



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 5, 2019

District Mission

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

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

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

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Superintendent	
1.1. <u>Approval of Minutes</u>	22
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
Business Services	
2.1. <u>Approval/Ratification of Travel Requests</u>	33
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. <u>Approval/Ratification of Revolving Cash Report</u>	35
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.	
2.3. <u>Acceptance of Donations, Grants, and Bequests</u>	37
It is recommended that the Board of Education accept the donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.	
2.4. <u>Approval/Ratification of General Services Agreements</u>	38
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.	
2.5. <u>Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)</u>	40
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of January 2019.	
2.6. <u>Approval of Agreement for Use of Facilities by the American Red Cross</u>	46
It is recommended that the Board of Education approve the agreement for use of facilities by the American Red Cross for disaster service activities.	
2.7. <u>Approval for Surveying Services Related to Proposed Construction of Learning Resource Centers at PRIDE Academy and Sycamore Canyon School</u>	50
It is recommended that the Board of Education provide approval of surveying services for the design of Learning Resource Center Additions at PRIDE Academy and Sycamore Canyon School.	
2.8. <u>Approval of Agreement with School Innovations and Achievement for Consulting Services Related to Mandated Costs</u>	51
It is recommended that the Board of Education approve the agreement with School Innovations and Achievement for Consulting Services Related to Mandated Costs.	
2.9. <u>Authorization to Purchase One Additional 10-Passenger Van for Transportation</u>	57
It is recommended that the Board of Education authorize the purchase of one 2019 Ford Transit 150LR 10-passenger van from Encinitas Ford.	

- 2.10. Approval of Agreements with Ninyo & Moore for Geotechnical Evaluations Related to Construction of Buildings at Chet F. Harritt School, PRIDE Academy, and Sycamore Canyon School** 58

It is recommended that the Board of Education approve continued use of Ninyo and Moore to provide geotechnical evaluation reporting services for the PRIDE Academy and Sycamore Canyon School Learning Resource Centers and Chet F. Harritt School Classroom Addition projects.

Educational Services

- 3.1. Approval of Agreement with University of Southern California, Rossier School of Education for Placement of Students in the Fields of Teaching, School Counseling and Social Work** 59

It is recommended that the board of Education approve the proposed Agreement with University of Southern California, Rossier School of Education for teaching, school counseling and social work education fieldwork.

Human Resource/Pupil Services

- 4.1. Personnel, Regular** 69

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

- 4.2. Adoption of Resolution No. 1819-20 for Non-Reelection of Temporary Certificated Non-Management Employees** 71

It is recommended that the Board of Education adopt Resolution No. 1819-20, regarding the non-reelection of temporary certificated non-management employees.

- 4.3. Adoption of Resolution No. 1819-21 to Eliminate and/or Reduce Classified Non-Management Positions** 74

It is recommended that the Board of Education adopt Resolution No. 1819-21, to eliminate and/or reduce classified non-management positions.

- 4.4. Approval of Azusa Pacific University School of Nursing Agreement** 76

It is recommended that the Board of Education approve the Azusa Pacific University School of Nursing Agreement.

- 4.5. Approval of New Job Description for Coordinator of Special Education** 86

It is recommended that the Board of Education approve the new job description for Coordinator of Special Education.

F. DISCUSSION AND/OR ACTION ITEMS 89

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

Human Resource/Pupil Services

- 1.1. Appointment of Coordinator of Special Education** 90

It is recommended that the Board of Education approve the appointment of Coordinator of Special Education.

Superintendent

- 2.1. District's Vision and Mission Statements** 91

It is recommended that the Board of Education review and discuss current drafts of the District's Vision and Mission statements. Action is at the discretion of the Board.

- 2.2. Board of Education Self-Evaluation** 92

It is recommended that the Board of Education conduct their annual self-evaluation as indicated in Board Bylaw 9400.

Business Services	
3.1. <u>Approval of 2018-19 Second Interim Report</u>	93
It is recommended that the Board of Education approve a positive certification regarding the District's ability to meet its financial obligations for the 2018-19 fiscal year and two subsequent years.	
3.2. <u>Approval of Monthly Financial Report</u>	94
It is recommended that the Board approve the Monthly Financial Report for January 2019.	
G. BOARD POLICIES AND BYLAWS	97
1.1. <u>First Reading: Revised Board Policy 6111, School Calendar</u>	98
Revised Board Policy 6111, School Calendar, is being presented for a first reading. Action, if any, is at the discretion of the Board of Education.	
1.2. <u>First Reading: Revised Board Policy 6112, School Day</u>	101
Revised Board Policy 6112, School Day, is being presented for a first reading. Action, if any, is at the discretion of the Board of Education.	
1.3. <u>First Reading: Revised Board Policy 6142.4, Service Learning/Community Service Classes</u>	104
Revised Board Policy 6142.4, Service Learning/Community Service Classes, is being presented for a first reading. Action, if any, is at the discretion of the Board of Education.	
H. EMPLOYEE ASSOCIATION COMMUNICATION	108
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J. CLOSED SESSION	108
1. <u>Conference with Legal Counsel – Existing Litigation</u>	
- OAH Case No. #: 2019020775	
2. <u>Conference with Real Property Negotiators</u> (Gov't. Code § 54956.8)	
<i>Purpose:</i>	<i>Potential Modification of Purchase and Sale Agreement</i>
<i>Property:</i>	<i>10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)</i>
<i>Agency Negotiator:</i>	<i>Karl Christensen, Assistant Superintendent</i>
3. <u>Conference with Labor Negotiator</u> (Gov't. Code § 54956.8)	
<i>Purpose:</i>	<i>Negotiations</i>
<i>Agency Negotiators:</i>	<i>Tim Larson, Assistant Superintendent</i>
<i>Employee Organizations:</i>	<i>Santee Teachers Association (STA); and Classified School Employees Association (CSEA)</i>
4. <u>Public Employee Performance Evaluation</u> (Gov't. Code § 54957)	
<i>Superintendent</i>	
K. RECONVENE TO PUBLIC SESSION	108
L. ADJOURNMENT	108

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 19, 2019, 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:

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

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

1. Call to Order and Welcome

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the March 5, 2019, 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: Pupil Services/Counseling Presentation
3. Spotlight on Education: Sycamore Canyon School
4. Presentation of the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and Classified School Employees Association and Its Chapter #557 (CSEA)
5. Presentation of Classified School Employees Association and Its Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and (CSEA)

**DEVELOPER FEES COLLECTION REPORT
2018-19
CUMULATIVE THROUGH FEBRUARY 19, 2019**

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
		10920 Summit Ave. (Exempt)	07/09/18	9,263	\$0.00	CP
	X	9433 Mandeville Road	07/19/18	798	\$1,875.30	CH
X		681 Kenney Street	07/25/18	815	\$309.70	PD
	X	9707 Abbeyfield Road	07/25/18	868	\$2,039.80	RS
	X	8983, 8987, 8999, 9013, 9023, 9045, 8059 Hightail Dr. 8966, 8954 Trailridge Ave	07/30/18	594	\$1,395.00	CO
	X	1731 Garywood St.	08/20/18	772	\$1,814.20	PD
	X	1329 Wenatchee Ave	08/28/18	802	\$1,884.70	PD
	X	9078 Hightail Drive	09/18/18	273	\$641.55	CO
	X	8701 Mesa Road Unit #150	10/08/18	594	\$1,395.90	CFH
X		1920 N. Marshall Ave Building H	10/10/18	10,700	\$4,066.00	PD
X		1890 N. Marshall Ave Building J	10/10/18	35,800	\$13,604.00	PD
X		1890 N. Marshall Ave Building K	10/10/18	8,200	\$3,116.00	PD
X		1890 N. Marshall Ave Building G	10/10/18	10,762	\$4,089.56	PD
X		10123 Riverwalk Drive	10/12/18	3,541	\$1,345.58	RS
X		8618 Cuyamaca Street	10/18/18	11,154	\$4,238.52	PA
X		8616 Cuyamaca Street	10/26/18	897	\$340.86	PA
	X	8860 Ellsworth Cricle	12/04/18	540	\$1,269.00	PA
	X	8961, 8967, 8971, 8981, 8997 Trailridge Ave	01/22/19	944	\$2,218.10	CO
	X	8522, 8524, 8526, 8528, 8530, 8532, 8534 Boulder Way	02/12/19	14,274	\$33,543.90	CO
	X	8510, 8512, 8514, 8516, 8518, 8520 Boulder Way	02/12/19	11,901	\$27,967.35	CO
TOTAL PAGE 1					\$107,155.02	

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

Requests For Use Of Facilities - March 5, 2019						
Group	Location	Date	Days	Time	Attend	Fees
Carlton Hills West Hills Little League (Auxiliary Board Training)	Multi-Purpose	2/19/19	Tuesday	5:45 pm - 8:00 pm	50	
Rio Seco Pioneer Little League (Auction)	Multi-Purpose	02/16/19	Saturday	9:00 am - 1:00 pm	100 - 150	\$177.50
PTSA (Mother/Daughter Laser Tag)	Front Lawn/ Parking Lot/ Multi-Purpose	5/19/19	Sunday	11:00 am - 5:00 pm	200	\$313.50

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

Santee School District
 ENROLLMENT REPORT
 3/1/2019
 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	03/01/19	03/02/18	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	03/01/19	03/02/18	# Diff	% Diff	03/01/19	02/22/19	# Diff	
Cajon Park		15	108	89	100	95	98	118	109	114	92	936	931	5	0.5%	1	5	11	6	6	3	12	9	13	66	76	-10	-13.2%	1002	1003	-1		
Carlton Hills	15	23	72	65	72	68	76	57	55	64	63	630	607	23	3.8%	7	4	4	5	3	3	6	3	9	44	32	12	37.5%	674	672	2		
Carlton Oaks			80	84	79	87	73	76	99	95	121	796	772	24	3.1%	3	7	6	8	5	9	6	11	11	66	62	4	6.5%	862	862	0		
Chef F. Harritt	15	13	83	80	73	88	69	64	49	49	62	645	644	1	0.2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hill Creek	16	25	77	97	86	84	79	74	75	58	66	737	760	-23	-3.0%	4	3	5	2	6	4	1	0	0	26	22	3	13.6%	762	763	-1		
Pepper Drive			107	102	110	108	90	131	113	100	97	958	965	-7	-0.7%	0	0	0	0	0	0	4	4	2	10	8	2	25.0%	968	969	-1		
Pride Academy	17	22	53	85	70	62	61	55	77	43	49	574	572	2	0.3%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
Rio Seco			93	97	117	92	106	104	114	123	94	940	943	-3	-0.3%	4	6	6	3	3	8	12	13	8	63	53	10	18.9%	1003	1001	2		
Sycamore Canyon	20	24	59	86	54	34	43	44	29	0	0	373	374	-1	-0.3%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-2
SUBTOTAL	83	122	730	745	761	718	695	725	720	646	644	6589	6568	21	0.3%	0	19	25	32	24	23	27	41	40	43	274	253	21	8.3%	6863	6860	3	
Alternative School			3	0	3	4	3	2	4	4	3	26	26	0	0.0%																		-2
Santee Success									1	2		3	6	-3	-50.0%											0	0	0	0.0%	3	6	-3	
NPS												0	0							1		3	1	3	1	9	9	0	0.0%	9	9	0	
SUBTOTAL			3	0	3	4	3	2	4	5	5	29	32	-3	-9.4%	0	0	0	0	1	0	3	1	3	1	9	9	0	0.0%	38	43	-5	
TOTAL	83	122	733	745	764	722	698	727	724	651	649	6618	6600	18	0.3%	0	19	25	32	25	23	30	42	43	44	283	262	21	8.0%	6901	6903	-2	

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

	PK	TK 4yo	EAK 4yo	Total All
Cajon Park	0		0	1002
Carlton Hills	0		9	683
Chef F Harritt	0		7	652
Hill Creek	0		10	772
Prospect Ave	0		7	581
Sycamore Canyon	64	0	5	442
Total PK/EAK	64	0	38	

Total Enrollment Including PK
7003

Schedule of Upcoming Events

Date	Event
March 5	Board Meeting; 7:00 p.m.
March 11	Wellness Committee; 3:30 p.m., at ERC
March 12	LCAP Annual Review; 6:00 p.m., Rio Seco School, MPR
March 14 (rescheduled to April 11)	District Advisory Committee (DAC); 6:00 p.m., at ERC
March 15	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
March 19	Student Forum with Board; 6:00 p.m. Board Meeting; 7:00 p.m.
March 20	Board Meeting; 7:00 p.m. English Learner Reclassification Celebration; 6:00 p.m., Rio Seco School
March 21	Budget Advisory Committee; 6:00 p.m., Charles E. Skidmore Administrative Center, Conference Room
Saturday, March 23	Santee School District Foundation 2019 Santee Aloha 5k Fun Run & Walk, Timed Event Begins at 8:00 am., Town Center Community Park
April 2	Board Meeting; 7:00 p.m.
April 11	District Advisory Committee (DAC); 6:00 p.m., at ERC
April 12	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
April 15 – April 26	Spring Break – Schools Closed

Reports and Presentations Item B.2.

Spotlight: Pupil Services / Counseling
Presentation

Prepared by Tim Larson
March 5, 2019

BACKGROUND:

The District counseling / social work program's new mission statement is:

Using solution-focused counseling, we provide a safe and accepting space to build skills, foster resilience, mitigate trauma and address crises in order for students to maximize their potential.

Tonight, the Director of Community Collaborative, Meredith Riffel; and Director of Pupil Services / Student Well-Being, Mike Olander; are proud to showcase the counseling / social work program with a video written and directed by Santee counseling / social work team.

Agenda Item B.2.

Reports and Presentations Item B.3.

Spotlight on Education: Sycamore Canyon
School

Prepared by Dr. Kristin Baranski
March 5, 2019

BACKGROUND:

This year's school spotlight presentations will focus on our District organizational goals: student mastery of grade level reading and writing literacy standards and student perception of safety at school. These goals are based on the District's high expectations of student learning and attention to caring relationships among all school-level stakeholders.

Tonight, Principal Summer Locke, and her team will share how they are addressing these two organizational goals at Sycamore Canyon School.

Agenda Item B.3.

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

Prepared by Tim Larson
March 5, 2019

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

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

Agenda Item B.4.

**PLEASE POST UNTIL
March 6, 2019**

INITIAL PROPOSAL

FROM THE

**SANTEE SCHOOL DISTRICT
BOARD OF EDUCATION**

to the

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

March 5, 2019

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

Article 17 Compensation

The public hearing will be held at the regular Board of
Education meeting on March 5, 2019

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

Prepared by Tim Larson
March 5, 2019

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

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

Agenda Item B.5.

**PLEASE POST UNTIL
March 6, 2019**

INITIAL PROPOSAL

FROM THE

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

to the

**SANTEE SCHOOL DISTRICT
BOARD OF EDUCATION**

March 5, 2019

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

Article 17 Compensation

The public hearing will be held at the regular Board of
Education meeting on March 5, 2019

Item C. PUBLIC COMMUNICATION

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

Agenda Item C.

Item D. PUBLIC HEARINGS

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

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

Prepared by Tim Larson
March 5, 2019

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

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

Agenda Item D.1.

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

Prepared by Tim Larson
March 5, 2019

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

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

Agenda Item D.2.

Item E. CONSENT ITEMS

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

Agenda Item E.

Consent Item E.1.1.
Prepared by Dr. Kristin Baranski
March 5, 2019

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- February 19, 2019, regular meeting minutes

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____ Item E.1.1.

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

February 19, 2019
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

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

Members present:

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

Administration present:

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

2. District Mission

President Fox invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Fox invited Member Burns, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

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

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

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. Claims Against the District
- 1.5. Schedule of Upcoming Events

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

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

- 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. Approval/Ratification of General Services Agreements
- 2.6. Approval/Ratification of Agreement for Mileage Reimbursement in Lieu of District Transportation
- 2.7. Approval of Revised Job Description for Director of Facilities, Maintenance, and Operations
- 3.1. Approval of Nonpublic School Individual Services Contract with Sierra Academy
- 3.2. Approval of Nonpublic School Individual Services Contract with Stein School
- 3.3. Approval of Extended Field Trips for Hill Creek 7-8 Grade Students to H & M Landing in San Diego
- 4.1. Personnel, Regular
- 4.2. Approval of Consultant Agreements for Arts Attack Coordinators

Member Ryan moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. California School Boards Association (CSBA) 2019 Delegate Assembly Election
 Superintendent Baranski reported it was time to cast a unit vote to fill the vacancies in the CSBA Delegate Assembly. The Board asked for Member Ryan's recommendation. She recommended voting for representatives from Chula Vista ESD, Alpine USD, Lakeside Union SD, San Dieguito Union HSD, Ramona USD, and Santee School District. 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>El-Hajj</i>	<u>Aye</u>	<i>Levens-Craig</i>	<u>Aye</u>
<i>Second:</i>	<u>Levens-Craig</u>	<i>Fox</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>Burns</i>	<u>Aye</u>		

F. BOARD POLICIES AND BYLAWS

President Fox presented Items F.1.1., 1.2., and 1.3., for approval. With one motion, Member Burns moved approval.

