



Santee School District

SCHOOLS:

- Cajon Park
- Carlton Hills
- Carlton Oaks
- Chet F. Harritt STEAM
- Hill Creek
- Pepper Drive
- PRIDE Academy
at Prospect Avenue
- Rio Seco
- Sycamore Canyon
- Alternative
- Success Program

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

**BOARD OF EDUCATION
 REGULAR MEETING
 AGENDA
 March 3, 2020**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

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| 2. District Mission | |
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| <i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i> | |
| D. CONSENT ITEMS | 14 |
| <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> | |
| Superintendent | |
| 1.1. <u>Approval of Minutes</u> | 15 |
| It is recommended that the Board of Education approve meeting minutes with any necessary modifications. | |
| 1.2. <u>Approval of PBK-REDI Proposal for Recommendations and Prioritization for Security Camera Placement</u> | 23 |
| It is recommended that the Board of Education approve the PBK-REDI Proposal for recommendations and prioritization for security camera placement. | |

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

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Business Services

- 2.1. Approval/Ratification of Travel Requests** 26
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Approval/Ratification of Revolving Cash Report** 28
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.3. Acceptance of Donations, Grants, and Bequests** 30
It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.4. Approval/Ratification of General Services Agreements** 31
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 32
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of January 2020.
- 2.6. Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation** 37
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.
- 2.7. Authorization to Sell/Dispose of Surplus Items** 38
It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$930.00 and authorize the sale or disposal of them in accordance with the recommended terms.
- 2.8. Authorization to Extend Contract with Sunrise Produce for Purchase of Fresh Produce** 42
It is recommended that the Board of Education provide authorization to roll over of the 2018-19 bid from Sunrise Produce through the 2020-21 school year.
- 2.9. Authorization to Extend Contract for Grocery / Snack, Commodities, Non-Commodities** 43
It is recommended that the Board of Education grant authorization to extend award of contract for grocery/snack, commodity, and non-commodity, bid to Gold Star Foods and Newport Farms with an option to extend the contract annually for up to one additional year.
- 2.10. Approval of Reimbursement Agreement with City of Santee for Replacement of Sewer Line Servicing Big Rock Park** 44
It is recommended that the Board of Education approve the Reimbursement Agreement with City of Santee for replacement of sewer line servicing Big Rock Park.

Educational Services

- 3.1. Out-of-School Time Programs Fee Increase** 53
It is recommended that the Board of Education approve the Out-of-School Time Programs fee increases to be effective June 15, 2020.
- 3.2. Approval of Individual Services Agreement with Sierra Academy for Nonpublic School Services** 56
It is recommended that the Board of Education approve the Individual Services Agreement with Sierra Academy for the Nonpublic School Services for the remainder of the 2019-2020 school year.

Human Resource/Pupil Services

- 4.1. **Personnel, Regular** 57
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. **Approval to Submit Tobacco-Use Prevention Education (TUPE) Consortium Application with San Diego County Office of Education and other districts for Sixth, Seventh and Eighth Grade Students** 59
It is recommended that the Board of Education approve the submission of a Tobacco-Use Prevention Education Consortium application with San Diego County Office of Education and other districts for sixth, seventh and eighth grade students.

E. DISCUSSION AND/OR ACTION ITEMS 64
Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.

Business Services

- 1.1. **New General Obligation Bond** 65
This is an information item. Action, if any, is at the discretion of the Board of Education.
- 1.2. **Update on Capital Improvement Program Projects** 66
This is an information item. Action, if any, is at the discretion of the Board of Education.
- 1.3. **Approval of 2019-20 Second Interim Report** 67
It is recommended that the Board of Education approve a positive certification for the 2nd Interim Report regarding the District's ability to meet its financial obligations for the 2019-20 fiscal year and two subsequent years.
- 1.4. **Approval of Monthly Financial Report** 68
It is recommended that the Board approve the Monthly Financial Report for January 2020.

Educational Services

- 2.1. **YALE Preschool Program Fee Increase** 71
It is recommended that the Board of Education approve the YALE fee increases effective June 15, 2020.

F. BOARD POLICIES AND BYLAWS 73

- 1.1. **Second Reading: New Board Policy 3510, Green School Operations** 74
It is recommended that the Board of Education review, approve, and adopt new Board Policy 3510, Green School Operations, in a Second Reading, as presented.
- 1.2. **Second Reading: Revised Board Policy 3511, Energy and Water Management** 78
It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3511, Energy and Water Management, in a Second Reading, as presented.
- 1.3. **Second Reading: Revised Board Policy 3511.1, Integrated Waste Management** 82
It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3511.1, Integrated Waste Management, in a Second Reading, as presented.

- 1.4. **Second Reading: Revised Board Policy 6154, Homework/Makeup Work** 85
Revised Board Policy 6154, Homework/Makeup Work, is being presented as a second reading. Administration recommends that the Board of Education approve revised BP 6154, Homework/Makeup Work.
- 1.5. **First Reading: Revised Board Policy 1330, Use of School Facilities** 89
Revised Board Policy 1330, Use of School Facilities, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.
- G. **EMPLOYEE ASSOCIATION COMMUNICATION** 96
- H. **BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS** 96
- I. **CLOSED SESSION** 96
1. **Conference with Legal Counsel – Existing Litigation** (Gov't. Code § 54956.9)
- OAH Case No. 2019120404
2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)
3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent
- J. **RECONVENE TO PUBLIC SESSION** 96
- K. **ADJOURNMENT** 96

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 17, 2020, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

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

1. Call to Order and Welcome

2. District Mission
Providing an extraordinary education in an inspiring environment with caring people

3. Pledge of Allegiance

4. Approval of Agenda for the March 3, 2020, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events
2. Spotlight on Education: Hill Creek School
3. Spotlight on Education: Chet F. Harritt STEAM School

Requests For Use Of Facilities - March 3, 2020

| Group | Location | Date | Days | Time | Attend | Fees |
|---|-----------------|-------------------|-------------|-------------------|---------------|-------------|
| Carlton Oaks PTA (Father/Daughter Dance - Boots & Bows) | Multi-Purpose | 03/21/20 | Saturday | 5:30 pm - 8:00 pm | 300 | TBD |
| Hill Creek CYT (After-School Theater Arts) | Multi-Purpose | 1/16/20 - 3/05/20 | Thursday | 1:45 pm - 3:15 pm | 15 | TBD |
| PRIDE Academy (Prospect Avenue) 549 Sports (After-School Basketball) | Blacktop | 4/20/20 - 6/01/20 | Monday | 2:00 pm - 3:30 pm | 20 | \$120.00 |
| Rio Seco Santee School District (Retirement Incentive Information Workshop) | Multi-Purpose | 2/25/20 - 3/03/20 | Tues, Wed | 3:00 pm - 5:00 pm | 60 | TBD |
| PTSA (Spring Carnival - preparation) | Entire School | 04/18/20 | Friday | 4:00 pm - 9:00 pm | 20 | |
| PTSA (Spring Carnival) | Entire School | 04/19/20 | Saturday | 8:00 am - 8:00 pm | 500 | |

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

Santee School District
 ENROLLMENT REPORT
 2/28/2020
 Month 8 Week 2
 School Week 28

| SCHOOL | REGULAR ED | | | | | | | | | | | | | | SPECIAL ED | | | | | | | | Total All | | | | | | | | | |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|-------------|------------|--------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|--------------|-------------|-------------|-------------|----------|
| | EAK 5yo | TK | K | Gr 1 | Gr 2 | Gr 3 | Gr 4 | Gr 5 | Gr 6 | Gr 7 | Gr 8 | 02/28/20 | 03/01/19 | # Diff | % Diff | TK | K | Gr 1 | Gr 2 | Gr 3 | Gr 4 | Gr 5 | Gr 6 | Gr 7 | Gr 8 | 02/28/20 | 03/01/19 | # Diff | % Diff | 02/28/20 | 02/21/20 | # Diff |
| Cajon Park | | 16 | 88 | 103 | 81 | 101 | 103 | 100 | 124 | 114 | 117 | 957 | 936 | 21 | 2.2% | 0 | 3 | 2 | 8 | 11 | 6 | 6 | 4 | 11 | 9 | 60 | 68 | -8 | -9.1% | 1017 | 1015 | 2 |
| Carlton Hills | 14 | 23 | 71 | 65 | 66 | 67 | 66 | 72 | 58 | 82 | 61 | 645 | 630 | 15 | 2.4% | 1 | 8 | 5 | 3 | 5 | 2 | 4 | 5 | 3 | 36 | 44 | -8 | -18.2% | 681 | 684 | -3 | |
| Carlton Oaks | 14 | | 77 | 89 | 83 | 78 | 96 | 78 | 79 | 101 | 91 | 784 | 796 | -12 | -1.5% | 7 | 4 | 10 | 6 | 10 | 6 | 6 | 8 | 10 | 67 | 66 | 1 | 1.5% | 861 | 862 | -1 | |
| Chet F. Harritt | | 23 | 77 | 79 | 81 | 69 | 90 | 64 | 62 | 46 | 52 | 643 | 645 | -2 | -0.3% | 0 | 0 | 0 | 0 | 1 | 5 | 3 | 0 | 0 | 9 | 0 | 9 | 0.0% | 652 | 652 | 0 | |
| Hill Creek | 19 | 24 | 84 | 81 | 92 | 85 | 81 | 78 | 92 | 67 | 61 | 734 | 737 | -3 | -0.4% | 3 | 7 | 2 | 9 | 3 | 1 | 0 | 0 | 0 | 25 | 25 | 0 | 0.0% | 789 | 761 | -2 | |
| Pepper Drive | 15 | | 74 | 100 | 102 | 105 | 98 | 90 | 132 | 91 | 98 | 905 | 958 | -53 | -5.5% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 5 | 13 | 10 | 3 | 30.0% | 918 | 917 | 1 |
| Pride Academy | 13 | 19 | 75 | 51 | 58 | 61 | 64 | 56 | 48 | 73 | 41 | 559 | 574 | -15 | -2.6% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 559 | 559 | 0 |
| Rio Seco | | | 95 | 93 | 101 | 118 | 95 | 111 | 113 | 107 | 123 | 956 | 940 | 16 | 1.7% | 5 | 3 | 4 | 7 | 7 | 5 | 8 | 13 | 12 | 64 | 63 | 1 | 1.6% | 1020 | 1017 | 3 | |
| Sycamore Canyon | 11 | 27 | 63 | 52 | 66 | 54 | 33 | 39 | 38 | 0 | 0 | 383 | 373 | 10 | 2.7% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 363 | 379 | 4 | |
| SUBTOTAL | 86 | 132 | 704 | 713 | 740 | 739 | 728 | 688 | 716 | 681 | 644 | 6566 | 6589 | -23 | -0.3% | 0 | 19 | 24 | 29 | 36 | 32 | 25 | 25 | 45 | 39 | 274 | 274 | 0 | 0.0% | 6840 | 6836 | 4 |
| Alternative School | | | 0 | 2 | 2 | 3 | 2 | 6 | 1 | 1 | 5 | 22 | 28 | -4 | -15.4% | | | | | | | | | | | | | | | 22 | 23 | -1 |
| Santee Success | | | | | | | | | 1 | 2 | 4 | 7 | 3 | 4 | 133.3% | | | | | | | | | | | 0 | 0 | 0 | 0.0% | 7 | 8 | -1 |
| NPS | | | | | | | | | | | | 0 | 0 | | | | | | | 1 | 4 | 3 | 3 | 2 | 3 | 16 | 9 | 7 | 77.8% | 16 | 16 | 0 |
| SUBTOTAL | 0 | 2 | 2 | 3 | 2 | 6 | 2 | 3 | 9 | 29 | 29 | 0 | 0.0% | 0 | 0 | 0 | 0 | 1 | 4 | 3 | 3 | 2 | 3 | 3 | 16 | 9 | 7 | 77.8% | 45 | 47 | -2 | |
| TOTAL | 86 | 132 | 704 | 715 | 742 | 739 | 728 | 694 | 718 | 684 | 653 | 6595 | 6618 | -23 | -0.3% | 0 | 19 | 24 | 29 | 37 | 36 | 28 | 28 | 47 | 42 | 290 | 283 | 7 | 2.5% | 6885 | 6883 | 2 |

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

| | PK | TK | EAK 4yo | Total All |
|---------------------|-----------|----------|-----------|-----------|
| Cajon Park | 0 | 0 | 0 | 1017 |
| Carlton Hills | 0 | 0 | 9 | 690 |
| Carlton Oaks | 0 | 0 | 7 | 858 |
| Chet F Harritt | 0 | 0 | 0 | 652 |
| Hill Creek | 0 | 0 | 5 | 764 |
| Pepper Dr | 0 | 0 | 8 | 926 |
| Prospect Ave | 0 | 0 | 7 | 686 |
| Sycamore Canyon | 77 | 9 | 10 | 479 |
| Total PK/EAK | 77 | 9 | 46 | |

| |
|--------------------------------------|
| Total Enrollment including PK |
| 7017 |

Schedule of Upcoming Events

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

Reports and Presentations Item B.2.
Prepared by Dr. Kristin Baranski
March 3, 2020

Spotlight on Education: Hill Creek
School

BACKGROUND:

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

Tonight, Principal Suzie Martin, and her team, will share how they are addressing student learning at Hill Creek School.

Agenda Item B.2.

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

Spotlight on Education: Chet F.
Harritt School

BACKGROUND:

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

Tonight, Principal Tylene Hicks, and her team, will share how they are addressing student learning at Chet F. Harritt School.

Agenda Item B.3.

Item C. PUBLIC COMMUNICATION

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

Item D. CONSENT ITEMS

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

Consent Item D.1.1.
Prepared by Dr. Kristin Baranski
March 3, 2020

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- February 18, 2020, 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 18, 2020
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

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

Members present:

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

Administration present:

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

2. District Mission

President Burns invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Burns invited Alex Fountain, 8th grade student at Carlton Oaks, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

President Burns presented the agenda for approval. Member Fox moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Spotlight on Education: Carlton Oaks School

Principal Andy Johnston expressed his gratitude towards those present in support of Carlton Oaks School; and introduced Vice Principal Melynda Pezone, and students Alex Fountain and Jade Timothy. Principal Johnston shared a video of that demonstrated some of the things happening at Carlton Oaks to drive achievement forward.

In the video, fifth-grade teacher Lindsay Benedetto discussed professional development and the importance of teacher efficacy. Fourth-grade teacher Marci Gross, discussed the explicit vocabulary instruction and how it helps students understand what they are reading and answer questions, and use sophisticated vocabulary. Seventh-grade teacher Lori Meaux explained a firm foundation in core vocabulary helps students better understand what they are learning and demonstrate their learning with more precise language. Seventh-grade science teacher Cindi Schulze explained the importance of vocabulary in science; and several of her students shared learning about butterflies. Fourth-grade

teacher Sheri Oliver discussed cognitively demanding math tasks. She explained cognitively demanding math tasks are rich, cognitive and relatively demanding mathematical tasks that allows for student collaboration and engagement. Third-grade teacher Lisa Williams shared guided reading provides individualized instruction for students; and provides a connection between the teacher and the student and teacher guidance on the students' reading interests. Sixth-grade teacher Lyn McGrael discussed growth mind set. Principal Johnston discussed Carlton Oaks' plans for student achievement.

The Board expressed their gratitude towards Carlton Oaks students and staff for their hard work.

