.	39
	<b>Human Resources/Pupil Services</b>	
4.1.	<b><u>Personnel, Regular</u></b> It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.	41

<b>4.2.</b>	<b><u>Approval of 2012-13 School Calendar</u></b>	43
	It is recommended that the Board of Education approve the recommended calendar option for the 2012-13 school year.	
<b>4.3.</b>	<b><u>Approval of New Certificated-Management Job Description for Coordinator, Curriculum, Instructional Technology, and Media Services and Appointment of Coordinator</u></b>	45
	It is recommended that the Board of Education approve the new job description and appointment for Coordinator, Curriculum, Instructional Technology, and Media Services.	
<b>E.</b>	<b>DISCUSSION AND/OR ACTION ITEMS</b>	
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	<b>Superintendent</b>	
<b>1.1.</b>	<b><u>California School Boards Association 2012 Delegate Assembly Election</u></b>	49
	At the pleasure of the Board, Board members may cast a unit vote for nine vacancies.	
<b>1.2.</b>	<b><u>Discussion of Support for Non-Smoking Santee City Parks</u></b>	51
	Discussion and/or action is at the pleasure of the Board.	
	<b>Business Services</b>	
<b>2.1.</b>	<b><u>Final Decision for Execution of 2012 Solar Projects</u></b>	52
	It is recommended that the Board of Education suspend design and implementation work on 2012 Solar Projects until more definitive information becomes available regarding the financial impact of SDG&E proposed rate changes for solar customers.	
<b>2.2.</b>	<b><u>Adoption of Resolution #1112-13 to Participate in County Treasury's Cross Fiscal Year Temporary Transfer of Funds Program</u></b>	54
	It is recommended that the Board of Education adopt Resolution #1112-13 to participate in the County Treasury's Cross Fiscal Year Temporary Transfer of Funds Program.	
	<b>Educational Services</b>	
<b>3.1.</b>	<b><u>Approval of Extended Field Trip Request</u></b>	58
	It is recommended that the Board of Education approve the Extended Field Trip Request for 6 <sup>th</sup> – 8 <sup>th</sup> grade students to Camp Cuyamaca.	
<b>F.</b>	<b>BOARD POLICIES AND BYLAWS</b>	
<b>1.1.</b>	<b><u>First Reading: Revised Board Policy 4122, Student Teacher Funds</u></b>	61
	It is recommended that the Board of Education review revisions to BP 4122. No action is requested at this time.	
<b>1.2.</b>	<b><u>First Reading: Revised Board Policy 3580, Retention of Electronic Mail Records</u></b>	64
	It is recommended that the Board of Education review revisions to BP 3580. No action is requested at this time.	

1.3.	<b><u>First Reading: Revised Board Policy 4040, Technology Acceptable Use</u></b> It is recommended that the Board of Education review revisions to BP 4040. No action is requested at this time.	Page # 66
1.4.	<b><u>First Reading: New Board Policy 4161.4 Long-Term Leave of Absence</u></b> It is recommended that the Board of Education review new BP 4461.4. No action is requested at this time.	73
G.	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	75
H.	<b>CLOSED SESSION</b>	76
1.	<b><u>Public Employee Discipline/Dismissal/Release</u></b> (Govt. Code § 54957)	
2.	<b><u>Conference With Labor Negotiator</u></b> (Govt. Code § 54956.8) <i>Agency Negotiator: Karl Christensen, Assistant Superintendent</i> <i>Employee Organizations: Santee Teachers Association</i> <i>Classified School Employees Association</i>	
3.	<b><u>Public Employee Performance Evaluation</u></b> (Govt. Code § 54957) <i>Superintendent</i>	
I.	<b>RECONVENE TO PUBLIC SESSION</b>	76
J.	<b>ADJOURNMENT</b>	76

**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 6, 2012, at 7:00 p.m. in the Douglas E. Giles Educational Resource Center.*

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

Members present:

\_\_\_ Bartholomew  
\_\_\_ El-Hajj  
\_\_\_ Fox  
\_\_\_ Burns  
\_\_\_ Ryan

OPENING PROCEDURES ITEM A.

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

2. District Mission

*Santee School District, supported by an involved community, an outstanding staff, and a shared vision, assures a quality education that supports students in achieving academic excellence and in developing life skills needed for success in a diverse and changing society.*

3. Pledge of Allegiance

4. Approval of Agenda for the February 21, 2012 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report  
Prepared by Dr. Patrick Shaw  
February 21, 2012

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.1.

**DEVELOPER FEES COLLECTION REPORT**  
**2011-12**  
**CUMULATIVE THROUGH FEBRUARY 09, 2011**

Residential Rate: \$3.56 per square foot over 500 - effective 4/05/11

Commercial Rate: \$.29 per square foot - effective 6/16/08

Self Storage Rate: \$.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	9733 Notnil Court	07/18/11	615	\$2,189.40	HC
	X	9526 St. Andrews Drive	07/18/11	567	\$2,018.52	CO
	X	8321 Big Rock Road	07/21/11	785	\$2,794.60	CFH
X		1800 Joe Crosson Drive	08/02/11	3,016	\$874.64	PD
	X	1992 Los Senderos Drive (McMillin Morningview)	08/08/11	3,206	\$11,413.36	PD
	X	2084, 2144, 2155 Los Senderos Drive (McMillin Morningv	08/08/11	7,537	\$26,831.72	PD
	X	2037 Los Senderos Drive (McMillin Morningview)	08/08/11	2,000	\$7,120.00	PD
	X	7460-7465 Mission Villas Court (Bushy Hill 12)	08/24/11	10,770	\$38,341.20	CFH
	X	2144 Los Senderos (McMillin Morningview)	08/29/11	210	\$747.60	PD
	X	2084 Los Senderos (McMillin Morningview)	08/29/11	195	\$694.20	PD
	X	11402 Cacho Court	08/31/11	560	\$1,993.60	PD
	X	2246 Los Senderos Drive (McMillin Morningview)	09/28/11	3,206	\$11,413.36	PD
	X	2281 & 2293 Los Senderos Drive (McMillin Morningview)	09/28/11	4,293	\$15,283.08	PD
	X	2253 & 2288 Los Senderos Drive (McMillin Morningview)	09/28/11	5,244	\$18,668.64	PD
X		9310 Fanita Pkwy (Padre Dam MWD) Replace Shade Str	10/25/11	3,924	\$0.00	CO
	X	2288 Los Senderos (McMillin Morningview)	11/02/11	210	\$747.60	PD
	X	7466-7475 Mission Villas Court (McMillin Morningview)	11/03/11	10,770	\$38,341.20	CFH
X		9216 Abraham Way (Scantibodies)	11/10/11	455	\$131.95	HC
	X	11997-11701 Woodside Terrace (McMillin Morningview)	11/15/11	7,537	\$26,831.72	PD
	X	1931 Woodside Terrace (McMillin Morningview)	11/15/11	2,000	\$7,120.00	PD
X		8876 Cuyamaca Street	11/15/11	123	\$35.67	RS
X		8967 Carlton Hills	11/18/11	3,910	\$1,133.90	CH
	X	9234 Birchcrest Blvd.	01/03/12	972	\$3,460.32	SC
	X	1214 Tuttle Lane	01/17/12	1,356	\$4,827.36	PD
	X	11997 Woodside Terrace (McMillin) Addtl Sq Footage	01/19/12	210	\$747.60	PD
X		9216 Abraham Way (Scantibodies)	01/25/12	443	\$128.47	HC
	X	8213 Poinciana Drive	01/27/12	1,875	\$6,675.00	PD
	X	8225 Poinciana Drive	01/27/12	1,875	\$6,675.00	PD
<b>TOTAL PAGE 1</b>					<b>\$237,239.71</b>	

\*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 21, 2012**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attendance</b>	<b>Fees Applied</b>
<b><u>Carlton Hills</u></b>						
PTA (Father/Daughter Dance)	Multi-Purpose & Kitchen	2/24/12	Friday	6:00 pm - 8:00 pm	190	\$20.00
PTA (Sock Hop)	Multi-Purpose & Kitchen	3/23/12	Friday	4:00 pm - 9:00 pm		\$20.00
PTA (Spring Carnival)	Multi-Purpose & Kitchen	4/28/12	Saturday	11:30 am - 5:30 pm		\$105.88
PTA (Mother/Daughter Event)	Multi-Purpose	5/3/12	Thursday	5:00 pm - 8:30 pm		
<b><u>Chet F. Harritt</u></b>						
Girl Scouts	Classroom	2/3/12 - 6/8/12	Friday	2:00 pm - 3:30 pm	18 - 20	
Teachers/Students/Parents (Science Night)	Classrooms	2/21/12	Tuesday	5:00 pm - 8:00 pm	400+	\$20.00
<b><u>Hill Creek</u></b>						
District 41 Little League (Umpire Clinic)	Multi-Purpose	2/24/12	Friday	5:00 pm - 10:00 pm	50	
<b><u>Rio Seco</u></b>						
E. L. Dept. (Reclassification Ceremony)	Multi-Purpose	3/29/12	Thursday	6:00 pm - 7:30 pm	300	

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



Santee School District  
**ENROLLMENT REPORT**  
 2/17/2012  
 Month 6 Week 4

SCHOOL	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/17/12		02/18/11		# Diff	% Diff	02/17/12 SDC	02/18/11 SDC	# Diff SDC	% Diff SDC	Prior Week		
										Total Reg	Total Reg	02/17/12 Total All	2/10/12 Total All							Total Diff		
Cajon Park	101	96	105	109	112	110	110	113	95	951	991	-40	-4.0%	67	65	2	3.1%	1018	1018	0		
Carlton Hills	41	38	44	41	42	44	41	99	93	483	491	-8	-1.6%	27	19	8	42.1%	510	511	-1		
Carlton Oaks	78	95	81	89	75	96	95	94	120	823	825	-2	-0.2%	62	58	4	6.9%	885	888	-3		
Chet F. Harritt	63	75	56	82	50	55	62	60	63	566	579	-13	-2.2%	0	9	-9	-100.0%	566	564	2		
Hill Creek	73	86	83	92	90	72	86	83	75	740	758	-18	-2.4%	19	22	-3	-13.6%	759	759	0		
Pepper Drive	98	87	82	77	71	72	82	91	88	748	691	57	8.2%	9	9	0	0.0%	757	758	-1		
Prospect	63	56	60	54	61	54	55	69	59	531	508	23	4.5%	0	0	0	0.0%	531	528	3		
Rio Seco	102	88	113	104	103	111	94	121	94	930	919	11	1.2%	49	40	9	22.5%	979	978	1		
Sycamore Canyon	64	60	45	48	47	32	45	0	0	341	337	4	1.2%	1	0	1	100.0%	342	341	1		
<b>SUBTOTAL</b>	<b>683</b>	<b>681</b>	<b>669</b>	<b>696</b>	<b>651</b>	<b>646</b>	<b>670</b>	<b>730</b>	<b>687</b>	<b>6113</b>	<b>6099</b>	<b>14</b>	<b>0.2%</b>	<b>234</b>	<b>222</b>	<b>12</b>	<b>5.4%</b>	<b>6347</b>	<b>6345</b>	<b>2</b>		
Alternative School	0	3	7	3	5	3	4	7	7	39	38	1	2.6%					39	38	1		
Success Academy							1	3	4	8	11	-3	-27.3%					8	9	-1		
NPS											0			3	2	1	50.0%	3	3	0		
EAK**	124									124	92		0.0%					124	117	7		
<b>SUBTOTAL</b>	<b>124</b>	<b>3</b>	<b>7</b>	<b>3</b>	<b>5</b>	<b>3</b>	<b>5</b>	<b>10</b>	<b>11</b>	<b>171</b>	<b>141</b>	<b>30</b>	<b>21.3%</b>					<b>174</b>	<b>167</b>	<b>7</b>		
<b>TOTAL</b>	<b>807</b>	<b>684</b>	<b>676</b>	<b>699</b>	<b>656</b>	<b>649</b>	<b>675</b>	<b>740</b>	<b>698</b>	<b>6284</b>	<b>6,240</b>	<b>44</b>	<b>0.7%</b>					<b>6521</b>	<b>6512</b>	<b>9</b>		

\*\*5 year olds only

Please note: Special Ed. PK listed below are not reflected in the total count above because they do not receive ADA until they reach 5 years of age.