- 1.1. Second Reading: Revised Board Bylaw 9323, Meeting Conduct
 Revised Board Bylaw 9323, Meeting Conduct was presented for a second reading and request for approval. Member Burns moved approval.
- 1.2. Second Reading: Revised Board Policy 6020, Parent Involvement
 Revised Board Bylaw 6020, Parent Involvement, was presented for a second reading and request for approval. Member Burns moved approval.

1.3. Second Reading: Revised Board Policy 6142.3, Civic Education

Revised Board Bylaw 6142.3, Civic Education, was presented for a second reading and request for approval. Member Burns moved approval.

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

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association President, shared the Association would have a booth at the Santee School District Foundation 2019 Santee Aloha 5k Fun Run & Walk on Saturday, March 23.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski shared a draft of the centerfold spread of the Santee Magazine. She explained the article would illustrate the District's gratitude for the passage of Measure S, quick facts about the measure, and pictures that would be representative of the proposed projects. Superintendent Baranski shared the San Diego County Office of Education had recently completed a credentialing audit in the Human Resources department. She explained the audit mostly pertained to middle school credentialing. Superintendent Baranski shared the process was very stressful for the Human Resources department, Teachers, and Principals. She commended Krista D'Agostino, Personnel Technician; Human Resources staff; and teachers for a successful audit. Superintendent Baranski shared the Student Forum was March 19 and inquired on a topic of discussion. She suggested the topic focus continue on safety. Superintendent Baranski inquired on the Boards' desire to have the student reach out to a few peers to inquire on their perception of safety on their school campus. It was the Boards' consensus to proceed with Superintendent Baranski's suggestion.

Member Levens-Craig explained her last meeting absence was due to an opportunity to travel to India with the Rotary Club. She shared visiting three schools while on her trip, India's educational system, customs, and the Rotary Club's contribution to their educational system.

Member Burns shared visiting PRIDE Academy and Hill Creek School. He acknowledge, and commended, the site staff for the great things happening at their schools. Member Burns shared it is great to see the display of the PBIS material on the school grounds.

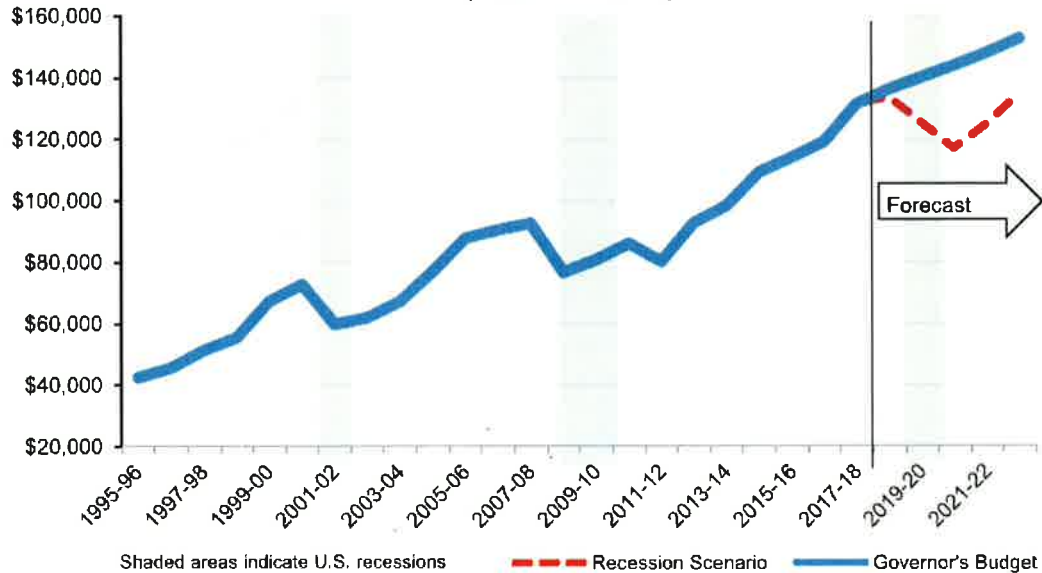
I. BUDGET WORKSHOP

Karl Christensen shared that on January 9, the Governor unveiled his plans for the 2019-20 State budget. He explained the annual budget workshop provides the Board an opportunity to review budget priorities in light of the Governor's Budget proposal, the Local Control Accountability Plan, needs throughout the District, and fiscal solvency. Mr. Christensen proceeded to discuss the following topics: Governor's Budget Proposal Highlights; LCFF Revenue and Operating Cost Increases; Significant Non-Routine Budget Changes; Review of Multi-Year Projection; Review of LCAP Executive Summary; and Possible LCAP Changes for 2019-20.

1. Governor's Budget Proposal Highlights

Mr. Christensen noted the Economy, State Revenues, and Capital Gains Revenue as a Percent of General Fund Tax Revenues were the same as he had presented at the January 15 meeting. He shared the economic forecast is good but there is always a specter for a recession. Mr. Christensen explained the Governor shared a potential drop by over \$25 billion in annual revenue if there were a recession.

Figure REV-06
Annual Revenue Could Drop by over \$25 Billion in a Recession
 (Dollars in Millions)



Mr. Christensen provided an overview of the Prop 98 Distribution to K-12 education as follows:

- \$2 billion to LCFF; funds 3.46% COLA
- \$576 million (of which \$186 million is one-time) to support expanded Special Education services and school readiness supports at LEAs with high percentages of both students with disabilities and unduplicated students
- \$350,000 one-time funds to merge the Dashboard, the LCAP electronic template, and other school site and school district reporting tools (including the School Accountability Report Card) into a single web-based application to: (1) allow the public to access a single platform for this information, (2) streamline these systems, and (3) eliminate duplicative and outdated information
- 3.46% COLA for categorical programs outside the LCFF

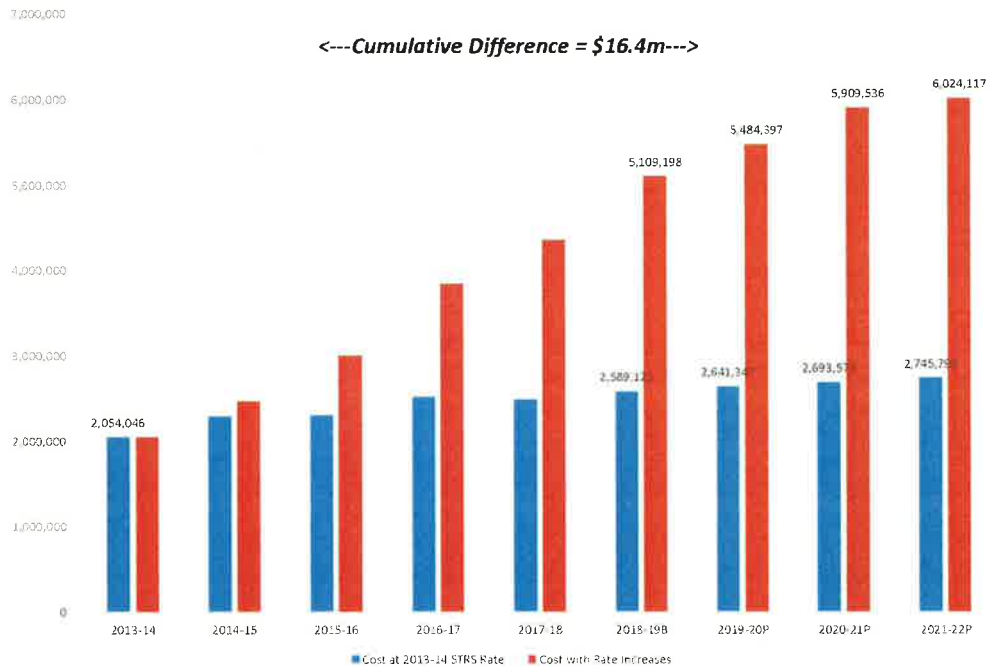
Mr. Christensen noted other provisions and provided details on the \$3 billion one-time non-Prop 98 payment to CalSTRS on behalf of LEAs. He explained the chart showed STRS and PERS rates from 2013-14 and projected through 2023-24. Mr. Christensen shared the \$700 million to buy-down employer contribution rates for 2019-20 from 18.13% to 17.1% and 2020-21 from 19.1% to 18.1% would be a savings of approximately \$320,000 in 2019-20 for the District. Mr. Christensen noted the PERS rates remain the same.

Changes in Retirement System Employer Contributions

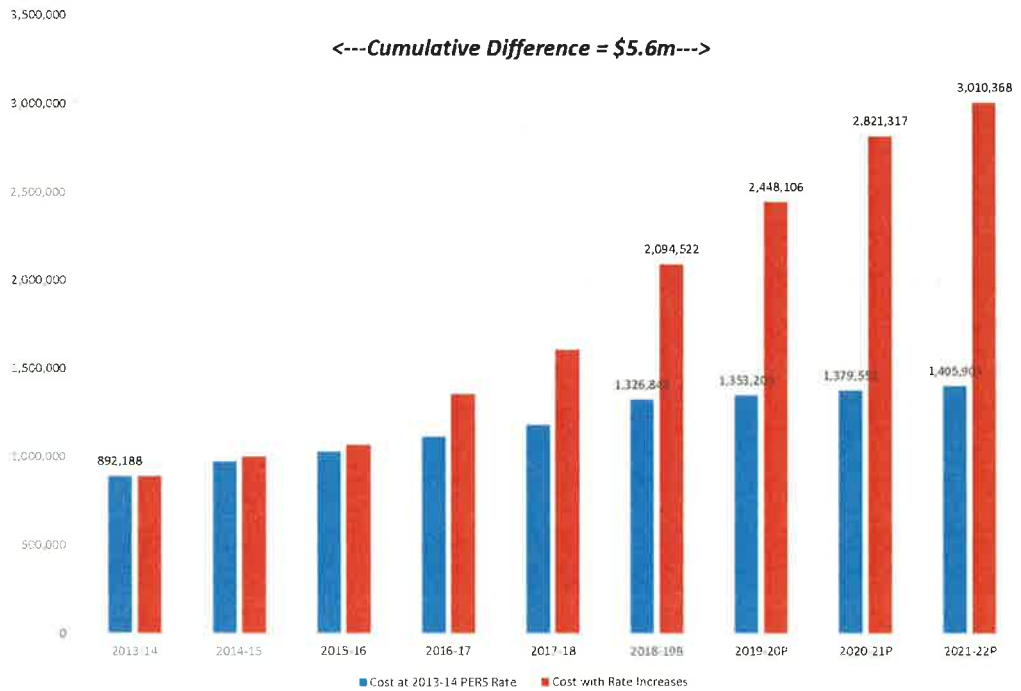
Fiscal Year	STRS			PERS		
	Rate	Annual % Pt Chg	Cum % Pt Chg	Rate	Annual % Pt Chg	Cum % Pt Chg
2013-14	8.250%			11.442%		
2014-15	8.880%	0.630%	0.630%	11.771%	0.329%	0.329%
2015-16	10.730%	1.850%	2.480%	11.847%	0.076%	0.405%
2016-17	12.580%	1.850%	4.330%	13.888%	2.041%	2.446%
2017-18	14.430%	1.850%	6.180%	15.531%	1.643%	4.089%
2018-19	16.280%	1.850%	8.030%	18.062%	2.531%	6.620%
2019-20	17.130%	0.850%	8.880%	20.700%	2.638%	9.258%
2020-21	18.100%	0.970%	9.850%	23.400%	2.700%	11.958%
2021-22	18.100%	0.000%	9.850%	24.500%	1.100%	13.058%
2022-23	17.600%	-0.500%	9.350%	25.000%	0.500%	13.558%
2023-24	17.600%	0.000%	9.350%	25.500%	0.500%	14.058%
10 Year % Chg			113.333%	122.863%		

Mr. Christensen shared the following charts depicted the Cost Impact for STRS and CalPERS Contribution Rate Increases; and explained these showed the cost at 2013-14 rates and cost with rate increases.

Cost Impact for STRS Contribution Rate Increase-All Funds

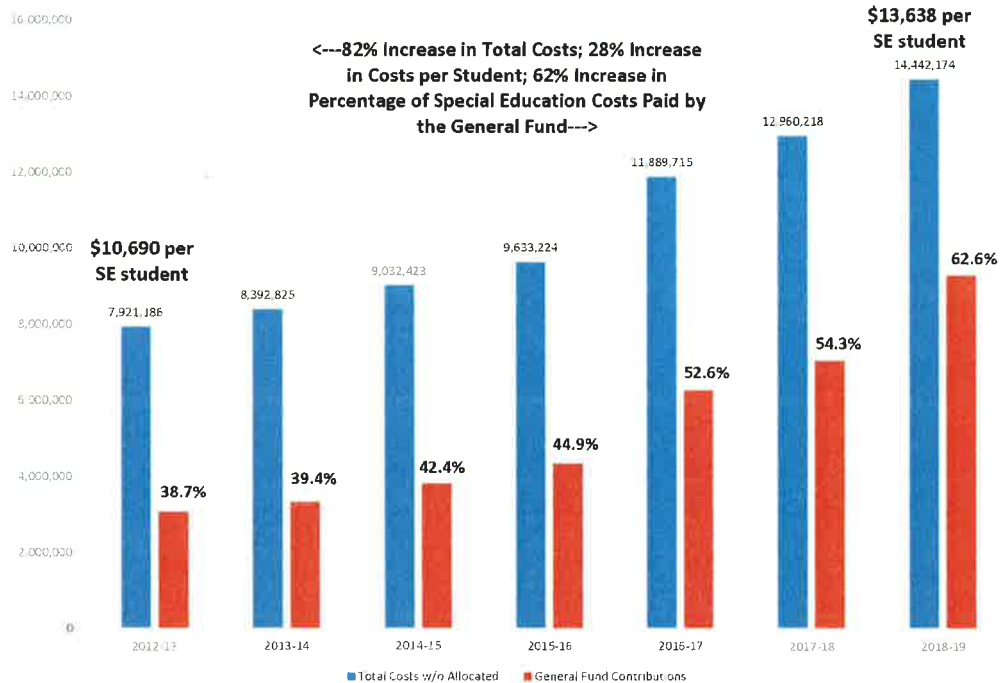


Cost Impact for PERS Contribution Rate Increase-All Funds



Mr. Christensen shared the next few charts would discuss special education costs. He mentioned many districts are experiencing similar trends in special education. Mr. Christensen shared the following chart showed the total cost for the District's special education program from 2012-13 through 2018-19. He noted the cost per special education student was \$10,690 in 2012-13; and \$13,638 in 2018-19.

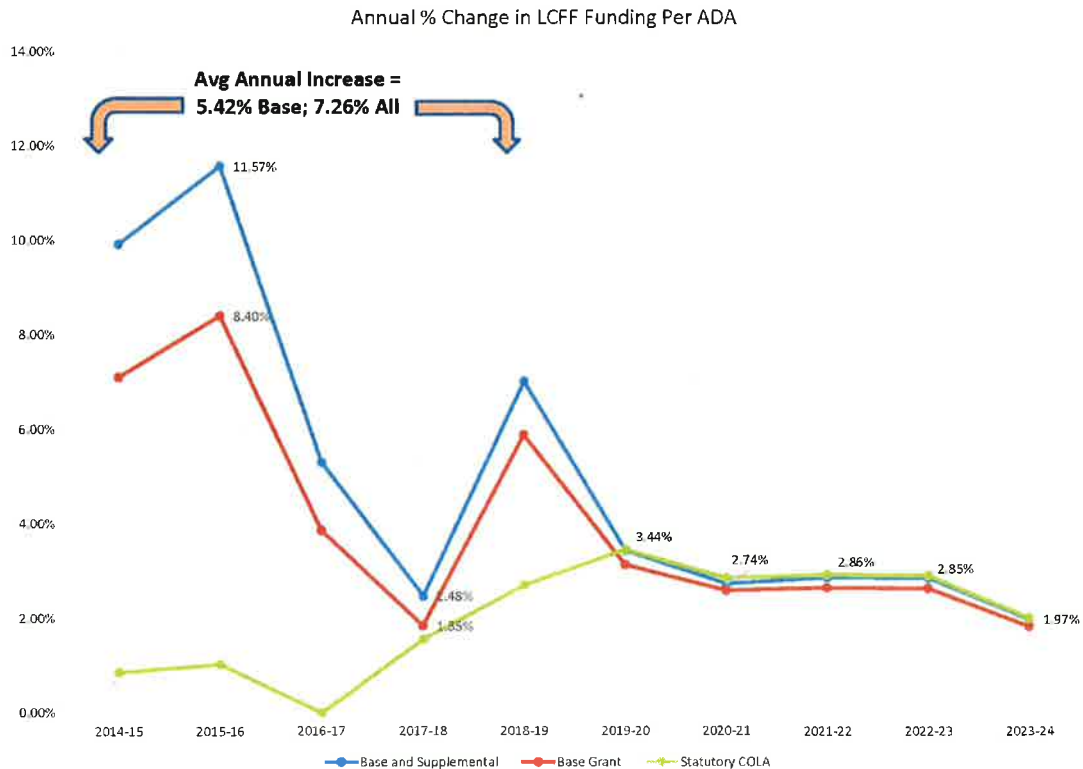
Special Education Costs and General Fund Contributions History



Mr. Christensen noted that special education students made up 14.13% of total CBEDS in December 2005; 11.42% in December 2011; and 15.51% in December 2018. He shared the trend was very similar throughout the SELPA. Mr. Christensen provided an overview of the District and SELPA's percent of total CASEMIS (California Special Education Management Information System) count by disability category. Member Burns inquired on the number of inter-district special education students.