3. Spotlight on Education: Sycamore Canyon School

Principal Summer Locke shared that over the last year Sycamore Canyon students have made incredible gains both social emotionally and academically. She shared entering the year with a steadfast goal to continue that progress and improve in three (3) target areas.

Principal Locke noted Sycamore Canyon's first focus is writing; and explained students will produce coherent and organized writing appropriate to task, purpose and audience.

Sycamore Canyon staff engages in professional learning with an emphasis on task design as well as standards alignment. She shared staff has continued to embed opportunities for student discourse into every lesson, and have embarked on cross-grade cohorts to provide collegial support and build efficacy.

Principal Locke shared Sycamore's second goal is related to mathematical problem solving; and explained that after targeted instruction, students will solve a range of mathematics problems using problem solving strategies. She shared that by zeroing in on areas of weakness, supporting learning gaps with tutoring and intervention, and building student number sense and perseverance from preschool on, students are making gains on benchmark tests of problem solving ability.

Sycamore's third goal is to support the social emotional needs of students, staff, and community; and increase feelings of school connectedness and safety. Principal Locke shared Sycamore students benefit from three part-time counselors on site throughout the week. Additionally, Sycamore staff has dedicated every Monday morning to PBIS lessons and community circles. She explained the intermediate team support clubs like choir, leadership, and robotics to further engage and challenge their learners.

Principal Locke noted Sycamore Canyon's focus areas are clear, and staff has aligned their practices with the standards and student needs, and the community is growing to be more collaborative and cohesive each day. She noted Sycamore is on track to meet their goals.

The Board expressed their gratitude towards Principal Locke and the Sycamore Canyon staff for their hard work and dedication.

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

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, presented the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association and Its Santee Chapter #557 (CSEA).

5. Presentation of California School Employees Association and Its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and (CSEA)

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, presented California School Employees Association and its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and (CSEA).

C. PUBLIC COMMUNICATION

President Burns invited members of the audience to address the Board about any item not on the agenda. There were no public comments.

D. PUBLIC HEARINGS

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

President Burns opened the public hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association and its Santee Chapter #557 (CSEA). There were no comments. The public hearing was closed.

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

President Burns opened the public hearing for California School Employees Association and its Santee Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA. There were no comments. The public hearing was closed.

E. CONSENT ITEMS

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

Superintendent

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval/Ratification of General Services Agreements
- 2.7. Approval of Contract with Western Environmental & Safety Technologies, LLC for Asbestos Related Services for Removal of the Old Administration Building at Sycamore Canyon School
- 2.8. Approval of Contract with Global Modular to Remove Relocatable Classroom at PRIDE Academy Prior to Construction of the Library Resource Center
- 2.9. Authorization to Award Contract for the Walk-In Cooler and Freezer Replacement CUPCCAC Bid #1920-090-001
- 3.1. Personnel, Regular
- 3.2. Approval of New Probationary Teachers
- 3.3. Adoption of Resolution No. 1920-17 for Non-Reelection of Temporary Certificated Non-Management Employees
- 3.4. Approval of Short-Term Services Agreement
- 3.5. Approval of Supervised Fieldwork Agreement with Brandman University
- 3.6. Approval of Student Placement Agreement with Northern Arizona University

- 3.7. Approval of Internship Affiliation Agreement with San Diego County Superintendent of Schools (SDCOE)
- 3.8. Approval of Participants in Learning, Leading and Serving (PLLS) with Grand Canyon University

Member El-Hall noted the donation of over \$5,000 from Fick and Sons Plumbing to cover negative student account meal balances. The Board asked that Fick and Sons Plumbing be recognized for their donation. The Board recognized the \$3,000 grant from Barnes and Nobel Book Grant. Member El-Hajj moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. California School Boards Association (CSBA) 2020 Delegate Assembly Election
 Superintendent Baranski reported it was time to cast a unit vote to fill the vacancies in the CSBA Delegate Assembly. President Burns asked for Member Ryan's recommendation. Member Ryan recommended voting for representatives from Carlsbad USD; Cajon Valley Union SD; Grossmont Union HSD; Encinitas Union ESD; and Vista USD. Member Ryan moved to cast their unit vote, of the aforementioned, to fill the vacancies for the CSBA Delegate Assembly Region 17 representatives.

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

Business Services

- 2.1. Approval of Monthly Financial Report
 Karl Christensen, Assistant Superintendent of Business Services, reported the monthly financial report was for cash and budget revision transactions posted through December 31, 2019; and shared the District ended the month with a cash balance in the General Fund of approximately \$13.9 million sufficient to pay all of the District's financial obligations for the fiscal year. He noted there were minor adjustments in December, and the budget revision transactions continue to project an operating deficit and declining reserve percentages over the three-year period. Mr. Christensen noted that assumptions would be updated next month with the 2nd Interim Report to be presented at the March 3 meeting. Member Ryan moved approval.

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

Educational Services

- 3.1. Out-of-School Time Programs Fee Increase
 Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, shared that Administration and staff have been discussing the revenue and expenditure patterns of the Project SAFE program; and noted that Project SAFE has not increased fees since fiscal year 2014-15.

Karl Christensen, Assistant Superintendent of Business Services, explained that over the past six years, Project SAFE has successfully managed the program budget to cover all salary and other expenditure increases. He shared that given current expenditure and cost pressures, Administration does not expect to capture the revenue to cover all additional expenses that continue to accrue.

Dr. Pierce noted the Out-of-School Time Parent Advisory Council (OSTPAC) was informed of the need to consider fee increases at the February 3, 2020 OSTPAC meeting. She explained Project SAFE administration proposed to OSTPAC a five percent (5%) increase to Out-of-School Time (OST) fees for the school year including school breaks. She noted these fees are comparable with neighboring districts.

Mr. Christensen explained the fee increase as follows would be effective June 15, 2020:

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

3.2. YALE Preschool Program Fee Increase

Karl Christensen, Assistant Superintendent of Business Services, explained that in 2016-17 fiscal year, YALE fees were increased to cover anticipated cost escalations through the 2019-20 fiscal year. He noted that this is the final year of that three-year plan and shared Administration and staff have been analyzing projected revenue and expenditure patterns over the next three years. Mr. Christensen explained the following projections were based on the most recent data for the second interim report assuming are not increased.

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

He shared that because a structural deficit is forming this year, Administration and staff have been exploring various options for fee increases.

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, shared the Out-of-School Time Parent Advisory Council (OSTPAC) was informed of the need to consider fee increases at the February 3, 2020 OSTPAC meeting. Mr. Christensen explained that Administration believes a fee increase starting June 15, 2020 is necessary in order to mitigate the impact of the following cost pressures:

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

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

Mr. Christensen explained the following projection of revenue and expenditures for the three-year period from 2020-21 through 2022-23 with an 11% fee increase. He noted the analysis did not include the impact of any future negotiated compensation increases or minimum wage increases.

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

Mr. Christensen shared Administration would like the Board to consider implementing a ten-percent (10%) bi-annual automatic fee increase effective 2022-23. He noted this was not included in the above projection.

F. BOARD POLICIES AND BYLAWS

1.1. Third Reading: Revised Board Policy 3350, Travel Expenses

President Burns presented Revised Board Policy 3350, Travel Expenses, for a third reading. Member Ryan moved approval.

Motion: Ryan Burns Aye El-Hajj Aye
Second: El-Hajj Ryan Aye Fox Aye
Vote: 5-0 Levens-Craig Aye

President Burns noted items F.1.2., F.1.3., and F.1.4., as second readings; and F.1.5., F.1.6., F.1.7., and F.1.8., as first readings. He asked Board members to contact Administration if there were any questions and/or concerns. With one motion, Member Ryan moved approval of the second readings.

1.2. Second Reading: New Board Policy 3430, Investing

1.3. Second Reading: New Board Policy 3452, Student Activity Funds

1.4. Second Reading: Revised Board Policy 3460, Financial Reports and Accountability

1.5. First Reading: New Board Policy 3510, Green School Operations

1.6. First Reading: Revised Board Policy 3511, Energy and Water Management

1.7. First Reading: Revised Board Policy 3511.1, Integrated Waste Management

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

Motion: Ryan Burns Aye El-Hajj Aye
Second: Fox Ryan Aye Fox Aye
Vote: 5-0 Levens-Craig Aye

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, STA President, expressed her appreciation of the teachers present to support their school spotlights; and shared appreciation of the employee discount for Project SAFE; and for the retirement incentive.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Member Ryan shared a few handouts regarding future development projects in Santee.

Superintendent Baranski shared attending the distinguished school ceremony with Members Fox and El-Hajj, PRIDE Academy staff, and Dr. Pierce. Members Fox and El-Hajj shared enjoying attending the event.

Superintendent Baranski shared the meeting with Vice Principals and the Student Forum were upcoming and asked if the Board had any specific topics for discussion.

Superintendent Baranski shared the new proposed design of the schools and District website for Board feedback. The Board provided input on the design and the need for easy parent accessibility.

Superintendent Baranski discussed holding construction informational meetings at PRIDE Academy and Sycamore Canyon.

I. CLOSED SESSION

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

1. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)
2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board entered closed session at 8:20 p.m.

J. RECONVENE TO PUBLIC SESSION

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

K. ADJOURNMENT

With no further business, the regular meeting of February 18, 2020 was adjourned at 10:15 p.m.

Elana Levens-Craig, Clerk

Dr. Kristin Baranski, Secretary

Consent Item D.1.2.
Prepared by Kristin Baranski, Ed.D.
March 3, 2020

Approval of PBK-REDI Proposal for
Recommendations and Prioritization for
Security Camera Placement

BACKGROUND:

At their meeting on May 21, 2019, the Board of Education approved a proposal with PBK-REDI Proposal for Safety and Security Review, Training and Design. Since then, PBK-REDI have reviewed the District's existing safety improvement committee recommendations for campus security improvements; provided architectural consultation for three school facilities, Chet F. Harritt middle school building and Learning Resource Centers proposed at PRIDE Academy and Sycamore Canyon; and are working with District Administration on developing security options for all school sites.

Tonight, Administration is seeking approval of additional services from PBK-REDI to provide safety and security services relating to the following items:

- Recommend and prioritize placement of security cameras at PRIDE Academy, Sycamore Canyon, and Chet F. Harritt Schools.
- Use existing SSD site drawings to notate and key recommendations and provide best practices reports regarding security camera placement and functions.

RECOMMENDATION:

Administration recommends approval of the proposal for additional safety and security services from PBK-REDI.

FISCAL IMPACT:

The proposed services noted on the PRK-REDI proposal will be paid from Fund 40 safety set aside funding.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.1.2.

11455 El Camino Real, Suite 480
San Diego, California 92130
Phone: 619-695-0400
Fax: 619-695-0346
PBK-REDI.com

February 17, 2020

VIA: Email



Dr. Kristin Baranski
Superintendent
Santee School District
9625 Cuyamaca Street
Santee, CA 92071

Re: Provide Recommendations and Prioritization for Security Camera Placement at three (3) District Facilities

Dear Dr. Baranski:

On behalf of PBK-REDI, we want to express how much we genuinely appreciate the request of our firm to assist your team with providing safety and security services relating to the following items:

- Recommend and prioritize placement of security cameras Pride Academy, Sycamore Canyon, and Chet F. Harritt Schools.
- Use existing SSD site drawings to notate and key recommendations and provide best practices reports regarding security camera placement and functions.

I. COMPENSATION:

Basic Services: Based on the above scope of work and services compensation for basic services shall be a **not to exceed** Three Thousand Nine Hundred Sixty dollars (\$3,960). This is broken down by component as follows:

Site Visits:

8 hours @ \$220.00 per hour – \$1,760.00

Develop recommendations and prioritization of security camera placement at three (3) district facilities:

4 hours @ \$220.00 per hour – \$880.00

Use existing SSD drawings to notate and key recommendations and provide best practice reports regarding security camera placement and functions for three (3) sites:

6 hours @ \$220.00 per hour – \$1,320.00

II. ADDITIONAL SERVICES:

If additional work is required beyond what is noted above, PBK-REDI will provide the district with a separate cost proposal for the additional work desired. No additional services will be performed without receiving written permission from the District.

III. REIMBURSABLE EXPENSES:

There are no reimbursable expenses that are anticipated for the project.

Again, thank you for this opportunity to serve the needs of the Santee School District. Our team stands poised and ready to roll up our sleeves to assist you and your colleagues with your school safety needs. Please do not hesitate to call at any time if you should have questions.

Sincerely,



Scott Himmelstein

President, PBK-REDI

Physical Security Specialist

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
March 3, 2020

BACKGROUND:

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated travel expenses are \$3,024, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - March 3, 2020

| Travel Dates | | Attendees | Site or Dept. | Conference or Workshop | Location | Sub Cost | Estimated Expenses | Budget | Purpose of Travel | District Goal |
|---|---------------------|----------------------|-----------------------|--|-----------------|----------|--------------------|--------------------------|---|---------------|
| Thursday, | 02/13/20 | Karl Christensen | Business Services | Medi-Cal Audit Hearing | Van Nuys | \$0 | \$155 | Business Services | Testify in audit hearing | |
| Saturday, | 02/29/20 | Jennifer Keiser | Pepper Drive | 37th Annual Greater San Diego Math Conference | Palomar College | \$0 | \$40 | Title I | Focus on instructional strategies to make math fun to learn. | |
| Saturday, | 02/29/20 | Kathryn Pederson | Pepper Drive | Write Here, Write Now: Nurturing the Writer Within | UCSD | \$0 | \$40 | Title I | Focus on instructional strategies to increase writing skills. | 1 |
| Saturday, | 02/29/20 | Robin Dowson | Pepper Drive | Write Here, Write Now: Nurturing the Writer Within | UCSD | \$0 | \$40 | Title I | Focus on instructional strategies to increase writing skills. | 1 |
| Saturday, | 02/29/20 | Debbie Towne | Pepper Drive | Write Here, Write Now: Nurturing the Writer Within | UCSD | \$0 | \$40 | Title I | Focus on instructional strategies to increase writing skills. | 1 |
| Wednesday, | 03/04/20 | Cathy Abel | Child Nutrition Servs | Food Safety Training | San Diego | \$0 | \$139 | Child Nutrition Services | Food safety training for the 5-year manager's certification. | |
| Saturday, | 03/07/20 | Hope Baker | San Diego | Early Years Conference | San Diego | \$0 | \$150 | YALE | Ways to integrate STEAM into early childhood education. | 1 |
| Monday, | 03/09/20 | Kristin Baranski | Superintendent | CAC Recognition Awards Dinner | El Cajon | \$0 | \$31 | Superintendent's Office | Community advisory committee awards dinner. | |
| Thursday, | 03/12/20 | Tory Long | Fiscal Services | Federal Compliance Workshop | SDCOE | \$0 | \$287 | Business Services | Workshop on ensuring compliance with federal regulations. | |
| Thursday, | 03/12/20 | Jennifer Ashburn | Fiscal Services | Federal Compliance Workshop | SDCOE | \$0 | \$287 | Business Services | Workshop on ensuring compliance with federal regulations. | |
| Thursday, | 05/21/20 | Dr. Kristin Baranski | Superintendent | May Revise Workshop | Escondido | \$0 | \$251 | Business Services | Workshop on the May revision of the Governor's state budget. | |
| Thursday, | 05/21/20 | Karl Christensen | Business Services | May Revise Workshop | Escondido | \$0 | \$251 | Business Services | Workshop on the May revision of the Governor's state budget. | |
| Thursday, | 05/21/20 | Dr. Stephanie Pierce | Educational Services | May Revise Workshop | Escondido | \$0 | \$251 | Business Services | Workshop on the May revision of the Governor's state budget. | |
| Thursday, | 05/21/20 | Tim Larson | HR/Pupil Services | May Revise Workshop | Escondido | \$0 | \$251 | Business Services | Workshop on the May revision of the Governor's state budget. | |
| Thursday, | 05/21/20 | Tory Long | Fiscal Services | May Revise Workshop | Escondido | \$0 | \$251 | Business Services | Workshop on the May revision of the Governor's state budget. | |
| Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California | | | | | | | | | | |
| Sun-Mon, | 04/19/20 - 04/20/20 | Dr. Stephanie Pierce | Educational Services | ACSA Legislative Action Day | Sacramento | \$0 | \$560 | Educational Services | Legislative meeting to advocate for schools. | 1, 2 |

District Goals:

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

Consent Item D.2.2.
Prepared by Karl Christensen
March 3, 2020

Approval/Ratification of Revolving Cash Report

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve checks #22665 through #22666 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$600.00 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.2.2.