	PK	
Cajon Park	0	1018
Carlton Hills	1	511
Sycamore Canyon	38	380
EAK 4YO	22	

<b>Total Enrollment Including PK</b>
<b>6582</b>

## Schedule of Upcoming Events

<b>Date</b>	<b>Event</b>
February 28	Foundation Art Show and Auction 6:00 to 8:00 p.m. Boys and Girls Club
March 6	Board Meeting - 7:00 p.m.
March 20	Principals Meet with Board – 6:00 p.m. Board Meeting - 7:00 p.m.
March 28	Business Appreciation Breakfast 7:45 to 9:00 a.m.
April 2 – April 13	Spring Break Schools and Department Offices Closed
April 17	Board Meeting – 7:00 p.m.
April 20	SDCSBA and ACSA Awards Dinner Time TBD
May 1	Board Meeting – 7:00 p.m.
May 15	Board Meeting – 7:00 p.m.
May 22	Salute to Excellence Employee Recognition Event Reception 5:30 p.m. Program 6:00-7:00 p.m.
May 28	Memorial Day Holiday - Schools and Department Offices Closed
June 5	Board Meeting – 7:00 p.m.
June 14	End of Year Employee Celebration
June 19	Board Meeting – 7:00 p.m.
June 26	Last Day of School
June 28	Foundation Golf Tournament

**BACKGROUND:**

The Principals are not only responsible for the instructional leadership at their school site in support of student achievement but also have been tasked with providing enrichment opportunities in the Arts for students whenever and however possible. This year, the Superintendent has asked each Principal to bring a presentation to the Board spotlighting students and some of the enrichment activities that they participate in at school. The Board will have the opportunity to see a Student Spotlight from each school.

In 1997, Cajon Park teacher, Rebecca Cress, felt the need to do her personal part to keep the arts in school and organized an intermediate choir at Cajon Park School. In 2005, after pleas from students moving into the 7<sup>th</sup> grade, she added junior high students to the choir. Currently an average of 60 students participate in the choir, attending practice afterschool each Tuesday. Ms. Cress writes, arranges, and records most of the performances. The Cajon Park PTA generously supports Ms. Cress by paying for music, costumes, and sets.

The choir performs two shows per year- one a themed concert, designed by Ms. Cress, and the other a musical play. Their upcoming performance is *An Evening of Elegance*, a classical event. Tonight, the students will perform two pieces from this new show.

The choir provides students the opportunity to learn vocal skills, performance skills, dance and movement, and musical theory and history. Santee School District appreciates Ms. Cress' dedication to the arts and the work she does to provide this choir for Cajon Park students.

Prepared By Minnie Malin  
February 21, 2012

**BACKGROUND:**

Meredith Riffel, Collaborative Coordinator, will provide a report to the Board on the work the School Social Workers / School Counselors have done during the 2010-2011 school year, and so far this 2011-2012 school year. Mrs. Riffel will share how the School Social Workers / School Counselors work as a Professional Learning Community developing “logic models” and goals to make a change for kids and the school district.

Following is a list of the School Social Workers / School Counselors and the sites they support.

<u>SOCIAL WORKER / COUNSELOR</u>	<u>SCHOOL SITE(S)</u>
Ed Gigliotti	Carlton Oaks / PRIDE Academy
Ana Hubbell	Pepper Drive / Rio Seco
Mary Shirley	Hill Creek
Kirsten Stretton	Cajon Park / Sycamore Canyon
Carrie Thompson	Carlton Hills / Chet F. Harritt

At the February 7, 2012 Board meeting, the Board of Education declared by proclamation, National School Counseling Week (2/6/12 – 2/10/12) and National School Social Work Week (3/4/12 – 3/10/12).

Tonight the Board will take this opportunity to present the proclamation to the School Social Workers / School Counselors.

## 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 Dr. Patrick Shaw  
February 21, 2012, 2012

**BACKGROUND:**

Presented for Board approval –

- February 7, 2012, regular 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 7, 2012  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Bartholomew called the meeting to order at 7:00 p.m.  
Members present:  
    Dan Bartholomew, President  
    Dianne El-Hajj, Vice President  
    Ken Fox, Clerk  
    Dustin Burns, Member  
    Barbara Ryan, Member  
Administration present:  
    Dr. Patrick Shaw, Superintendent and Secretary to the Board  
    Karl Christensen, Assistant Superintendent, Business Services  
    Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services  
    Kristin Baranski, Director, Educational Services  
    Linda Vail, Executive Assistant and Recording Secretary
2. President Bartholomew invited the audience to recite the District Mission and then invited Hill Creek students Hailey Schaffner and Grant Pies, 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: Fox 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
2. Student Spotlight-Hill Creek Woodshop  
Dr. Shaw introduced Jerelyn Lindsay, principal of Hill Creek School, who shared how students and staff believe the woodshop program at Hill Creek provides valuable educational benefits to students. Mrs. Lindsay introduced students Hailey Schaffner and Grant Pies who each thanked the Board for keeping the Woodshop program at Hill Creek and the new Woodshop classroom in the new building. They shared how the woodshop class at Hill Creek has taught them skills they may not have learned in other classes such as patience, time management, and multi-tasking. Hailey displayed her woodshop project, a shaker style desk made from alder. Grant showed the Board his project, a chair that converted to a step stool and said he looks forward to putting his math skills to use, being more creative, and will always have the good memory.

Teachers John Journey and Ben Saia thanked the Board for the temporary shop and the new shop classroom. They gave a special thanks to the Maintenance and Operations department for their very professional help in moving all of the equipment and supplies. Mr. Journey said the Woodshop program has provided students many benefits. The high school teachers report Hill Creek students come to high school with advanced knowledge in woodworking, drafting, and engineering.

Mr. Journey and Mr. Saia shared they completed a STEM workshop last summer where they built solid electric guitars. This program, as seen by STEM, is a strong program for



less engaged students and GATE students alike, using math, science, and technology together. They are developing an afterschool opportunity for Hill Creek students to make these guitars. The class will meet each Monday afterschool. They are very excited to offer this great program to students.

Member Burns visited Hill Creek last week and saw the great new room. He believes students will be very excited. Board members thanked the teachers and students for bringing their projects for the Board to see.

**C. PUBLIC COMMUNICATION**

President Bartholomew invited members of the audience to address the Board about any item not on the agenda. Mr. Joe Spencer, a parent, requested formal Board support for his project to get the Santee City Council to ban smoking in Santee city parks. He plans to attend a City Council meeting on February 22, 2012, with several other agencies, to request the City Council to ban smoking in city parks. He would like to have a letter of support from the Board or a representative from the Board at the meeting. President Bartholomew explained the Board cannot take action on his request at this meeting.

**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 Bartholomew invited comments from the public on any item listed under Consent. There were no comments.

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Revolving Cash Report**
- 2.3. **Acceptance of Donations**
- 2.4. **Asbestos Floor Removal and Abatement at the District Office**
- 2.5. **Santee Farmers' Market Contract Extension**
- 3.1. **Approval of Contract for Individual Services Agreement (ISA) for Nonpublic, Nonsectarian School/Agency Services**
- 4.1. **Personnel, Regular**
- 4.2. **Approval to Increase Work Hours for Identified Classified Non-Management Position**
- 4.3. **Proclamation for National School Counseling Week (2/6/12 – 2/10/12) and National School Social Work Week (3/4/12 – 3/10/12)**

It was moved and seconded to approve Consent Items.

**Motion:** *El Hajj*                      **Second:** *Ryan*                      **Vote:** 5-0

Mrs. Malin introduced the newly appointed vice principals, DiAnn Albert at PRIDE Academy and Tammy Marble at Rio Seco.

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

President Bartholomew invited comments from the public on any item listed under Discussion and/or Action.

**1.1. Approval of Monthly Financial Report**

Karl Christensen presented the cash flow report and the budget report for the month of December 2011. Administration will continue to monitor each month and bring recommendations to the Board. The budget reflects a \$1.8 million deficit through December 31<sup>st</sup>. However, it does not reflect the transportation reduction, which is being changed to a revenue limit. The next report will have more up-to-date information. Member Ryan moved to approve the Monthly Financial Report.

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

**1.2. Exclusion of Sycamore Canyon from the List of Schools for 2012 Solar Projects**

Mr. Christensen reported at their last meeting the Board voted to move forward with a solar project at Pepper Drive and requested administration to return with additional options for Sycamore Canyon. He explained the restrictions for most of the options at Sycamore Canyon which included space, underground power lines and additional costs for long-distance trenching. Sycamore Canyon is the most financially risky project and we cannot combine the solar project to replace the shade structure. Administration

recommends that Sycamore Canyon be excluded from the solar projects for 2012. This does not preclude the possibility of putting solar at Sycamore Canyon at a later date.

The Board thanked Mr. Christensen for his analysis and agreed that it does not make sense to put solar in at Sycamore Canyon at this time. Member Ryan moved to exclude Sycamore Canyon School from the list of schools for 2012 solar projects.

**Motion: Ryan                      Second: El-Hajj                      Vote: 5-0**

Mr. Christensen also provided an update on SDG&E rates. He spoke with Lemon Grove, a district that got burned by rate increases and also attended the PUC meeting last week. SDG&E rate structure changes are currently being generated to compensate for their losses from the fires. Districts are hearing that it may be more costly to have solar than not having solar. It is disturbing that it is focused on the DGR rate. Mr. Christensen contacted the Center for Sustainable Energy and received a couple of assessments. One said that at some point there is a possibility SDG&E would end up changing the DGR structure but it may be proactive and may not affect those already in the ground. They are receiving pressure to not have school districts experience the exorbitant increases. Mr. Christensen will continue to seek information on the probability and risk. In order to get the CREBS, a decision to move forward and take the risk or not will be needed by the February 21<sup>st</sup> board meeting.

Member Ryan suggested being proactive with SDG&E and contacting Don Parent, who is the East County representative for SDG&E and a member of the Chamber of Commerce. Mr. Christensen said Alpine and Lemon Grove have joined a coalition and he will be checking to see if Santee can join the coalition. Member Ryan believes it would be better for those who do not have solar to ban together to work with SDG&E.

Mr. Christensen will not sign a notice to proceed and Barnhart is on hold until after a decision on February 21<sup>st</sup>. Member El-Hajj asked if The Center for Sustainable Energy will be able to assist us. Mr. Christensen said they can help but will no one knows what the rate structure might be. If they can provide us with the information of what is most likely, it will help us to gage our risk better. Mr. Christensen will continue to investigate and bring as much information as he can to the next Board meeting to assist in their decision.

### **1.3. Final Accounting for Cajon Park Field of Dreams Project and Discussion of Joint Use by City and Sports Leagues**

Karl Christensen reported the financial results for the Cajon Park "Field of Dreams", the replacement turf soccer field near the junior high classroom building. The field has been planted and will be ready for light use in March. The completion of the field is due to the tenacity of the school community making it a \$64,000 project instead of a \$200,000 project. Donations from the community and the school PTA provided \$25,000, \$19,529 came from FEMA reimbursement funds, \$5000 was designated from easement inconvenience fees, and \$8,000 was provided from Cajon Park School budget. The remaining funding gap is \$5,400. Mr. Christensen asked the Board how they would like to pay for the remaining cost that was not covered.

Member Fox said that at the March SPARK meeting he will be recommending the City provide \$3,000 toward the field. The Board directed administration to cover the remaining \$2,400 from capital improvement funds.

Next Mr. Christensen shared some background information about the joint use agreement with the City and that Santee School District currently provides joint use fields at all of our schools. He said the City has an understanding that when the field was replaced it would go back as a joint use field. There are benefits having it used as a joint use field that include the City providing semi-annual maintenance and having people at the schools to keep vandalism down. Mr. Christensen said each turf field increases the maintenance cost to the District.

Member Burns supports joint use with the City. The kids using the fields are our kids, even though it is after school hours. But, he said, if we make a change to our schools, he does not believe the City has the right to demand the school district relocate a field for City use. Member Ryan said we do want to make it clear that if we ever have to remove it from joint use we do not have a responsibility to replace it. This may need to be done officially as an amendment to the joint use agreement.

Board members had consensus that the Cajon Park turf field could be used by the sports leagues under the joint use agreement with the City, providing an agreement/amendment is signed that the District is not held to the requirements of City Ordinance #175 if this field becomes unavailable as a joint use field in the future.

Member Burns asked administration if there has been any damage to the new buildings with the grass fields being so near them. There has been no noticeable damage reported.

Mr. Christensen requested to allow the school sole use of the new field until after spring break. Member Fox said the earliest need would be in August for soccer. Member Burns shared a concern about the fence being outside the perimeter of the parking lot and keeping cars from driving on the grass and field areas. He asked administration for possible consideration to move the fence to the other side of the parking lot. It would also help with locking the campus when teachers need to leave campus during the day.

President Bartholomew said we want to share but he feels we have to be cautious because the of the City's interpretation of City Ordinance #175. He said it may time to have another discussion about the ordinance, what is its purpose, and why the school district would be subject to such an ordinance. Member El-Hajj believes it would be a good discussion to have. Dr. Shaw will begin the discussion with the City Manager.