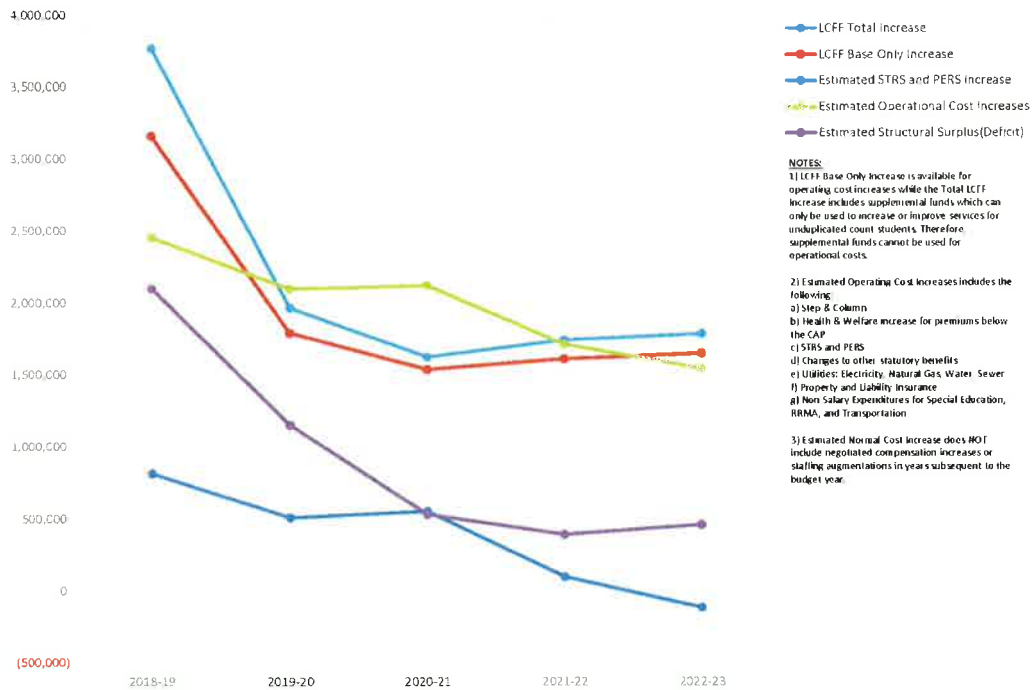
2. LCFF Revenue and Operating Cost Increases

Mr. Christensen explained the annual percent change in LCFF funding per ADA from 2014-15 and projected through 2023-24. He noted the significance increases in revenues.



Mr. Christensen explained the LCFF annual revenue increase compared with annual operating cost increases. He noted that if the trend pattern continues and materializes in that manner it is something that cannot be sustained for a long period of time.

LCFF Annual Revenue Increase Compared with Annual Operating Cost Increases
 2018-19 Revised Budget and 2019-20 January Governor's Proposal



NOTES:
 1) LCFF Base Only increase is available for operating cost increases while the Total LCFF increase includes supplemental funds which can only be used to increase or improve services for unduplicated count students. Therefore supplemental funds cannot be used for operational costs.
 2) Estimated Operating Cost Increases includes the following:
 a) Step & Column
 b) Health & Welfare increase for premiums below the CAP
 c) STRS and PERS
 d) Changes to other statutory benefits
 e) Utilities: Electricity, Natural Gas, Water, Sewer
 f) Property and Liability Insurance
 g) Non Salary Expenditures for Special Education, RRMA, and Transportation
 3) Estimated Normal Cost Increase does NOT include negotiated compensation increases or staffing augmentations in years subsequent to the budget year.

3. Significant Non-Routine Budget Changes

Mr. Christian explained the following chart shows changes to the budget that the District is projecting in 2019-20 that are over and above the operational cost changes. He explained a lot of these are one-time funds that were spent in 2018-19 and not projected to be spent in 2019-20. He noted the savings is reflected in the multi-year projections.

Significant Non-Routine General Fund Budget Changes

Description	2018-19	2019-20	Change to Outgo	Type
Additional Technology Reserve Deposit	\$1,000,000	\$0	(\$1,000,000)	One-Time
Additional Deferred Maintenance Transfer	\$803,000	\$0	(\$803,000)	One-Time
Replace 12 year old mower	\$0	\$60,000	\$60,000	One-Time
Replace obsolete Custodial equipment	\$25,000	\$30,000	\$5,000	One-Time
Replace obsolete Copiers	\$45,000	\$6,000	(\$39,000)	One-Time
Facilities Needs Set Aside-Fund 40	\$500,000	\$750,000	\$250,000	One-Time
Replace Duplicating Equipment in PUBS	\$100,000	\$0	(\$100,000)	One-Time
Textbook Adoptions (History/SS 18-19; Science 20-21)	\$1,200,000	\$0	(\$1,200,000)	One-Time
ELA Curriculum for RSP (may be moved to 2019-20)	\$160,000	\$0	(\$160,000)	One-Time
Curriculum for Social-Emotional Learning		\$450,000	\$450,000	One-Time
Bus Replacement Plan Funding	\$1,700,000	\$0	(\$1,700,000)	One-Time
1.0 FTE SDC Teacher for addtl ED class	\$0	\$88,248	\$88,248	On-Going
1.0 FTE Occupational Therapist	\$0	\$88,248	\$88,248	On-Going
1.0 FTE Speech & Language Pathologist	\$0	\$88,248	\$88,248	On-Going
1.0 FTE RSP Teacher	\$0	\$88,248	\$88,248	On-Going
2.0 FTE Student Support Assistants	\$0	\$78,684	\$78,684	On-Going
0.40 FTE Contracted Mental Health Therapist	\$0	\$38,800	\$38,800	On-Going
Total	\$5,533,000	\$1,766,477	(\$3,766,523)	

4. Review of Multi-Year Projection

Mr. Christensen provided an overview of the current general fund multi-year projections through 2020-21. He noted that once the 2019-20 budget is adopted, the 2021-22 school year would be included. Mr. Christensen shared this did not include any negotiated compensation increase for 2018-19 or beyond. He explained that based on these current assumptions, the reserve percentage is estimated about 20% for a few years, and then decreasing.

Mr. Christensen shared that Line 14 is the Estimated Surplus (Deficit) showed an estimated surplus, but noted this did not include any negotiated compensation increases.

General Fund Multi-Year Projection Summary

2018-19 2nd Interim ESTIMATE

#	Item	2018-19		2019-20		2020-21	
		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
1	Beginning Fund Balance	\$16,542,538	\$394,089	\$12,744,672	\$637,311	\$12,505,432	\$127,000
2	Fund Balance Adjustments	(1)					
3	Total Income	\$60,615,245	\$10,935,936	\$60,983,530	\$10,580,001	\$62,615,346	\$10,581,410
4	Total Outgo	\$64,413,110	\$10,692,714	\$61,222,769	\$11,090,311	\$64,252,470	\$10,581,410
5	Change in Fund Balance	(\$3,797,865)	\$243,222	(\$239,238)	(\$510,311)	(\$1,637,124)	\$0
6	Ending Fund Balance	\$12,744,672	\$637,311	\$12,505,432	\$127,000	\$10,868,309	\$127,000
7	Total Reserves	\$14,979,061		\$14,753,153		\$13,116,826	
8	Reserve as % of Expenditures	19.94%		20.40%		17.53%	
9		Amount	Value	Amount	Value	Amount	Value
10	COLA:	3.70%		3.46%		2.86%	
11	Assumed LCFF Rev Increase (w/ ADA changes):	7.03%	\$3,768,777	3.43%	\$1,966,260	2.74%	\$1,624,886
12	Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):	5.90%	\$3,161,550	3.12%	\$1,793,037	2.59%	\$1,538,432
13	*Included Annual Operating Cost Increase Impact to Unr GF:	4.58%	\$2,455,580	3.66%	\$2,098,475	3.58%	\$2,121,253
14		\$2,101,751		\$1,153,736		\$530,676	
15	GAP Funding:	100.00%		A:DDF	100.00%		100.00%
16	1% Reserve Equivalent:	751,207		723,194		748,250	
17	1% LCFF Increase:	536,371		574,059		593,194	
18	1% Salary Increase Equivalent:	482,399		522,050		526,915	

* Step 5 column, health benefits, statutory benefits, and inflation for utilities, insurance, and Restricted programs subject to contribution from Unrestricted General Fund

*Gov Jan Proposal for 2019-20

*17-18 P2 ADA for all years

*18-19CalPADs UPC for all years

*LCFF COLA only increases after 2018-19

*Negotiated Comp Increases for 17-18 ALL

2/15/2019 3:12 PM

5. Review of LCAP Executive Summary

Mr. Christensen and Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, shared a draft, and highlighted a few areas, of the LCAP Executive Summary. Upon review, the Board made suggestions to make the Dashboard data a bit more user-friendly. Mr. Christensen mentioned the document was going to be used at the LCAP Annual Review workshop on March 12, and other stakeholder meetings (i.e. DAC, DELAC, BAC, etc.).

6. Possible LCAP Changes for 2019-20

Mr. Christensen explained this section was a placeholder for any possible changes for the LCAP. He shared there were some suggested changes last year but no anticipated changes for 2019-20.

J. STRATEGIC PLANNING WORKSHOP

1. Stakeholder Input on the District's Vision and Mission

Superintendent Baranski shared the outcome of the stakeholders' feedback on the District's vision and mission statements for the Board's review and discussion. The Board narrowed down the proposed language and asked that the information be brought back, for continued discussion and possible action, to the March 5 meeting.

K. CLOSED SESSION

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

1. **Conference with Legal Counsel – Anticipated Litigation**
- *One Case*
2. **Conference with Legal Counsel – Existing Litigation**
- *OAH Case No. #: 2018120122*
3. **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)
4. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board entered closed session at 9:07 p.m.

L. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:55 p.m., and no action was taken.

M. ADJOURNMENT

With no further business, the regular meeting of February 19, 2019 was adjourned at 10:55 p.m.

Barbara Ryan, Clerk

Dr. Kristin Baranski, Secretary

Consent Item E.2.1. Approval/Ratification of Travel Requests
 Prepared by Karl Christensen
 March 5, 2019

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 \$6,650.00, with substitute costs of \$1,680.00 as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Board Travel Report - March 5, 2019

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Friday, 03/08/19	Michelle Johnson	Cajon Park	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Celina Register	Cajon Park	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Kathryn Ducharme	Carlton Hills	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Jill Schmitt	Carlton Oaks	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Tara Meade	Chet F. Harritt	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Tamara Hebert	Hill Creek	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Charlene Stanley	Hill Creek	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Barb Knoll	Pepper Drive	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Tina Schipke	PRIDE Academy	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Lea Hallinan	PRIDE Academy	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Sara Brownell	Rio Seco	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Friday, 03/08/19	Matthew Newcomb	Rio Seco	NGSS Leadership Conference	San Diego	\$120	\$162	DROPs Grant	Conference on science & 3-dimensional teaching and learning.	1
Mon-Wed, 04/01/19 - 04/03/19	Jennifer Rolf	Educational Services	National Council of Supervisors of Mathematics	San Diego	\$0	\$508	Professional Development	Conference on effective strategies for mathematics leadership.	1
Mon-Wed, 04/01/19 - 04/03/19	Kristen Eveland	Educational Services	National Council of Supervisors of Mathematics	San Diego	\$0	\$508	Professional Development	Conference on effective strategies for mathematics leadership.	1
Mon-Wed, 04/01/19 - 04/03/19	Alicen Boulais	Educational Services	National Council of Supervisors of Mathematics	San Diego	\$0	\$508	Professional Development	Conference on effective strategies for mathematics leadership.	1
Thurs-Fri, 06/27/19 - 06/28/19	Dawn Minutelli	Educational Services	Mind FueLED	Coronado	\$0	\$920	Professional Development	Conference on ways to establish student-centered learning.	1
Thurs-Fri, 06/27/19 - 06/28/19	Tylene Hicks	Chet F. Harritt	Mind FueLED	Coronado	\$0	\$920	Title I	Conference on ways to establish student-centered learning.	1
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California									
Tuesday, 03/22/19	JoAnne Quan	PA Preschool	Pre-K Readiness, Writing, Literacy & Math	Anaheim	\$120	\$671	State Preschool	Workshop on instructional strategies for Pre-K students.	1
Tuesday, 03/22/19	Katie Judd	PA Preschool	Pre-K Readiness, Writing, Literacy & Math	Anaheim	\$120	\$671	State Preschool	Workshop on instructional strategies for Pre-K students.	1

District Goals:

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

Consent Item E.2.2.
Prepared by Karl Christensen
March 5, 2019

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 #22631 through #22633 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 \$301.98 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

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

Date	Number Name	Memo	Amount
	22631 Michael Krynsinski	Refund of Deduction from Pay	965.85
	22632 Lorene Foster	Walmart	150.00
	22633 Lorene Foster	Walmart	150.00
	Bank Fees - January 2019		1.98
	Refunded by SDCOE for check 22631		(965.85)
	Total Checks Written		\$301.98
	Total to be Reimbursed		\$301.98
	Total to Deduct from Future Reimbursement		

Consent Item E.2.3. Acceptance of Donations, Grants, and Bequests
 Prepared by Karl Christensen
 March 5, 2019

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			
Fishing Trip for 15 Students	\$960.00	The San Diego Sportfishing Council	Hill Creek School
Reading Is The Way Up Program – Barnes & Noble Store Credit for Books	\$6,667.00	City National Bank / Barnes & Noble	Pepper Drive School
GRANTS			
(None)			
BEQUESTS			
(None)			
TOTAL RECEIVED	\$7,627.00		

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 \$7,627.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.

Consent Item E.2.4. Approval/Ratification of General Services Agreements
 Prepared by Karl Christensen
 March 5, 2019

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
T. Herman	Historical Presentation	01/29/19 – 01/30/19	\$350.00	Carlton Oaks School
San Diego Children's Discovery Museum	Mobile Exhibits Presentation	03/08/19	\$175.00	PRIDE Academy
San Diego Junior Theatre	Theatre Skills Program	03/07/19 – 05/30/19	\$2,200.00/per 11 Week Session	Out-of-School Time Program
Super Soccer Stars	Soccer and Sport Classes	03/05/19 – 08/21/19	\$100/Class (not to exceed \$7,000.00)	Out-of-School Time Program
Best Bubble Parties	Bubble Science Demonstrations	06/21/19 – 08/21/19	\$225.00/Session (not to exceed \$3,150.00)	Out-of-School Time Program
Bill Dean/BCK Programs, LLC	Professional Development: Next Generation Science Standards	03/06/19	\$340.00	Educational Services
Ms. Smarty Plants	School Site Assemblies on Plants	03/05/19 – 06/15/19	\$15,000.00 (not to exceed)	Educational Services

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.4.

Consent Item E.2.5. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 March 5, 2019

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, 2019 through January 31, 2019.