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

| Date | Number | Name | Memo | Amount |
|----------|--------|---------|--|--------|
| 02/11/20 | 22665 | Walmart | Lorene Foster Fund-No alcohol or tobacco | 300.00 |
| 02/14/20 | 22666 | Walmart | Lorene Foster Fund-No alcohol or tobacco | 300.00 |

| | |
|--|-----------------|
| Total Checks Written | \$600.00 |
| Reimbursed by SDCOE | \$0.00 |
| Total to be Reimbursed | \$600.00 |
| Total to Deduct from Future Reimbursement | |

Consent Item D.2.3.
 Prepared by Karl Christensen
 March 3, 2020

Acceptance of Donations, Grants, and Bequests

BACKGROUND:

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

| <i>Item</i> | <i>Approximate Value</i> | <i>Received From</i> | <i>Designated For Use At</i> |
|--|--------------------------|----------------------|------------------------------|
| DONATIONS | | | |
| Backpack Hooks | \$5,481.35 | PRIDE Academy PTA | PRIDE Academy |
| Funds for the Food Bank | \$506.76 | Chipotle | PRIDE Academy |
| Funds to Support the Instructional Program and Supplement Classroom Supplies | \$300.00 | Anonymous | PRIDE Academy |
| GRANTS | | | |
| (None) | | | |
| BEQUESTS | | | |
| (None) | | | |
| TOTAL RECEIVED | \$6,288.11 | | |

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The donations, grants, and/or bequests listed above are valued at \$6,288.11.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

Consent Item D.2.4. Approval/Ratification of General Services Agreements
 Prepared by Karl Christensen
 March 3, 2020

BACKGROUND:

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

Approval of the following General Services Agreements is requested:

| Vendor Name | Description of Services | Date(s) of Service | Amount | Funding |
|---|-------------------------|-------------------------------|--|----------------------------|
| Beifuss Education Consulting and G&C Services, Inc. | GLAD Training | 03/24/2020 – 03/25/2020 | \$300/participant (not to exceed \$1,200.00) | PD/CH/CFH |
| Science Tellers | Assemblies | 06/15/2020 – 08/14/2020 | \$325-\$350 each (not to exceed \$3000.00) | Out of School Time Program |

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

Consent Item D.2.5. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 March 3, 2020

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period January 1, 2020 through January 31, 2020.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There were 172 transactions totaling \$20,289.41 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

| PURCHASE DATE | CARDHOLDER | DEPARTMENT | MERCHANT NAME | PURCHASE AMOUNT | PURCHASE DESCRIPTION |
|---------------|-------------------|-------------------------|------------------------|-----------------|---|
| 20200107 | ABEL,CATHY | CHILD NUTRITION | CERTIFYME NET | 59.95 | S. Herbert Forklift Training/certificate |
| 20200107 | ABEL,CATHY | CHILD NUTRITION | SPROUTS FARMERS MARK | 82.79 | Special Menu foods |
| 20200108 | ABEL,CATHY | CHILD NUTRITION | FOOD4LESS #0349 | 8.35 | Student education supplies |
| 20200110 | ABEL,CATHY | CHILD NUTRITION | AMAZON.COM*4W4X881P3 | 115.01 | Toner CK printer |
| 20200115 | ABEL,CATHY | CHILD NUTRITION | SMART AND FINAL 929 | 48.93 | Gluten free pizza |
| 20200122 | ABEL,CATHY | CHILD NUTRITION | SMART AND FINAL 929 | 8.97 | Almond milk |
| 20200127 | ABEL,CATHY | CHILD NUTRITION | AMAZON.COM*427RP2X73 | 109.26 | Toner CK printer |
| 20200129 | ABEL,CATHY | CHILD NUTRITION | SMART AND FINAL 929 | 100.85 | Special Menu foods |
| 20200131 | ABEL,CATHY | CHILD NUTRITION | AMAZON.COM*896B22PK3 | 142.02 | Stermamine |
| | | | | <u>676.13</u> | |
| 20200116 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | VONS #1897 | 31.06 | Board meeting supplies |
| 20200122 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | JERSEY MIKES ONLINE OR | 74.99 | Board meeting supplies |
| 20200123 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | VONS #1897 | 22.98 | Board meeting supplies |
| 20200128 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | RUBIOS 249 ECOM | 123.91 | Special Board meeting supplies |
| 20200130 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | ALS SPORT SHOP | 16.14 | PLT name badge |
| 20200130 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | THE WRAPSHACK | 63.03 | Special Board meeting supplies |
| 20200130 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | VONS #1897 | 39.08 | Special Board meeting supplies |
| 20200131 | ARREOLA,LISA | SUPERINTENDENT'S OFFICE | ECCENTRIC INTERNATIONA | 43.00 | Special Board meeting supplies |
| | | | | <u>414.19</u> | |
| 20200115 | AVILA,EVONN | BUSINESS SERVICES | BUDGET0527500093078 | 149.31 | Truck rental for 6th grade camp luggage |
| 20200115 | AVILA,EVONN | BUSINESS SERVICES | BUDGET0527500092250 | 154.70 | Truck rental for 6th grade camp luggage |
| 20200120 | AVILA,EVONN | BUSINESS SERVICES | BUDGET0527500093082 | 199.39 | Truck rental for 6th grade camp luggage |
| 20200120 | AVILA,EVONN | BUSINESS SERVICES | BUDGET0527500092252 | 154.70 | Truck rental for 6th grade camp luggage |
| 20200131 | AVILA,EVONN | BUSINESS SERVICES | OFFICE DEPOT #908 | 79.37 | Binders and dividers for Board Budget Workshop |
| | | | | <u>737.47</u> | |
| 20200103 | BAKER,HOPE | OST PROGRAMS | TARGET 00014852 | 123.22 | YALE class room supplies and storage |
| 20200105 | BAKER,HOPE | OST PROGRAMS | WALMART GROCERY | 353.79 | Snack for YALE OSTP |
| 20200110 | BAKER,HOPE | OST PROGRAMS | DOLLARTREE | 9.70 | Craft bottles for YALE OSTP |
| 20200110 | BAKER,HOPE | OST PROGRAMS | WAL-MART #1917 | 144.77 | Hooks, games, area rug for YALE OSTP |
| 20200123 | BAKER,HOPE | OST PROGRAMS | WAL-MART #1917 | 107.82 | Pens, facial tissues, lunch bags, treat cups, Teddy Grahams |
| 20200130 | BAKER,HOPE | OST PROGRAMS | WALMART GROCERY | 161.22 | Snack items for YALE OSTP |
| | | | | <u>900.52</u> | |
| 20200127 | BENEDETTO,ANGELO | CAJON PARK | SMART AND FINAL 929 | 6.99 | Attendance incentives (student engagement) |
| | | | | <u>6.99</u> | |
| 20200114 | BONSER,KRISTEN | PRIDE ACADEMY | LEGOLAND CALIFORNIA | 125.00 | Robotics Workshop 2/22/2020 |
| 20200117 | BONSER,KRISTEN | PRIDE ACADEMY | LEGOLAND CALIFORNIA | (125.00) | Refund for Robotics Workshop 9/28/19 |
| 20200123 | BONSER,KRISTEN | PRIDE ACADEMY | GROSSMONT CINEMA | 380.00 | Honor Roll Field Trip |
| 20200126 | BONSER,KRISTEN | PRIDE ACADEMY | CERCAFE LA MESA | 80.53 | Arts Attack supplies |
| 20200127 | BONSER,KRISTEN | PRIDE ACADEMY | AMZN MKTP US*8B3AO0FQ3 | 29.08 | External hard drive for instruction |
| 20200130 | BONSER,KRISTEN | PRIDE ACADEMY | WAL-MART #1917 | 20.84 | Food for Safe School Ambassador Training |
| | | | | <u>510.45</u> | |
| 20200106 | BRASHER,PAMELA | OST PROGRAMS | VONS #2345 | 50.64 | Barbies for OSTP |
| 20200110 | BRASHER,PAMELA | OST PROGRAMS | WALMART.COM | (46.35) | Winter break items, ping pong balls |
| 20200115 | BRASHER,PAMELA | OST PROGRAMS | BARNES&NOBLE.COM-BN | 7.13 | Summer Program OSTP books |
| 20200116 | BRASHER,PAMELA | OST PROGRAMS | BARNES&NOBLE.COM-BN | 7.13 | Summer Program OSTP books |
| 20200116 | BRASHER,PAMELA | OST PROGRAMS | BARNES&NOBLE.COM-BN | 12.23 | Summer Program OSTP books |
| 20200117 | BRASHER,PAMELA | OST PROGRAMS | BARNES&NOBLE.COM-BN | 7.13 | Summer Program OSTP books |
| 20200119 | BRASHER,PAMELA | OST PROGRAMS | MICHAELS STORES 3255 | 206.66 | Perler bead pens and essex cart |
| 20200119 | BRASHER,PAMELA | OST PROGRAMS | DOLLAR TREE | 12.90 | Mega magnets for YALE |
| 20200119 | BRASHER,PAMELA | OST PROGRAMS | DOLLAR TREE | 31.28 | Kid tweezers and mega magnets for Project Safe |
| 20200123 | BRASHER,PAMELA | OST PROGRAMS | BARNES&NOBLE.COM-BN | 7.13 | Books for book clubs |
| | | | | <u>285.88</u> | |
| 20200109 | D'AGOSTINO,KRISTA | HUMAN RESOURCES | SAN DIEGO COUNTY SUPER | 250.00 | SDCOE Job Fair registration |
| 20200115 | D'AGOSTINO,KRISTA | HUMAN RESOURCES | GIANT PIZZA KING #10 | 137.88 | Lunch provided for Class Size Task Force meeting |
| | | | | <u>387.88</u> | |
| 20200115 | DOBBINS,TIMOTHY | CAJON PARK | DOMINO'S 7708 | 44.99 | Pizza with the Principal Attendance/Citizenship |
| 20200129 | DOBBINS,TIMOTHY | CAJON PARK | EB UDL IMPLEMENTATION | 2,502.00 | UDL Implementation Academy registration |
| | | | | <u>2,546.99</u> | |

| PURCHASE DATE | CARDHOLDER | DEPARTMENT | MERCHANT NAME | PURCHASE AMOUNT | PURCHASE DESCRIPTION |
|---------------|------------------|------------------------|------------------------|-----------------|--|
| 20200108 | FORSTER, CHASITY | HILL CREEK | AMZN MKTP US*Y88Z93J53 | 8.45 | Arts Attack supply |
| 20200109 | FORSTER, CHASITY | HILL CREEK | AMAZON.COM*DJ4XL1L93 | 43.85 | Kindness books |
| 20200109 | FORSTER, CHASITY | HILL CREEK | DISCOUNTMUGS.COM | 152.34 | PBIS Staff Kindness shirts |
| 20200117 | FORSTER, CHASITY | HILL CREEK | AMAZON.COM*1Q14Y6L13 A | 61.82 | Custodian supplies |
| 20200120 | FORSTER, CHASITY | HILL CREEK | AMAZON.COM*M98ZY1MC2 A | 36.25 | Health supplies |
| 20200122 | FORSTER, CHASITY | HILL CREEK | AMZN MKTP US*NC3993UB3 | 37.66 | Custodial supplies |
| 20200127 | FORSTER, CHASITY | HILL CREEK | AMZN MKTP US*2C9H103V3 | 14.55 | Office supplies |
| 20200128 | FORSTER, CHASITY | HILL CREEK | AMZN MKTP US*EX7W75XL3 | 11.84 | Office supplies |
| 20200131 | FORSTER, CHASITY | HILL CREEK | INSTACART | 74.23 | Supplies for Farm to Table Class |
| | | | | 440.99 | |
| 20200108 | HICKS, TYLENE | CHET F. HARRITT | CUE INC | 618.00 | CUE Conference registration for R. Nelson & M. Granger |
| 20200109 | HICKS, TYLENE | CHET F. HARRITT | AMZN MKTP US*8607W39S3 | 51.45 | Cases for our Chess sets |
| 20200124 | HICKS, TYLENE | CHET F. HARRITT | WAL-MART #1917 | 84.17 | Student engagement supplies for LCAP student meetings |
| 20200126 | HICKS, TYLENE | CHET F. HARRITT | AMAZON.COM*8J7WJ01N3 A | 86.10 | Headphones for students |
| 20200127 | HICKS, TYLENE | CHET F. HARRITT | WRITEABOUT.COM | 95.00 | Classroom Write About Membership for Joey Sutera |
| | | | | 934.72 | |
| 20200124 | HOHIMER, KAREN | PEPPER DRIVE | SMARTANDFINALECOMMERCE | 70.29 | Cooking supplies for elective class |
| | | | | 70.29 | |
| 20200107 | HOOKS, TED A | PEPPER DRIVE | AMZN MKTP US*ZL1Y31MS3 | 45.61 | Elective Class materials |
| 20200109 | HOOKS, TED A | PEPPER DRIVE | DISCOUNTMUGS.COM | 717.13 | Kindness Challenge materials |
| 20200115 | HOOKS, TED A | PEPPER DRIVE | AMZN MKTP US*H24VY0B43 | 18.31 | Visual Timer for EAK |
| 20200117 | HOOKS, TED A | PEPPER DRIVE | AMAZON.COM*BS5V17GG3 | 33.19 | Professional Learning text |
| 20200117 | HOOKS, TED A | PEPPER DRIVE | STAPLES DIRECT | 75.41 | Teacher chair |
| 20200121 | HOOKS, TED A | PEPPER DRIVE | AMAZON.COM*HB7I87O63 | 73.44 | Professional Learning texts |
| | | | | 963.09 | |
| 20200110 | JOHNSTON, ANDREW | CARLTON OAKS | PAYPAL *SK8WORLDSD | 200.00 | Field Trip deposit |
| | | | | 200.00 | |
| 20200101 | LOCKE, SUMMER | SYCAMORE CANYON | AMZN MKTP US*KK61C7773 | 12.92 | Chinese Dragon Decoration for Chinese New Year |
| 20200103 | LOCKE, SUMMER | SYCAMORE CANYON | AMZN MKTP US*7I2PN0CA3 | 40.29 | Chicken feed |
| 20200110 | LOCKE, SUMMER | SYCAMORE CANYON | DISCOUNTMUGS.COM | 568.92 | Kindness Week T shirts |
| 20200112 | LOCKE, SUMMER | SYCAMORE CANYON | AMZN MKTP US*5803P7MC3 | 11.87 | Book-Growth Mindset/Problem Solving for Social Work Groups/classroom use |
| 20200113 | LOCKE, SUMMER | SYCAMORE CANYON | AMAZON.COM*6K02A3DE3 | 42.90 | Book-Growth Mindset/Problem Solving for Social Work Groups/classroom use |
| 20200117 | LOCKE, SUMMER | SYCAMORE CANYON | AMAZON.COM*5R64F6RX3 | 109.20 | Supplementary books for Classroom Book Study (American Revolution) |
| 20200117 | LOCKE, SUMMER | SYCAMORE CANYON | SP * BREAKOUT INCORPOR | 50.00 | Problem Solving: Breakout EDU curriculum grade 5/6 |
| 20200124 | LOCKE, SUMMER | SYCAMORE CANYON | AMAZON.COM*HF5DP5A03 | 68.92 | PE bats |
| | | | | 905.02 | |
| 20200106 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | SIMPLISAFE | 24.99 | Security system |
| 20200106 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | DRI*BARTELS MEDIA | 136.40 | Software |
| 20200107 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | MOSYLE COR* MOSYLEMAN | 928.50 | Data Management system |
| 20200108 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMAZON.COM*Y38IE5VM3 | 6.99 | HDMI cable 3-foot |
| 20200108 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMAZON.COM*TC9061833 | 172.38 | USB C to VGA adapters (2 of 5-pack) |
| 20200108 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMAZON.COM*RC3OH5YJ3 | 6.99 | HDMI cable 3-foot for DO Conference Room monitor |
| 20200108 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMAZON.COM*PL83N1013 | 6.99 | HDMI cable - 3-foot |
| 20200109 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMAZON.COM*NM7GXJ7JW3 | 43.05 | Computer speakers with subwoofer for classroom |
| 20200110 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMZN MKTP US*BG9X56353 | 10.56 | AC power cord cable for Lumens DC211 doc cam |
| 20200119 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | SIMPLISAFE | 24.99 | Security system |
| 20200119 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMZN MKTP US*4Z2XR7X13 | 48.47 | Flexible tripod for iPhone, Go Pro & USB3.0 2 port card |
| 20200122 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMZN MKTP US*GQ7VW0503 | 44.13 | 4pack of screen protectors & cases for Samsung phones |
| 20200130 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMZN MKTP US*FH2RS1XP3 | 242.37 | 9 external dvd drives |
| 20200130 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMZN MKTP US*QP71Q5H23 | 26.93 | External DVD drive |
| 20200131 | MARSMAN, MATTHEW | INFORMATION TECHNOLOGY | AMZN MKTP US*QJ0RK3H23 | 260.19 | 9 of Lenovo security cable locks for laptops |
| | | | | 1,983.93 | |
| 20200113 | MARTIN, SUZANNE | HILL CREEK | LOWES #01861* | 10.75 | Storage for office supplies |
| 20200113 | MARTIN, SUZANNE | HILL CREEK | LOWES #01861* | 123.76 | Storage for office supplies |
| 20200127 | MARTIN, SUZANNE | HILL CREEK | LAKESHORE LEARNING MAT | 226.41 | EAK listening station |
| | | | | 360.92 | |
| 20200109 | MCGINTY, MIRIAM | SPECIAL EDUCATION | AMAZON.COM*LB4FQ4QS3 | 42.80 | Laminator and lamination pages for Mod/Severe SDC classroom |
| 20200119 | MCGINTY, MIRIAM | SPECIAL EDUCATION | WPS | 150.31 | Protocols for OT assessments |
| 20200121 | MCGINTY, MIRIAM | SPECIAL EDUCATION | AMAZON.COM*MM90J10V3 | 62.20 | Special Education office supplies |
| 20200123 | MCGINTY, MIRIAM | SPECIAL EDUCATION | AMZN MKTP US*8V6CX9C03 | 75.38 | Noise cancelling headphones for students |
| | | | | 330.69 | |