**2.1. Adoption of Resolution No. 1112-11, Reduction in Classification and/or Work Hours for Identified Classified Non-Management Position**

Minnie Malin reported due to a decline in enrollment in the afterschool program at Pepper Drive there is a need to eliminate a site lead position. This will affect another classified employee that will bump into an assistant site lead position at Pepper Drive. Member Burns asked if that employee would have re-employment rights if enrollment increased. Mrs. Malin said yes, she would return to her current position. Member El-Hajj asked about the decline in enrollment. Pam Brasher, Director, said the decrease is about 20%. Member Burns moved to adopt resolution no. 1112-11 for reduction in classification and/or work hours for an identified Classified non-management position.

**Motion: Burns**

**Second: Fox**

**Vote: 5-0**

**F. BOARD COMMUNICATION**

Member Ryan said she would like the Board to consider nominating someone for Honoring Our Own. She will be in contact with the Board members. Member Ryan also requested that the discussion regarding supporting smoke free parks be put on the next meeting agenda. She believes it would impact the health of kids and given the number of substance abuse issues in the parks, smoke free parks could help with that as well. Member Burns asked that background information be provided for the discussion. Member Ryan asked administration to verify that Santee is the only city in the county that does not have smoke free parks as was reported.

Member Burns reported he toured Hill Creek and noticed the new building is closer to the street than he thought it would be. He is concerned that it may draw kids after hours. He suggested consideration of putting video cameras up. Mr. Christensen said he investigated and said some wiring has already been run in that area. The cost for purchasing cameras is \$1,500 each and a server to store the data is about \$5,000. Member Burns was mostly concerned that the infrastructure be there if needed in the future

Member Burns reported that during a visit to Santee Success Program, once again the topic of dress code came up. The teacher has indicated that every week a large amount of time is spent discussing the dress code. He wished to suggest that Santee Success Program consider having their students wear uniforms, maybe jeans and a collared shirt. As a reward if they all did well during the week, Fridays could be free dress day. Member El-Hajj said every school site spends hours on dress code. Administrating will do an evaluation and return to the Board with a report.

Member El-Hajj attended the Wellness Committee meeting and Cathy Abel shared that a couple of other districts are creating vegetable gardens at their schools and selling their produce to the school district. Mrs. Abel will be looking into it and provide more information about this interesting concept.

Member Fox reported that the Strategic Planning days were great. It was a great group of people and lots of work was accomplished.

President Bartholomew provided all Board members a CSBA Board evaluation packet and asked that each Board member fill out the self-evaluation survey and bring them back to next board meeting for discussion.

Member El-Hajj provided the collaborative answer sheet to the Student Town Hall Forum questions in a draft. She asked Linda to summarize the questions and return for Board review.

The Board was reminded of upcoming dates for Honoring Our Own, Chamber Awards, Strategic Planning leadership meetings, and the Foundation Art Show.

#### **G. CLOSED SESSION**

President Bartholomew 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)  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*  
*Employee Organizations: Classified School Employees Association*
3. **Conference with Legal Counsel—Anticipated Litigation**  
*Significant exposure to litigation pursuant to subdivision (b) of Gov't Code § 54956.9*  
*One potential case.*
4. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

The Board entered closed session at 8:18 p.m.

#### **H. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:35 p.m. No action was reported.

#### **I. ADJOURNMENT**

The February 7, 2012 regular meeting adjourned at 10:35 p.m.

**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 to the Board of Education for 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:

- Establish a staff development program as the cornerstone of effective instructional programs and employee performance.

**FISCAL IMPACT:**

The estimated travel expenses are \$1,401, with additional substitute costs of \$105, 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.
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**Board Travel Report -February 21, 2012**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel
Thursday, 02/16/12	Jera Fusi	PRIDE	Youth and Mental Health Disorders - What Every Adult Should Know	San Marcos	\$105	\$107	Title I	The workshop will provide practical and effective instructional strategies for working with students with mental health disorders.
Wednesday, 02/29/12	Diane Cartier	Cajon Park	International Technology and Persons with Disabilities Conference	San Diego	\$0	\$640	Special Education	This conference will provide training and current information on Augmentative and Alternative Communication (AAC).
Thursday, 04/12/12	Jera Fusi	PRIDE	Cognitive Characters of Children with Autism	National City	\$0	\$36	Title I	This workshop on cognitive character of children with autism will focus on implications for assessment and programming.
<b>Travel Requiring Airfare, Overnight Stay, and/or Out of County</b>								
Wednesday, 02/22/12	Christina Becker Karl Christensen	M&O / Facs Business	State Allocation Board Meeting	Sacramento	\$0 \$0	\$198 \$420	Facilities Modernization Business Services	Ms. Becker and Mr. Christensen will be representing Santee School District as the State Allocation Board considers joint use modernization grant funding for the District.

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants  
 Prepared by Karl Christensen  
 February 21, 2012

**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 2012:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-996649 TO 12-007214	\$1,529,677.41
09 00	N/A	\$0.00
12 06	12-996707	\$69.60
13 00	12-996708 TO 12-007215	\$108,471.81
14 00	N/A	\$0.00
21 09	N/A	\$0.00
<b>21 39 / 21 08</b>	12-996723 TO 12-007217	\$1,100,997.67
25 18	12-996728	\$1,157.07
25 38	N/A	\$0.00
<b>35-00</b>	N/A	\$0.00
40-00	N/A	\$0.00
<b>63 00</b>	12-996729 TO 12-007219	\$1,076.67
		<b>\$2,741,450.23</b>

Student Body Warrants issued for the period of January 2012:

<b>\$4,043.95</b>
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Payroll Warrant #'s beginning 10-076613 through 10-076677 and 10-972347 through 10-973142:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$2,802,028.03
06 00	\$826,864.56
12 06	\$22,116.18
13 00	\$79,680.59
25-18	\$507.45
63 00	\$193,577.61
	<b>\$3,924,774.42</b>

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$6,670,268.60 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

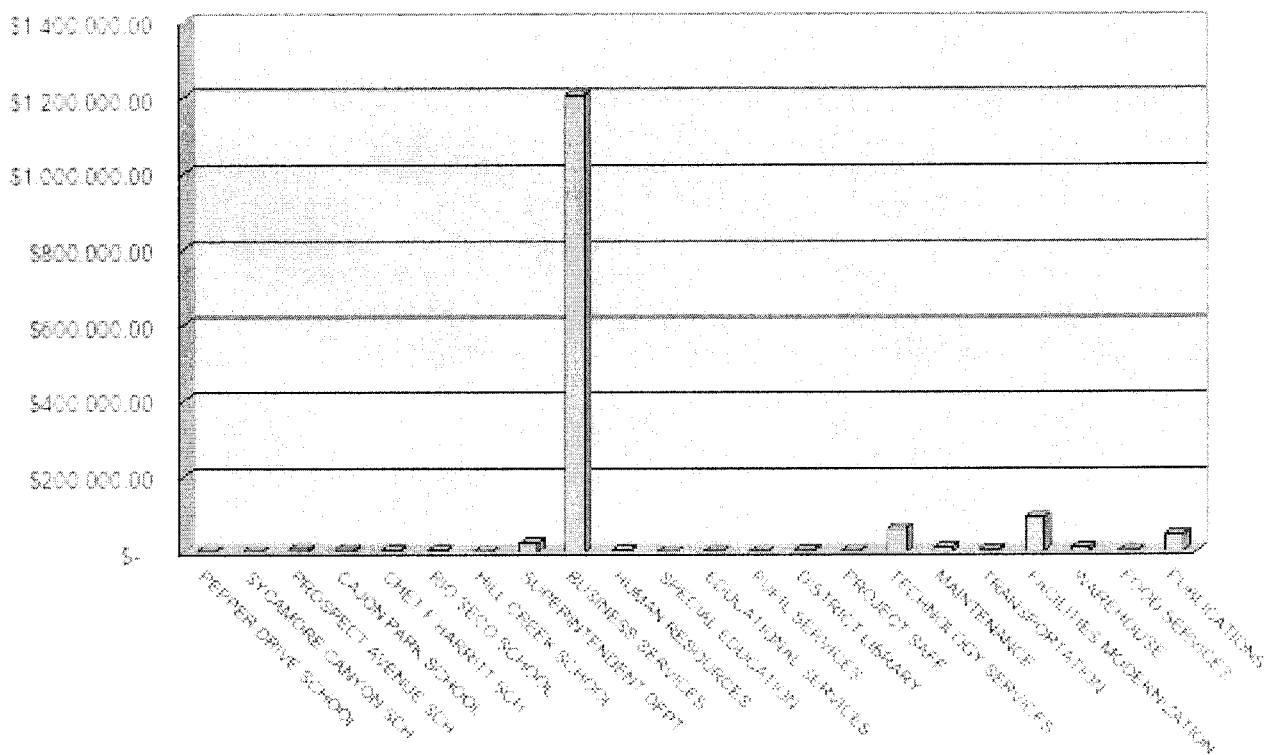
Motion:		Second:		Vote:		Agenda Item D.2.2.
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**BACKGROUND:**

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.

**PURCHASE ORDER REPORT  
 JANUARY 2012**



*The Business Services purchase orders include payments for prior years' retirement incentives.*

**RECOMMENDATION:**

Administration recommends approval of purchase orders #110859 through #110974 issued January 1, 2012 through January 31, 2012.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact of \$1,494,802.53 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.
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**LOCATION LIST 2011-12**

- 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 2012

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
110042	7/7/2011	03-00	STATE OF CALIF. DEPT. OF JUSTICE FINGERPRINTING SERVICES	097	BOARD APPROVED AMOUNT INCREASE ANNUAL P.O.	\$1,500.00 \$1,500.00
					NEW TOTAL	\$3,000.00
110107	7/12/2011	03-00	SPRINT CELL PHONE CHARGES	097	BOARD APPROVED AMOUNT INCREASE ANNUAL P.O.	\$15,840.00 \$5,000.00
					NEW TOTAL	\$20,840.00
110122	7/12/2011	03-00	SUPERINTENDENT OF SCHOOLS DISTRICT BUSINESS CARDS	092	BOARD APPROVED AMOUNT INCREASED ANNUAL P.O.	\$1,200.00 \$500.00
					NEW TOTAL	\$1,700.00
110127	7/12/2011	03-00	HELIX WATER DISTRICT WATER FOR PEPPER DRIVE SITE	097	BOARD APPROVED AMOUNT INCREASED ANNUAL P.O.	\$13,000.00 \$9,200.00
					NEW TOTAL	\$22,200.00
110122	7/13/2011	03-00	GREENBRIER LAWN & TREE GROUNDS/TREE SERVICES	075	BOARD APPROVED AMOUNT INCREASED ANNUAL P.O.	\$10,000.00 \$10,000.00
					NEW TOTAL	\$20,000.00
110596	10/12/2011	13-00	WEBB CLEFF ARCHITURE A & E FOR CNS KITCHEN ROOF	090	ADDITIONAL SERVICES INCREASED P.O.	\$12,500.00 \$2,500.00
					NEW TOTAL	\$15,000.00
110938	1/23/2012	03-00	GTC SYSTEMS INC SUPPORT/SUBSCRIPTION FOR SERVER	092	BOARD APPROVED AMOUNT INCREASED ANNUAL P.O.	\$1,300.00 \$1,501.00
					NEW TOTAL	\$2,801.00