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 184 transactions totaling \$22,260.10 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.5.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190108	ABEL,CATHY	CHILD NUTRITION	AMAZON.COM*M24QX0RX2	77.04	Almondmilk
20190109	ABEL,CATHY	CHILD NUTRITION	AMAZON.COM*M239T0Y02	62.20	Almondmilk
20190111	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	7.53	Batteries
20190111	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	20.97	Gluten Free Nuggets
20190113	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 398	17.98	Gluten Free Taquitos
20190124	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	87.79	Cork Boards
20190125	ABEL,CATHY	CHILD NUTRITION	WALMART.COM	8.60	Batteries for scales
20190125	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	7.98	Dairy Free Cheese
				290.09	
20190108	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 931	53.51	Strategic Planning meeting supplies
20190109	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	TLF*TELEFLORACOM PICKS	82.98	Get well wishes for former Superintendent
20190109	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD 204874	484.09	Strategic Planning catering
20190114	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD #204286	3.78	Purchase of miscellaneous supplies
20190114	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD #204286	(3.78)	Reimbursement of purchase
20190115	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SCHOOL SERVICES OF CAL	1,000.00	Executive Council attendance to the School Services of California Governor's Budget Workshop
20190116	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	49.83	Board meeting supplies
20190117	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	30.96	Board meeting supplies
20190118	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD 204874	343.96	ILT meeting supplies
20190127	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD 204874	347.56	Superintendent's Leadership Series meeting
				2,392.89	
20190117	AVILA,EVONN	BUSINESS SERVICES	ENTERPRISE RENT-A-CAR	139.42	1.16.2019 Conference Transportation (Ex. Council and T. Long)
20190118	AVILA,EVONN	BUSINESS SERVICES	USA 63106	47.42	1.16.2019 Conference Transportation (Ex. Council, T. Long)
				186.84	
20190104	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	75.17	iPad speakers for YALE
20190104	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	59.76	Slide locks for cabinets, containers, tarp for YALE
20190118	BAKER,HOPE	OST PROGRAMS	EB DISASTER AWARE ARE	15.00	Disaster Aware Conference for Hope Baker
20190124	BAKER,HOPE	OST PROGRAMS	ALBERTSONS 0725	8.37	Milk for YALE snack
20190128	BAKER,HOPE	OST PROGRAMS	WAL-MART #1700	204.49	Storage bags, erasers, sponges, clips, foil stickers for YALE
20190128	BAKER,HOPE	OST PROGRAMS	WAL-MART #1700	52.63	iPad chargers and iPhone chargers for YALE
20190128	BAKER,HOPE	OST PROGRAMS	WAL-MART #1700	136.96	Cereal, yogurt, celery sticks, bananas, blueberries for YALE snack
20190129	BAKER,HOPE	OST PROGRAMS	PAYPAL *AMERIMEDCPR	60.00	Preventive Health class for Delia at Carlton Hills YALE
20190130	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	56.56	Planners, foam sheets, pipe cleaners for YALE activities
20190130	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	38.79	Tissue paper and watercolor paint for YALE
20190131	BAKER,HOPE	OST PROGRAMS	THE HOME DEPOT #0673	2.24	Tiles for YALE project
				709.97	
20190115	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	THE KNOX COMPANY	378.20	Knox Box safety box for Rio Seco
20190116	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	EASYKEYSCOM INC	43.60	Hardware/door/lock supplies
20190131	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	INT*IN *GRIND TO A HAL	259.45	Skateboard grind stops for District Office
				681.25	
20190116	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	15.26	Refreshments for a Most Improved Attendance Breakfast (student incentive)
20190116	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	11.99	Refreshments for a staff meeting PD session (staff development)
				27.25	
20190108	BONSER,KRISTEN	PRIDE ACADEMY	TARGET 00009977	34.68	PE Equipment storage
				34.68	
20190114	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	43.07	Legos for OSTP sites
20190120	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	190.67	Cajon Park OSTP Ken dolls, iron,colored pencils, cars
20190121	BRASHER,PAMELA	OST PROGRAMS	QVC*578089643401*	101.29	Theater projector with bluetooth for CFH Project Safe
20190122	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3084	43.10	Legos for OSTP
20190130	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	453.50	T-Shirts for kickball club
				831.63	
20190130	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	OLD FISHERMANS GROTTO	17.00	Expense while attending Superintendent's Symposium in Monterey
				17.00	
20190120	BROWN,TIFFANI	PEPPER DRIVE	DISCOUNTMUGS.COM	676.68	PBIS Kindness Week supplies
20190128	BROWN,TIFFANI	PEPPER DRIVE	AMZN MKTP US*MB7081MS2	39.64	TIGER Award PBIS supplies
20190129	BROWN,TIFFANI	PEPPER DRIVE	AMZN MKTP US*MB2EL95S2	194.09	Outdoor table K/1
				910.41	
20190109	DOBBINS,TIMOTHY	CAJON PARK	7708 DOMINOS PIZZA	41.97	Pizza with the Principal - Attendance/Behavior Reward
20190131	DOBBINS,TIMOTHY	CAJON PARK	SMART AND FINAL 929	8.98	Pizza with the Principal - Attendance/Behavior Reward
				50.95	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190127	EDMONSTON,ERICA	RIO SECO	LEGOLAND CALIFORNIA	1,951.00	5th grade fieldtrip to LegoLand
				1,951.00	
20190106	FORSTER,CHASITY	HILL CREEK	CAROLINA BIOLOGIC SUPP	36.35	Science Materials
20190106	FORSTER,CHASITY	HILL CREEK	CAROLINA BIOLOGIC SUPP	126.51	Science materials
20190111	FORSTER,CHASITY	HILL CREEK	IIRP	18.45	PBIS Staff Restorative Cards
20190111	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MB92K9CL2	49.03	Kindness Week PBIS incentive
20190111	FORSTER,CHASITY	HILL CREEK	STARBUCKS STORE 05912	20.00	PBIS Middle School Student Incentive/Gift cards
20190111	FORSTER,CHASITY	HILL CREEK	BASKIN #354764 Q35	10.00	PBIS Middle School Student Incentive/Gift cards
20190111	FORSTER,CHASITY	HILL CREEK	DEL TACO #109	5.00	PBIS Middle School Student Incentive/Gift cards
20190113	FORSTER,CHASITY	HILL CREEK	DISCOUNTMUGS.COM	438.52	Kindness Week/Anti Bullying/PBIS Staff Shirts
20190117	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MB1XV4G31	14.00	Science Materials/Plastic Spools
20190118	FORSTER,CHASITY	HILL CREEK	STARBUCKS STORE 26331	10.00	PBIS Middle School Student Incentive/Gift cards
20190118	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MB7BX13D2	89.06	WikkiStix, Privacy Filter Screen (nurse)
20190118	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MB10I1V91	18.50	Science Materials/Hex Head Bolts
20190118	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MB2TB4MG0	41.65	Science Materials (bolts, nuts, battery, copper wire, masking tape)
20190121	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*MB3QY6TX2	26.82	SanDisk Flash Drive for Middle School Elective Class
20190121	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*MB7F66A22	28.09	WikkiStix
20190127	FORSTER,CHASITY	HILL CREEK	STARBUCKS STORE 05912	10.00	PBIS Middle School Student Incentive/Gift cards
20190131	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*MB1SI1B32	23.85	ACE Award Prizes/Finger Lights
				965.83	
20190116	HICKS,TYLENE	CHET F. HARRITT	MICHAELS STORES 3256	67.11	Supplies for Counselor, loaner P.E. shirts
20190117	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MB9WA3V30	31.96	Sensory items for students
20190117	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MB7DC6XZ1	64.27	Supplies for School Counselor
20190120	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM*MB1OU1M11	23.77	Intentional Interruption: book
20190120	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MB6O67540	14.00	Dare to Lead - book
20190124	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	85.42	Supplies for LCAP survey and office
20190125	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*MB3P82V0	47.98	Adapters for iMT to use for projecting from iPad
20190127	HICKS,TYLENE	CHET F. HARRITT	WRITEABOUT.COM	95.00	Write-About classroom membership for Mr. Sutera
20190130	HICKS,TYLENE	CHET F. HARRITT	WALMART.COM	43.93	Two stools for EAK Class. Students could not read the white board
				473.44	
20190104	HOOKS,TED A	PEPPER DRIVE	CARSTICKERS.COM	364.33	PBIS materials
20190106	HOOKS,TED A	PEPPER DRIVE	MASONS SAW AND LAWNMOW	270.57	Replacement blower (Custodial)
20190108	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*M273V0IW2	47.98	Cases for PE School iPads
20190110	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM*MB56M3C62	30.52	Classroom supplies
20190116	HOOKS,TED A	PEPPER DRIVE	BUILDASIGN.COM	24.44	Office signage
				737.84	
20190109	JOHNSTON,ANDREW	CARLTON OAKS	PAYPAL *SK8WORLDSD	200.00	Jr. High field trip
20190110	JOHNSTON,ANDREW	CARLTON OAKS	AMAZON.COM*MB4DB7JC0	55.52	Professional Development materials
20190117	JOHNSTON,ANDREW	CARLTON OAKS	AMAZON.COM*MB4S12Z02	17.61	Professional Development materials
20190120	JOHNSTON,ANDREW	CARLTON OAKS	VONS #4018	32.53	Workshop supplies
				305.66	
20190123	LOCKE,SUMMER	SYCAMORE CANYON	DISCOUNTMUGS.COM	133.50	T Shirts for Kindness Week
20190123	LOCKE,SUMMER	SYCAMORE CANYON	DISCOUNTMUGS.COM	429.00	Kindness Week T Shirts
				562.50	
20190104	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	17.39	Wallplate for VGA cable & stereo cable
20190109	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CETPA	90.00	CETPA membership
20190110	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*MB9F90J11	22.97	Bar hanger clip mounts(storage supplies)
20190111	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*MB2R64TU0	154.99	Ergonomic standing desk
20190116	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*MB30R2ZC2	21.54	Wireless keyboard and wireless mouse
20190116	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	40.44	Junction box, faceplate, punchdown (supplies for electronic equipment such as projectors, doc cams, computers, etc)
20190116	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	199.76	HDMI cables, and mini display port adapters for Board Room
20190116	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	1.82	Wall plate cover
20190118	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security system
20190125	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	1,368.30	RAM for business towers & laptops
				1,942.20	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190101	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*M21MN5W71	13.83	Spanish textbook, SE, Spanish Enrichment course
20190101	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*M29E37V60	13.84	Spanish textbook, SE, Spanish Enrichment course
20190101	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*M22YE5Y90	73.98	Spanish textbook, TE, Spanish Enrichment course
20190103	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*M20YH3DP2	15.72	Spanish textbook, SE, Spanish Enrichment course
20190103	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*MB3U54CX0	236.37	Spanish textbook, 8 SE, Spanish Enrichment course
20190103	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*M26K39Y41	325.74	Bosu Balance Balls for Fitness Lab PE rotations
20190104	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*MB2TI7FD0	25.83	Spanish textbook, 2 SE, Spanish Enrichment course
20190107	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*MB3S18LR0	49.57	Spanish textbook, 2 SE, Spanish Enrichment course
20190107	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*MB4UP1LB1	676.56	Plyometric Jump Box sets, SPRI Roll-out Agility Ladders for Fitness Lab rotations
20190108	MARTIN,SUZANNE	HILL CREEK	BSN SPORTS LLC	562.51	Fitness supplies for middle school Fitness Lab- resistance bands
				1,993.95	
20190110	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON.COM*M27GF2Y92	89.32	Timers for SDC classroom
20190117	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON.COM*MB49U0VA0	28.66	Paper for changing table
20190118	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*MB8RB83Q2	12.38	Safety case for iPad
20190123	MCGINTY,MIRIAM	SPECIAL EDUCATION	CSHA	383.00	SLP Professional Development CSHA training
20190128	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*MB5A05SD1	14.36	Velcro (supplies) for Professional Development Training
20190128	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*MB3H15D90	12.61	Laminating pouches for Professional Development Training
20190130	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON.COM*MB7XP87O1	44.76	Stadium seats for OT
20190130	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*MB7X367S1	90.77	Toner/Ink Cartridges for printer in IEP conference room at Cajon Park
20190130	MCGINTY,MIRIAM	SPECIAL EDUCATION	THE WRIGHT STUFF INC	53.85	Writing gloves for OT
20190130	MCGINTY,MIRIAM	SPECIAL EDUCATION	NATIONAL AUTISM RESOUR	13.65	Chewies for OT
				743.36	
20190118	MCKINNON,KATHY	EDUCATIONAL SERVICES	SPROUTS FARMERS MARK	6.16	Food Instructional Leadership Team Meeting
20190129	MCKINNON,KATHY	EDUCATIONAL SERVICES	SANDWICH BAGS	(132.00)	Food Instructional Leadership Team Meeting
20190129	MCKINNON,KATHY	EDUCATIONAL SERVICES	SANDWICH BAGS	132.00	Food Instructional Leadership Team Meeting
				6.16	
20190116	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMAZON.COM*MB12V7PT1	70.44	Supplies/Books
20190122	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*MB2V74B50	26.02	Supplies/Books
20190130	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*MB2KD2KO1	171.34	Supplies/Books
				267.80	
20190121	MONTLER,BONNER M	EDUCATIONAL SERVICES	VONS #1897	48.34	Food for DELAC parents and committee members
				48.34	
20190111	ORTEGA,KAREN	HUMAN RESOURCES	SAN DIEGO COUNTY SUPER	100.00	Job Fair - SDCOE 2019 Point Loma Nazarene - Liberty Station 3/30/19
20190113	ORTEGA,KAREN	HUMAN RESOURCES	SDSU	250.00	Job Fair Registration - SDSU 2019 Non-Profit & Education Career Fair 3/21/19
20190125	ORTEGA,KAREN	HUMAN RESOURCES	ARENSEN OFFICE FURNITU	787.01	Conference room tables
20190128	ORTEGA,KAREN	HUMAN RESOURCES	ARENSEN OFFICE FURNITU	700.00	Conference room tables
				1,837.01	
20190104	PEZONE,MELYNDA	CARLTON OAKS	PIANODOLLY.COM	273.30	Dolly to allow movement of piano without damage
20190114	PEZONE,MELYNDA	CARLTON OAKS	AMAZON.COM*MB4BS4030	49.98	Learning materials/books to support positive behavior
20190114	PEZONE,MELYNDA	CARLTON OAKS	AMAZON.COM*MB61O9E00	29.54	Learning materials/books to support positive behavior
20190122	PEZONE,MELYNDA	CARLTON OAKS	AMAZON.COM*MB9T07BA0	21.24	Learning materials/books to support positive behavior
20190124	PEZONE,MELYNDA	CARLTON OAKS	AMZN MKTP US*MB2SV8QS0	22.62	Lanyards for Running Club
20190127	PEZONE,MELYNDA	CARLTON OAKS	VONS #2116	22.34	Student Incentives for Perfect Attendance
20190127	PEZONE,MELYNDA	CARLTON OAKS	VONS #2116	16.47	Positive Behavior Incentives
20190128	PEZONE,MELYNDA	CARLTON OAKS	FOXS PIZZA DEN - SANT	41.32	Food Incentive for Perfect Attendance
				476.81	
20190120	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	PAYPAL *JENCURRIE20	48.20	S. Pierce/CISC Leadership Symposium
				48.20	
20190106	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	(33.93)	Return of laptop video adapters
20190106	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	WAL-MART #1917	33.92	Food for GLAD teacher training
20190114	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	THE HOME DEPOT #0673	34.30	Painters' Tape for Professional Development Sessions
20190115	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*MB8BD0LL2	43.80	USB hub, USB extension cables, and power plug
20190121	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*MB2DT7H70	49.54	Shelving for district library storage
20190127	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST WESTERN HOTELS	85.78	Lodging for OpenSciED teacher professional development in Sacramento
20190127	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST WESTERN HOTELS	85.78	Lodging for OpenSciED teacher professional development in Sacramento
20190127	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST WESTERN HOTELS	85.78	Lodging for OpenSciED teacher professional development in Sacramento
20190127	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST WESTERN HOTELS	85.78	Lodging for OpenSciED teacher professional development in Sacramento
20190127	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST WESTERN HOTELS	85.78	Lodging for OpenSciED teacher professional development in Sacramento
20190127	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST WESTERN HOTELS	85.78	Lodging for OpenSciED teacher professional development in Sacramento
				642.31	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190120	RIFFEL, MEREDITH	PUPIL SERVICES	GIANT BRONX PIZZA	34.99	Supplies for parent night
20190120	RIFFEL, MEREDITH	PUPIL SERVICES	GIANT BRONX PIZZA	79.43	Supplies for parent night
				<u>114.42</u>	
20190103	SAUNDERS, LEAH	CARLTON HILLS	NETBRANDS MEDIA CORP.	491.84	Kindness Week ROAR wristbands
20190106	SAUNDERS, LEAH	CARLTON HILLS	OTC BRANDS, INC.	43.31	Kindness PBIS materials
20190114	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MB7MIOEO1	19.40	Nurse Supplies: Feminine Supplies
20190114	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MB4MQ1FB2	64.60	PBIS Bracelet Toggles for Kindness Week
20190118	SAUNDERS, LEAH	CARLTON HILLS	TARGET 00002984	10.76	Student Behavior Incentives: PBIS
20190122	SAUNDERS, LEAH	CARLTON HILLS	WALGREENS #12421	5.69	ROAR Award Photographs: PBIS
20190125	SAUNDERS, LEAH	CARLTON HILLS	AMAZON.COM*MB0HN5Q30	66.95	PBIS: Kindness Stories for Community Read-In
20190128	SAUNDERS, LEAH	CARLTON HILLS	SMART AND FINAL 581	57.06	PBIS Student Incentives for Kindness Week
20190129	SAUNDERS, LEAH	CARLTON HILLS	AMZN MKTP US*MB06A5KH1	19.23	Elevator lightbulbs
20190129	SAUNDERS, LEAH	CARLTON HILLS	WALGREENS #12421	6.04	PBIS Photographs for ROAR Awards
20190130	SAUNDERS, LEAH	CARLTON HILLS	SMART AND FINAL 581	19.60	PBIS: Refreshments for Kindness Week Community Read-In
				<u>804.48</u>	
20190107	SHEEN, KRISTINA D	OST PROGRAMS	OFFICE DEPOT #908	136.55	Ink, deskpad, clock, desk caddy, pencil cup
20190108	SHEEN, KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	61.27	Needles, duct tape, potpourri
20190111	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	48.38	Phone case and DVD's
20190113	SHEEN, KRISTINA D	OST PROGRAMS	ESTRADAS MEXICAN FOOD	39.17	Staff meeting food
20190120	SHEEN, KRISTINA D	OST PROGRAMS	THE WRAPSHACK	68.96	Staff meeting food
20190120	SHEEN, KRISTINA D	OST PROGRAMS	BIG LOTS STORES - #404	34.72	YALE Phone cases for new phones
20190121	SHEEN, KRISTINA D	OST PROGRAMS	MICHAELS.COM	60.34	T-Shirts for OSTP fundraiser kickball
20190121	SHEEN, KRISTINA D	OST PROGRAMS	MICHAELS.COM	318.85	T-Shirts for OSTP fundraiser kickball
20190123	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	56.59	Screen protectors for new phones
20190125	SHEEN, KRISTINA D	OST PROGRAMS	TARGET 00014852	62.43	Drawer for ERC supplies
20190127	SHEEN, KRISTINA D	OST PROGRAMS	EINSTEIN BROS BAGELS33	20.67	Staff meeting - Pepper Drive
20190128	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	(10.52)	Broken screen protector return
20190130	SHEEN, KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	18.68	Plastic bins for ERC OSTP
20190130	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	19.42	Vinagar, salt for science project for ASES
20190131	SHEEN, KRISTINA D	OST PROGRAMS	SALLY BEAUTY #2849	9.15	Hydrogen Peroxide for science project for ASES program
				<u>944.66</u>	
20190116	SIMKO, JOHANNA	PRIDE ACADEMY	AMAZON.COM*MB8GL0XB0	52.83	Professional Development
				<u>52.83</u>	
20190117	SIMPSON, DEBRA	RIO SECO	HAYNEEDLE	301.68	Learning Garden supplies: Foundation grant
20190117	SIMPSON, DEBRA	RIO SECO	HAYNEEDLE	387.88	Learning garden supplies: Foundation Grant
				<u>689.56</u>	
20190111	SOUTHCOTT, STEPHANIE	CARLTON HILLS	MONOPRICE, INC.	141.41	Headphone supplies for student access to online content
20190114	SOUTHCOTT, STEPHANIE	CARLTON HILLS	LAKESHORE LEARNING MAT	85.75	Book boxes for the Literacy Center
20190116	SOUTHCOTT, STEPHANIE	CARLTON HILLS	AMZN MKTP US*MB24K5GY0	115.11	Book boxes for the Literacy Center
20190117	SOUTHCOTT, STEPHANIE	CARLTON HILLS	AMZN MKTP US*MB7D54X91	20.78	Parent stamps
20190120	SOUTHCOTT, STEPHANIE	CARLTON HILLS	TARGET.COM *	130.86	Organization supplies for Literacy Center
20190131	SOUTHCOTT, STEPHANIE	CARLTON HILLS	AMZN MKTP US*MB5D57BE2	24.87	Chair bands
				<u>518.78</u>	
				<u>22,260.10</u>	