| PURCHASE DATE | CARDHOLDER | DEPARTMENT | MERCHANT NAME | PURCHASE AMOUNT | PURCHASE DESCRIPTION |
|---------------|--------------------|--------------------------|------------------------|-----------------|---|
| 20200110 | MCKINNON,KATHY | EDUCATIONAL SERVICES | PLANT HOUSE NURSERY | 69.66 | CREEC Grant - supplies |
| 20200116 | MCKINNON,KATHY | EDUCATIONAL SERVICES | AMAZON.COM*YS3AR6AS3 | 29.42 | ERC Admin - supplies |
| 20200117 | MCKINNON,KATHY | EDUCATIONAL SERVICES | OFFICE DEPOT #908 | 38.25 | Prof. Dev. - supplies |
| | | | | 137.33 | |
| 20200107 | MINUTELLI,DAWN | EDUCATIONAL SERVICES | DOLLAR TREE | 83.97 | Instructional materials - Math Manipulatives/EAK |
| 20200117 | MINUTELLI,DAWN | EDUCATIONAL SERVICES | MICHAELS #9490 | 87.01 | EAK - supplies |
| 20200120 | MINUTELLI,DAWN | EDUCATIONAL SERVICES | LEARNING WITHOUT TEARS | 136.32 | Preschool - supplies |
| | | | | 307.30 | |
| 20200115 | MONTLER,BONNER M | EDUCATIONAL SERVICES | DUNKIN #354682 | 23.27 | Food supplies for annual summative English Language Proficiency Assessment (ELPAC) training |
| 20200115 | MONTLER,BONNER M | EDUCATIONAL SERVICES | VONS #1897 | 44.54 | Food supplies for annual summative English Language Proficiency Assessment (ELPAC) training |
| | | | | 67.81 | |
| 20200108 | NELSON,REBECCA | CHET F. HARRITT | AMZN MKTP US*9K12124R3 | 145.80 | Student attendance incentive |
| 20200108 | NELSON,REBECCA | CHET F. HARRITT | AMZN MKTP US*6F6X99F03 | 32.30 | Foundation Grant items for Hannah Giblin/Command Hooks and headphones for students |
| 20200113 | NELSON,REBECCA | CHET F. HARRITT | OTC BRANDS INC | 188.13 | Student incentives wristbands |
| 20200115 | NELSON,REBECCA | CHET F. HARRITT | AMAZON.COM*U0Y0Q8JJ3 | 26.34 | Professional Development book "Don't Suspend Me!" |
| 20200119 | NELSON,REBECCA | CHET F. HARRITT | WAL-MART #1917 | 53.70 | Wipes for Jog-a-Thon event |
| | | | | 446.27 | |
| 20200109 | OLANDER,MICHAEL | PUPIL SERVICES | AMZN MKTP US*Q12AV2ZW3 | 129.29 | Stand up desk converter |
| 20200115 | OLANDER,MICHAEL | PUPIL SERVICES | AMAZON.COM*C24EE82X3 | 234.90 | 9 "Don't Suspend Me" books |
| 20200123 | OLANDER,MICHAEL | PUPIL SERVICES | AMAZON.COM*0A4WZ0K73 | 28.00 | PBIS handbooks |
| 20200123 | OLANDER,MICHAEL | PUPIL SERVICES | AMZN MKTP US*QJ8JN87F3 | 52.76 | SSP supplies/materials |
| 20200123 | OLANDER,MICHAEL | PUPIL SERVICES | AMAZON.COM*9U4GJ0ZB3 | 26.71 | PBIS Tier One Handbook |
| 20200124 | OLANDER,MICHAEL | PUPIL SERVICES | AMZN MKTP US*DI5HZ4WU3 | 24.81 | SSP supplies/materials |
| 20200129 | OLANDER,MICHAEL | PUPIL SERVICES | AMAZON.COM*MF49P4TW3 | 39.86 | Headset |
| 20200130 | OLANDER,MICHAEL | PUPIL SERVICES | EXPEDIA 71004622339368 | 272.37 | Every Child Counts Symposium hotel |
| | | | | 808.70 | |
| 20200123 | PARKER,HEIDI MARIA | PRIDE ACADEMY | GROSSMONT CINEMA | 383.00 | Honor Roll Field Trip |
| | | | | 383.00 | |
| 20200107 | PEZONE,MELYNDA | CARLTON OAKS | AMAZON.COM*UF1RY6HW3 | 25.09 | "Don't Suspend Me" resource for alternative discipline |
| 20200121 | PEZONE,MELYNDA | CARLTON OAKS | AMZN MKTP US*OR3F33ZR3 | 91.59 | Labels for Ident-A-Kid system |
| 20200124 | PEZONE,MELYNDA | CARLTON OAKS | 7708 DOMINOS PIZZA | 45.18 | Pizza for Safe School Ambassadors |
| | | | | 161.86 | |
| 20200115 | PIERCE,STEPHANIE | EDUCATIONAL SERVICES | CUE INC | 1,854.00 | Prof. Dev. - Travel/Registration - CUE Conference |
| 20200126 | PIERCE,STEPHANIE | EDUCATIONAL SERVICES | CUE INC | 369.00 | Prof. Dev. - Travel/Registration - CUE Conference |
| | | | | 2,223.00 | |
| 20200106 | PROUTY,DANIEL J | INSTRUCTIONAL TECHNOLOGY | APPLE STORE #R285 | 20.47 | USB C cable for Macbook |
| 20200117 | PROUTY,DANIEL J | INSTRUCTIONAL TECHNOLOGY | 7 SPRINGS INN & SUITES | 349.92 | Lodging for CUE Conference, Palm Springs |
| 20200117 | PROUTY,DANIEL J | INSTRUCTIONAL TECHNOLOGY | 7 SPRINGS INN & SUITES | 349.92 | Lodging for CUE Conference, Palm Springs |
| 20200119 | PROUTY,DANIEL J | INSTRUCTIONAL TECHNOLOGY | URBANE CAFE SAN DIEGO | 86.74 | Meal for science textbook adoption review team |
| | | | | 807.05 | |
| 20200108 | RIFFEL,MEREDITH | PUPIL SERVICES | AMZN MKTP US*W1QJ64VL3 | 40.28 | Supplies for OT |
| 20200113 | RIFFEL,MEREDITH | PUPIL SERVICES | AMAZON.COM*KW27H7RE3 | 32.04 | Supplies for SDC class |
| 20200115 | RIFFEL,MEREDITH | PUPIL SERVICES | VONS #1897 | 72.00 | Bus passes for homeless students |
| 20200116 | RIFFEL,MEREDITH | PUPIL SERVICES | VONS #1897 | 99.00 | Bus passes |
| 20200123 | RIFFEL,MEREDITH | PUPIL SERVICES | AMZN MKTP US*ZY7I02K03 | 59.24 | Weighted vest for SPED student |
| 20200127 | RIFFEL,MEREDITH | PUPIL SERVICES | AMZN MKTP US*8S7MA9TL3 | 29.01 | Finger grips for SPED students |
| | | | | 331.57 | |
| 20200115 | ROGERS,CHRISTOPHER | RIO SECO | EB RESTORATIVE PRACTI | 165.00 | Alternatives to Suspension training |
| | | | | 165.00 | |
| 20200108 | SAUNDERS,LEAH | CARLTON HILLS | AMAZON.COM*MD8QQ6103 | 51.56 | Classroom light filters 504 Student Accommodation |
| 20200110 | SAUNDERS,LEAH | CARLTON HILLS | AMAZON.COM*T20GW41H3 | 37.59 | Color Ink Cartridges for printing student behavioral supports |
| 20200112 | SAUNDERS,LEAH | CARLTON HILLS | 24HOURWRISTBANDS.COM | 180.00 | PBIS wristbands for PBIS Student ROAR Awards |
| 20200114 | SAUNDERS,LEAH | CARLTON HILLS | AMAZON.COM*CD7F41GN3 | 16.93 | PBIS: Magnetic strips for school-wide Campus Clean Up Club |
| 20200114 | SAUNDERS,LEAH | CARLTON HILLS | AMZN MKTP US*JP3YK64Z3 | 31.22 | PBIS: Magnetic Strips for Schoolwide Jaguar Cleanup Club |
| 20200123 | SAUNDERS,LEAH | CARLTON HILLS | AMZN MKTP US*6F71I24I3 | 10.76 | PBIS: Post-It Notes for Kindness Week activities |
| 20200124 | SAUNDERS,LEAH | CARLTON HILLS | AMAZON.COM*Q952O5163 | 22.03 | PBIS: Games for student alternate recess choices |
| 20200126 | SAUNDERS,LEAH | CARLTON HILLS | AMAZON.COM*RJ67T8U63 | 12.84 | PBIS: Games for alternate recess choices |
| 20200126 | SAUNDERS,LEAH | CARLTON HILLS | OFFICE DEPOT #908 | 123.61 | PBIS: Kindness Week poster laminating |
| 20200127 | SAUNDERS,LEAH | CARLTON HILLS | MARY'S DONUTS | 43.96 | Incentives for crossing guards |
| 20200128 | SAUNDERS,LEAH | CARLTON HILLS | AMAZON.COM*KI4964IQ3 | 19.33 | PBIS: Games for alternate recess choices |
| 20200128 | SAUNDERS,LEAH | CARLTON HILLS | SMART AND FINAL 581 | 114.51 | PBIS: Kindness Week supplies |
| | | | | 664.34 | |

| PURCHASE DATE | CARDHOLDER | DEPARTMENT | MERCHANT NAME | PURCHASE AMOUNT | PURCHASE DESCRIPTION |
|---------------|---------------------|-------------------------------------|------------------------|------------------|--|
| 20200114 | SHEEN,KRISTINA D | OST PROGRAMS | FOOD4LESS #0349 | 11.57 | Cooking club for ASES |
| 20200115 | SHEEN,KRISTINA D | OST PROGRAMS | THE HOME DEPOT 673 | 84.89 | Garden supplies for ASES garden tools, gloves, shovel |
| 20200128 | SHEEN,KRISTINA D | OST PROGRAMS | 99 CENTS ONLY STORES # | 40.57 | Jump ropes, light sticks, notebooks, figurines and other prize box items |
| 20200129 | SHEEN,KRISTINA D | OST PROGRAMS | WAL-MART #1917 | 90.26 | Movies, play dough, colored pencils |
| | | | | <u>227.29</u> | |
| 20200112 | SIMPSON,DEBRA | RIO SECO | ASCD | 13.53 | Prof. Dev. Book - Your Students, My Students, Our Students |
| 20200114 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*LV4A55163 | 62.47 | Materials to organize the SIPPS materials |
| 20200121 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*237JS0R43 | 6.90 | Professional Development resource book: Vocabulary |
| 20200121 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*MI5642E13 | 6.48 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*K90UU10N3 | 96.93 | Folders for SIPPS organization: Foundational Reading |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*S81HE82Y3 | 6.47 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*6H1826VM3 | 6.65 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*5I2U965S3 | 6.47 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*0X4TH4113 | 6.47 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*W01NM0UD3 | 6.47 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*U61FE6BS3 | 6.52 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*M98HB1X01 | 6.47 | Professional Development resource book: Vocabulary |
| 20200122 | SIMPSON,DEBRA | RIO SECO | AMZN MKTP US*C61P25PV3 | 6.47 | Professional Development resource book: Vocabulary |
| | | | | <u>238.30</u> | |
| 20200110 | SOUTHCOTT,STEPHANIE | CARLTON HILLS | YOUTHLIGHT, INC. | 31.62 | Professional Development book for counseling resources |
| 20200112 | SOUTHCOTT,STEPHANIE | CARLTON HILLS | ACCO BRANDS DIRECT | 39.09 | Office calendar |
| | | | | <u>70.71</u> | |
| 20200103 | STARKEY,MARK | INFORMATION TECHNOLOGY | IKEA SAN DIEGO | 57.09 | Insert with 2 drawers (filing cabinet) and organizational insert |
| 20200106 | STARKEY,MARK | INFORMATION TECHNOLOGY | VARIDESK* 1800 207 25 | 425.61 | ProPlus 32 electric standing desk |
| | | | | <u>482.70</u> | |
| 20200119 | STORM,BRYCE | FACILITIES, MAINTENANCE & OPERATION | LONG BUILDING TECHNOLO | 101.03 | Actuator HVAC supplies Cajon Park |
| | | | | <u>101.03</u> | |
| | | | | <u>20,289.41</u> | |