PURCHASE ORDER LISTING - JANUARY 2012  
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
110934	1/20/2012	3	TERESA HERMAN	ASSEMBLY FEES	\$ 350.00	002	PEPPER DRIVE SCHOOL
110935	1/20/2012	3	TERESA HERMAN	ASSEMBLY FEES	\$ 350.00	002	PEPPER DRIVE SCHOOL
110946	1/24/2012	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 14.05	002	PEPPER DRIVE SCHOOL
					<b>TOTAL \$</b>	<b>714.05</b>	<b>PEPPER DRIVE SCHOOL</b>
110886	1/13/2012	3	TROXELL COMMUNICATIONS INC	PROJECT BULB REPLACEMENT	\$ 247.38	004	SYCAMORE CANYON SCH
110914	1/18/2012	3	USS MIDWAY MUSEUM	ADMISSIONS	\$ 336.00	004	SYCAMORE CANYON SCH
110950	1/26/2012	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 89.50	004	SYCAMORE CANYON SCH
					<b>TOTAL \$</b>	<b>672.88</b>	<b>SYCAMORE CANYON SCH</b>
110873	1/9/2012	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 51.97	005	PROSPECT AVENUE SCH
110896	1/17/2012	6	LENOVO (UNITED STATES) INC.	LAPTOP	\$ 4,853.33	005	PROSPECT AVENUE SCH
110897	1/17/2012	6	DELL MARKETING L.P.	LAPTOP STORAGE SAFE	\$ 699.30	005	PROSPECT AVENUE SCH
110898	1/18/2012	6	PC MALLGOV	SOFTWARE LICENSES	\$ 903.10	005	PROSPECT AVENUE SCH
110911	1/18/2012	6	TROXELL COMMUNICATIONS INC	EQUIPMENTS PARTS/REPAIRS	\$ 307.85	005	PROSPECT AVENUE SCH
110928	1/20/2012	3	HARCOURT OUTLINES INC	FUNDRAISER	\$ 237.05	005	PROSPECT AVENUE SCH
110969	1/31/2012	6	STARFALL EDUCATION	MEMBERSHIP 11/12	\$ 220.23	005	PROSPECT AVENUE SCH
110970	1/31/2012	6	TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIPMENT	\$ 525.83	005	PROSPECT AVENUE SCH
					<b>TOTAL \$</b>	<b>7,798.66</b>	<b>PROSPECT AVENUE SCH</b>
110891	1/17/2012	3	BUTTER BRAID SAN DIEGO	6TH GR. CAMP FUNDRAISER - CP	\$ 4,914.00	006	CAJON PARK SCHOOL
110912	1/18/2012	3	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS	\$ 930.00	006	CAJON PARK SCHOOL
110913	1/18/2012	3	CLASSICS FOR KIDS	ADMISSIONS	\$ 900.00	006	CAJON PARK SCHOOL
					<b>TOTAL \$</b>	<b>6,744.00</b>	<b>CAJON PARK SCHOOL</b>
110937	1/23/2012	6	COMPASS LEARNING INC	CLASSROOM MATERIALS	\$ 2,527.88	007	CHET F HARRITT SCH
110958	1/26/2012	3	GENERAL BINDING CORPORATION	LAMINATOR MAINT. AGREEMENT	\$ 267.00	007	CHET F HARRITT SCH
110959	1/27/2012	3	COIT CLEANING & RESTORATION	CLEANING	\$ 461.00	007	CHET F HARRITT SCH
					<b>TOTAL \$</b>	<b>3,255.88</b>	<b>CHET F HARRITT SCH</b>
110869	1/9/2012	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 120.00	008	CARLTON OAKS SCHOOL
110964	1/30/2012	3	SCHOOL NURSE SUPPLY INC	HEALTH OFFICE SUPPLIES	\$ 25.38	008	CARLTON OAKS SCHOOL
110966	1/31/2012	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 92.49	008	CARLTON OAKS SCHOOL
					<b>TOTAL \$</b>	<b>237.87</b>	<b>CARLTON OAKS SCHOOL</b>
110864	1/6/2012	3	UNITED PARCEL SERVICE	RETURN SHIPPING CHARGES	\$ 12.26	009	RIO SECO SCHOOL
110867	1/9/2012	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 139.00	009	RIO SECO SCHOOL
110868	1/9/2012	3	SEA WORLD OF CALIFORNIA	ADMISSIONS	\$ 1,063.75	009	RIO SECO SCHOOL
110876	1/11/2012	6	DELL MARKETING L.P.	PRINTER	\$ 240.19	009	RIO SECO SCHOOL
110894	1/17/2012	6	LENOVO (UNITED STATES) INC.	LAPTOP	\$ 896.94	009	RIO SECO SCHOOL

110895	1/17/2012	6	PC MALLGOV	SOFTWARE LICENSE	\$	41.59	009	RIO SECO SCHOOL
110944	1/24/2012	3	GSDMC	REGISTRATION FEES	\$	135.00	009	RIO SECO SCHOOL
110947	1/24/2012	3	MISSION SAN LUIS REY	ADMISSIONS	\$	492.00	009	RIO SECO SCHOOL
					<b>TOTAL \$</b>	<b>3,020.73</b>		<b>RIO SECO SCHOOL</b>
110866	1/9/2012	3	TROXELL COMMUNICATIONS INC	PROJECTOR	\$	565.69	010	HILL CREEK SCHOOL
110892	1/17/2012	3	READ NATURALLY INC	ANNUAL TECH SUPPORT	\$	349.00	010	HILL CREEK SCHOOL
110967	1/31/2012	3	JONES SCHOOL SUPPLY CO INC	AWARDS	\$	8.74	010	HILL CREEK SCHOOL
					<b>TOTAL \$</b>	<b>923.43</b>		<b>HILL CREEK SCHOOL</b>
110924	1/18/2012	3	HAINES CTR FOR STRATEGIC MGMT	STRATEGIC PLANING SERVICES	\$	24,000.00	062	SUPERINTENDENT DEPT
					<b>TOTAL \$</b>	<b>24,000.00</b>		<b>SUPERINTENDENT DEPT</b>
110874	1/9/2012	3	6 OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	\$	1,706.55	064	BUSINESS SERVICES
110887	1/13/2012	3	KANSAS STATE BANK	MODULAR UNIT AT HC FOR OOST	\$	20,169.78	064	BUSINESS SERVICES
110888	1/13/2012	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVES	\$	1,183,769.58	064	BUSINESS SERVICES
110893	1/17/2012	3	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES - ALL SITES	\$	527.57	064	BUSINESS SERVICES
110951	1/26/2012	3	OFFICE DEPOT INC	SUPPLIES	\$	64.64	064	BUSINESS SERVICES
					<b>TOTAL \$</b>	<b>1,206,238.12</b>		<b>BUSINESS SERVICES</b>
110943	1/24/2012	3	SHARP REES-STEALY MEDICAL	EXAMINATION	\$	262.50	065	HUMAN RESOURCES
110963	1/30/2012	3	SCSEBA	COBRA PAYMENTS	\$	2,794.08	065	HUMAN RESOURCES
110972	1/31/2012	3	ALTON, LYNDEE	REIMBURSE FOR COBRA PYMTS	\$	221.84	065	HUMAN RESOURCES
110973	1/31/2012	3	CARTWRIGHT, GARY	REIMBURSE FOR COBRA PYMTS	\$	72.50	065	HUMAN RESOURCES
110974	1/31/2012	3	TYNDALL, POLLY	REIMBURSE FOR COBRA PYMTS	\$	221.84	065	HUMAN RESOURCES
					<b>TOTAL \$</b>	<b>3,572.76</b>		<b>HUMAN RESOURCES</b>
110871	1/9/2012	6	GROSSMONT UNION HIGH	SPEC ED TRANSPORTATION	\$	475.00	067	SPECIAL EDUCATION
					<b>TOTAL \$</b>	<b>475.00</b>		<b>SPECIAL EDUCATION</b>
110890	1/13/2012	3	EDUCATIONAL DATA SYSTEMS INC	TESTING SUPPLIES	\$	850.00	068	EDUCATIONAL PROJECTS
110872	1/9/2012	6	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	\$	120.00	069	EDUCATIONAL SERVICES
110878	1/11/2012	6	CDW GOVERNMENT INC	SOFTWARE LICENSES	\$	90.94	069	EDUCATIONAL SERVICES
					<b>TOTAL \$</b>	<b>1,060.94</b>		<b>EDUCATIONAL SERVICES</b>
110870	1/9/2012	6	EWG MINISTRIES & GARMENT PTG	T-SHIRT PRINTING	\$	612.41	070	PUPIL SERVICES
					<b>TOTAL \$</b>	<b>612.41</b>		<b>PUPIL SERVICES</b>
110915	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS - CP	\$	648.81	071	DISTRICT LIBRARY
110916	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS - CO	\$	1,050.00	071	DISTRICT LIBRARY
110917	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	516.68	071	DISTRICT LIBRARY
110918	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	481.06	071	DISTRICT LIBRARY
110919	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	975.00	071	DISTRICT LIBRARY
110920	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	600.00	071	DISTRICT LIBRARY
110921	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	1,125.00	071	DISTRICT LIBRARY

110922	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	450.00	071	DISTRICT LIBRARY
110923	1/18/2012	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	600.00	071	DISTRICT LIBRARY
					<b>TOTAL \$</b>	<b>6,446.55</b>		<b>DISTRICT LIBRARY</b>
110875	1/9/2012	63	OFFICE DEPOT INC	OFFICE SUPPLIES - PROJ. SAFE	\$	116.80	072	PROJECT SAFE
110940	1/23/2012	63	DELL MARKETING L.P.	PRINTERS	\$	628.71	072	PROJECT SAFE
110941	1/24/2012	6	DELL MARKETING L.P.	COMPUTER KEYBOARDS	\$	215.39	072	PROJECT SAFE
110965	1/31/2012	63	ENTERTAINMENT PUBLICATIONS LLC	FUNDRAISER - PROJ. SF - CFH	\$	721.00	072	PROJECT SAFE
					<b>TOTAL \$</b>	<b>1,681.90</b>		<b>PROJECT SAFE</b>
110925	1/19/2012	3	SCHOOLWIRES, INC.	DISTRICT WEBSITE SVCS 11-12 FY	\$	13,750.00	073	TECHNOLOGY SERVICES
110938	1/23/2012	3	GTC SYSTEMS INC	SUPPORT/SUBSCRIPTION RENEWAL	\$	2,801.00	073	TECHNOLOGY SERVICES
110960	1/27/2012	3	SEHI/PROCOMP COMPUTER PRODUCTS	PROJECTORS	\$	44,500.75	073	TECHNOLOGY SERVICES
110961	1/27/2012	3	DELL MARKETING L.P.	TONER CARTRIDGES	\$	333.04	073	TECHNOLOGY SERVICES
					<b>TOTAL \$</b>	<b>61,384.79</b>		<b>TECHNOLOGY SERVICES</b>
110859	1/3/2012	6	SCHOOLEDUDE.COM INC	M&O WORK ORDER SYSTEM 11/12	\$	5,971.50	075	MAINTENANCE
110860	1/3/2012	6	STATE OF CALIFORNIA	LIFT ELEVATOR PERMIT FEES - CP	\$	125.00	075	MAINTENANCE
110861	1/4/2012	6	STATE OF CALIFORNIA	PASS. ELEV. PERMIT FEES - CP	\$	225.00	075	MAINTENANCE
110945	1/24/2012	6	DECKER EQUIPMENT	STUDENT CHAIR PARTS	\$	332.92	075	MAINTENANCE
110953	1/26/2012	6	UNITED PARCEL SERVICE	FREIGHT CHARGES	\$	117.50	075	MAINTENANCE
110954	1/26/2012	3	MISSION VALLEY LANDSCAPE CO	DG LABOR/MATERIALS - PA	\$	1,095.00	075	MAINTENANCE
110955	1/26/2012	3	MISSION VALLEY LANDSCAPE CO	DG LABOR / MATERIALS - PA	\$	1,444.00	075	MAINTENANCE
110957	1/26/2012	3	AMERICAN CHEMICAL & SANITARY	CUSTODIAL SUPPLIES	\$	92.93	075	MAINTENANCE
110968	1/31/2012	6	ADVANCE PLUMBING CO	PLUMBING REPAIRS - HC	\$	1,764.08	075	MAINTENANCE
					<b>TOTAL \$</b>	<b>11,167.93</b>		<b>MAINTENANCE</b>
110900	1/18/2012	6	RELIABLE TIRE INC	HAZARDOUS WASTE DISPOSAL	\$	99.00	076	TRANSPORTATION
110901	1/18/2012	6	INTERSTATE BATTERY OF	REPAIRS/MAINT. M&O VEHICLE	\$	106.62	076	TRANSPORTATION
110902	1/18/2012	6	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$	1,583.34	076	TRANSPORTATION
110904	1/18/2012	6	EW TRUCK & EQUIPMENT CO INC	TESTING - DIESEL VEHICLES	\$	600.00	076	TRANSPORTATION
110905	1/18/2012	6	SCHOOL BUS PARTS COMPANY	BUS REPAIRS & MAINTENANCE	\$	62.02	076	TRANSPORTATION
110906	1/18/2012	6	SAN DIEGO FRICTION PRODUCTS	BUS REPAIRS & MAINTENANCE	\$	786.24	076	TRANSPORTATION
110907	1/18/2012	6	ALL STAR GLASS	BUS REPAIRS & MAINTENANCE	\$	100.94	076	TRANSPORTATION
110908	1/18/2012	6	MIRAMAR TRUCK CENTER	BUS / VEHICLES REPAIRS/MAINT.	\$	1,089.76	076	TRANSPORTATION
110909	1/18/2012	6	SWRCB FEES	ANNUAL PERMIT FEES - SWPPPS	\$	1,359.00	076	TRANSPORTATION
110910	1/18/2012	3	MASON'S SAW & LAWNMOWER	M&O EQUIPMENT REPAIRS	\$	5.97	076	TRANSPORTATION
					<b>TOTAL \$</b>	<b>5,792.89</b>		<b>TRANSPORTATION</b>
110862	1/5/2012	21	39 HENDRIX CALIFORNIA SCHOOL	LCP SERVICES - HC ADDITION	\$	30,000.00	077	FACILITIES MODERNIZATION
110863	1/5/2012	21	39 PORTABLE STORAGE CORP	RENTAL STORAGE UNITS - CFH	\$	275.00	077	FACILITIES MODERNIZATION
110865	1/6/2012	21	39 DEPARTMENT OF GENERAL SERVICES	DSA PLAN CHECK FEES - HC ADD'N	\$	1,892.36	077	FACILITIES MODERNIZATION