BACKGROUND:

In January 2003, the Board of Education approved an agreement for the use of facilities by the American Red Cross in the event of an emergency or disaster. In times of disaster, it's important that private and public organizations come together to support the community. By offering the use of public facilities to the American Red Cross, and the community at large, the Santee School District has made a solid contribution to disaster preparedness efforts within San Diego County. The agreement was renewed by the Board of Education in March 2009.

Presented for Board approval is a renewal agreement with the American Red Cross. The American Red Cross will reimburse the District for the cost of any out-of-pocket operational costs, supplies, or damages to its facilities that may result from the use by the American Red Cross in the conduct of its relief activities in the facilities.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement for use of facilities by the American Red Cross for disaster service activities.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Student Well-Being	Provide social, emotional, and health service programs, integrated with community resources, to foster student character and personal well-being.

FISCAL IMPACT:

There is no fiscal impact to the District. The American Red Cross will reimburse the District for the cost of any out-of-pocket operational costs, supplies, or damages to its facilities that may result from the use by the American Red Cross in the conduct of its relief activities in the facilities.

STUDENT ACHIEVEMENT IMPACT:

This is a public safety item. By offering the use of public facilities to the American Red Cross, the Santee School District has made a solid contribution to disaster preparedness efforts within San Diego County and our student community at large.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.6.

American Red Cross Shelter Agreement

The American Red Cross ("Red Cross"), a not-for-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disaster strikes. The disaster relief activities of the Red Cross are made possible by the American public, as the organization is supported by private donations and facility owners who permit their buildings to be used as a temporary refuge for disaster victims. This agreement is between the Red Cross and the Santee School District so the Red Cross can use the facility as an emergency shelter during a disaster.

DRO# N/A Facility: Santee School District

Parties and Facility

Owner:

Legal name: Santee School District

24-Hour Point of Contact:

Name and title: Karl Christensen, Assistant Superintendent Business Services

Work phone: 619.258.2321 Cell phone/pager: 619.392.7948

Address for Legal Notices:

9625 Cuyamaca Street

Santee, CA 92071

Red Cross:

Legal name: The American National Red Cross

Chapter: San Diego/Imperial Counties

24-Hour Point of Contact:

Name and title: Victor Roosen, Regional Disaster Officer

Work phone: 858-309-1216 Cell phone: 858-860-6081

Address for Legal Notices:

3950 Calle Fortunada

San Diego, California 92123

Shelter Facility:

SEE ATTACHED FACILITY LIST

Terms and Conditions

1. Use of Facility: Upon request and if feasible, the Owner will permit the Red Cross to use the Facility on a temporary basis as an emergency public shelter.
2. Shelter Management: The Red Cross will have primary responsibility for the operation of the shelter and will designate a Red Cross official, the Shelter Manager, to manage the sheltering activities. The Owner will designate a Facility Coordinator to coordinate with the Shelter Manager regarding the use of the Facility by the Red Cross.
3. Condition of Facility: The Facility Coordinator and Shelter Manager (or designee) will jointly conduct a pre-occupancy survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Facility/Shelter Opening/Closing Form, to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment that the Red Cross should not use while sheltering in the Facility. The Red Cross will exercise reasonable care while using the Facility as a shelter and will make no modifications to the Facility without the express written approval of the Owner.
4. Food Services: Upon request by the Red Cross, and if such resources exist and are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate the provision of meals at the direction of and in cooperation with the Shelter Manager. The Food Service Manager will establish a feeding schedule, determine food service inventory and needs, and supervise meal planning and preparation. The Food Service Manager and Shelter Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies in the Facility before it is turned over to the Red Cross.
5. Custodial Services: Upon request by the Red Cross and if such resources exist and are available, the Owner will make its custodial resources, including supplies and custodial workers, available to provide cleaning and sanitation services at the shelter. The Facility Coordinator will designate a Facility Custodian to coordinate the provision of cleaning and sanitation services at the direction of and in cooperation with the Shelter Manager.
6. Security: In coordination with the Facility Coordinator; the Shelter Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any public safety issues at the Shelter.
7. Signage and Publicity: The Red Cross may post signs identifying the shelter as a Red Cross shelter in locations approved by the Facility Coordinator and will remove such signs when the shelter is closed. The Owner will not issue press releases or other publicity concerning the shelter without the express written consent of the Shelter Manager. The Owner will refer all media questions about the shelter to the Shelter Manager.
8. Closing the Shelter: The Red Cross will notify the Owner or Facility Coordinator of the closing date for the shelter. Before the Red Cross vacates the Facility, the Shelter Manager and Facility Coordinator will jointly conduct a post-occupancy survey, using the second page of the Shelter/Facility Opening/Closing Form to record any damage or conditions. The Shelter Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the shelter operation.
9. Reimbursement: The Red Cross will reimburse the Owner for the following:
 - a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross will select from among

bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.

- b. *Reasonable costs associated with on-site private security, custodial and food service personnel* which would not have been incurred but for the Red Cross's use of the Facility for sheltering. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
- c. *Reasonable, actual, out-of-pocket operational costs*, including the costs of the utilities indicated below, to the extent that such costs would not have been incurred but for the Red Cross's use of the Premises (both parties must initial all utilities to be reimbursed by the Red Cross):

	Owner initials	Red Cross initials
Water	_____	_____
Gas	_____	_____
Electricity	_____	_____
Waste Disposal	_____	_____

The Owner will submit any request for reimbursement to the Red Cross within 60 days after the shelter closes. Any request for reimbursement for food, supplies or operational costs must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked at the shelter.

10. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.

11. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to bodily injury, death and property damage arising from the negligence of the Red Cross during the use of the Premises.

1. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

SANTEE SCHOOL DISTRICT

The American National Red Cross

Owner (Legal Name)

(Legal Name)

By (Signature)

By (Signature)

Karl Christensen

Name (Printed)

Victor Roosen

Name (Printed)

Assistant Superintendent, Business Services

Title

Regional Disaster Officer

Title

March 5, 2019

Date

Date

**Santee School District
Facility List**

Cajon Park School

Principal: Tim Dobbins
10300 N. Magnolia
Santee, CA 92071
619.956.2400

Pepper Drive School

Principal: Ted Hooks
1935 Marlinda Way
El Cajon, CA 92021
619.956.5100

Carlton Hills School

Principal: Stephanie Southcott
9353 Pike Road
Santee, CA 92071
619.258.3400

PRIDE Academy at Prospect Avenue School

Principal: Kristen Bonser
9303 Prospect Ave
Santee, CA 92071
619.956.5200

Carlton Oaks School

Principal: Andy Johnston
9353 Wethersfield Road
Santee, CA 92071
619.956.4500

Rio Seco School

Principal: Debra Simpson
9545 Cuyamaca Street
Santee, CA 92071
619.956.5500

Chet F. Harritt STEAM School

Principal: Tylene Hicks
8120 Arlette Street
Santee, CA 92071
619.258.4800

Sycamore Canyon School

Principal: Summer Locke
10201 Settle Road
Santee, CA 92071
619.956.5400

Hill Creek School

Principal: Suzie Martin
9665 Jeremy Street
Santee, CA 92071
619.956.5000

Santee School District Offices

9625 Cuyamaca Street
Santee, CA 92071
619.258-2300

Consent Item E.2.7.
Prepared by Karl Christensen
March 5, 2019

Approval for Surveying Services Related to
Proposed Construction of Learning Resource
Centers at PRIDE Academy and Sycamore
Canyon School

BACKGROUND:

As part of the redesign of the Learning Resource Centers at PRIDE Academy and Sycamore Canyon School for permitting and code compliance with accessibility regulations, it is necessary to obtain survey data. Part of the survey also includes an assessment for retaining walls, a widened drive aisle, overflow parking, and fire lane access needs.

RECOMMENDATION:

It is recommended that the Board of Education provide approval of surveying services for the design of Learning Resource Center Additions at PRIDE Academy and Sycamore Canyon School.

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 \$19,895 to be funded from Capital Improvement Program funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.7.

Consent Item E.2.8.
Prepared by Karl Christensen
March 5, 2019

Approval of Agreement with School Innovations and
Achievement for Consulting Services Related to
Mandated Costs

BACKGROUND:

The District currently participates in the Mandated Cost Block Grant program and receives approximately \$200,000 per year in lieu of submitting reimbursement claims. Nonetheless, the District must ensure it is engaging in the activities that are required under each mandated cost program within the block grant. There are also several mandates that the District engages in that are outside the Block Grant and must, therefore, be submitted through the reimbursement claim process.

For several years, School Innovations and Achievement has provided consulting services related to Mandated Costs. Specifically, these services include reviewing District practices and procedures to ensure procedural compliance with mandates within the Block Grant; and collecting and submitting data for reimbursement claims outside of the Block Grant.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement with School Innovations and Achievement for Consulting Services Related to Mandated Costs.

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 \$10,200 annually for 2019-20, 2020-21, and 2021-22 with option to terminate for the subsequent year with 30 days advance notice before end of the current year.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.8.



GOOD GOVERNANCE AND PROGRAM ADVISORY SERVICES AGREEMENT

**Between
SCHOOL INNOVATIONS & ACHIEVEMENT
And
SANTEE ELEMENTARY SCHOOL DISTRICT**

THIS AGREEMENT, dated _____, 2019, (the “Agreement”) is made by and between Santee Elementary School District (“District”), and School Innovations & Achievement, a California corporation (“SI&A”), each being a “Party” and collectively the “Parties.”

RECITALS

WHEREAS, District is authorized to retain consulting services to assist District in the preparation and filing of reimbursement claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California (“State”), as well as an assessment of compliance practices in place as it relates to the Mandated Block Grant Program, and SI&A is qualified to perform such services; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing consulting services;

AGREEMENT

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Term.** This Agreement begins July 1, 2019 (the “Effective Date”). The first year of the Agreement will be July 1, 2019 through June 30, 2020. Each subsequent year will begin on July 1st and end on June 30th. The initial term of this Agreement (the “Initial Term”) shall be three (3) years and shall automatically renew for successive three (3) year terms (each a “Successive Term” and together with the Initial Term, the “Term”) unless either Party provides written notice at least 60 days prior to the end of such Initial or Successive Term or this Agreement is terminated sooner pursuant to Exhibit A, Section 3.

Notwithstanding the foregoing, the Term shall be automatically extended for three (3) years from the effective date of any Addendum to this Agreement and all terms and conditions of this Agreement shall remain in effect for the duration thereof.

2. **Base Services.** SI&A agrees to provide District the following consulting services (“Services”) during the Agreement Term:

(a) Prepare and file (based on the District’s Participation Status in the Mandate Block Grant Program, with information provided by the District):

- (1) Any applicable prior year reimbursement claims based on program participation;

- (2) Late and amended reimbursement claims, based on program participation; and
 - (3) Newly claimable programs approved by the Commission on State Mandates (“Commission”) if the filing deadline is within the Agreement Term.
- (b) Hold training sessions for District’s staff during the Agreement Term, as necessary or appropriate (as reasonably determined by SI&A);
 - (c) Conduct interviews with District staff and document processes regarding mandate programs;
 - (d) Conduct a review of the District’s Comprehensive School Safety Plan to determine areas of deficiency and training needs;
 - (e) Provide interim and annual reports on:
 - (1) Program performance;
 - (2) Claim performance for all applicable claims; and
 - (3) Analysis comparing Mandated Program options in preparation for the Districts yearly program election decision.
 - (f) Monitor District’s mandated cost tracking systems;
 - (g) Research and assist District with data collection for test claims approved by the Commission during the Agreement Term;
 - (h) Serve as a liaison with the State Controller’s Office and Commission regarding (i) statewide cost estimate request responses, and (ii) general questions from the State Controller’s Office;
 - (i) Provide representation of District with respect to any State audit of mandate reimbursement claims that were prepared and submitted with SI&A’s assistance pursuant to this Agreement, unless prior to claim submission SI&A advised District that SI&A would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns; and
 - (j) Free access to K-12 Daily. K-12 Daily is an online trusted source for what’s News in Education. Reporting is aimed at an audience of educators, school administrators and policy-makers.

3. **District’s Obligations.**

- 3.1 **District Responsibilities and Obligations.** District shall be responsible for the following:
- (a) ensuring District has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); and
 - (b) maintaining original supporting documents for a period of four (4) years after the State’s first payment of the claim; and (c) District shall provide SI&A all records and information relevant to any claim in a timely manner and contact information for District’s personnel to whom SI&A may direct inquiries. District understands and agrees that the results of SI&A’s inquiries, the

documentation obtained from District and other corroborating information may be used by SI&A for filing and/or supporting the reimbursement claims, or responding to audits or investigations.

3.2 **Claim Approval.** Upon presentation of a claim for District’s approval, District agrees to review the claim and respond to SI&A by either: (a) certifying to SI&A, under penalties of perjury, that the time, costs and other data collected by District and furnished to SI&A in support of the claim are true and correct; or (b) provide SI&A with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 4 of the Standard Terms and Conditions.

3.3 **For Districts that Elect the Mandate Block Grant.** The District acknowledges and agrees that the Good Governance and Program Advisory Services, provided by SI&A, in connection with potential audit matters, consists of providing recommendations and support with forms and back-up documentation collected. It is the District’s responsibility to ensure the District’s compliance with all mandate block grant requirements.

4. **California False Claims Act.** District acknowledges that reimbursement claims filed under this Agreement constitute “claims” under the California False Claims Act (California Government Code Section 12650, et seq.) (“False Claims Act”) and consequently, District, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who “knowingly” present or cause to be presented false claims, or who “knowingly” make or cause to be made false records or statements in support of a claim. Under the False Claims Act, “knowingly” means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

5. **Payment of Fees.**

5.1 **Fees.** For Services provided pursuant to the terms of this Agreement, as outlined in Section 2, above, District agrees to pay SI&A:

- **\$10,200** annually (“Discounted Annual Fee”) if Agreement is received on or before March 31, 2019, or
- **\$10,600** annually (“Standard Annual Fee”) if Agreement is received after March 31, 2019.