Consent Item D.2.6.
 Prepared by Karl Christensen
 March 3, 2020

Approval/Ratification of Agreements for Mileage
 Reimbursement In Lieu of District Transportation

BACKGROUND:

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

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement during the 2018-19 and 2019-20 school year for the transportation of their own child(ren) are listed below:

| School of Attendance | Round Trip Miles Per Day | # of Days | Per Mile Rate | Total Estimated Annual Cost |
|----------------------|--------------------------|-----------|---------------|-----------------------------|
| Sycamore Canyon | 5 | 199 | \$0.58 | \$577.10 |
| | | | | |
| | | | | |
| | | | | |
| Total: | | | | \$577.10 |

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$577.10 is paid in lieu of District provided transportation.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

Authorization to Sell/Dispose of Surplus Items

BACKGROUND:

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

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

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

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

The items to declare surplus are described below:

| <u>Qty</u> | <u>UOM</u> | <u>Description</u> | <u>Site</u> | <u>Storage Location</u> | <u>Condition</u> | <u>Estimated Value/Price</u> |
|------------|------------|--|-------------|------------------------------|------------------|------------------------------|
| 1 | each | Air Purifier | HC | Old girls locker room wing C | Not working | \$0 |
| 1 | each | Aqua Clean carpet machine (has two handles) #56555 | HC | Old girls locker room wing C | Not working | \$0 |
| 1 | each | Carpet Spotter | HC | Old girls locker room wing C | Not working | \$0 |

| | | | | | | |
|---|------|--|----|------------------------------|--------------------|----------|
| 1 | each | Bonnet floor machine #53396 | HC | Old girls locker room wing C | Extra- do not need | \$200.00 |
| 1 | each | Orek Vacuum #65688 | HC | Old girls locker room wing C | Extra- do not need | \$30.00 |
| 1 | each | Wet Dry Vacuum (with 2 handles) #49689 | HC | Old girls locker room wing C | Extra, do not need | \$100.00 |
| 1 | each | High Speed Burnisher #55414 | HC | Old girls locker room wing C | Extra, do not need | \$500.00 |
| 1 | each | Carpet Machine Mini #53835 | HC | Old girls locker room wing C | Not working | \$0 |
| 1 | each | Red Vacuum | HC | Old girls locker room wing C | Extra, do not need | \$100.00 |

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

| Type | Method | Option? (X) |
|---|--|-------------|
| Obsolete Instructional Materials | Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy – LIBRARY BOOKS | |
| | Sell to any organization that agrees to use the materials for educational purposes | |
| | Mutilate so as not to be salable and sold for scrap | |
| | Destroy beyond any economical means | |
| Other Personal Property | Value insufficient to defray costs of arranging a sale: Donate to charitable organization deemed appropriate by the Board | |
| | Value insufficient to defray costs of arranging a sale: Discard/Scrap | |
| | Value \$2,500 or less: Sell without advertising | X |
| | Advertise for Bids (including on-line services) – PORTABLE CLASSROOM | |
| | Conduct Public Auction (including on-line services) | |

| Type | Method | Option? (X) |
|------|---|----------------|
| | Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law with sale price to equal cost of property plus estimated cost of purchasing, storing, and handling | |
| | Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district with price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools | |

RECOMMENDATION:

It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$930.00 and authorize the sale or disposal of them in accordance with the recommended terms.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

Income estimated at \$930.00 less fee to on-line bidding vendor, if used.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

Consent Item D.2.8.
Prepared by Karl Christensen
March 3, 2020

Authorization to Extend Contract with Sunrise
Produce for Purchase of Fresh Produce

BACKGROUND:

Sunrise Produce was awarded the fresh produce bid for the Child Nutrition Services Department for school year 2018-19 with the option to roll over for 2 additional years. Child Nutrition Services is requesting roll over for an additional year through 2020-21.

RECOMMENDATION:

It is recommended that the Board of Education provide authorization to roll over of the 2018-19 bid from Sunrise Produce through the 2020-21 school year.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact is approximately \$100,000 for Fund 13.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.

Consent Item D.2.9.
Prepared by Karl Christensen
March 3, 2020

Authorization to Extend Contract for Grocery /
Snack, Commodities, Non-Commodities

BACKGROUND:

The grocery/snack, commodities, non-commodities bid was awarded by line item based on lowest price per item to Gold Star Foods and Newport Farms for the 2019-20 school year with the option to extend the contract annually for up to two additional years. Board authorization is requested to extend the contract with Gold Star Foods and Newport Farms for one additional year through the 2020-21 school year.

RECOMMENDATION:

It is recommended that the Board of Education grant authorization to extend award of contract for grocery/snack, commodity, and non-commodity, bid to Gold Star Foods and Newport Farms with an option to extend the contract annually for up to one additional year.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The estimated cost of \$675,000 annually is to be funded from the Child Nutrition Services Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

Consent Item D.2.10.
Prepared by Karl Christensen
March 3, 2020

Approval of Reimbursement Agreement with City of
Santee for Replacement of Sewer Line Servicing Big
Rock Park

BACKGROUND:

In developing plans for the Chet F. Harritt building project, the District was working with Padre Dam to have them quitclaim their easement for sewer connection back to the District. At the time, it was believed that only Chet F. Harritt School was serviced by this line. Upon further analysis, the District discovered that the City of Santee’s Big Rock Park restrooms were also serviced by this same sewer line running through Chet F. Harritt School. Consequently, in order to provide the appropriate sewer line connections for the new building and Big Rock Park, it is necessary to construct separate sewer lines that connect to Padre Dam’s service line at the approximate North-South midpoint of the school. This work will be incorporated into the District’s Lease-Leaseback Guaranteed Maximum Price with Balfour Beatty as an additive alternate so that costs can be differentiated. Currently, the design and construction costs for the sewer line to connect to Big Rock Park are estimated to be \$64,367.

This Reimbursement Agreement incorporates provisions for the City to pay the estimated costs up front within 30 days of executing the Reimbursement Agreement. Once the construction work is completed, a final invoice will be generated. If actual costs are less than the original estimate, the District will refund the difference to the City. If actual costs are greater than the original estimate, the City will pay the District the difference.

RECOMMENDATION:

It is recommended that the Board of Education approve the Reimbursement Agreement with City of Santee for replacement of sewer line servicing Big Rock Park.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

Estimate of \$64,367 to reimburse Capital Improvement Program funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.10.

AGREEMENT FOR REIMBURSEMENT OF SEWER REPLACEMENT COSTS

This Agreement for Reimbursement (“Agreement”) is made and entered as of _____, 2020, (“Effective Date”), by and between the Santee School District, a public school district duly organized and validly existing under the laws of the State of California (“District”) and the City of Santee, a California Municipal Corporation (“City”). The District and the City may hereinafter be referred to individually or collectively as a “Party” or the “Parties.”

RECITALS

A. The District is the owner of certain real property located at 8120 Arlette Street, Santee, California 92071, and identified as San Diego County Assessor Parcel No. 383-100-13, which is known as the Chet F. Harritt School (“School”). The District is presently designing an additional school building for the School to be constructed near the southern property line of School (“School Construction Project”). In performing this work, the District became aware of a sewer line on the School property (“Existing Sewer Line”) owned and maintained by Padre Dam Municipal Water District (“Water District”) in accordance with an easement granted by District to Water District (“Water District Easement”). The School and Existing Sewer Line are more particularly depicted in Exhibit A, which is attached to this Agreement and incorporated herein by reference.

B. The City is the owner of certain real property located at 8125 Arlette Street, Santee, California 92071, and identified as San Diego County Assessor Parcel No. 383-100-03, which is known as Big Rock Park (“Park”). The Park is south of, and directly adjacent to, the School.

C. Water District and District originally believed only the School was serviced by the Existing Sewer Line and Water District was therefore working with the District to quitclaim Water District Easement to District.

D. During the preliminary design phase for the School Construction Project, the District discovered that both the District and the City use the Existing Sewer Line -- the District for connection of portable classroom restrooms, and the City for connection of Park restrooms -- to the Water District’s system. Neither Party is aware whether the City has an easement, license, or other legal right to use the Existing Sewer Line. The Parties also understand that the Water District will not allow both entities to use the Existing Sewer Line.

E. The District proposes to: (1) construct a new sewer line as part of its School Construction Project for the District’s use (“New Sewer Line”); (2) reconstruct the Existing Sewer Line to allow continued use by the City (“Modified Existing Sewer Line”); and (3) take all reasonable steps to grant the City an easement to use the Modified Existing Sewer Line under Education Code section 17556 et seq. In exchange for the foregoing, the City agrees to reimburse the District for all costs to design, reconstruct, and connect the Modified Existing Sewer Line to the Water District’s system. The Parties have entered into this Agreement to memorialize the terms of this arrangement.

NOW THEREFORE, the Parties agree as follows:

Section 1. Modified Existing Sewer Line. Subject to the terms set forth herein, the District shall design and construct a Modified Existing Sewer Line for connection to the Water District’s system (“Project Scope Benefitting City”) and allow the City’s continued use of the Modified Existing Sewer

Line on the District's School property. Such construction shall be included in the District's bid package for the School Construction Project as an additive alternate so that the costs for reconstructing the Modified Existing Sewer Line can be quantified and fixed. The terms of use for the Modified Existing Sewer Line by the City shall be subject to and governed by an easement to be negotiated by the Parties more fully described in Section 4 below.

Section 2. New Sewer Line. To accommodate the Water District's requirement that the Parties not share the Existing Sewer Line, the District shall construct the New Sewer Line as part of the School Construction Project. The District shall be solely responsible for performing the design and construction of the New Sewer Line for connection to the Water District's system. The District shall also be solely responsible for the repair, maintenance, and/or replacement of the New Sewer Line.

Section 3. City Reimbursement for Design and Construction of Modified Existing Sewer Line. The intent of this Agreement is for the City to fully reimburse the District for all costs associated with the Project Scope Benefitting City. At the time of execution of this Agreement, those costs are estimated to be Sixty four thousand three hundred sixty seven dollars and zero cents (\$64,367.00) ("Initial Cost Estimate"). Upon execution of this Agreement, District shall invoice City for the Initial Cost Estimate ("Initial Invoice"). City shall pay Initial Invoice within thirty (30) days of receipt. Upon completion of the Project Scope Benefitting City, District shall invoice City for any additional costs incurred by District for Project Scope Benefitting City less the amount of the Initial Invoice ("Final Invoice"). The Final Invoice shall include line item detail of all Project Scope Benefitting City costs and be accompanied by documents verifying the veracity of each line item. City shall appropriate funds in its 2020-21 budget to pay the Final Invoice and shall pay the Final Invoice in full by July 31, 2020. Failure of the City to pay the Initial Invoice or the Final Invoice within the timeframes specified shall be deemed a default governed by the provisions of Section 9 below. In the event the default is not cured by the City within the timeframe specified in Section 9 of this Agreement, the District may disconnect the Existing Sewer Line or the Modified Existing Sewer Line from the Water District's system and City shall find alternative means to provide sewer service for Park restrooms without traversing School property.

Section 4. Easement for Use of Modified Existing Sewer Line. The District will take all reasonable steps to grant an easement to the City for locating the Modified Existing Sewer Line on School property in accordance with Education Code section 17556 *et seq.* The easement shall include terms for the City to pay one hundred percent (100%) of any costs directly or indirectly involving the repair, maintenance, or replacement of the Modified Existing Sewer Line. Except for any delays in negotiating and finalizing terms of an easement caused by the City, granting of the easement by the District shall occur within sixty (60) days following receipt of payment by the District for the Final Invoice.

Section 5. Indemnification.. District agrees to indemnify, defend, and hold harmless City, its members of the City Council, its employees, and officers (collectively "City Agents"), from any claim, cost, liability, cause of action, loss, or damage directly or indirectly related to: (1) the District's presence on City property or use of the Modified Existing Sewer Line; and (2) any injury or death of any person whomsoever to the extent arising, in whole or in part, by the District's acts or omissions at/on City property, or in using the Modified Existing Sewer Line. The foregoing shall include any intentional or negligent act of the District or District's officers, employees, or agents, or any act or omission of District or District's officers, employees, or agents in the exercise of rights arising under this Agreement, and situations involving mechanic liens, materialmen liens, and other liens resulting

from District's exercise of its rights under this Agreement. Notwithstanding anything to the contrary, however, the District shall not be liable in any instance that a claim, cost, liability, cause of action, loss, injury, or damage is caused by the City and/or City Agents, or by any act or omission for which City and/or City Agents are liable without fault of the District

City agrees to indemnify, defend and hold harmless the District and District's Board of Education, and each member thereon, officers, and employees (collectively "District Agents") from any claim, cost, liability, cause of action, loss, or damage directly or indirectly related to: (1) the City's presence on the School or use of the Modified Existing Sewer Line; and (2) any injury or death of any person whomsoever to the extent arising, in whole or in part, by the City's acts or omissions at/on the School, or in using the Modified Existing Sewer Line. The foregoing shall include any intentional or negligent act of the City or City's officers, employees, or agents, or any act or omission of City or City's officers, employees, or agents in the exercise of rights arising under this Agreement, and situations involving mechanic liens, materialmen liens, and other liens resulting from City's exercise of its rights under this Agreement. Notwithstanding anything to the contrary, however, the City shall not be liable in any instance that a claim, cost, liability, cause of action, loss, injury, or damage is caused by the District and/or District Agents, or by any act or omission for which District and/or District Agents are liable without fault of the City

The provisions of this Section shall survive termination or expiration of this Agreement.

Section 6. Governing Law. This Agreement shall be construed in accordance with California law.

Section 7. Venue for Resolving Disputes. Any arbitration, mediation, litigation or other proceeding arising out of, or connected with, this Agreement shall be conducted in the County of San Diego.

Section 8. Headings and Captions. The headings or captions set forth in this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions contained herein.

Section 9. Default. Time is of the essence in this Agreement, and if either Party defaults on its obligations hereunder (the "Defaulting Party"), then the other Party (the "Non-Defaulting Party") may initiate termination of this Agreement by notice in writing to the Defaulting Party per Section 15 below. If the Defaulting Party has not fully cured the default within ten (10) business days after receipt of such written notice, the Non-Defaulting Party may issue another notice per Section 15 below declaring this Agreement to be terminated, null, and void. If the foregoing occurs, the Parties shall thereupon be released from their obligations under this Agreement. The easement contemplated by this Agreement shall include language allowing for termination of the easement in a similar manner as is provided in this Section.

Section 10. Entire Agreement. This Agreement fully and completely expresses the entire agreement between the Parties hereto with respect to the subject matter hereof. The Parties agree and acknowledge that no other agreement, whether oral, written, express, or implied, exists with regard to the subject matter of this Agreement.