110877	1/11/2012	21	39	WESTERN ENVIRONMENTAL & SAFETY	ASBESTOS REMOVAL - PD	\$	5,925.00	077	FACILITIES MODERNIZATION
110879	1/11/2012	40		WEBB CLEFF ARCHITECTURE	A&E - SOLAR PROJECTS - 8 SITES	\$	44,000.00	077	FACILITIES MODERNIZATION
110929	1/20/2012	21	39	DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - RS PORTABLES	\$	3,300.00	077	FACILITIES MODERNIZATION
110930	1/20/2012	21	39	PADRE DAM MUNICIPAL WATER	PLAN CHECK FEES RS SPLIT IRRIG	\$	2,200.00	077	FACILITIES MODERNIZATION
110931	1/20/2012	21	39	COUNTY OF SAN DIEGO	PLAN CHECK FEES RS SPLIT IRRIG	\$	426.00	077	FACILITIES MODERNIZATION
110932	1/20/2012	21	39	PADRE DAM MUNICIPAL WATER	PLAN CHECK FEES CH SPLIT IRRIG	\$	2,200.00	077	FACILITIES MODERNIZATION
110933	1/20/2012	21	39	COUNTY OF SAN DIEGO	PLAN CHECK FEES CH SPLIT IRRIG	\$	426.00	077	FACILITIES MODERNIZATION
						<b>TOTAL</b>	<b>\$ 90,644.36</b>		<b>FACILITIES MODERNIZATION</b>
110880	1/12/2012	3		UNITED HEALTH SUPPLIES	STORES SUPPLIES	\$	66.81	078	WAREHOUSE
110881	1/12/2012	3		MAINTEX INC	STORES SUPPLIES	\$	2,478.25	078	WAREHOUSE
110882	1/12/2012	3		SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	65.23	078	WAREHOUSE
110883	1/12/2012	3		AMERICAN CHEMICAL & SANITARY	STORES SUPPLIES	\$	642.19	078	WAREHOUSE
110885	1/13/2012	3		SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	366.69	078	WAREHOUSE
110899	1/18/2012	3		SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	54.36	078	WAREHOUSE
110926	1/19/2012	3		UNITED HEALTH SUPPLIES	STORES SUPPLIES	\$	185.87	078	WAREHOUSE
110927	1/19/2012	3		CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	1,134.61	078	WAREHOUSE
110942	1/24/2012	3		SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	66.68	078	WAREHOUSE
110952	1/26/2012	3		AMERICAN CHEMICAL & SANITARY	STORES SUPPLIES	\$	560.30	078	WAREHOUSE
110956	1/26/2012	3		MAINTEX INC	STORES SUPPLIES	\$	1,325.06	078	WAREHOUSE
110962	1/30/2012	3		AMERICAN CHEMICAL & SANITARY	STORES SUPPLIES	\$	3,360.45	078	WAREHOUSE
						<b>TOTAL</b>	<b>\$ 10,306.50</b>		<b>WAREHOUSE</b>
110903	1/18/2012	13		EW TRUCK & EQUIPMENT CO INC	TESTING - CNS VEHICLES	\$	120.00	090	FOOD SERVICES
110936	1/23/2012	13		MAYER REPORGRAPHICS, INC.	PRINTING - CNS ROOF BID	\$	1,000.00	090	FOOD SERVICES
110948	1/26/2012	13		PC MALLGOV	SOFTWARE LICENSE	\$	41.59	090	FOOD SERVICES
110949	1/26/2012	13		DELL MARKETING L.P.	COMPUTER	\$	556.53	090	FOOD SERVICES
110971	1/31/2012	13		SAN DIEGO DAILY TRANSCRIPT	CNS ROOF NOTICE TO BID	\$	316.40	090	FOOD SERVICES
						<b>TOTAL</b>	<b>\$ 2,034.52</b>		<b>FOOD SERVICES</b>
110884	1/12/2012	3		KONICA MINOLTA BUSINESS	LARGE PUBS COPIER	\$	38,016.36	092	PUBLICATIONS
110889	1/13/2012	3		KONICA MINOLTA BUSINESS	MAINT. AGREEMENT - PUB COPIER	\$	8,000.00	092	PUBLICATIONS
						<b>TOTAL</b>	<b>\$ 46,016.36</b>		<b>PUBLICATIONS</b>

\$ 1,494,802.53



**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:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

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

Date	Number	Name	Memo	Amount
02/06/12	22233	Bolton & Company Insurance	6th Grade Camp Insurance- Cajon Park and Carlton Oaks	133.80
		Total Checks Written		\$133.80
		Total to be Reimbursed		\$133.80

**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 the 6 <sup>th</sup> Grade Camp Program (2 camperships)	\$468.00	Jess Scheneman	PRIDE Academy at Prospect Avenue School
Funds to Purchase Library Books	\$750.00	Santee School District Foundation – “Stuff the Turkey” Fundraiser	Rio Seco School
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$422.35	Rio Seco PTSA	Rio Seco School
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$1,640.35</b>		

**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:

- Assure the highest level of educational achievement for all students.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The donation above is valued at \$1,640.35.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item D.2.5.
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**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 goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**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.
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**Consultants and General Service Providers Report  
February 21, 2012**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
University of California (Howard Taras, M.D.)	General Service Provider	Review Student records for Medi-Cal Necessity Regarding Speech / Language Services	2/1/12 - 2/10/12	\$60.00	LEA Medi-Cal	Independent Contractor
Karen Rohrs	Consultant	Professional Development - Reading Instruction	3/19/12 - 3/23/12	\$3,000.00	Superintendent's Office	Independent Contractor
Stella Cuevas	Consultant	Leader for Spanish Club at Hill Creek School	3/7/12 - 6/26/12	\$1,500.00	SLIB	Employee

Consent Item D.2.7.  
Prepared by Karl Christensen  
February 21, 2012

Approval of Western Environmental & Safety  
Technologies Inc. for Asbestos Reporting  
Update per AHERA Regulations

**BACKGROUND:**

Schools are required to update information regarding asbestos building materials within all facilities and provide a report every three years in accordance with the Asbestos Hazardous Emergency Response Act (AHERA). The last report was done over Summer 2009 and is therefore due for an update.

Since many schools have had asbestos materials removed and abated as part of the modernization construction, an update will be very beneficial and easy to do with the data accumulated over the past five years from the construction program of sampling testing and removal monitoring. Western Environmental & Safety Technologies, Inc. (WEST) has provided excellent services for the past few years to Santee School District in addition to doing past years AHERA reporting. WEST has provided a proposal of \$2,425. The work is to be accomplished over the Summer and to be available for public review and availability in Fall 2012.

**RECOMMENDATION:**

It is recommended that the Board of Education approve Western Environmental & Safety Technologies, Inc. for reporting per AHERA regulations of all school facilities building components.

This recommendation supports the following District goal(s):

- Provide facilities that optimize the learning environment for all students.

**FISCAL IMPACT:**

The fiscal impact is \$2,425 to be paid from the Restricted Routine Maintenance Fund.

**STUDENT ACHIEVEMENT IMPACT:**

Strong, positive relationships exist between overall building conditions, a positive learning environment, and student achievement.

Motion:		Second:		Vote:		Agenda Item D.2.7.
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**BACKGROUND:**

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

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

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

While each school has its own plan, School Site Councils drew from and referenced appropriate parts of the District Parent Handbook, school parent handbook, school student handbook, various governing board policies/administrative regulations as appropriate, and the School Emergency Response Procedures document otherwise known as the Red Book. In the interest of minimizing cost, these documents were not copied for each school for the board agenda; a copy of each document will be available at the board meeting for Board or audience review.

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

- Provide facilities that optimize the learning environment for all students.

**FISCAL IMPACT:**

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

**ACADEMIC ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item D.3.1.



**BACKGROUND:**

The District Calendar Committee, comprised of representatives from the employee associations, district administration, parents, and members of the Board, met to consider several options of school calendars for the 2012-2013 school year. Concerns addressed by the committee included recommended calendars from surrounding districts, the State testing window, and appropriate and traditional breaks.

The recommended option from the committee reflects these significant dates:

- Students' first day – Monday, August 27
- Non-school professional development day – Monday, September 24
- Thanksgiving break – November 19 - 23
- Parent conference week – December 10 - 14 (modified student days - the recommendation does not include a non-student day)
- Winter break - December 24 – January 4
- Non-school professional development day – Monday, January 7
- Staff and students return from winter break – Tuesday, January 8
- Spring break – March 25 – April 5
- Last day of school – Wednesday, June 19

**RECOMMENDATION:**

It is recommended that the Board of Education approve the proposed school calendar for the 2012-2013 school year.

This recommendation supports the following district goal:

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Not applicable.

# Santee School District 2012-2013 School Calendar

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

	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		

12/24-1/4 WINTER BREAK  
 1/1 NEW YEAR'S DAY  
 1/7 Professional Day - NO SCHOOL  
 1/8 Classes resume  
 1/21 MARTIN LUTHER KING DAY

		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  
 8/8 VPs return  
 8/14 School offices open to public  
 8/22 Teachers return  
 8/23 10-mo employees return  
 8/27 Students return  
 8/27 9-mo employees return

				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		

2/11 LINCOLN'S DAY  
 2/18 WASHINGTON'S DAY

						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						

9/3 LABOR DAY  
 9/24 Professional Day - NO SCHOOL

				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						

3/12 End of 2nd Trimester (60 days)  
 3/25-3/29 SPRING BREAK  
 3/29 LOCAL HOLIDAY

	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			

11/12 VETERANS' DAY  
 11/19-11/23 THANKSGIVING BREAK  
 11/21 HOLIDAY in lieu of Admissions' Day (except Project SAFE)  
 11/22 THANKSGIVING DAY  
 11/23 LOCAL HOLIDAY  
 11/28 End of 1st Trimester (60 days)

	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				

4/1-4/5 SPRING BREAK  
 4/8 Classes resume

				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	

12/10-12/14 Parent/Tchr conf; modified days  
 12/24-1/4 WINTER BREAK  
 12/26 Project SAFE ONLY - Holiday in lieu of Admissions' Day  
 12/24 LOCAL HOLIDAY  
 12/25 CHRISTMAS DAY HOLIDAY  
 12/31 LOCAL HOLIDAY

				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

5/27 MEMORIAL DAY Observance

						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					

6/19 End of 3rd trimester (60 days)  
 6/19 Last school day; minimum day  
 6/19 9-mo emp last workday  
 6/21 10-mo emp last workday  
 6/26 Vice Principals  
 6/28 11-mo emp last workday  
 6/28 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.4.3.  
Prepared by Minnie Malin  
February 21, 2012

Approval of New Certificated-Management Job  
Description for Coordinator of Curriculum,  
Instructional Technology, and Media Services  
and Appointment of Coordinator

**BACKGROUND:**

In 2010, Santee School District's Educational Services Department went through a department downsizing re-organization in order to adjust to District budgetary challenges. As management roles have continued to be modified over the past two years, administration recognizes the need to merge responsibilities once held by other management staff.

Administration has prepared a new job description, attached for Board and public review, combining the duties of a curriculum and an instructional technology coordinator as well as adding duties for media services. Dr. Laura Spencer, the current Coordinator of Instructional Technology, has taken on these responsibilities within the department. Therefore, administration recommends the appointment of Dr. Spencer to this new Coordinator position.

**RECOMMENDATION:**

Administration recommends approval of the new job description for the Coordinator of Curriculum, Instructional Technology, and Media Services and the appointment of Dr. Laura Spencer to the new position.

This recommendation supports the following District goals:

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

**FISCAL IMPACT:**

The appointment of Dr. Laura Spencer to this new Coordinator role will not incur any additional costs to the District.

**STUDENT ACHIEVEMENT IMPACT:**

It is the District's intention to provide support for staff and students to meet educational and other relevant needs.

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

Agenda Item D.4.3.