5.2 **Payment Plan.** The Fee is payable as follows:

	Agreement Received By Date	Year 1 <u>07/01/19 - 06/30/20</u> Due 07/01/19	Years 2 and beyond <u>July 1st to June 30th</u> <u>for fiscal years 20/21 and beyond</u> Due July 1st of years 2020 and beyond
Discounted Annual Fee	On or Before March 31, 2019	\$10,200	\$10,200
Standard Annual Fee	After March 31, 2019	\$10,600	\$10,600

5.3 Travel; Lodging Expenses. If SI&A reasonably determines that travel to District's site is necessary, SI&A and District shall schedule mutually convenient dates and times for such meetings. All travel and lodging expenses incurred by SI&A in connection with the Initial Scope of Services are included in the Fee.

- 6. Entire Agreement. This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
- 7. Exhibits. All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
- 8. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.

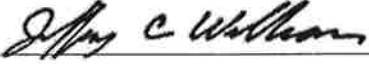
IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

SI&A:

DISTRICT:

**SCHOOL INNOVATIONS
& ACHIEVEMENT**

**SANTEE ELEMENTARY SCHOOL
DISTRICT**

Signature: 
 Date Signed: 1/9/2019
 Print Name: Jeffrey C. Williams
 Title: Chief Executive Officer
 Company: School Innovations & Achievement
 Address: 5200 Golden Foothill Parkway
El Dorado Hills, CA 95762
 Phone: (800) 487-9234
 Fax: (888) 487-6441

Signature: _____
 Date Signed: _____
 Print Name: _____
 Title: _____
 Address: _____
 Phone: _____
 Fax: _____
 Email: _____

EXHIBIT A - STANDARD TERMS AND CONDITIONS

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Term, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The Parties agree that School Innovations & Achievement is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Termination.** Either Party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other Party not later than sixty (60) days prior to expiration of the current Term (Initial or Successive) within the Agreement Term. The effective date of termination shall be the expiration of such current Term of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 2, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 2.
3. **Termination Due to Changes in State Law.** If Legislation is enacted that eliminates or suspends K-12 education mandates, thereby making the filing of mandate reimbursement claims impossible or futile, District may immediately terminate this Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. All other terminations shall be subject to the terms and conditions set forth in Section 2, above.
4. **Notice.** All Agreement notices must be in writing, directed to the Party's address set forth below such Party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A Party may change the address stated in the Agreement by giving notice to the other Party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Term, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assurances.** Upon request of the other Party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither Party may assign any rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Term, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. Each Party agrees to defend, hold harmless, and indemnify the other Party (and its officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying Party's breach of the terms of this Agreement. In the event that any action or proceeding is brought against a Party by reason of any claim or demand discussed in this Section 10, upon notice from the Party, the indemnifying Party shall defend the action or proceeding at the indemnifying Party's expense, through counsel reasonably satisfactory to the other Party. The obligations to indemnify set forth in this Section 10 shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses, and liabilities from the time of giving the first notice of any claim or demand. The indemnifying Party's obligations under this Section 10 shall apply regardless of whether the other Party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage caused solely by the active negligence or by the willful misconduct of the other Party.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a Party's rights or obligations under this Agreement, then the prevailing Party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the Party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the Parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the Parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The Parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. **BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT.** All general reference proceedings hereunder shall, unless all Parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both Parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either Party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other Party at the time designated, shall not be a waiver of any such default or right to which the Party is entitled, nor shall it in any way affect the right of the Party to enforce such provisions thereafter.
15. **Force Majeure.** A Party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other Party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the Party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.

Consent Item E.2.9.
Prepared by Karl Christensen
March 5, 2019

Authorization to Purchase One Additional
10-Passenger Van for Transportation

BACKGROUND:

In 2016, the District purchased two vans to supplement the fleet and handle special education transportation growth. These vans have allowed the District to set up a training program to vet and train van drivers to be school bus drivers. Another advantage to the vans is they can be driven with a regular driver's license, although drivers must acquire a passenger endorsement on their license and be CPR/AED and first aid certified. The vans cost 25% of what a bus costs and operate with better fuel mileage.

On August 15, 2017, the Board approved purchasing an additional van to address the growth in Special Education students as well as homeless and foster care students. Due to continued growth, it is necessary to add a 4th van route, thereby requiring the purchase of an additional van.

RECOMMENDATION:

It is recommended that the Board of Education authorize the purchase of one 2019 Ford Transit 150LR 10-passenger van from Encinitas Ford.

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 not to exceed \$35,000 from the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.9.

Consent Item E.2.10.
 Prepared by Karl Christensen
 March 5, 2019

Approval of Agreements with Ninyo & Moore for
 Geotechnical Evaluations Related to Construction of
 Buildings at Chet F. Harritt School, PRIDE Academy,
 and Sycamore Canyon School

BACKGROUND:

In order to continue moving forward with the three remaining Capital Improvement Program (CIP) projects, it is necessary to have current geotechnical evaluations performed for these sites.

Ninyo & Moore has served the District since the inception of the CIP program. Staff recommends continuation of Ninyo and Moore for the geotechnical evaluation reporting services for the Learning Resource Center Additions at PRIDE Academy and Sycamore Canyon, and for the Classroom Addition at Chet F. Harritt School.

RECOMMENDATION:

It is recommended that the Board of Education approve continued use of Ninyo and Moore to provide geotechnical evaluation reporting services for the PRIDE Academy and Sycamore Canyon School Learning Resource Centers and Chet F. Harritt School Classroom Addition projects.

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 costs for the evaluations are as follows:

PRIDE Academy	\$ 7,800
Sycamore Canyon	\$17,800
Chet F. Harritt	\$21,300

For a combined total of \$46,900, which will be funded from Capital Improvement Program funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.10.

Consent Item E.3.1.

Approval of Agreement with University of Southern California, Rossier School of Education for Placement of Students in the Fields of Teaching, School Counseling and Social Work

Prepared by Dr. Stephanie Pierce

March 5, 2019

BACKGROUND:

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers. Santee School District has received an Agreement from University of Southern California for this purpose in the fields of Teaching, School Counseling and Social Work Programs. The terms of the agreement shall commence on March 5, 2019 and continue through June 30, 2022.

RECOMMENDATION:

Administration recommends that the proposed Agreement with University of Southern California, Rossier School of Education for teaching, school counseling and social work education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The University of Southern California shall pay the District for field laboratory classroom placement of student teachers at the rate of \$350.00. This money is designated to the Master Teacher.

STUDENT ACHIEVEMENT IMPACT:

This agreement supports student learning by placing a student teacher, school counselor or social worker in the classroom and provides students with an additional instructional resource.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

USC SCHOOL/SCHOOL DISTRICT PLACEMENT AGREEMENT

This School / School District Placement Agreement (“Agreement”) is made this 5th day of March, 2019, by and between SANTEE SCHOOL DISTRICT, with an address located at 9619 Cuyamaca Street, Santee, CA 92071 (“School” or “District”), and the University of Southern California, a California nonprofit educational institution, with an address of Waite Phillips Hall, 3551 Trousdale Parkway, ADM 352, Los Angeles, CA 90089 (“USC”). USC and School/District may be referred to collectively as the “parties” and individually as a “party.”

WHEREAS, USC offers graduate degree programs to its students (“Candidates”) in classroom and in online learning environments; and

WHEREAS, with respect to the online learning environment, USC Rossier and the USC Suzanne Dworak-Peck School of Social Work offer graduate degree programs with an online learning component and field placement experiences (“Programs”), including, among others, Programs in the fields of teaching, school counseling, and social work.

NOW THEREFORE, intending to be legally bound hereby, the parties agree as follows:

1. Placements. The School/District agrees to host one or more Candidates in accordance with the terms of this Agreement and as further set forth in either: (a) the Teaching Candidate Addendum with respect to teaching Candidates; (b) the School Counseling Candidate Addendum with respect to School Counseling Candidates; (c) the School of Social Work Candidate Addendum with respect to School of Social Work Candidate; or (d) such other addenda for such additional Programs as may be agreed upon by the parties from time to time. Each aforementioned Addendum (collectively, the “Addenda”) is incorporated into and made a part of this Agreement.

2. Placement Opportunities.

(a) USC will request placements for its Candidates for one or more of the Programs detailed in the Addenda. Each request shall identify the particular Candidate (or, for groups of Candidates, a composite description of relevant background, assignment request, assignment objectives and suggested activities as appropriate to requested assignments for the Candidate group). USC shall comply with any School/District policy applicable to such placement requests and provided by the School/District to USC.

(b) The School/District agrees to use good-faith efforts to place Candidates proposed by USC within the School/District. The School/District shall have the sole discretion with respect to all Candidate assignments hereunder, provided that the School/District shall involve USC throughout the decision-making process. The School/District shall not in any way be obligated to accept assignments of Candidates beyond the capabilities of the School/District, as determined by the School/District in its sole discretion. The School/District shall have the right to terminate its relationship with any Candidate for violation of the School’s/District’s regulations or for other reasonable cause in accordance with the School’s/District’s standard policies or practice.

3. Compliance with Law.

(a) *Background Investigations.* (i) USC shall inform each Candidate being hosted by the School/District that they are required to complete a background check and receive appropriate clearance(s) in accordance with applicable state and local law prior to commencing any assignment at the School/District (e.g., a State-issued Certificate of Clearance in the case of a teacher placement in California). (ii) The School/District may impose requirements upon Candidates in addition to those required by state law as set forth in Section 3(a)(i) above (the “Additional Requirements”). In such event, the School/District agrees to provide all such Additional Requirements in writing to USC promptly following execution of this Agreement (or, as applicable, promptly upon any adoption or modification thereof occurring during the Term of this Agreement). USC shall communicate all such Additional Requirements to Candidates, and shall advise Candidates to make any and all additionally required submissions directly

to the School/District. Upon notice to the Candidate, the School/District shall have the right to reject any Candidate who fails to comply with the Additional Requirements from participating in an assignment at the School/District.

4. No Employment Relationship of Candidates.

(a) Candidates are students, and not employees of USC or the School/District. As such, they are not covered by USC's or the School's/District's workers' compensation policies.

(b) Candidates are neither entitled to, nor shall receive, any compensation or other employee-related benefit (without limitation) from USC or the School/District. Candidates shall not displace any School/District employee.

(c) The School/District shall provide in writing any requirements for Candidates to obtain and maintain personal liability insurance coverage, which requirements may vary based on the applicable Program. USC shall communicate to Candidates any such School/District coverage requirements, provide reasonable assistance to Candidates in obtaining such coverage, and facilitate each Candidate's submission of appropriate documentation thereof directly to the School/District (which the School/District agrees to accept).

5. Information, Hiring & Confidentiality.

(a) USC is a non-profit, educational research institution interested in evaluating the success of its graduates in impacting student achievement relative to comparable teachers, school counselors, school social workers, or other appropriate position, as the case may be. As such, USC may request the School/District to provide information to assist USC in its evaluative process. If available, the School/District shall provide such information to USC following any such reasonable request.

(b) The School/District may hire any Candidate(s) upon program completion, but is under no obligation to do so.

(c) USC shall not request the School/District to provide any health or other records of any student of the School/District covered by the Family Educational Rights and Privacy Act ("FERPA"); nor shall USC request any Candidate to share any protected School/District data (whether about School/District students or personnel) with USC.

(d) To the extent that any party to this Agreement discloses any confidential information to any other party hereto in connection with the relationships contemplated hereunder, the parties agree during the term of this Agreement (and all renewals thereof) and for a period of two (2) years thereafter to use reasonable efforts to protect, maintain as confidential, and not disclose, any such confidential information of any other party.

6. Compliance with the Law. The parties hereto shall comply with all applicable federal, state and local laws, rules, statutes, acts, regulations, code and similar legal requirements, including but not limited to FERPA.

7. Non-Discrimination. Each party represents that it is an equal opportunity employer. Each party certifies that it does not, and shall not, discriminate against its employees, students, Candidates or applicants on any unlawful basis. Each party certifies that it is, and shall remain, in compliance with all laws, regulations, executive orders or other legal prohibitions against discrimination.

8. Indemnification.

(a) *Indemnification by School/District.* The School/District shall indemnify, defend and hold harmless USC, its employees, agents and representatives, from all claims, actions, awards or judgments for damages, including costs, expenses and attorneys' fees, where liability is found to exist by reason of the acts or omissions of the School/District, its employees, agents or representatives.

(b) *Indemnification by USC.* USC shall indemnify, defend and hold harmless the School/District, its employees, agents and representatives, from all claims, actions, awards or judgments for damages, including costs, expenses and attorneys' fees, where liability is found to exist by reason of the acts or omissions of USC, its employees, agents or representatives.

9. Governing Law. The interpretation, application, and enforcement of this Agreement shall be governed by the laws of the State of California without reference to choice of law principles. Any claim, suit, or cause of action involving the interpretation, application, or enforcement of this Agreement shall be commenced in the appropriate state or federal courts in the State of California.

10. Term, Termination and Renewal. The Term of this Agreement shall begin as of the later of the Effective Date or the date of the School's/District's signature set forth below ("Term Commencement Date") and continue through June 30th of the calendar year following the third anniversary of the Term Commencement Date. Unless any party terminates this Agreement pursuant to this Section 10, this Agreement shall automatically renew for successive one (1) year periods beginning each July 1st thereafter. Any party may terminate this Agreement with or without cause upon written notice to the other parties, provided that any such termination shall only be effective after the end of the school year during which the written notice of termination is issued. For the avoidance of doubt, other than where the School/District removes a Candidate pursuant to Section 2(b) above, the School/District shall permit current Candidates to complete the current school year at the time of any such termination.

11. Notices. Any notice to be given hereunder by any party to this Agreement shall be in writing and will be deemed given on the date received as evidenced by confirmation of receipt, except if such confirmation is later than 3:00 p.m. (School/District local time), addressed as follows (provided that, upon written notice in accordance herewith, any party may update its notice recipients at any time during the term of this Agreement):

(a) *If to the School/District:* Santee School District, Educational Services, 9619 Cuyamaca Street, Santee, CA 92071, Attention: Dr. Stephanie Pierce, Assistant Superintendent of Educational Services; Fax No. 619-258-2230.

(b) *If to USC:* University of Southern California, Rossier School of Education, Waite Phillips Hall, 3470 Trousdale Parkway, WPH-504G, Los Angeles, CA 90089; attention: Dr. Kathy Stowe, Associate Dean of Academic Programs; Facsimile No. (213) 740-5799.

12. Limitation of Liability. Except as such damages may be sought or assessed in respect to third party actions covered by the indemnification provisions herein, no party shall be liable to the other for consequential, incidental, indirect, exemplary, punitive or special damages of any nature or character (including loss of profits, data, business or goodwill or any indirect economic damages whatsoever), from causes of action of any kind, including contract, tort (including strict liability or other legal theory), a breach of any warranty or term of this agreement, or otherwise, even if the party at fault or in breach has been advised or had reason to know in advance of the possibility of incurring such damages.

13. Severability. In the event that any provision of this Agreement conflicts with the law under which this Agreement is to be construed or if any such provision is held invalid or unenforceable by a court with jurisdiction over the parties to this Agreement, such provision will be restated to reflect as nearly as possible the original intentions of the

parties in accordance with applicable law; and the remaining terms, provisions, covenants, and restrictions of this Agreement will remain in full force and effect.

14. Entire Agreement/No Modification/Counterparts/Execution/Binding Agreement. This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and fully supersedes and replaces any and all prior or contemporaneous understandings or agreements, written or oral, between the parties hereto or any of their respective affiliates regarding such subject matter. Any waiver, change in, amendment, addition, supplement or other modification of any provision of this Agreement will be valid and effective only if in writing and signed and dated by all parties hereto subsequent to the execution of this Agreement. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original as against any party whose signature appears thereon, and all of which shall together constitute one and the same instrument. This Agreement shall become binding when one or more counterparts hereof, individually or taken together, bear the signatures of all of the parties reflected hereon as the signatories. A faxed, PDF or electronic signature shall have the same legally binding effect as an original signature. This Agreement will be binding upon the parties and their successors, affiliates, subsidiaries, assigns, officers, directors, employees, and agents. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

15. Arbitration. All controversies, claims and disputes arising in connection with this Agreement shall be settled by mutual consultation between the parties in good faith as promptly as possible, but failing an amicable settlement shall be settled finally by arbitration in accordance with the provisions of this paragraph. Such arbitration shall be conducted in Los Angeles, California, in accordance with the Commercial Arbitration Rules of the American Arbitration Association (“AAA”). The parties hereto hereby agree that the arbitration procedure provided for herein shall be the sole and exclusive method of resolving any and all of the aforesaid controversies, claims and disputes. The costs and expenses of the arbitration, including without limitation attorneys’ fees, shall be borne by the parties in the manner determined by the arbitrator. Legal action for (i) entry of judgment upon any arbitration award or (ii) adjudication of any controversy, claim or dispute arising from a breach or alleged breach of this paragraph may be heard and tried only in the courts of the State of California for the County of Los Angeles or the Federal District Court for the Central California for the County of Los Angeles or the Federal District Court for the Central District of California. Each of the parties hereto hereby irrevocably and unconditionally waives any right(s) to trial by jury in any action or proceeding arising under this Section 15 and each party further waives any defense of lack of in personam jurisdiction of said courts. Each party agrees that service of process in such action may be made upon each of them by mailing it certified or registered mail to the other party at the address provided for in this Agreement. Both parties agree that the prevailing party shall be entitled to recover from the non-prevailing party reasonable expenses, including without limitation, attorneys’ fees.