Section 11. Waiver. The failure of either Party at any time to require a performance by the other Party of any provision of this Agreement shall not affect in any way the full right to require such performance at any time thereafter. The waiver of any breach of any provision of this Agreement by a Party shall be in writing and delivered per Section 15 below, and shall not be deemed to be a waiver of any preceding or subsequent breach of the same or any other provision of this Agreement.

Section 12. Representation by Independent Counsel. Before execution and delivery of this Agreement, each Party has received, or had unqualified opportunities to receive, independent legal advice from its legal counsel with respect to the advisability of executing this Agreement and the meaning of the provisions herein. The provisions of this Agreement, therefore, shall be construed based on their fair and reasonable meaning, and not for or against any Party based on whether such Party or its legal counsel was responsible for drafting this Agreement or any particular provision herein.

Section 13. Not for Benefit of Third Parties. The Parties have entered into this Agreement solely for their own purposes, and this Agreement shall not be deemed or construed to: (i) benefit any third party; (ii) create any right for any third party; or (iii) except as provided by law, provide a basis for any claim, demand, action, or other proceeding by any third party.

Section 14. Assignment. This Agreement shall be binding upon the Parties hereto and their respective heirs, successors or representatives or assigns. Without limiting the foregoing, neither Party has the right to assign any or all of its right, title, and interest in and to this Agreement to any person or entity with the prior written consent of the other Party.

Section 15. Notices. All notices, demands and other communications given or required to be given pursuant to this Agreement shall be in writing, duly addressed as indicated below, and given by personal delivery, registered or certified mail (postage prepaid and return receipt requested), Federal Express, other reliable private express delivery, or by facsimile or email transmission. With respect to any notices, demands, or communications sent via facsimile or email transmission, such transmissions shall only be considered delivered if an original or copy is also provided via first-class U.S. Mail, personal messenger, or FedEx (or other overnight courier). Such notices, demands or other communications shall be deemed received: (i) immediately upon delivery/transmission if personally delivered or sent by facsimile or email (so long as also delivered in the manner described above); or (ii) after two (2) business days of the date of the notice if given or sent by any other approved method specified above. Any Party specified below may, for purposes of this Agreement, change its name, address, facsimile number, email address, or person to whom attention should be directed by giving notice in the manner specified in this Section 15. This Section is not intended to apply to informal or day-to-day communications by the Parties. A copy of any notice, demand, or communication sent to any Party shall also be sent to that Party's legal counsel or representatives, if any. Notices, demands, and communications shall be duly addressed as follows:

To District:

Santee School District
Attn: Karl Christensen, Assistant
Superintendent of Business Services
9625 Cuyamaca Street
Santee, CA 92071
(619) 259-2300
karl.christensen@santeesd.net

To City:

City of Santee
Attn: _____
Title: _____
10601 Magnolia Avenue
Santee, CA 92071
(619) 258-4100

To District's Legal Counsel:

Wendy Wiles
Atkinson, Andelson, Loya, Rund & Romo
20 Pacifica, Suite 1100
Irvine, CA 92618
(949) 453-4260 (telephone)
(949) 453-4262 (facsimile)
Wendy.wiles@aalrr.com

To City's Legal Counsel:

Shawn Hagerty
City Attorney for Santee
Best Best & Krieger LLP
655 West Broadway, Suite 1500
San Diego, CA 92101
(619) 525-1327
(619) 233-6118 (facsimile)
shawn.hagerty@bbklaw.com

Section 16. Incorporation of Recitals and Exhibits. All recitals and Exhibits attached hereto, and referred to herein, are incorporated into and are an effective part of this Agreement.

Section 17. Severability. If any article, section, subsection, paragraph, sentence, clause or phrase contained in this Agreement shall become illegal, null or void or against public policy, for any reason, or shall be held by a court of competent jurisdiction to be illegal, null or void, or against public policy, the remaining articles, sections, subsections, paragraphs, sentences, clauses or phrases contained in this Agreement shall not be affected thereby, to the extent that the invalidity or unenforceability does not impair the application of this Agreement as intended by the Parties.

Section 18. Modifications of Agreement. This Agreement may be modified only by means of a duly-approved, written agreement/amendment executed and delivered by both Parties.

Section 19. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which, taken together, shall constitute one and the same instrument. Signature pages may be detached from counterpart originals and combined to physically form one or more copies of this Agreement having original signatures of both Parties. Signatures or signature pages sent via email shall also constitute original signatures under this Agreement.

Section 20. Due Authority. Each person signing this Agreement on behalf of a Party represents and warrants that he or she has been duly authorized by such Party to sign, and thereby bind such Party to this Agreement.

IN WITNESS OF THE FOREGOING, the undersigned execute this Agreement on behalf of the Parties.

SANTEE SCHOOL DISTRICT

Dated: _____, 2020

By: _____
Dr. Kristin Baranski, Superintendent

CITY OF SANTEE

Dated: _____, 2020

By: _____
Marlene Best, City Manager

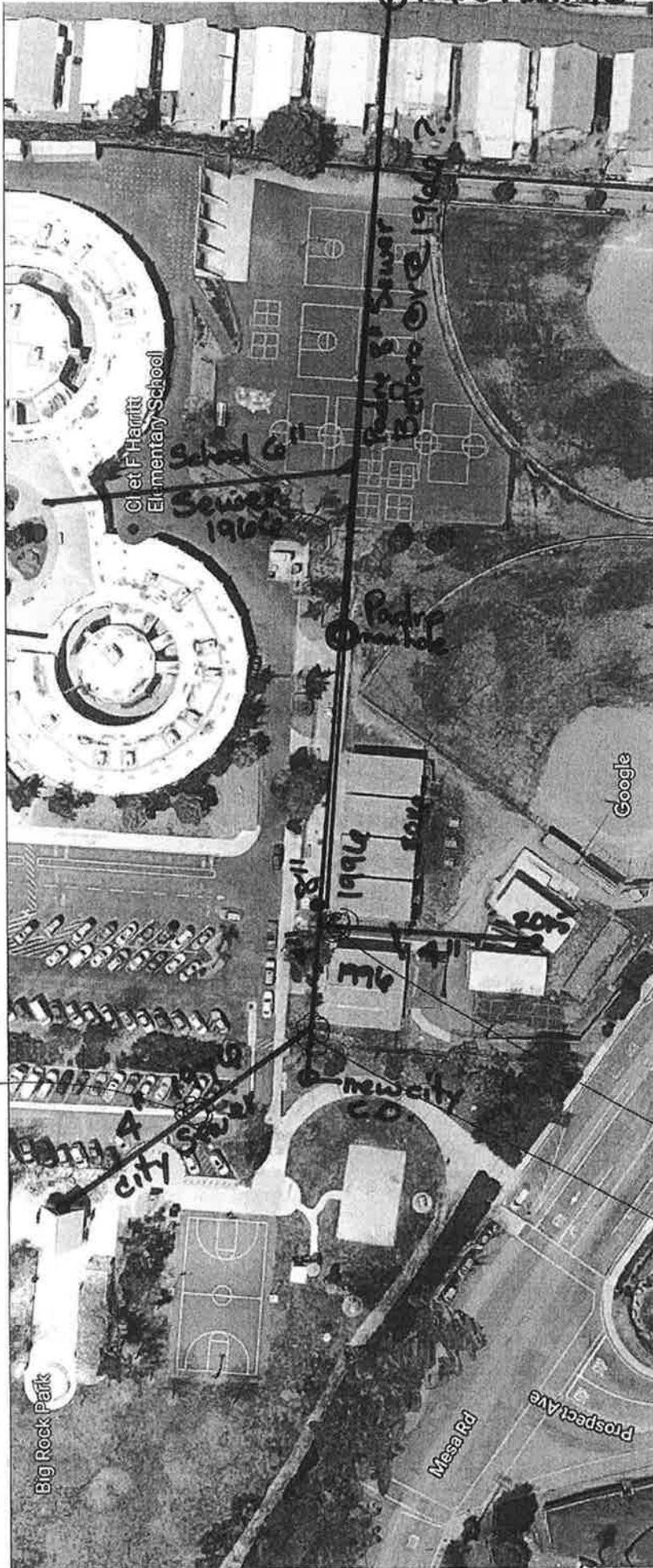
APPROVED AS TO FORM:

City Attorney for Santee

Dated: _____, 2020

EXHIBIT A

**DEPICTION OF THE SCHOOL AND APPROXIMATE
LOCATION OF THE EXISTING SEWER LINE**



Imagery ©2019 Google, Imagery ©2019 Maxar Technologies, U.S. Geological Survey, Map data ©2019 50 ft

Padre Manhole

Chet F Harritt Elementary School

Sewer 1962

Padre Sewer Below Old 1962

Padre Manhole

depth 3'-8"

depth 4'-3"

depth Approx ~4' when crew dug up. to install new clean out.

Padre Easement.

Vacate Padre Easement South of Manhole

Prepared By Dr. Stephanie Pierce
March 3, 2020

BACKGROUND:

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

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

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

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

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

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

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

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

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

RECOMMENDATION:

Administration recommends the Board of Education approve the Out-of-School Time Programs fee increases to be effective June 15, 2020.

This recommendation supports the following District goal(s):

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.
- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item. D.3.1.

Consent Item D.3.2.

Approval of Individual Services Agreement with
Sierra Academy for Nonpublic School Services

Prepared by Dr. Stephanie Pierce
March 3, 2020

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. One student with disabilities requires enrollment at Sierra Academy School for the 2019-2020 school year to address the student’s unique needs.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic School Individual Services Agreement with Sierra Academy for one student for the remainder of the 2019-2020 school year. This contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The terms of the Master Contract are as follows:

| School/Agency | Number of Students | Duration of Service | Cost per Day/Week | Total Cost |
|----------------------|---------------------------|--------------------------------------|--------------------------|-------------------|
| Sierra Academy | 1 student | 80 days including ESY instruction | \$170.28 | \$13,622.40 |

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.4.1. Personnel, Regular
 Prepared by Tim Larson
 March 3, 2020

BACKGROUND:

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

Certificated Staff

A. New Appointments:

| Employee | Location | Class/Step/Position # | Previous Annual Salary | New Annual Salary | Effective Date |
|------------------------------|-----------------|-----------------------|------------------------|-------------------|-------------------------|
| 1. Breidt-Darrock, Alexandra | Pepper Drive | V-01 #10321556 | \$0.00 | \$55,212.00 | 02-21-20 to 05-29-20 |
| 2. Heffernan, Tiffany | Sycamore Canyon | IV-01 #10321326 | \$0.00 | \$52,667.00 | 02-24-20 to 06-10-20 |

B. Temporary Rehires:

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

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

| Employee | Location | Class/Step | Reason | Recommendation | Effective Date |
|--------------------|---------------|------------|--------|----------------|-------------------------|
| 1. Van Dyke, Jamie | Long-Term LOA | | Family | Approve | 08-12-20 to 06-09-21 |

E. Resignations:

| Employee | Location | Class/Step | Reason | Effective Date |
|----------------------|---------------|------------|----------|----------------|
| 1. Fiello, Christine | Carlton Oaks | III-10 | Personal | 06-11-20 |
| 2. Pedro, Jason | Carlton Hills | VI-06 | Personal | 06-11-20 |

F. 39-Month Reemployment:

| Employee | Location | Class/Step | Reason | Effective Date |
|----------|----------|------------|--------|----------------|
| | | | | |

G. Dismissals:

| Employee | Location | Class/Step | Effective Date |
|----------|----------|------------|----------------|
| | | | |

Classified Staff

H. New Appointments:

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

I. Rehires:

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

Classified Staff continued

J. Change of Status/Location:

| Employee | Location | Position/Class/Hours/ Position # | Previous Monthly Salary | New Monthly Salary | Effective Date |
|---------------------|----------------|--|----------------------------|-----------------------|----------------|
| 1. Ciaccio, Anthony | Transportation | Bus Driver I 25 A / 6.58 hrs to 25 A / 6.83 hrs #30013530 | \$2,849.91 | \$2,958.36 | 02-03-20 |

K. Unpaid Leave Requests:

| Employee | Location | Position/Class/Hours | Reason | Recommendation | Effective Date |
|----------------------|------------|-------------------------------|----------|----------------|-------------------------|
| 1. Washington, Omega | Hill Creek | Campus Aide 15 E / 6.0 hrs | Personal | Approve | 02-19-20 to 06-10-20 |

L. Resignations:

| Employee | Location | Position | Reason | Effective Date |
|-----------------------|-----------------|------------------------|-------------|----------------|
| 1. Delorenzo, Deborah | Chet F. Harritt | Site Custodian | Retirement | 03-10-20 |
| 2. Farias Diaz, Jose | Sycamore Canyon | Project SAFE Assistant | Resignation | 03-07-20 |
| 3. Stark, Sierra | Rio Seco | Project SAFE Assistant | Resignation | 02-29-20 |

M. 39-63 Month Reemployment:

| Employee | Location | Position/Class/Hours | Effective Date |
|----------|----------|----------------------|----------------|
| | | | |

N. Dismissals:

| Employee | Location | Position | Effective Date |
|----------|----------|----------|----------------|
| | | | |

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

Consent Item D.4.2 Approval to Submit Tobacco-Use Prevention Education (TUPE) Consortium Application with San Diego County Office of Education and other districts for Sixth, Seventh and Eighth Grade Students

Prepared by Tim Larson
March 3, 2020

BACKGROUND:

The Tobacco Use Prevention Education (TUPE) Grant is offered by the California Department of Education to promote tobacco free school campuses for 6th through 12th grade students. This grant’s purpose is to give students the knowledge and skills they need to live tobacco free life. The funds provide tobacco-use prevention, intervention, youth development and cessation programs only. TUPE applications are due March 15, 2020 and the announcement of award is in late April. The grant would begin July 1, 2020 and end June 30, 2023.

Santee would like to participate in a consortium formed by the San Diego County Office of Education and other Tier 2 applicants. There is a stronger likelihood that the grant will be awarded to the consortium. Consortium member districts include: Cajon Valley, Carlsbad, Fallbrook, Grossmont Union, Mountain Empire, South Bay, and Santee School Districts. A non-binding agreement is attached.

Each District would receive \$54 per student in 6th-12th grade with up to 3% per student going to SDCOE for project administration and reports. The Santee School District would receive \$103,688 over 3 years of services (\$34,562.66 per year) for district wide tobacco prevention program, youth development, family and community engagement, intervention and cessation. The program helps provide a comprehensive strategy to reduce use of tobacco by youth. This is a decrease of more than twenty one thousand dollars from the previous grant.

These are the components of the Consortium TUPE project for Santee School District:

- **Evidence based curriculum** – TUPE requires that we continue to offer an evidence-based curriculum, Stanford Tobacco Toolkit in one grade 7th and 8th grades is recommended. Each school will receive funds to provide training and support for the teachers at their site.
- **Student Services Focus (25%)** – This program requires coordination of support and service to student. The coordinator prevention and intervention services are considered part of the student service focus. Smoking cessation classes for interested parenting or pregnant minors must be offered and Grossmont Union High School District has agreed to partner with the Grossmont Union High School to provide more extensive treatment options for pregnant and parenting teens if necessary. The MOU for this service if it is necessary is included in this board item.
- **Youth development** -After school leadership groups for middle school students with a prevention focus will be available at 4-7 schools with a certificated staff

person at those sites receiving a stipend for conducting the tobacco prevention leadership groups. These leadership groups will partner with Project SAFE, Santee Solutions, Santee Teen Center and Club Live, to train students and teachers on prevention strategies and youth leadership. Grossmont District Friday Night Live Chapters may send high school mentors to support Club Live when appropriate.