SANTEE SCHOOL DISTRICT

**COORDINATOR, CURRICULUM, INSTRUCTIONAL TECHNOLOGY, AND  
MEDIA SERVICES**

**JOB SUMMARY:**

The Coordinator of Curriculum, Instructional Technology, and Media Services, a certificated management position under the direction of the Director of Educational Services, is responsible for the implementation and coordination of curriculum development, instructional materials adoptions, and integrated technology within instructional delivery. In addition, the Coordinator implements and supervises certificated professional development to ensure the maintenance of high standards of instruction across the District. Professional development includes modeling and coaching techniques with “just in time” learning for teachers and site administrators. Other responsibilities and duties, as assigned by the Director of Educational Services, are also performed.

**EXAMPLES OF DUTIES AND RESPONSIBILITIES:**

1. Collaborates with the Director of Educational Services to establish the vision, goals and objectives for professional development programs that support high quality instructional practices in classrooms.
2. Researches best instructional practices and works with certificated staff to pilot and implement these practices.
3. Meets regularly with administrators and teachers to establish future goals and identify specific training needs of District personnel.
4. Coordinates the establishment of procedures, timelines, assignment of workshop sites, and all other practical elements of professional development.
5. Works with designated committees of teachers, site administrators, and other stakeholders in specific programs and projects.
6. Works in partnership with the Director of Educational Services, the Director of Information Systems Technology, as well as District stakeholders, in creating, implementing, sustaining and expanding the District Technology Plan.
7. Coordinates district-wide integrated instructional technology programs. Models effective instructional design and integration of instructional technology.
8. Actively delivers “just in time” and “on demand” online as well as group professional development for principals, teachers and classified instructional staff.
9. Supports instructional material selection committees with integrated technology outcomes and practices according to district administrative regulations and procedures.
10. Seeks, implements, monitors and evaluates various grant projects.
11. Supports strong community, business, educational and private partnerships, alliances and strategies. The benefits from these partnerships will provide sustainability to the instructional and technology advantages of the various grant programs.
12. Understands and supports outcomes associated with inquiry based education.
13. Curates digital resources for classroom teachers and administrators.
14. Oversees the District Library and associated budgets.
15. Supports administrators in developing site technology plans.

COORDINATOR, CURRICULUM, INSTRUCTIONAL TECHNOLOGY, AND MEDIA SERVICES

Page 2

EXAMPLES OF DUTIES AND RESPONSIBILITIES (continued):

16. Provides resources to parent education programs on technology.
17. Interprets and presents professional development program objectives, results and needs to District staff, Board of Education, civic and parent groups, teacher training institutions, and others.
18. Assists in the evaluation of instructional program effectiveness.
19. Assists administration in the preparation and administration of centralized technology project budgets supporting integrated technology instruction.
20. Works closely with vendors and suppliers to promote the best utilization of District resources.
21. Assumes other responsibilities as assigned by the Superintendent or designee.

EMPLOYMENT STANDARDS:

Education: Master's degree is required; advanced education in educational technology and curriculum and instruction is preferred.

Experience: Minimum five (5) years of experience as a classroom teacher at K-8 level is preferred. Increasing levels of experience in the areas of instructional coaching, integrated technology, professional development, grant writing, and implementation and innovation.

Credential(s): Appropriate California teaching credential authorizing service in grades K-8 and administrative credential(s).

Knowledge and Abilities:

Possesses knowledge of instructional delivery, curriculum development, research-proven instructional practices, successful professional development practices, technology integration, interpersonal skills and organizational skills. Has successfully demonstrated the ability to lead groups, has a high level of professional development skills, analyzes situations and needs, carries out directives and communicates effectively. Understands the various components of the technology environment: software, hardware, infrastructure and digital-web interface. Possesses exemplary presentation skills.

Work Year: 200 days

Salary: Coordinator Level

ADOPTED:

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 2012 Delegate Assembly Election

Prepared by Dr. Pat Shaw  
February 21, 2012

**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 nine vacancies in Region 17 and the Board may vote for no more than nine 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 nine 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 **THURSDAY, MARCH 15, 2012**. 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 2012 DELEGATE ASSEMBLY BALLOT  
 REGION 17  
 (San Diego County)

Number of vacancies: 9 (Vote for no more than 9 candidates)

*Delegates will serve two-year terms beginning April 1, 2012 – March 31, 2014*

*\*denotes incumbent*

- |   |   |
|---|---|
| <input type="checkbox"/> Comischell Bradley-Rodriguez (Del Mar Union SD)* | <input type="checkbox"/> Raqual Marquez Maden (San Ysidro ESD)* |
| <input type="checkbox"/> Katie Dexter (Lemon Grove SD)*                   | <input type="checkbox"/> Dawn Perfect (Ramona USD)              |
| <input type="checkbox"/> James Grier, Jr. (National SD)*                  | <input type="checkbox"/> Jay Petrek (San Marcos USD)            |
| <input type="checkbox"/> Barbara Groth (San Dieguito Union HSD)*          | <input type="checkbox"/> Anne Renshaw (Fallbrook Union ESD)*    |
| <input type="checkbox"/> Steve Lilly (Vista USD)*                         | <input type="checkbox"/> Richard C. Smith (Bonsall Union SD)    |
| <input type="checkbox"/> Dan Lopez (Ramona USD)*                          |   |

\_\_\_\_\_  
*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.*



**BACKGROUND:**

This item has been placed on the Board agenda for discussion at the request of Board Member Ryan. Administration provides the following information for reference:

- Santee is the only city in San Diego County that does not have smoke free parks.
- All San Diego County parks are smoke free.
- \*California Health and Safety Code 104495 prohibits smoking at all "Playgrounds" and "Tot Lots" whether public or private. This includes the children's playground areas at Santee City parks.
- The City of Santee has agreed to post signage at the playground areas in all City parks recognizing California Health and Safety Code 104495. The American Cancer Society, in collaboration with Santee Solutions, is providing the signs.
- Santee Solutions, supported by a Drug Free Communities grant, actively works to address substance abuse prevention in our community by decreasing access and environmental change policies.
- Santee Solutions surveyed Santee residents at the Street Fair and found 84% of the respondents said they were in favor of smoke free parks.
- A survey conducted by the City of Santee determined that although tobacco was allowed at some venues, most youth sporting leagues do not condone the use of tobacco.
- All youth sporting events on Santee School District property are smoke free.
- Smoking is allowed at the Sportsplex, which is considered an adult venue,

Action is at the pleasure of the Board.

\* California Health and Safety Code 104495. Smoking is prohibited in the following public areas: 1) "Playground" means any park or recreational area specifically designed to be used by children that has play equipment installed, or any similar facility located on public or private school grounds, or on city, county, or state park grounds. (2) "Tot lot sandbox area" means a designated play area within a public park for the use by children under five years of age. Where the area is not contained by a fence, the boundary of a tot lot sandbox area shall be defined by the edge of the resilient surface of safety material, such as concrete or wood, or any other material surrounding the tot lot sandbox area.

**RECOMMENDATION:**

This item is for discussion by the Board of Education. Any action is at the pleasure of the Board.

**FISCAL IMPACT:**

There is no known fiscal impact to any action the Board may take on this item.

**STUDENT ACHIEVEMENT:**

There is no direct or proven impact to student achievement based on this item.

## **BACKGROUND:**

Over the course of the last 3 months, the possibility of initiating Solar Projects during 2012 has been discussed and analyzed. The Board of Education approved moving forward with the following projects:

- Carlton Hills: Solar Shade Structure(s) to replace current lunch shade structures
- Carlton Oaks: Solar Shade Structure over asphalt playground at the back of the school
- Cajon Park: Roof mounted solar panels on the new Junior High 18 classroom addition
- Chet F. Harritt: Solar Shade Structure over asphalt playground at the back of the school
- PRIDE Academy: Roof mounted solar panels on Building D at the back of the school
- Pepper Drive: Solar Shade Structure to replace current lunch shade structures
- Rio Seco: Solar Shade Structure over asphalt playground at the back of the school

Recently, San Diego Gas & Electric ("SDG&E") submitted documents to the Public Utility Commission ("PUC") to raise rates in various categories to generate an additional \$1.1 billion in revenue. One of the tariff rate structures up for review and revision is DG-R which is the rate structure used by school districts when solar is implemented. SDG&E's current proposal would make implementation of solar considerably more costly and may completely eliminate any financial benefit for this alternative source. It is also important to note that SDG&E's proposal contains significant increases for those on the ALTOU tariff rate, which is the one the District is on without implementation of solar.

The final outcome of SDG&E's proposal and the PUC's decision may not be known until November or December of 2012, past the time when the District must issue CREBs (October 2012) and make a decision for installing solar during the summer when students are not in session (February 2012).

Administration has discussed the potential rate changes with the California Center for Sustainable Energy, the Public Relations Manager for SDG&E in the East County, and an attorney from Best, Best, & Krieger who is leading a coalition of 10 public entities to inform SDG&E and the PUC regarding the potential impacts of the rate increases for school districts. While these individuals have spoken with some optimism regarding SDG&E's understanding of the negative impacts on school districts with significant

investments in solar and their willingness to engage in productive discussions, it is still too early in the process to know what the probable outcome will be.

SDG&E is re-filing their rate case on February 17, 2012 and some analysis will be completed by February 24, 2012. However, more definitive information may not be available until June when the PUC has directed for settlements with parties to be completed.

Because of the continuing uncertainty that surrounds this rate case, Administration recommends putting the 2012 Solar Projects on hold until more definitive information can be obtained and analyzed for financial impact. If the probable outcome becomes more favorable and the process is re-started, the construction schedule will be impacted requiring some work to be done when school is in session. This may increase costs but the actual impact for this delay will not be known until the time for evaluating the benefits of restarting draws closer.

**RECOMMENDATION:**

It is recommended that the Board of Education suspend design and implementation work on 2012 Solar Projects until more definitive information becomes available regarding the financial impact of SDG&E proposed rate changes for solar customers.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.
- Provide facilities that optimize the learning environment for all students.

**FISCAL IMPACT:**

- Estimated Project Costs = \$2.3 million
- Estimated Average Annual Debt Service Payments for 19 years = \$164,000
- Estimated California Solar Initiative Payments = \$216,000
- Estimated Cumulative Net Present Value of Cash Flows at end of CREBs repayment period = -\$119,000

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Discussion and/or Action Item Number E.2.2.  
Prepared by Karl Christensen  
February 21, 2012

Adoption of Resolution #1112-13  
to Participate in County Treasury's  
Cross Fiscal Year Temporary Transfer  
of Funds Program

## **BACKGROUND:**

Due to the State's continued and escalating reliance on apportionment deferrals to deal with their own cash flow issues, school districts across the State experience severe shortages of cash at various times during the year. The amount of apportionments the State defers into the subsequent fiscal year is now over \$10 billion and Santee School District's portion of that is over \$8 million.

Although the District has made great strides in accumulating and maintaining large budget reserves to guard against the current climate of unprecedented uncertainty and instability, the amount of cash reserves is significantly less than budget reserves and quickly reaching the point of insufficiency. At the end of the 2010-11 fiscal year, the District had budget reserves of over \$11 million (27% of total General Fund outgo) but only \$3.9 million (9% of total General Fund outgo or approximately 1 month's payroll) was in the form of spendable cash. The difference was due to booking of an Accounts Receivable for money the State owed but would not pay in cash until the first 3 months of 2011-12.

School districts have limited options for short term borrowing of cash to address shortages. These include the following:

- Temporary transfer from other available funds within the District
- Issuing Tax Revenue Anticipation Notes (TRANS)
- Borrowing from the County Office of Education to the extent funds are available (not currently available)
- Borrowing from the County Treasury Pool

The District issued a TRANS of \$1.3 million at the beginning of this fiscal year but it must be paid off in April. Current Cash Flow Projections indicate the District will need a total of approximately \$4.5 million in additional cash to meet payment obligations in May and June. With \$2.8 million available in Fund 17, an additional \$1.7 million may be needed. The balance of Capital Improvement Program funds and that available in Fund 13 (Child Nutrition) and Fund 63 (Enterprise Fund for Out of School Time Programs) may provide enough funds to fill the gap. However, because the District is operating towards the maximum end of cash risk, it is best to have maximum flexibility. Therefore, Administration recommends putting the mechanisms in place to allow use of a County Treasury loan, should the need arise.

The District would have to initiate the documents necessary to transfer the funds by Mid-April in order for the funds to be transferred by the end of April, the final date allowed for a cross fiscal year loan. Administration will continue to review and refine cash flow projections through that time in order to determine the amount, if any, of County Treasury loan proceeds that would be needed to cover cash deficits in May and June.