16. No Agency; No Assignment. Both parties acknowledge that they are independent contractors, and nothing contained herein shall be deemed to create an agency, joint venture, franchise, or partnership relation between the parties. Neither party hereto shall have the right, directly or indirectly, to assign, transfer, convey or encumber any of its rights under this Agreement without the prior written consent of the other party. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties.

INTENDING TO BE LEGALLY BOUND HEREBY, the parties affix their respective hands below:

SANTEE SCHOOL DISTRICT	UNIVERSITY OF SOUTHERN CALIFORNIA, ON BEHALF OF THE USC ROSSIER SCHOOL OF EDUCATION AND THE USC SUZANNE DWORAK-PECK SCHOOL OF SOCIAL WORK
Print Name: _____	Print Name: _____
Signature: _____	Signature: _____
Dated: _____	Dated: _____

TEACHING CANDIDATE ADDENDUM TO THE ROSSIER PLACEMENT AGREEMENT

This Teaching Candidate Addendum to the School/School District Placement Agreement (“Addendum”) is incorporated into and made a part of that certain School / School District Placement Agreement (the “Agreement”) executed concurrently with this Addendum (or subsequently on the date indicated below), and is effective as of “Term Commencement Date”, as defined in the Agreement. Capitalized terms not otherwise defined in this Addendum shall have the meaning ascribed to them in the Agreement.

1. Controlling Terms. The terms of this Addendum modify and supplement the Agreement. Whenever any inconsistency or conflict exists between the Agreement and this Addendum, the terms of this Addendum control and supersede the Agreement. In all other respects, the terms of the Agreement are ratified and confirmed.

2. Placement Opportunities. USC shall identify prospective Candidates to the School/District for potential placement within the School/District, including assignment to a teacher of record, in the following categories: (i) “Observation Students” (*e.g.*, recess observation, lunchtime interactions, interactions with parents/teachers, etc.); (ii) “Research Students” (*e.g.*, case study, classroom observation with student interaction, lesson delivery as part of fieldwork, etc.); and (iii) “Student Teachers” (*i.e.*, “Guided Practice”, with “Guiding Teachers”, as defined in Section 3 below). USC shall supply the Candidate’s name, relevant program and background clearance information and type of assignment appropriately matching the prospect’s needs. Notwithstanding the foregoing, the School/District shall at all times have discretion over the maximum number of Candidates it shall accept as Observation Students, Research Students and Student Teachers, the length of assignments, and the distribution of assignments.

3. Guiding Teachers.

(a) The School/District shall make recommendations to USC regarding teachers whom it believes are appropriate to serve as Guiding Teachers (defined below). Through the School’s/District’s recommendations, USC’s observations and Student Teacher reference, USC shall identify teachers working within the School/District to supervise and prepare Student Teachers during their student teaching experiences (“Guiding Teacher”).

(b) Both the School/District and USC shall approve the participation of any teacher as a Guiding Teacher, provided that the School/District shall use its best efforts to approve a sufficient quantity of Guiding Teachers necessary to oversee the agreed-upon number of Student Teachers placed within the School/District at any time.

(c) Should any Guiding Teacher become unable to perform or fulfill his or her duties hereunder, the School/District shall assign an alternative Guiding Teacher to the Student Teacher (excluding a substitute teacher that replaces the original Guiding Teacher within the School/District).

4. Credential Seeking Candidates. Any credential seeking USC Student Teacher Candidate shall be required to sit for and pass applicable, state- and subject-specific exams (*e.g.*, CSET, CBEST, etc.) prior to the commencement of his or her assignment as a Student Teacher.

5. Honorarium.

(a) Upon each Student Teacher’s completion of his or her guided learning assignment, USC shall pay, or direct a designated third party to pay, an honorarium of \$350.00 directly to each Guiding Teacher for his or her participation in a Student Teacher’s guided learning assignment. The School/District agrees that USC may require Guiding Teachers to submit reasonable documentation to USC prior to USC making payments hereunder.

(b) USC shall comply with any School/District policy requiring that the School/District, and not third parties, make Guiding Teacher payments to Guiding Teachers. In such event, the School/District may require USC

to make Guiding Teacher payments to the School/District for distribution by the School/District to Guiding Teachers, provided that the School/District shall first invoice USC for any such payment(s). For the avoidance of doubt, in the event that USC makes Guiding Teacher payments to the School/District in accordance with this Section 5(b), Section 5(a) above shall be deemed stricken from the Agreement with respect thereto.

(c) Should any Guiding Teacher fail to complete his or her assignment hereunder (either due to such teacher's own circumstances or due to USC's removal of the teacher as a Guiding Teacher), USC shall pay the corresponding honorarium on a pro rata basis.

(d) USC shall comply with any written School/District policy or procedure contrary to this Section 5, provided that the School/District shall provide any copy/copies thereof upon execution of the Agreement or subsequent adoption thereof.

6. Use of Video. USC utilizes video recording throughout its programs, including as an essential element of its instruction methodology. (By way of example only, the State of California requires USC to administer a Teaching Performance Assessment (“TPA”) of its students as part of USC’s teacher preparation program, with a component of that TPA being video that USC must obtain from each Student Teacher and maintain on file with the California Commission on Teacher Credentialing.) As such, any Student Teacher may make video recordings as part of his or her program studies throughout his or her assignment at the School/District. USC shall require Student Teachers to be responsible for obtaining appropriate and signed video release/authorization forms (which USC shall provide to Student Teacher) on behalf of recorded individuals, as appropriate, including obtaining parent/guardian signatures on behalf of recorded individuals who are minors (*i.e.*, under the age of legal competence). The School/District may provide reasonable assistance to Student Teachers in obtaining signatures on such forms.

7. Performance Data. Should the School/District hire any teacher Candidate(s), the School/District shall support USC’s program evaluation initiatives by sharing student-level performance data for students he or she teaches to measure teacher efficiency relative to other Master of Arts in Teaching graduates and to other new teachers prepared through other pathways. USC shall keep such data confidential and use it only to facilitate analysis of its effectiveness, and will share its findings with the School/District. This paragraph 7 shall survive the expiration or termination of the Agreement for any reason.

INTENDING TO BE LEGALLY BOUND HEREBY, the parties affix their respective hands below:

SANTEE SCHOOL DISTRICT	UNIVERSITY OF SOUTHERN CALIFORNIA, ON BEHALF OF THE ROSSIER SCHOOL OF EDUCATION
Print Name: _____	Print Name: _____
Signature: _____	Signature: _____
Dated: _____	Dated: _____

SCHOOL COUNSELING CANDIDATE ADDENDUM TO THE ROSSIER PLACEMENT AGREEMENT

This School Counseling Candidate Addendum to the School / School District Placement Agreement (“Addendum”) is incorporated into and made a part of that certain School / School District Placement Agreement (the “Agreement”) executed concurrently with this Addendum (or subsequently on the date indicated below), and is effective as of “Term Commencement Date”, as defined in the Agreement. Capitalized terms not otherwise defined in this Addendum shall have the meaning ascribed to them in the Agreement.

1. **Controlling Terms.** The terms of this Addendum modify and supplement the Agreement. Whenever any inconsistency or conflict exists between the Agreement and this Addendum, the terms of this Addendum control and supersede the Agreement. In all other respects, the terms of the Agreement are ratified and confirmed.

2. **Placement Opportunities.** USC shall identify prospective Candidates to the School/District for potential placement within the School/District, including assignment to a school-site supervisor of record. USC shall supply the Candidate’s name, relevant program and background clearance information and type of assignment appropriately matching the prospect’s needs. Notwithstanding the foregoing, the School/District shall at all times have discretion over the maximum number of Candidates it shall accept as School Counselor Students, the length of assignments, and the distribution of assignments.

3. **School-site Supervisor.**

(a) The School/District shall make recommendations to USC regarding [staff members] whom School/District believes are appropriate to serve as “School-site Supervisors” (defined below). Through the School’s/District’s recommendations, USC’s observations and School/District staff references, USC shall identify counselors and other staff working within the School/District to supervise and prepare School Counselor Candidates during their in-school experiences (“School-site Supervisors”).

(b) Both the School/District and USC shall approve the participation of any staff as a School-site Supervisor, provided that the School/District shall use its best efforts to approve a sufficient quantity of School-site Supervisors necessary to oversee the agreed-upon number of School Counselor Candidates placed within the School/District at any time.

(c) Should any School-site Supervisor become unable to perform or fulfill his or her duties hereunder, the School/District shall assign an alternative School-site Supervisor to the School Counselor Candidate (excluding a substitute teacher that replaces the original School-site Supervisor within the School/District).

4. **Credential Seeking Candidates.** Any credential seeking USC School Counselor Candidate shall be required to sit for and pass applicable, state-specific exams (*for example, in California*, the California Basic Educational Skills Test), as applicable in the Candidate’s state of residence, prior to the commencement of his or her assignment as a School Counselor Candidate.

5. **Use of Video.** USC utilizes video recording throughout its programs, including as an essential element of its instruction methodology. As such, any Candidate may make video recordings as part of his or her program studies throughout his or her assignment at the School/District. USC shall require Candidates to be responsible for obtaining appropriate and signed video release/authorization forms (which USC shall provide to Candidate) on behalf of recorded individuals, as appropriate, including obtaining parent/guardian signatures on behalf of recorded individuals who are minors (*i.e.*, under the age of legal competence). The School/District may provide reasonable assistance to Candidates in obtaining signatures on such forms.

6. Performance Data. Should the School/District hire any school counselor Candidate(s), the School/District shall support USC’s program evaluation initiatives by sharing student-level performance data for students he or she counsels to measure school counselor efficiency relative to other Master of Education in School Counseling graduates and to other new school counselors prepared through other pathways. USC shall keep such data confidential and use it only to facilitate analysis of its effectiveness, and will share its findings with the School/District. This paragraph 6 shall survive the expiration or termination of the Agreement for any reason.

INTENDING TO BE LEGALLY BOUND HEREBY, the parties affix their respective hands below:

	UNIVERSITY OF SOUTHERN CALIFORNIA, ON BEHALF OF THE ROSSIER SCHOOL OF EDUCATION
Print Name: _____	Print Name: _____
Signature: _____	Signature: _____
Dated: _____	Dated: _____

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. Albright, Amanda	Sycamore Canyon	IV-01 #30011928	\$0.00	\$51,009.00	02-27-19
2. Kleinhenz, Alina	Cajon Park	IV-01 #30011659	\$0.00	\$51,009.00	03-01-19

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
1. Gigliotti, Edward	PRIDE Academy to Pepper Drive	VI-11 #10324407	\$81,939.00	\$81,939.00	08-15-18

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours/Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Abejo, Melanie	PRIDE Academy	Instructional Assistant, Special Ed I 20 A / 2.5 hrs #30010768	\$0.00	\$813.98	02-13-19
2. Calnan, Colby	Rio Seco	Campus Aide CA A / 2.0 hrs #10327489	\$0.00	\$520.00	02-20-19
3. Walker, Cindy	Special Education	Licensed Vocational Nurse 25.5 A / 6.0 hrs #30011627	\$0.00	\$2,564.13	02-13-19

Classified Staff continued

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Hauner, Julia	Chet F. Harritt to <i>Pepper Drive</i>	Instructional Assistant I 19 A / 3.0 hrs to 19 A / 6.0 hrs #30011127	\$930.21	\$1,860.44	02-19-19
2. Uriarte, Adela	Chet F. Harritt to <i>Pepper Drive</i>	Food Service Worker III-A 22.5 A / 1.25 hrs to 22.5 A / 1.75 hrs #30002769	\$460.64	\$644.84	02-19-19

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
1. Matteson, Elizabeth	Rio Seco	Project SAFE Assistant 17 E / 3.75 hrs	Personal	Approve	02-04-19 to 03-29-19

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Kathol, Hayley	Sycamore Canyon	Instructional Assistant, Special Ed II	Personal	02-16-19

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.1.

Consent Item E.4.2.

Adoption of Resolution No. 1819-20 for Non-Reelection of Temporary Certificated Non-Management Employees

Prepared by Tim Larson
March 5, 2019

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1819-20, regarding the non-reelection of temporary certificated non-management employees.

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

There is no student achievement impact.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.2.

SANTEE SCHOOL DISTRICT
Resolution No. 1819-20

WHEREAS, employees' number:

609808	540683	603726	609432
609728	625119	622973	627736
616825	625487	607176	601316
619151	546312	614581	627117
618899	624011	604165	611698
626293	617602	386344	547667
620393	611327	108096	542312

are temporary and/or probationary employees of the District hired for the 2018-2019 school year; and

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

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

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

609808	540683	603726	609432
609728	625119	622973	627736
616825	625487	607176	601316
619151	546312	614581	627117
618899	624011	604165	611698
626293	617602	386344	547667
620393	611327	108096	542312

effective June 12, 2019;

BE IT THEREFORE RESOLVED:

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

609808	540683	603726	609432
609728	625119	622973	627736
616825	625487	607176	601316
619151	546312	614581	627117
618899	624011	604165	611698
626293	617602	386344	547667
620393	611327	108096	542312

notifying the employees of the Governing Board's decision to not reelect him/her for the 2019-2020 school year.

ADOPTED by the Governing Board of Santee School District this 5th day of March, 2019.

YES: _____
NOES: _____
ABSENT: _____

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

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

Barbara Ryan
Clerk of the Board of Education

March 5, 2019
Date

Consent Item E.4.3.

Adoption of Resolution No. 1819-21 to Eliminate
Classified Non-Management Positions

Prepared by Tim Larson
March 5, 2019

BACKGROUND:

Four (4) students requiring 1:1 assistance will be promoting from 8th grade at the end of the 2018-2019 school year. As a result, four (4) Instructional Assistant, Special Education II positions will be eliminated.

Any employees affected by these changes will be provided alternative employment opportunities within the District. All employees resulting in a reduction in work hours and/or layoff will receive the required 60-day notification process and placed on a reemployment list for no less than 39-months.

RECOMMENDATION:

It is recommended that the Board of Education approve to eliminate the following positions effective June 13, 2019:

- Four (4) Instructional Assistant, Special Education II positions

FISCAL IMPACT:

The annual savings to the Special Education program for eliminating (4) Instructional Assistant, Special Education II positions will be \$124,817.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.3.

**SANTEE SCHOOL DISTRICT
Resolution No. 1819-21**

**ELIMINATE
CLASSIFIED NON-MANAGEMENT POSITIONS**

WHEREAS, four (4) students requiring 1:1 assistance will be promoting from 8th grade at the end of the 2018-2019 school year requiring the elimination four (4) Instructional Assistant, Special Education II positions;

NOW, THEREFORE, BE IT RESOLVED that as of the 5th day of March 2019, the Governing Board of Santee School District approved to eliminate the following positions effective June 13, 2019:

- Four (4) Instructional Assistant, Special Education II positions

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

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 5th day of March 2019, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 3/5/19

Barbara Ryan
Clerk, Board of Education

Consent Item E. 4.4.

Approval of Azusa Pacific University School of
Nursing Agreement

Prepared by Tim Larson
March 5, 2019

BACKGROUND:

Azusa Pacific University has requested to enter into an agreement with Santee School District to provide a student nursing learning environment.

As part of the nursing program, students are required to receive instruction and clinical experience which leads to the awarding of elective credit toward a Bachelor's, Master's or Doctorate degree, and/or continuing education units from Azusa Pacific University, the accredited jurisdiction administering the Degree Program.

The term of this School of Nursing agreement is for three (3) years, unless earlier terminated pursuant to the terms of this agreement.

RECOMMENDATION:

It is recommended that the Board of Education approve the Azusa Pacific School of Nursing agreement.

FISCAL IMPACT:

There is no fiscal impact to the Santee School District to participate in the Azusa Pacific School of Nursing agreement.

STUDENT ACHIEVEMENT:

It is possible that additional nursing support may enhance student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.4.

AZUSA PACIFIC UNIVERSITY
SCHOOL OF NURSING
and

SANTEE SCHOOL DISTRICT

Azusa Pacific University, domiciled in the City of Azusa, State of California (hereinafter called "UNIVERSITY") and Santee School District, domiciled in the City of Santee, State of California (hereinafter called "FACILITY"), hereby agree:

RECITALS

UNIVERSITY is an institution of higher learning, which presently offers Bachelor's, Master's and Doctorate Degrees in various disciplines, fully accredited by the Western Association of School and Colleges, and the Commission on Collegiate Nursing Education (CCNE). FACILITY is an institution, which offers health services and facilities, and maintains appropriate state licensure.