- **Family and Community Engagement** – Resources for families about tobacco and vaping will be provided at each school site with an optional parenting class taught for families that highlights how to recognize use, the dangers associated with vaping, information about the latest tobacco products and their ease of access. Santee will also partner with the Santee Collaborative and Santee Solutions to address tobacco free spaces in the community.
- **California Healthy Kids Survey** - Santee must participate in the California Healthy Kids Survey Core Modules in 2021 and 2023 and TUPE for seventh grade and TUPE will pay the cost of that survey and the District and site reports.

RECOMMENDATION:

Administration recommends that the Board of Education accept TUPE grant to provide tobacco and vaping prevention education programs on all school campuses.

This recommendation supports the following District goals:

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

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

FISCAL IMPACT:

Grant provides \$103,688 over three years to pay for staffing for this program, and the program includes a .05FTE coordinator and various additional funds to support school sites.

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

**Applicant Agency: San Diego County Office of Education (SDCOE)
Tier 2 Tobacco-Use Prevention Education Program (TUPE) Grant**

The San Diego County Office of Education (SDCOE) has established an agreement, if funded, with the listed member district Superintendents participating in a Tier 2 TUPE Grant dated July 1, 2020 to June 30, 2023.

The SDCOE and all school districts and schools represented in the application agree to:

1. Enforce the tobacco-free district policy
2. Neither receive nor apply for funds from the tobacco industry or any agency which has received funding from the tobacco industry
3. Administer the district-level CHKS core module in grades 7, 9, and 11 as appropriate.
4. Report survey results by school site and student ethnicity and race to the extent possible
5. Publicly report survey findings to district stakeholders and community partners
6. Submit all required reports by designated due dates
7. Expend funds as detailed in the approved application
8. If randomly chosen, participate in the California Student Tobacco Survey (CSTS) administered by the California Dept. of Public Health (CDPH)
9. Download and keep on file the Assurances and Certifications located on the CDE Funding Forms Web page located at <http://www.cde.ca.gov/fg/fo/fm/ff.asp>.

Consortium member districts further agree to:

1. Identify a District level TUPE Project Coordinator responsible for the overall coordination and documentation of project activities; attending a minimum of four meetings a year with the County TUPE Coordinator to monitor the implementation of the grant; attend CHKS Administration and Results training; and provide information and reports to the County TUPE Coordinator as necessary to fully implement the grant.
2. Identify a TUPE contact person at each school site responsible for ensuring all grant activities are implemented at the school sites including the collection of data. Grant activities include implementation of the selected research validated prevention curriculum with fidelity; youth development strategies including developing Friday Night Live and Club Live chapters that develop the next generation of tobacco free advocates; tobacco intervention and cessation activities; other supplemental activities as determined by the District Coordinator to ensure the school population is served with activities that focus on the prevention of tobacco use.

The County TUPE Coordinator further agrees to:

1. Provide technical assistance, resources, information, and training in the grant components, including – implementing the tobacco-free policy; administering the

CHKS; implementing research validated curriculum with fidelity; youth development strategies, and intervention and cessation services.

2. Provide overall grant management including collecting data from each district; ensuring grant goals and objectives are met; and writing and submitting required reports.
3. Provide a minimum of four meetings per year for TUPE Project Coordinators to assist in the grant implementation
4. Oversee the recertification of tobacco free school district
5. Serve as a liaison with County prevention partners, agencies, and stakeholders supporting the purposes of the grant.

The SDCOE further agrees to:

1. Provide payment, if funded, to member districts at the rate of \$54 per pupil based on 2018/19 P-2 ADA for grades 6 – 12 minus 3%. The SDCOE will retain 3% of the total grant in order to provide the services provided by the County TUPE Coordinator in the paragraph above.

Applicant Agency: San Diego County Office of Education

**Tier 2 Tobacco-Use Prevention Education Program (TUPE) Grant
Memorandum of Understanding
Member District Certification**

The Superintendent of Schools (or designee), San Diego County Office of Education, has established an agreement with the listed member district Superintendents participating in Cohort I Tier 2 TUPE Grant dated July 1, 2020 to June 30, 2023.

The signature below documents that the member consortium district and Superintendent (or designee) supports the Tier 2 TUPE Grant Memorandum of Understanding.

San Diego County Office of Education

Printed Name _____ Title _____

Signature _____ Date _____

Grossmont Union School District

Printed Name _____ Title _____

Signature _____ Date _____

Cajon Valley Union School District

Printed Name _____ Title _____

Signature _____ Date _____

Lemon Grove School District

Printed Name _____ Title _____

Signature _____ Date _____

Santee School District

Printed Name _____ Title _____

Signature _____ Date _____

Item E. DISCUSSION AND/OR ACTION ITEMS

Agenda Item E.

Discussion and/or Action Item E.1.1. New General Obligation Bond
 Prepared by Karl Christensen
 March 3, 2020

BACKGROUND

In November 2006, the District launched its \$130 million Capital Improvement Program (CIP) with passage of Proposition R for a \$60 million General Obligation Bond. The District has faced significant challenges in its endeavors to complete all projects promised to the voters, but with the anticipated completion of the Chet F. Harritt classroom building addition and the Learning Resource Centers at PRIDE Academy and Sycamore Canyon in 2021, all projects will be completed.

Over the last 13 years since initiation of the CIP, the District’s facility needs have grown and safety and security has become a higher priority. The District’s long term debt plan that precipitated the successful bond reauthorization in November 2018 also included a possible new General Obligation Bond to be put on either the 2020 or 2022 ballot.

Tonight, the District’s financial advisor, Dale Scott, will provide the Board information regarding a possible General Obligation Bond measure for the November 2020 ballot.

RECOMMENDATION:

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

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

FISCAL IMPACT:

Approximately \$45 million in bond proceeds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

Discussion and/or Action Item E.1.2.
Prepared by Karl Christensen
March 3, 2020

Update on Capital Improvement Program
Projects

BACKGROUND:

The District’s team has been working diligently to design, and obtain Division of State Architect approval for, the three remaining Capital Improvement Program projects in order to get them ready for construction. With the successful sale of the Former Santee School Site, the District will be able to complete all of these projects.

The PRIDE Academy and Sycamore Canyon Learning Resource Center projects have moved quickly and smoothly but the Chet F. Harritt project has been a bit more challenging.

Administration will provide the Board of Education an update on timelines, challenges, and scope for each of the projects as we prepare for construction to begin in late April.

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

\$28.8 million Capital Improvement Program funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.2.

BACKGROUND:

Assembly Bill 2861, which became effective January 1, 1987, requires that school districts prepare and submit interim financial reports so that governing boards, the State Controller, and the Superintendent of Public Instruction are informed of school districts' financial conditions for the current and future years. The Board of Education is required to designate either a positive, qualified, or negative certification regarding the District's ability to meet its financial obligations for the current year and two subsequent years.

Provided for the Board's review and approval is the interim report as of January 31, 2020 for the Santee School District. Copies of the interim report for the public's review will be available at the meeting or upon a request to the Fiscal Services department.

The District is designating a positive certification for the second interim.

RECOMMENDATION:

It is recommended that the Board of Education approve a positive certification for the 2nd Interim Report regarding the District's ability to meet its financial obligations for the 2019-20 fiscal year and two subsequent years.

The following district goal(s) is/are supported by this item:

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

FISCAL IMPACT:

The fiscal impact for the General Fund is as follows:

| Item | Amount |
|------------------------------|-----------------|
| Beginning Fund Balance | \$16,703,937.45 |
| Audit Adjustments | \$0.00 |
| Total Income | \$72,982,656.00 |
| Total Outgo | \$75,485,930.00 |
| Ending Fund Balance | \$14,200,663.45 |
| Reserves (Including Fund 17) | \$15,914,595.08 |

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.3.

Discussion and/or Action Item E.1.4. Approval of Monthly Financial Report
 Prepared by Karl Christensen
 March 3, 2020

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period January 1, 2020 through January 31, 2020 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$13,872,143; cash receipts of \$7,818,633; and disbursements of \$5,949,851 are reflected for the period of January 1, through January 31, 2020 resulting in an ending cash balance of \$15,740,925 as of January 31, 2020.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.4.

Monthly Financial Report - January

1

CASH REPORT FOR JANUARY

| | Actual | Projected* | Difference |
|--|--------------------|--------------------|-------------|
| Beginning Cash Balance as of January 1, 2020 | \$13,872,143 | \$13,872,143 | \$ - |
| INCOME | | | |
| A. Local Control Funding Formula | | | |
| State Aid | 2,899,520 | 2,899,520 | \$ - |
| Property Taxes | 3,656,124 | 3,656,124 | \$ - |
| B. Federal Income | | | |
| Federal Funding | 51,675 | 51,675 | \$ - |
| C. State Income | | | |
| Lottery | 372,227 | 372,227 | |
| Other State Funding | 37,329 | 37,329 | \$ - |
| EPA Funding | - | - | \$ - |
| D. Local Income | | | |
| Other Local Income | 244,905 | 244,905 | \$ - |
| Spec Ed | 492,357 | 492,357 | \$ - |
| Interest | 24,107 | 24,107 | \$ - |
| E. Due to/Due from other funds | 40,389 | 40,389 | \$ - |
| F. Debt Proceeds | | | \$ - |
| TOTAL INCOME | \$7,818,633 | \$7,818,633 | \$ - |
| Beginning Balance Plus Income | \$21,690,776 | \$21,690,776 | \$ - |
| DISBURSEMENTS | | | |
| G. Commercial Warrants | \$ 558,889 | \$ 558,889 | \$ - |
| H. Salary and Benefits | 5,327,934 | 5,327,934 | \$ - |
| I. Other Outgo | - | - | \$ - |
| J. Interfund Borrowing Out | 63,028 | 63,028 | \$ - |
| K. Budget Adjustments | - | - | \$ - |
| TOTAL DISBURSEMENTS | \$5,949,851 | \$5,949,851 | \$ - |
| Ending Cash Balance as of January 31, 2020 | \$15,740,925 | \$15,740,925 | \$ - |

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

**Budget Revisions
Through January 31, 2020
2019-20 Revised Budget**

| | <u>Unrestricted</u> | <u>Restricted</u> | <u>Total</u> |
|---|---------------------|-------------------|-------------------|
| Beginning Fund Balance | 16,171,701 | 532,236 | 16,703,937 |
| Estimated Income | 51,249,001 | 21,733,655 | 72,982,656 |
| Estimated Expenditures | 53,738,726 | 21,747,204 | 75,485,930 |
| Change in Fund Balance | (2,489,725) | (13,549) | (2,503,274) |
| Projected Ending Fund Balance | 13,681,976 | 518,687 | 14,200,663 |
| Less: Restricted Program Carryovers | - | 518,687 | 518,687 |
| Less: Non-Spendable | | | |
| Prepaid Expenses | 375,869 | - | 375,869 |
| Revolving Cash Fund | 20,000 | - | 20,000 |
| Stores Inventory | 119,583 | - | 119,583 |
| Less: Assigned Vacation Carryover | 332,772 | - | 332,772 |
| Assigned Site Carryover Balances | - | - | - |
| Less: Economic Uncertainty Reserve | 2,264,578 | - | 2,264,578 |
| Less: Reserve for State Budget Uncertainty | - | - | - |
| Uncommitted/Unassigned/Unappropriated Fund Balance | 10,569,173 | - | 10,569,173 |
| Fund 17 Projected End of Year Balance | 3,080,843 | - | 3,080,843 |
| Projected Reserves | <u>15,914,594</u> | <u>-</u> | <u>15,914,594</u> |
| | <u>January</u> | <u>December</u> | |
| Projected Reserve % 2019-20¹ | 21.08% | 20.68% | |
| Projected Reserve % 2020-21² | 14.08% | 15.17% | |
| Projected Reserve % 2021-22² | 9.71% | 12.55% | |

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 2nd Interim- January 2020²

BACKGROUND:

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

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

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

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

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

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

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

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

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

RECOMMENDATION:

Administration recommends the Board of Education approve the YALE fee increases effective June 15, 2020.

This recommendation supports the following District goal(s):

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.
- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Item F. BOARD POLICIES AND BYLAWS

Agenda Item F.

Board Policies and Bylaws F.1.1. Second Reading: New Board Policy 3510,
Prepared by Karl Christensen Green School Operations
March 3, 2020

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education review, approved, and adopt new Board Policy 3510, Green School Operations, in a Second Reading, as presented.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

Green School Operations

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

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

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

District strategies may include, but are not limited to:

1. Reducing energy and water consumption, and using renewable and clean energy technologies and alternatives when available

2. Establishing recycling programs in district facilities

3. Reducing the consumption of disposable materials by reusing materials and by using electronic rather than paper communications when feasible

4. Using environmentally preferable products and services whenever practical, including, but not limited to, products that:

a. Minimize environmental impacts, toxins, pollutants, odors, and hazards

b. Contain postconsumer recycled content

c. Are durable and long-lasting

d. Conserve energy and water

e. Reduce waste

5. Using least toxic, independently certified green cleaning products when feasible, as well as high-efficiency cleaning equipment that reduces the need to use chemicals

6. Providing professional development to maintenance staff in the proper use, storage, and disposal of cleaning supplies

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

(cf. 3514.2 - Integrated Pest Management)

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

9. Reducing vehicle emissions by:

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

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

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

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

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

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

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

c. Utilizing reusable products

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

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

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

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

Legal Reference:

EDUCATION CODE

8700-8707 Environmental education

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

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

17608-17614 Healthy Schools Act of 2000

32370-32376 Recycling paper

33541 Environmental education

101012 Kindergarten through 12th grade school facilities program

FOOD AND AGRICULTURAL CODE

13180-13188 Healthy Schools Act of 2000

HEALTH AND SAFETY CODE

114079 General food safety requirements; unused or returned food

PUBLIC CONTRACT CODE

12400-12404 Environmentally preferable purchasing

PUBLIC RESOURCES CODE

25410-25422 Energy conservation assistance

40050-40063 Integrated waste management act

42630-42647 Schoolsite source reduction and recycling assistance program

CODE OF REGULATIONS, TITLE 2

1859.70.4 Funding for high performance incentive grants

1859.71.6 Additional grant for high performance incentive, new construction

1859.77.4 Additional grants for high performance incentive, site and modernization

CODE OF REGULATIONS, TITLE 5

14010 Standards for school site selection

CODE OF REGULATIONS, TITLE 13

2480 Limitation to school bus idling and idling at schools

CODE OF REGULATIONS, TITLE 24

101.1-703.1 Green building standards

Management Resources:

CALIFORNIA AIR RESOURCES BOARD PUBLICATIONS

School Bus Fleet Webinar, April 20, 2018

COLLABORATIVE FOR HIGH PERFORMING SCHOOLS PUBLICATIONS

CHPS Best Practices Manual

GLOBAL GREEN USA PUBLICATIONS

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

GREEN SCHOOLS INITIATIVE PUBLICATIONS

Green Schools Buying Guide

HEALTHY SCHOOLS CAMPAIGN PUBLICATIONS

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

WEB SITES

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

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

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

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

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

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

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

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

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

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

Board Policies and Bylaws F.1.2. Second Reading: Revised Board Policy 3511,
Prepared by Karl Christensen Energy and Water Management
March 3, 2020

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3511, Energy and Water Management, in a Second Reading, as presented.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.