The interest costs for the temporary transfer range between 10 and 13 basis points (0.10% to 0.13%). The maximum loan amount that can be outstanding at June 30 is approximately \$6.6 million, well above the amount needed. The interest costs for the maximum amount available would be approximately \$2,200 to \$2,900. The interest costs for a loan producing a remaining balance of \$2 million at June 30 would be between \$700 and \$900.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution #1112-13 to participate in the County Treasury's Cross Fiscal Year Temporary Transfer of Funds Program.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact of interest costs are estimated between \$700 and \$2,900 depending on the amount borrowed.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item Number E.2.2.
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RESOLUTION #1112-13

RESOLUTION OF THE BOARD OF EDUCATION  
OF THE SANTEE SCHOOL DISTRICT  
REQUESTING TEMPORARY TRANSFER OF  
FUNDS

County Office Use Only		
Date of Transfer	Amount of Transfer	Available Balance
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____

On motion of member \_\_\_\_\_, seconded by member \_\_\_\_\_ the following resolution is adopted:

WHEREAS, the California Constitution, Article XVI, Section 6 and Education Code section 42620 or 85220 provide that the Treasurer of the County shall have the power and the duty to make such temporary transfer from the funds in custody as may be necessary to provide funds for meeting the obligations incurred for maintenance purposes by any district whose funds are in custody and are paid out solely through the Treasurer's office; such temporary transfer of funds shall be made only upon resolution adopted by the governing board of the County to make such temporary transfer; such temporary transfer of funds shall not exceed 85% of the amount of money which will accrue to the district, shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year, and shall be replaced from the first moneys accruing to the district and before any other obligation of the district is met from the money accruing; and

WHEREAS, on December 6, 2011, the governing board adopted a revised budget for this district for the fiscal year 2011-12 pursuant to the provisions of the Education Code sections 42127 or 70901, and revenues accruing to the district for the remainder of the fiscal year are estimated to be \$9,559,441; and

WHEREAS, it is necessary to provide funds for meeting obligations incurred for maintenance purposes by this district; AND NOW THEREFORE

IT IS RESOLVED AND ORDERED pursuant to the provisions of the California Constitution, Article XVI, Section 6, and Education Code section 42620 or 85220 as follows:

1. The Board of Supervisors of the County of San Diego is requested to direct the Treasurer of the County of San Diego to make a temporary transfer from the funds in custody on or before April 30, 2012 to meet obligations incurred for maintenance purposes in the amount of \$8,125,525 which does not exceed a total of 85% of moneys accruing to the district by June 30, 2012, as certified by the District Superintendent and verified by the County Auditor and Controller.
2. Funds will be transferred to this district by the Treasurer of the County of San Diego (CoSD) in sums as requested by the District Superintendent and certified by him/her to be necessary to provide funds for meeting the obligations incurred for maintenance purposes by the district not to exceed the maximum amount herein specified, provided the Treasurer determines that funds in his custody are available for such transfers.

3. Repayment of the funds shall be made from the revenues accruing to the District before any other obligation. Interest on any transferred funds will accrue and be payable by the District, at the greater of, the same interest rate the CoSD Investment Pool is earning or the average overnight repo rate for each month until the entire amount transferred is repaid.
4. The Clerk/Secretary of this Board is directed to file a copy of this resolution with the Board of Supervisors, the County Superintendent of Schools, the County Auditor and Controller, and the County Treasurer-Tax Collector.
5. Authorize the District Superintendent or designee to sign a Temporary Transfer Agreement consistent with the terms of this Resolution.

PASSED AND ADOPTED by the Board of Education of the Santee School District, County of San Diego, State of California, this 21st day of February, 2012 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)  
COUNTY OF SAN DIEGO)

I, Ken Fox, Clerk/Secretary of the Board of Education of the Santee School District, County of San Diego, State of California, do hereby certify that the foregoing is a true copy of a resolution adopted by said Board at a meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk/Secretary of the Board of Education

**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 25-30 students from 6<sup>th</sup>-8<sup>th</sup> grades on an extended field trip to Spring Jam at Camp Cuyamaca March 3-4, 2012.

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.
- Develop social, emotional and health service programs to foster student character and personal well-being.

**FISCAL IMPACT:**

The \$75 cost of the trip to Spring Jam will be paid for through student donations and a \$1300 donation from Santee Solutions Coalition. Students requiring financial assistance will be assured participation through the Santee Solutions Coalition.

**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 E.3.1.



# SANTEE SCHOOL DISTRICT

## EXTENDED FIELD TRIP REQUEST FORM

SCHOOL SITE(S): Cajon Park, Carlton Oaks,  
Chet F. Harritt, Hill Creek & PRIDE Academy

DATE: March 3-4, 2012

TEACHER(S): Gigliotti, Shirley, Stretton, Thompson GRADE(S): 6, 7, 8

The sponsor of the organization desiring to take an extended trip will insure that the following requirements/stipulations are met and are presented to the principal in a timely manner:

DESTINATION OF TRIP: Camp Cuyamaca for Spring Jam, Club Live

Itinerary: Students will meet Saturday morning at the Santee School District Office and travel by bus provided by the San Diego County Office of Education (SDCOE) to Camp Cuyamaca. They will stay overnight and participate in the San Diego County Office of Education's youth development camp (Spring Jam) The camp helps students develop leadership skills to address character development and substance abuse prevention. The program is led by Friday Night Staff from SDCOE and trained high school advisors. Students will leave Camp Cuyamaca Sunday afternoon traveling by SDCOE provided bus, arriving at the Santee District Office at approximately 4 p.m.

Educational Objectives of the Trip: The objective of Spring Jam is to provide leadership skill development for youth. The second goal is to provide opportunities for students to use those leadership skills to advocate living an alcohol, tobacco, and drug free lifestyle.

Specific Dates: March 3-4, 2012 Mode of Travel: Bus provided by SDCOE

Number of Student Participants: 25-30 Cost Per Student: \$75 per student, However, Santee Solutions will offset this cost so the actual cost per student will be \$35-50, depending on the number of students participating.

Insurance Coverage: District

Supervision: Advisors (Counseling Staff) and SDCOE staff

Number of Substitute Days Required: 0

Money will be Raised or Provided to Cover Costs by: Santee Solutions and Student Donations

Provision for Financial Hardship Cases: Santee Solutions Coalition

\_\_\_\_\_  
Principal Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director II, Educational Services

\_\_\_\_\_  
Board Approval Date

BOARD POLICIES AND BYLAWS Item F.

Agenda Item F.

Board Policies and Bylaws Item F.1.1. First Reading: Revised Board Policy 4122,  
Student Teacher Funds

Prepared by Minnie Malin  
February 21, 2012

**BACKGROUND:**

Board Policy 4122 governs agreements with colleges and universities to provide training programs for student teachers. Currently, the District has operating agreements with National University, San Diego State University, and University of San Diego and receives honorariums from those universities for providing master teachers.

Board Policy 4122 currently stipulates that these honorariums are credited to the school in which the student teacher serves. This is accomplished by adding an expenditure budget to a separate budget code for the school. Purchases of materials and equipment are then charged to this one central school budget account.

Schools generally have multiple teachers serving as Master Teachers but the funds are reported in the district accounting system cumulatively by school. This requires the secretary or designee at the school to separately track uses and balances of funds by individual teacher. In the past, there has been some confusion about the ownership and possession of items purchased with these funds and whether these items stay at the school or go with the teacher when they transfer to a different site. In addition, some teachers request to transfer these funds to other teachers thereby requiring additional accounting by the Fiscal Services Department and school secretary.

Between Fiscal Services and school secretaries, the entire process is handled by 16 separate staff members making it extremely inefficient. An informal survey of other San Diego County school districts was conducted to determine how other districts handle these items purchased with student teacher funds. All other responding districts pay student teacher funds to the teacher on payroll thereby eliminating the confusion over ownership or possession of items purchased with these funds. Results of the informal survey are as follows:

<b>District</b>	<b>Pay Method: (Payroll Stipend or School Budget)</b>	<b>Ownership/Possession of Purchased Items</b>	<b>Employer Paid Statutory Benefits Borne by District?</b>	<b>Subject to STRS</b>
Cardiff	Payroll Stipend	Belongs to employee	Yes	Yes
Grossmont	Payroll Stipend	Belongs to employee	Yes	Yes
San Dieguito	Payroll Stipend	Belongs to employee	Yes	Yes
Lemon Grove	Payroll Stipend	Belongs to employee	Yes	Yes
Sweetwater	Payroll Stipend	Belongs to employee	Yes	No
Oceanside	Payroll Stipend	Belongs to employee	No	Yes
Santee	School Budget	Belongs to District but travels with employee (funds transferable)	N/A	N/A

Administration believes that the method of paying the honorarium directly to the supervising teacher is cleaner and more efficient thereby reducing costs of accounting and administration. However, implementing this method will increase costs for employer paid statutory benefits (i.e. STRS, Medicare, State Unemployment Insurance, and Workers Compensation). Based on the \$15,150 in student teacher funds received in 2010-11, the District cost for employer paid statutory benefits would be approximately \$1,937. However, it is highly probable that the amount of staff time spent accounting for these funds in school budgets currently exceed this amount.

For 2010-11, the number of teachers participating as Master Teachers for the Student Teacher program was as follows:

- Cajon Park = 7
- Carlton Hills = 11
- Carlton Oaks = 6 (adjusted for 2 transfers to other schools)
- Chet F Harritt = 13
- Hill Creek = 1
- Pepper Drive = 7
- PRIDE Academy = 6 (adjusted for 3 transfers to other schools)
- Rio Seco = 5
- Sycamore Canyon = 4
- District Total = 65

Before implementing this change, administration will be developing formal criteria for selection of Master Teachers using a sub-committee comprised of administrators and STA personnel.

**RECOMMENDATION:**

It is recommended that the Board of Education review revisions to Board Policy 4122. No action is required at this time.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

Increase in operating costs of approximately \$2,000 offset by the reduction in staff time devoted to accounting for the funds in school budgets.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.1.1.

**STUDENT TEACHERS**

The district may enter into agreements with accredited colleges and universities to provide training programs for student teachers. The Superintendent or designee is authorized to negotiate these agreements. Any honorarium which is received by the district as a result of these agreements shall may be credited by the district to the school in which the student teacher serves or be paid directly to the supervision teacher on payroll.

Student teachers, while serving in the schools of the district, shall be responsible for their conduct and performance to building principals and supervising teachers. Student teachers will be allowed to participate in school activities if their contributions are appropriate to the educational program of the school.

Policy  
adopted: May 5, 2009  
amended:

**SANTEE SCHOOL DISTRICT**  
Santee, California

**BACKGROUND:**

Board Policy 3580 pertains to the retention and destruction of documents and records. The policy does not currently contemplate or address electronic mail records. Attorneys recommend updating this policy to specifically state how long electronic mail records are retained and when they are purged.

This change would establish a period of one (1) year for retention of electronic mail records, after which date they would be automatically deleted and purged.

**RECOMMENDATION:**

It is recommended that the Board of Education review the proposed revisions to Board Policy 3580 outlining retention and destruction policies for electronic mail records in a first reading. No action is requested at this time.

**FISCAL IMPACT:**

There is no fiscal impact.

**STUDENT ACHIEVEMENT IMPACT:**

This is a policy item.

Motion:		Second:		Vote:		Agenda Item F.1.2.
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**DISTRICT RECORDS**

District records shall be developed, maintained, and disposed of in accordance with law and California Department of Education regulations.

The Superintendent or designee shall establish regulations that define records which are permanent, optional, and disposable and specify how each type of record is to be maintained or destroyed. Any photographic, microfilm, or electronic copies of original records shall be permanently retained.

Electronic mail records shall be considered disposable and be subject to deletion/purging after one (1) year has elapsed from the date created.

The Superintendent or designee shall ensure the confidentiality of records as required by law and shall establish regulations to safeguard data against damage or loss.

**Safe at Home Program**

District public records shall not include the actual addresses of students, parents/guardians, or employees when a substitute address is designated by the Secretary of State pursuant to the Safe at Home program. (Government Code 6206, 6207)

When a substitute address card is provided pursuant to this program, the confidential, actual address may be used only to establish district residency requirements for enrollment and for school emergency purposes.

*Legal Reference:*

EDUCATION CODE

- 35145 Public meetings
- 35163 Official actions, minutes and journal
- 35250-35255 Records and reports
- 44031 Personnel file contents and inspection
- 49065 Reasonable charge for transcripts

GOVERNMENT CODE

- 6205-6211 Confidentiality of addresses for victims of domestic violence, sexual assault or stalking
- 6252-6265 Inspection of public records
- 12946 Retention of employment applications and records for two years

PENAL CODE

- 11170 Retention of child abuse reports

CODE OF REGULATIONS, TITLE 5

- 432 Varieties of pupil records
- 16020-16022 Records-general provisions
- 16023-16027 Retention of records

*Management Resources:*

SECRETARY OF STATE PUBLICATIONS

Letter re: California Confidential Address Program Implementation (SB 489), August 27, 1999

WEB SITES

California Secretary of State: <http://www.ss.ca.gov/safeathome>

## **BACKGROUND:**

Board Policy 4040 pertains to the acceptable use of technology. The policy does not currently contemplate or address use of cellular and SMART phones.

The changes proposed for this policy would incorporate use of cellular and SMART phones and stipulate that these devices must be used in accordance with laws, regulations, and Board policies. Since current laws in the State of California require that these devices be used in vehicles only when completely hands-free, the Administrative Regulation and Acceptable Use Form would be changed to incorporate the following specific requirements:

### **Use of Cellular Phone or Mobile Communications Device**

Vehicle Code 23125 prohibits a school bus driver from using a cell phone while driving, except for work-related or emergency purposes. In addition, Vehicle Code 23123 prohibits any person from using a cell phone while driving unless using the phone in hands-free mode.

As added by SB 28 (Ch. 270, statutes of 2008), Vehicle Code 23123.5 prohibits a person from using a mobile communications device to write, send, or read text messages/email messages while driving.

To conform to laws, regulations, and Board policies governing the use of mobile communications devices, employees shall not:

- 1) Use an employee owned cellular phone or other mobile communications device(s) to telephone, write, send, read text/email messages, take pictures, or access the web or any other application(s) or program(s) while driving in a District-owned vehicle, or while on District business in an employee owned vehicle; unless a wireless, hands-free, voice-activated device (e.g. Bluetooth) is used to communicate so that absolutely no hand manipulation or viewing of the device is required at any time while in the vehicle.
- 2) Use a District owned cellular phone or other mobile communications device(s) to telephone, write, send, read text/email messages, access the web, or any other application(s) or program(s) while driving in any vehicle at any time; unless a wireless, hands-free, voice-activated device (e.g. Bluetooth) is used to communicate so that absolutely no hand manipulation or viewing of the device is required at any time while in the vehicle.



Employees violating the above requirements shall be subject to discipline including, but not limited to, revocation or suspension of district issued mobile communications devices.

Alternatively, employees are strongly encouraged, and will be supported for the personal decision, to not use a personal or district issued hands-free mobile communications device while in a moving vehicle.

**RECOMMENDATION:**

It is recommended that the Board of Education review the proposed revisions to Board Policy 4040 to incorporate use of cellular and SMART phones in a first reading. No action is requested at this time.

**FISCAL IMPACT:**

There is no fiscal impact.

**STUDENT ACHIEVEMENT IMPACT:**

This is a policy item.

Motion:		Second:		Vote:		Agenda Item F.1.3.
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## TECHNOLOGY ACCEPTABLE USE

The district's Governing Board believes the use of technology (computers, document cameras, PDA's, email services, software applications, the Internet and data network, mobile devices, and other electronic communication support devices) supports learning; enhances instruction; and improves overall district business and personnel efficiency and communication.

The effective performance of the district technology resources (including computer equipment, data network, email services and Internet access) relies upon users adhering to established standards of proper conduct and use.

This Technology Acceptable Use Policy defines the responsibilities of district staff while using the district computer equipment, including mobile devices, and/or connecting to the district data network, email and voice mail systems, and Internet access. In general, this policy requires the appropriate, efficient, ethical, safe, and legal utilization of the district technology resources. The district declares unethical, unsafe, and unacceptable behavior as just cause for taking disciplinary action, revoking information network access privileges, and/or initiating legal action.

### Acceptable Use

The district technology provides a powerful resource which allows staff to communicate both locally and globally; to access data and to share information. This resource demands that those entrusted with the privilege of its use be accountable. Therefore, use of the district technology equipment and services must be in direct support of district assigned duties and responsibilities of the user.

By using the district's technology hardware, software, network services (Internet, email, and voice mail) and web services district staff assumes personal responsibility for their appropriate use and agrees to comply with this policy and all applicable district policies.

In order to use district technology, employees must sign the E 4040 Title Staff Member Consent and Waiver for Internet/District Network Access and Use of District Technology Equipment" form.

Technology platforms are changing rapidly in the 21<sup>st</sup> century. Therefore, the district has the right to authorize consistent use of electronic platforms as needed to support the optimum educational and operational use of technology for instruction and/or staff support. Currently, the district's main platform includes: PC workstations, laptops/tablets, cellular and Smart phones, and thin clients. Purchase of different electronic platforms, or supplements, can be authorized by the district when a consideration for the following is included in the decision:

- Cost effectiveness,
- Ability for personnel to technically support platform use,
- Equipment can be integrated within the current facility infrastructure, and
- Its use will provide the most effective support and applicability for student learning.

## **TECHNOLOGY ACCEPTABLE USE (continued)**

### **Technology Functions**

The district network and the Internet are communication and research tools to be used by district staff in accordance with generally accepted business practices.

This policy sets forth guidelines and procedures for the proper use of the district's data network and Internet access.

### **Internet and District Network Access Policy and Procedures**

It is the policy of the district that Internet use over the district's data network shall be limited to appropriate educational or business purposes. All district staff shall comply with this policy and related administrative regulations.

### **Network Resources and Security**

While the Internet connection offers an abundance of benefits, it can also open the district's network infrastructure and data system to significant risks.

1. The internet is one of the most popular means for the transmission and spread of computer viruses. Beware of viruses: a file that is downloaded must be scanned for viruses before it is run or accessed. Caution must be used when copying files coming from unknown sources. Staff must not open or copy files from sources they do not know or trust.
2. The district's network is a shared resource. Unnecessary or unauthorized internet usage causes network congestion, resulting in slower responses from other networked resources like shared applications, data, and printers. Communication-intensive operations such as large file transfers, mass emailing and the like should be scheduled for off-peak times, and/or coordinated through appropriate administrative channels or through the Technology Department.
3. Caution should be used with downloaded browser extensions and interactive web programs. They may accidentally or purposefully damage a district system, or access and connect with private data without the user's knowledge. These sources also utilize additional bandwidth and cause network congestion.

### **Prohibited Use of District Data Network and Internet Access**

Prohibited use of the district data network and Internet access includes and is not limited to, the following:

**TECHNOLOGY ACCEPTABLE USE** (continued)

1. Personal activities that incur additional costs to the district or interfere with staffs work performance;
2. Profit-making activities that accrue to the employee;
3. Unlawful activities, including sending and receiving copyrighted materials in violation of copyright laws or licensing agreements;
4. Creating, viewing or communicating sexually explicit or offensive material or messages, cartoons, jokes, ethnic slurs or racial epithets, and any statement or images that might be construed as harassment, disparagement or libel of any person;
5. Religious, political, charitable, social or personal purposes and activities;
6. Obtaining or accessing files or communication for unlawful purposes;
7. Using the information network for illegal, inappropriate, or obscene purposes, or in support of such activities. Illegal activities shall be defined as those which violate local, state, and/or foreign laws. Inappropriate use shall be defined as a violation of the intended use of the network, and/or purpose and goal. Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly-owned and operated communication vehicle;
8. Stealing data, equipment, or intellectual property;
9. Gaining unauthorized access to the files of others, or vandalizing the data or files of another user;
10. Forging electronic mail messages, or uses an account owned by another user;
11. Invading the privacy of individuals (both inter- and intra-district);
12. Posting anonymous messages;
13. Downloading entertainment software or games that are not used for instructional or training purposes, including participation in Internet gaming;
14. Actions that degrade or disrupt the performance of the district's data network;
15. Actions that intentionally compromise the security of the district's technology systems.

## TECHNOLOGY ACCEPTABLE USE (continued)

### Use of Cellular Phones or Mobile Communications Devices

An employee shall not use a cellular phone or other mobile communications device in violation of law, Board policy, or administrative regulation, and such violation shall be subject to discipline and may be referred to law enforcement officials as appropriate.

### **Privacy and Disclosure**

The district staff using the district Internet access, data network, and district issued technology devices shall not expect or assume that they are provided any degree of privacy.

The district reserves the right to monitor all traffic on the network and restrict access, if necessary, to assure that the network continues to function properly for all users.

The district reserves the right to automatically prohibit, remove, constrain, or disable problematic applications and plug-ins from desktops and also place access restrictions on specific websites or devices.

The district reserves the right to intervene and access web sites of the user at any time if and when a user is suspected of one of the above named violations. The district reserves the right to intervene and access email, voice mail, as well as other Internet communication information if there is suspicion of a violation of district policy.

### **Consequences of Violation**

Internet usage and access through the district data network is a privilege, not a right. The district reserves the right to restrict, suspend or terminate this privilege without prior notice. Consequences of violations include but are not limited to:

- Suspension of information network access;
- Revocation of information network access;
- Suspension of network privileges;
- Revocation of network privileges;
- Suspension of computer access;
- Revocation of computer access or use of district provided technology device;
- Legal action and prosecution by the authorities.

Anyone accused of any of the violations has all the rights that would normally apply if such person were accused of any illegal activity.

The district has the right to restrict or terminate information network access at any time for any reason. The district further has the right to monitor network activity in any form that it sees fit to maintain the integrity of the information network.

## TECHNOLOGY ACCEPTABLE USE (continued)

### Copyright Act 1976

According to the Copyright Act of 1976, Fair Use” means that a person may freely use any information they legally find on the Internet as long as they do so only for scholarly purposes. According to this law, no one may plagiarize or sell what is found on the Internet.

#### *Legal Reference:*

##### EDUCATION CODE

51870-51874 *Education technology*

52270-52272 *Education technology and professional development grants*

52295.10-52295.55 *Implementation of Enhancing Education Through Technology grant program*

##### GOVERNMENT CODE

3543.1 *Rights of employee organizations*

##### PENAL CODE

502 *Computer crimes, remedies*

632 *Eavesdropping on or recording confidential communications*

##### VEHICLE CODE

23123 *Wireless telephones in vehicles*

23123.5 *Mobile communication devices; text messaging while driving*

23125 *Wireless telephones in school buses*

##### UNITED STATES CODE, TITLE 20

6751-6777 *Enhancing Education Through Technology Act, Title II, Part D, especially:*

6777 *Internet safety*

##### UNITED STATES CODE, TITLE 47

254 *Universal service discounts (E-rate)*

##### CODE OF FEDERAL REGULATIONS, TITLE 47

54.520 *Internet safety policy and technology protection measures, E-rate discounts*

#### *Management Resources:*

##### WEB SITES

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

American Library Association: <http://www.ala.org>

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

Federal Communications Commission: <http://www.fcc.gov>

U.S. Department of Education: <http://www.ed.gov>

Policy

adopted: March 4, 1997

amended: June 19, 2007

reviewed: May 5, 2009

**SANTEE SCHOOL DISTRICT**

Santee, California

Board Policies and Bylaws Item F.1.4. First Reading: New Board Policy 4161.4,  
Long-Term Leave of Absence

Prepared By Minnie Malin  
February 21, 2012

**BACKGROUND:**

Certificated non-management employees wishing to take an unpaid long-term leave of absence for the upcoming school year are required to submit an annual request for leave of absence. Each year, the Board of Education will review the requests for leave of absences and recommendations made by administration. Creation of Board Policy 4161.4 will establish provisions and set criteria to determine recommendations made for each request of unpaid long-term leave of absence.

Board Policy 4161.4 is presented tonight for Board review. No CSBA language available.

**RECOMMENDATION:**

It is recommended that the Board of Education review Board Policy 4161.4. No action is required at this time.

**FISCAL IMPACT:**

Creation of Board Policy 4161.4 will not incur additional costs to the District.

**STUDENT ACHIEVEMENT:**

This is a personnel item and will not impact student achievement.

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

Agenda Item F.1.4.

**Long-Term Leave of Absence**

The Governing Board shall provide non-management certificated employees unpaid long-term leave of absence in accordance with Board policy and collective bargaining agreement.

With Board approval, non-management certificated employees may receive a long-term leave of absence without pay and without increment, seniority or service credit. Requests for long-term leave must be submitted annually.

Long-term leave shall not be granted to employees that are in a paid status with another employer.

Applications for long-term leave shall be made in writing and shall state the purpose for which leave is requested. Written statement will state the terms and conditions of the leave, including the conditions governing the employee's return.

At the end of a long-term leave, the employee shall be reinstated in a position at the same level as that held at the time leave was granted, unless otherwise agreed upon.

The Board shall consider any written request by an employee to return to work prior to the expiration date of the leave.

Legal Reference:

Education Code

44962-44988 - Leaves of absence (certificated)

Policy  
adopted:

**SANTEE SCHOOL DISTRICT**  
Santee, California



BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item G.

Agenda Item G.

CLOSED SESSION Item H.

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

*The Board will go into Closed Session to discuss:*

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference With Labor Negotiator** (Govt. Code § 54956.8)  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association*  
*Classified School Employees Association*
3. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

RECONVENE TO PUBLIC SESSION Item I.

ADJOURNMENT Item J.