ENERGY AND WATER MANAGEMENT

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

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

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

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

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

Storm Water Management

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

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

The Superintendent or designee shall develop a storm water management plan that complies with the provisions of the applicable permit and describes best management practices, design strategies, measurable goals, and timetables for implementation. ~~and shall submit to the Board for approval. The district's plan shall describe best management practices, measurable goals, and timetables for implementation in the following areas:~~

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

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

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

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

Emergency Interruption of Services

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

Legal Reference:

EDUCATION CODE

17213.1 School sites

17280 Construction of school buildings

35275 Coordination of new facilities with recreation and park authorities

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

46392 Emergency conditions; ADA estimate

GOVERNMENT CODE

53097 Local agencies

PUBLIC RESOURCES CODE

25410-25421 Energy conservation assistance

WATER CODE

189.3 Recommendations for best design and use practices

13383 Compliance with the federal Water Pollution Control Act

13383.5 Storm water discharge monitoring requirements

CODE OF REGULATIONS, TITLE 23

490-495 Model Water Efficient Landscape Ordinance

2200 Discharge permit fees

UNITED STATES CODE, TITLE 33

1342 National pollutant discharge elimination system

CODE OF FEDERAL REGULATIONS, TITLE 40

122.1-122.64 National pollutant discharge elimination system

–Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

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

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

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD PUBLICATIONS

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

U.S. ENVIRONMENTAL PROTECTION AGENCY PUBLICATIONS

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

WEB SITES

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

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

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

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

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

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

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

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

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

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

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

Policy adopted: September 1, 2009

Policy Revised: November 6, 2012

SANTEE SCHOOL DISTRICT

Santee, California

Board Policies and Bylaws F.1.3. Second Reading: Revised Board Policy 3511.1,
Prepared by Karl Christensen Integrated Waste Management
March 3, 2020

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3511.1, Integrated Waste Management, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.3.

INTEGRATED WASTE MANAGEMENT

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

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

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

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

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

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

Legal Reference (next page):

Legal Reference:

EDUCATION CODE

8700-8707 Environmental education

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

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

32370-32376 Recycling paper

33541 Environmental education

PUBLIC RESOURCES CODE

25410-25421 Energy conservation assistance

40050-40063 Integrated waste management act

41780 Waste diversion

42620-42622 Source reduction and recycling programs

42630-42647 Schoolsite source reduction and recycling

42649-42649.7 Recycling of commercial solid waste

CODE OF REGULATIONS, TITLE 14

17225.12 Commercial solid waste

Management Resources:

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD PUBLICATIONS

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

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

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

~~Reusable School News~~

WEB SITES

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

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

California Department of Resources Recycling and Recovery:

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

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

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

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

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

Policy
adopted: March 3, 2009

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item F.1.4.

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

Prepared by Dr. Stephanie Pierce
March 3, 2020

BACKGROUND:

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

RECOMMENDATIONS:

This evening administration is presenting revised Board Policy 6154, Homework/Makeup Work, for a second reading. Administration recommends the Board of Education approve revised BP 6154, Homework/MakeupWork.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.4.

HOMEWORK/MAKEUP WORK

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

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

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

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

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

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

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

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

HOMEWORK/MAKEUP WORK (continued)

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

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

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

Makeup Work

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

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

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

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

HOMEWORK/MAKEUP WORK (continued)

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

Legal Reference:

EDUCATION CODE

8420-2428 21st Century High School After School Safety and Enrichment for Teens

8482-8484.65 After School Education and Safety Program

8484.7-8484.9 21st Century Community Learning Centers

48205 Absences for personal reasons

48913 Completion of work missed by suspended student

48913.5 Homework assignments for suspended students

48980 Parental notifications

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

UNITED STATES CODE, TITLE 20

7171-7176 21st Century Community Learning Centers

Management Resources:

SBE POLICIES

Parent Involvement in the Education of Their Children, 1994

Policy Statement on Homework, 1995

CSBA PUBLICATIONS

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

July 2016

WEB SITES

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

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

Policy
adopted: August 17, 2010
revised:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws F.1.5. First Reading: Revised Board Policy 1330,
Prepared by Karl Christensen Use of School Facilities
March 3, 2020

BACKGROUND:

Revised Board Policy 1330 addresses the use of school facilities by the community and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

Revised Board Policy 1330, Use of School Facilities, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.5.

Community Relations

USE OF SCHOOL FACILITIES

The Governing Board ~~recognizes~~ believes that ~~district school~~ facilities and grounds are a vital community resource and which should be used to foster community involvement and development. Therefore, the Board authorizes ~~their~~ the use of school facilities by district residents and community groups for purposes ~~provided for~~ specified in the Civic Center Act ~~when~~ to the extent that such use does not interfere with school activities or other school-related uses.

(~~cf. 6145.5 – Student Organizations and Equal Access~~)

The Superintendent or designee shall give priority to All school-related activities shall be given priority in the use of school facilities and grounds. ~~Other uses authorized under the Civic Center Act. Thereafter, the use shall be on a first-come, first-served basis.~~

For the effective management and control of school facilities and grounds, ~~The Superintendent or designee shall maintain procedures and regulations for the use of school facilities and grounds that:~~ (Education Code 38133)

1. Aid, Encourage, and assist groups desiring to use school facilities for approved activities
2. Preserve order in school ~~buildings~~ facilities and on school grounds and protect school facilities, designating a person to supervise this task, if necessary
3. Ensure that the use of school facilities or grounds is not inconsistent with their use for school purposes and does not interfere with the regular conduct of school work

Subject to prior approval by the Board, the Superintendent or designee may grant the use of school facilities or grounds on those days on which district schools are closed. (Education Code 37220)

There shall be no advertising on school facilities and grounds except as allowed by district policy specified in BP 1325 - Advertising and Promotion.

As necessary to ensure efficient use of school facilities, the Superintendent or designee may, with the Board's approval, enter into an agreement for the joint use of any school facilities or grounds. The Board shall approve any such agreement only if it determines that it is in the best interest of the district and the community.

~~The Board shall not grant the use of school facilities for any of the following activities:~~

1. ~~Any use by an individual or group for the commission of any crime or any act prohibited by law. Any violation of Board Policy, Administrative Regulation, or other law by any~~

~~organization during use shall be sufficient cause for denying further or continued use of school or District facilities or grounds by the organization.~~

- ~~2. Any use of school facilities or grounds which is inconsistent with their use for school purposes or which interferes with the regular conduct of school or school work. No activity which may interfere with the educational program of a school or the District will be approved or permitted.~~
- ~~3. Any use which involves the possession, consumption, or sale of alcoholic beverages, or any restricted substances on school property.~~
- ~~4. Any use of tobacco products on district or school property.~~

Fees for Use of School Facilities

~~The Board shall adopt a comprehensive schedule of fees to be charged for the community use of school facilities and grounds, including, but not limited to, the multipurpose room(s), playing or athletic field(s), track and field venue(s), tennis courts(s), and outdoor basketball court(s). The schedule of fees shall be prepared in accordance with 5 CCR 14037-14041 (5 CCR 14041) charged in accordance with the following classifications.~~

- ~~1. Free Use: When an alternative location is not available, the Board shall not charge any fees for the use of school facilities or grounds by organizations falling within the classification defined below.~~

~~Pursuant to Education Code 35010(b) the free use classification is defined by the Board to include nonprofit organizations affiliated with the District or a particular school site and created for the purpose of benefiting or supporting the District as an entity, a specific school site, and/or the students enrolled in any of the District's schools or educational programs. This classification is further defined to include educational activities or programs created by other educational institutions or law enforcement agencies for the exclusive benefit of the District, its employees or its students. Examples of this classification include, but are not limited to: school booster clubs, Parent Teachers' Associations, school/community advisory councils, life-saving programs and other school affiliated groups for the exclusive benefit of the District, its students, employees, or educational programs.~~

~~Should any of the above free use groups prefer to use school facilities at a time when custodial services are not normally available (for example, on a Saturday, Sunday, or holiday or if special facilities or services are required, such as personnel or equipment), the District may charge a fee equal to the direct cost of those services.~~

~~Free use of facilities shall be limited to available classrooms or other meeting places where a minimal use of equipment and personnel are involved. Charges shall be made for use of all other building facilities in accordance with the Schedule of Use Charges for use of school facilities.~~

2. ~~Direct Cost Fees: Activities other than those specified for free use of fair rental value shall be charged a fee not to exceed the direct costs to the District. Direct costs shall include supplies, utilities, janitorial services, services of other District employees and salaries paid to District employees necessitated by the organization's use of school facilities. Pursuant to Education Code 35010(b) the Board further defines direct costs necessitated by an organization's use of school facilities or grounds to mean the organization's proportionate share of those costs, identified in the California School Accounting Manual (1992 Edition) as associated with the community services program of the District, incurred by the District, and required in order to make the facility or grounds suitable for the groups intended use. Direct costs may also include the share of the costs for maintenance, repair, restoration, and refurbishment, proportional to the use of the school facilities or grounds by the entity using the school facilities or grounds.~~

~~Pursuant to Education Code 40043(b), the activities of all organizations not entitled to free use, or required to pay fair rental value, shall be charged the direct costs necessitated by their use, as defined above.~~

~~The Superintendent or designee shall be responsible for calculating direct costs for facilities use in a manner consistent with this policy and Administrative Regulation 1330.1.~~

3. ~~Fair Rental Value Fee: Organizations shall be charged fair rental value when using school facilities or grounds for functions, entertainment's or meetings where admission fees are charged, or contributions are solicited and net receipts are not to be expended for the welfare of the students or a particular school or of the District as an entity or for charitable purposes. If any portion of the net receipts inures to the benefit of any private shareholder of the organization or to any individual, then the organization shall be charged fair rental value. Fair rental value includes direct costs plus the amortized costs of the facilities or grounds used for the duration of the activity.~~

~~The Superintendent or designee shall be responsible for calculating fair rental value for facilities use in a manner consistent with this Policy and Administrative Regulation 1330.1.~~

The Board authorizes the use of school facilities or grounds, without charge, by nonprofit organizations and by clubs or associations organized to promote youth and school activities, including, but not limited to, Girl Scouts, Boy Scouts, Camp Fire USA, YMCA, parent-teacher associations, school-community advisory councils, and recreational youth sports leagues that charge participants no more than an average of \$60 per month. Other groups that request the use of school facilities under the Civic Center Act shall be charged an amount not exceeding direct costs determined in accordance with 5 CCR 14037-14041. (Education Code 38134)

Additionally, when any use of school facilities or grounds is for religious services, the district shall charge an amount at least equal to the district's direct costs. (Education Code 38134)

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)

Calculating Direct Costs

Direct costs to be charged for community use of each, or each type of, school facility or grounds shall be calculated in accordance with 5 CCR 14038 and may reflect the community's proportionate share of the following costs: (Education Code 38134; 5 CCR 14038-14041)

1. Capital direct costs calculated in accordance with 5 CCR 14039, including the estimated costs of maintenance, repair, restoration, and refurbishment of non-classroom space school facilities or grounds
2. Operational direct costs calculated in accordance with 5 CCR 14040, including estimated costs of supplies, utilities, janitorial services, other services performed by district employees and/or contracted workers, and salaries and benefits paid to district employees directly associated with the administration of the Civic Center Act to operate and maintain school facilities and grounds

Direct cost fees shall not be discounted to any group or organization except when the discount is specifically authorized in the adopted fee schedule. (5 CCR 14041)

Expending Funds Collected as Capital Direct Costs

Any funds collected as capital direct costs shall be deposited into a special fund to be used only for capital maintenance, repair, restoration, and refurbishment of school facilities and grounds. (5 CCR 14042)

Use of School Facility as Polling Place

The Board may authorize the use of school buildings as polling places on any election day, and may also authorize the use of school buildings, without cost, for the storage of voting machines and other vote-tabulating devices. However, if a city or county elections official specifically requests the use of a school building as a polling place, the Board shall allow its use for such purpose. If school will be in session, the Superintendent or designee shall identify to elections officials the specific areas of the school buildings not occupied by school activities that will be allowed for use as polling places. (Elections Code 12283)

When a school is used as a polling place, the Superintendent or designee shall provide the elections official a site with an adequate amount of space that will allow the precinct board to perform its duties in a manner that will not impede, interfere, or interrupt the normal process of voting and shall make a telephone line for Internet access available for use by local elections officials if so requested. He/she shall make a reasonable effort to ensure that the site is accessible to persons with disabilities. (Elections Code 12283)

The Superintendent or designee shall establish procedures to ensure student safety and minimize disruptions whenever school is in session while the facilities are being used as a polling place.

Damage and Liability

Organizations using school facilities under the provisions of this policy shall be liable for any damage caused by the activity. The Board shall charge the amount necessary to repair the damage and may deny the group further use of school facilities, in addition to pursuing any other available legal remedies. (Education Code Sections 38132 and 38133)

Any group using school facilities shall be liable for any injuries resulting from its negligence during such use. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk.

All organizations using facilities under the Civic Center Act shall be required to include the District as an additional insured on their policies.

Application and Scheduling for Use of Facilities

~~The Superintendent or designee shall maintain application procedures and regulations for the use of school facilities and grounds in accordance with this, and any other applicable Policy or Administrative regulation. A copy of these procedures and regulations shall be available at each school site and the District Office and shall be provided upon request to all persons or organizations requesting use of District facilities or grounds.~~

Legal Reference (see next page)

Legal Reference:

EDUCATION CODE

40041 *Use of Civic Center by Public*
 10900-10914.5 *Community Recreation Programs*
 32282 *School safety plan*
 38130 – 38138 *Civic Center Act : Use of school property for public purposes*

COURT DECISIONS

Good News Club v. Milford Central School, (2001) 533 U.S.98
Lamb's Chapel v. Center Moriches Union Free School District, (1993) 113 S. Ct. 2141
Cole v. Richardson, (1972) 405 U.S. 676, 92 S. Ct. 1332
Connell v. Higgenbotham, (1971) 403 U.S. 207, 91 S. CT.1772

ACLU of So. CA v. Board of Education of San Diego, (1962) 59 Cal .2d 224
ACLU of So. CA v. Board of Education of Los Angeles, (1963) 59 Cal .2d 203
ACLU of So. CA v. Board of Education of San Diego, (1961) 55 Cal .2d 906
ACLU of So. CA v. Board of Education of Los Angeles, (1961) 55 Cal .2d 167
Ellis v. Board of Education, (1945) 27 Cal.2d 322

ATTORNEY GENERAL OPINIONS

82 Ops.Cal.AttyGen. 90 (1999)
79 Ops. Cal. Atty. Gen 248 (1996)

MANAGEMENT RESOURCES

CDE Legal Advisories
1101.89 School District Liability and "Hold Harmless" Agreements, LO: 4-89

Policy Adopted: March 3, 2009
Policy Revised: May 7, 2013

SANTEE SCHOOL DISTRICT
Santee, California

Item G. EMPLOYEE ASSOCIATION COMMUNICATION

Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item I. CLOSED SESSION

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

The Board will go into Closed Session to discuss:

1. **Conference with Legal Counsel – Existing Litigation** (Gov't. Code § 54956.9)
- OAH Case No. 2019120404

2. **Conference with Labor Negotiators** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)

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

Item J. RECONVENE TO PUBLIC SESSION

Item K. ADJOURNMENT

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