UNIVERSITY and FACILITY desire to assist and cooperate with each other in providing instruction and clinical experience to students of nursing, which leads to the awarding of elective credit toward a Bachelor's, Master's or Doctorate degree, and/or continuing education units, from Azusa Pacific University.

UNIVERSITY has determined that its utilization of FACILITY comports with the requirements of section 1427 of title 16 of the California Code of Regulations.

TERMS OF AGREEMENT

1. ACCREDITATION:

FACILITY shall undertake to maintain standards of care and all other requirements necessary to insure continued Medi-Cal and/or Medicare certification and appropriate state licensure. It is recognized that UNIVERSITY is under the jurisdiction of various accrediting agencies with whose standards it must comply if UNIVERSITY is to maintain accreditation, and it is therefore agreed that UNIVERSITY will administer the Degree Program, and that UNIVERSITY will prescribe curriculum and courses of study. It is agreed that the Program is

the responsibility of UNIVERSITY, and that UNIVERSITY is in authority of the administration of the same. UNIVERSITY personnel recognize the responsibility to plan and work collaboratively and cooperatively with FACILITY, in providing student learning and patient care. Appropriate representatives of UNIVERSITY and FACILITY will meet as needed for the purpose of interpreting, discussing and evaluating students' clinical experience at the FACILITY.

Upon failure of either party to this AGREEMENT to obtain or maintain its certification or accreditation, the party hereto which has certification or accreditation, at its election, may terminate this AGREEMENT at the end of the academic year of the UNIVERSITY by giving at least one semester's written notice thereof to the party that does not have its said certification or accreditation and thereupon, this AGREEMENT shall terminate without further liability hereunder by either party to the other, except as provided for in Section 7 of this AGREEMENT. The term semester as used herein, means one half of a regular school year as now conducted by UNIVERSITY or its then equivalent.

2. TRANSPORTATION OF NURSING STUDENTS BETWEEN UNIVERSITY AND FACILITY:

Neither UNIVERSITY nor FACILITY will provide transportation for nursing students between campus of UNIVERSITY and FACILITY. Each nursing student shall be responsible for his or her transportation between UNIVERSITY campus and FACILITY.

3. INSURANCE:

- (a) Worker's Compensation Insurance and Employer's Liability Insurance: FACILITY shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees. UNIVERSITY shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees and students.
- (b) Professional Liability Insurance: FACILITY shall carry professional liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in the aggregate, for its employees and agents. UNIVERSITY shall carry professional liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in

the aggregate, for its employees, agents, and students.

- (c) General Liability Insurance: FACILITY shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees and agents. UNIVERSITY shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees, agents, and students.
- (d) UNIVERSITY maintains proof of all insurance coverage and will provide said proof to FACILITY upon request. Further, in the event of any modification, termination, expiration, non-renewal or cancellation of any insurance coverage required by this Agreement, UNIVERSITY shall give written notice thereof to FACILITY not more than ten (10) days following the date of UNIVERSITY'S receipt of such notification.
- (e) FACILITY maintains proof of all insurance coverage and will provide said proof to UNIVERSITY upon request.

4. CONFIDENTIALITY:

All verbal and written information exchanges, as well as proprietary information relating to business practices, procedures or methods of the FACILITY or the project shall remain strictly confidential and shall not be disclosed without consent of the FACILITY.

The University shall notify students that they are responsible for respecting and maintaining the confidentiality of all Health Information with respect to all patients of the FACILITY, including without limitation, all Health Information regarding a patient's: 1) Medical treatment and condition; 2) Psychiatric and Mental Health; and 3) Substance abuse and Chemical dependency, which the student may receive pursuant to this Agreement. The student agrees to comply with the terms and conditions of the: (i) Confidentiality of Medical Information Act of 1981, California Civil Code Section 56 et seq. (General Patient Medical Records); (ii) California Welfare & Institutions Code §5328.6 and §5328.7 (Mental Health Records); and (iii) 42 U.S.C. §§290dd-2; (iv) Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Regulations promulgated thereunder (42 U.S.C. Sections 1320d-2 and 1320d-4; 45 C.F.R. Subtitle A, Subchapter C, Parts 160 – 164), as amended from time to time.

5. STUDENT AGENCY ASSIGNMENT:

The assignment of nursing students within the FACILITY shall be made by the UNIVERSITY, or UNIVERSITY faculty assigned to the facility (if any), in accordance with students' educational needs as determined by the curriculum of the UNIVERSITY'S program. Physical facilities of FACILITY for such assignments will be made available therefore by FACILITY, and FACILITY will adhere to the placement objectives set forth by the UNIVERSITY.

- The student will be officially enrolled in a nursing course of study at Azusa Pacific University.
- The student will work with a FACILITY preceptor(s) agreed upon by FACILITY, UNIVERSITY and student.
- The UNIVERSITY and/or student will prepare objectives for the clinical experience with the approval of UNIVERSITY faculty and FACILITY preceptor(s), and FACILITY'S preceptor(s) shall instruct students in their clinical training at FACILITY in accordance with those objectives.
- The clinical hours to meet the student's learning needs will be jointly arranged by the UNIVERSITY, FACILITY, and student.
- Student evaluations will be the responsibility of the UNIVERSITY faculty with input from the FACILITY preceptor(s).
- The student will meet all time obligations or otherwise notify the FACILITY preceptor(s) of alterations in advance.
- The UNIVERSITY shall notify students that they are responsible for following the internal protocols, policies, procedures, rules and regulations established by FACILITY; and all requirements of the Joint Commission on Accreditation of Healthcare Organizations ("Joint Commission" or "JCAHO"), as may be revised from time to time.

6. RESERVATION OF RIGHTS:

FACILITY reserves the right for its Administrator to exercise exclusive control over the administration, operation, maintenance and management of FACILITY, and faculty and students while students are in residence at the FACILITY and subject thereto. UNIVERSITY reserves

the right to exercise control and supervision over the operation, curriculum, faculty and students of the School of Nursing within the prescribed framework.

7. TERMINATION AND TERM LENGTH OF THIS AGREEMENT:

The AGREEMENT may be terminated by either party thereto by delivery of thirty (30) days prior written notice of termination to the other party hereof, and delivery of a copy of said notice to the Board of Directors or Trustees, or the organization having jurisdiction over either of the parties hereto, or of which either party hereto is a member, and whose laws, rules or regulations require that such notice be given to such Board or organization. In the event such notice of termination is given for any reason including for loss of certification or accreditation as provided for in Section 1 hereof, the UNIVERSITY and FACILITY will continue to discharge their obligations as expressed herein to each other as to the nursing students then enrolled. This AGREEMENT is for the term of three (3) years, unless earlier terminated pursuant to the terms of this Agreement.

8. MISCELLANEOUS:

- (a) Patient Care: The FACILITY shall remain in charge of and provide appropriate supervisory personnel for patient care. FACILITY is at all times responsible for care and supervision of its patients, and FACILITY warrants that FACILITY has adequate staffing to ensure safe and continuous health care services to FACILITY'S patients, and that students shall not be substituted for FACILITY staff necessary for reasonable coverage.
- (b) Orientation: The FACILITY will provide for the UNIVERSITY and its nursing students and faculty appropriate orientation prior to and, if required, during each semester. Orientation shall include familiarization with relevant FACILITY purpose, policies, procedures and facilities.
- (c) Hepatitis B: UNIVERSITY requires the hepatitis B vaccine and vaccination series for all of its health care students who have occupational exposure. UNIVERSITY also follows up with all students who have had an exposure incident at no cost to them, once the student has received the required training and within ten working days of initial assignment. All students are assured that if the hepatitis B vaccination has

previously been declined (for which a signed declaration has been obtained) that the vaccination series is still available to such student.

- (d) Universal Precautions: The UNIVERSITY nursing curriculum contains Universal Precautionary Practices, which include a general explanation of the epidemiology and systems of blood borne disease, modes of transmission, and information on the hepatitis B vaccination, as well as other pertinent information.
- (e) Health Clearance: The UNIVERSITY assumes responsibility for maintaining a current (within a year) certification of health clearance, including verification of a titer test proving immunity to rubella and measles or proof of two (2) immunizations, Quantiferon Gold or two-step PPD Test followed by annual renewals or chest x-ray and tuberculosis questionnaire showing no active tuberculosis, two (2) immunizations or positive titer for Varicella-zoster virus (chicken pox), proof of immunization, three (3)-series, against hepatitis B (heptavac) or positive titer, and evidence of a Tetanus, Diphtheria, Pertussis, (Tdap) vaccination. UNIVERSITY shall ensure compliance with this Paragraph and shall maintain files of all health examinations of students assigned to FACILITY.
- (f) Background Check: The UNIVERSITY shall require each assigned student to submit to a complete background check as a condition of participation in the Program. The background check will be considered "completed" if it includes all of the following elements: (1) 7 year criminal background check in current and previous counties of residence and employment; (2) confirmation that the assigned student is not listed as sexual offender and, if requested by the FACILITY, in any child abuse registry; (3) evidence that the assigned student is eligible to participate in all federal and state health programs and verification that the student is not on the OIG or GSA exclusion list.

9. MUTUAL INDEMNIFICATION:

- (a) UNIVERSITY shall indemnify, save and hold harmless FACILITY, its officers, directors, agents and employees from and against all obligations, claims and liabilities of any kind under state or federal law (including costs and attorneys fees) that may

arise out of negligent acts or omissions of UNIVERSITY officers, directors, agents, and employees during the course and scope of a UNIVERSITY's student's clinical training.

- (b) FACILITY shall indemnify, save and hold harmless UNIVERSITY, its officers, directors, agents and employees from and against all obligations, claims and liabilities of any kind under state or federal law (including costs and attorneys fees) that may arise out of negligent acts or omissions of FACILITY officers, directors, agents or employees during the course and scope of a UNIVERSITY's student's clinical training.

10. AMENDMENTS:

This AGREEMENT and each of their terms and provision hereof may be amended from time to time by the parties hereto by written amendment only and executed by the parties hereto.

11. STATUS OF STUDENTS: The employment status of students and the responsibility for insurance coverage for student activities depends upon the status of the students as set forth below:

- (a) Students Participating in Unpaid Internship not at Student's Place of Employment: It is understood by the parties that the UNIVERSITY's students are fulfilling specific requirements for clinical experiences as part of a degree requirement, and therefore, the UNIVERSITY's students do not thereby become employees or agents of UNIVERSITY by virtue of their clinical training. The UNIVERSITY shall be responsible for providing general liability, professional liability, and workers' compensation coverage for such students, pursuant to Section 3 (Insurance) of this Agreement.
- (b) Students Participating in Unpaid Internship at Student's Place of Employment: It is understood by the parties that the UNIVERSITY and FACILITY shall keep the clinical training and work duties of the UNIVERSITY's students strictly separate. The UNIVERSITY shall be responsible for providing general liability, professional liability, and workers' compensation coverage for such students' clinical training, pursuant to Section 3 (Insurance) of this Agreement, and the FACILITY shall be

responsible for providing insurance coverage for such students' activities as an employee.

- (c) **Students Participating in Paid Internship:** If the UNIVERSITY's students are provided with a nominal stipend from the FACILITY intended to reimburse them for estimated expenses related to their clinical training, the UNIVERSITY's students do not thereby become employees or agents of FACILITY, and UNIVERSITY shall be responsible for providing general liability, professional liability, and workers' compensation coverage for such students pursuant to Section 3 (Insurance) of this Agreement; however, FACILITY shall be responsible for issuing a Form 1099 reporting the stipend to the Internal Revenue Service. If, however, the UNIVERSITY's students are paid by the FACILITY for their services, then they become employees of the FACILITY, and FACILITY is responsible for all employee obligations and for insuring the activities of such students, notwithstanding Section 3 (Insurance) of this Agreement; in addition, Section 9 (Mutual Indemnification) shall not apply to either party.

12. **GOVERNING LAW:**

This Agreement shall be construed and enforced in all respects to the laws of the State of California.

13. **ATTORNEY'S FEES:**

If any action at law or in equity is brought to enforce or interpret the terms of this Agreement or to enforce any obligation owing under the Agreement, the prevailing Party shall be entitled, in addition to such other relief as may be granted, to the attorney's fees, expert witness fees, and costs incurred by reason of the litigation or arbitration. The amount recoverable includes attorney's fees and expert witness' fees incurred in preparation for or investigating of any matter relating to the litigation or arbitration.

14. **ENTIRE AGREEMENT:**

This Agreement contains the entire understanding between Parties with respect to the subject matter of this Agreement and incorporates all of the covenants, conditions, promises, and agreements exchanged by Parties hereto. This Agreement supersedes any and all prior or

contemporaneous negotiations, agreements, or communications, whether written or oral, between the Parties with respect to the subject matter of this Agreement.

15. SEVERABILITY:


If any provision of this Agreement is found to be invalid or unenforceable by any court, such provision shall be ineffective only to the extent that it is in contravention of such applicable laws without invalidating the remaining provisions herein, unless such an invalidity or unenforceability would defeat an essential business purpose of this Agreement.

IN WITNESS WHEREOF, the Parties to this AGREEMENT have hereunto set their hands in duplicate, this _____ day of _____, 2019.

SANTEE SCHOOL DISTRICT
9625 Cuyamaca Street
Santee, CA 92071
619-258-2300 Phone

AZUSA PACIFIC UNIVERSITY
701 E. Foothill Blvd./ PO Box 7000
Azusa, CA 91702-7000
626-815-5386 Phone
626-470-9644 Fax

By _____
Tim Larson
Assistant Superintendent

By 
Mark Stanton, PhD, ABPP
Provost

Consent Item E.4.5.

Approval of New Job Description for
Coordinator of Special Education

Prepared by Tim Larson
March 5, 2019

BACKGROUND:

Administration has determined that expanded responsibilities are necessary to oversee the Special Education department. Therefore, a new Coordinator of Special Education position has been created.

RECOMMENDATION:

It is recommended that the Board of Education approve the new Coordinator of Special Education job description.

FISCAL IMPACT:

As reflected on the certificated management salary schedule comparative to the Vice Principal position.

STUDENT ACHIEVEMENT IMPACT:

Providing support to the Special Education department will enhance student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.5.

SANTEE SCHOOL DISTRICT

COORDINATOR of SPECIAL EDUCATION

JOB SUMMARY:

Under the direction of the Director of Special Education, the Coordinator of Special Education provides supervision, coordination, planning, consultation, and assistance to special education staff and is responsible for assuring full educational opportunity for all pupils referred to the Individualized Educational Planning Team.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

1. Attends and serves as a member, or as a designated IEP administrator, to determine the eligibility of a student for special education; assists in the development of the IEP instructional goals/ objectives; assists in identifying other related services for the student, and assists in facilitating student placement in the least restrictive environment.
2. Arranges appropriate special education interim placements.
3. Monitors procedural safeguards and compliance issues for special education students and staff.
4. Coordinates IEP Teams to properly consider special day class placement based on in-depth knowledge of available classes and services within the District and East County SELPA.
5. Adheres to District, State and federal timelines/regulations as required.
6. Assesses program effectiveness for individual students and classes and provides support and assistance in monitoring student performance.
7. Designs, provides and participates in staff development throughout the district.
8. Assists in articulation and coordination with other special education programs throughout the SELPA.
9. Consults with building principals on a regular basis regarding program effectiveness and student needs at each school site.
10. Consults with parents regarding pupil assessment, special programs, guidance, placement or other special problems making sure parents are fully informed of their rights.
11. Coordinates and monitors mental health referrals for students.
12. Evaluates certificated and classified special education employees.
13. Acts as the Local Education Agency (LEA) Administrative Designee in IEP meetings for preschool- 8th grade throughout the Santee School District.
14. Reviews curriculum plans and provide feedback and direction on instruction, assessment and communication of progress to special education staff.
15. Functions as a member of the district leadership team.
16. Functions as a member of the Special Education Advisory Committee.
17. Shares the role of Principal of Extended School Year with the Director of Special Education.
18. Performs other duties as designated or assigned by the Director of Special Education.

OTHER DUTIES AND RESPONSIBILITIES:

1. Performs other duties as designated or assigned by the Director of Special Education.
2. Maintains professional competence through participation in in-service education activities and/or self-selected professional growth activities.
3. Is aware of and meets requirements and standards of the specific job as interpreted through local school district board policy, county regulations and the state Education Code.
4. Attends department meetings as required.
5. Serves in various capacities at the district level when required, such as reporting to the Board of Trustees and participating on district committees.

COORDINATOR OF SPECIAL EDUCATION (CONT.)

EMPLOYMENT STANDARDS:

- Education: A Master’s Degree in education, or an area of specialization in special education, with advanced study in one or more of the major handicapping conditions.
- Experience: Minimum of five years of successful experience as a teacher at K-8 level or pupil services specialist. Administrative experience is desirable.
- Credential(s): Valid Special Education Credential, Clinical Services Credential, Health Services Credential, or a school psychologist authorization AND California Administrative Services Credential
- Licenses: A California driver’s license and willingness to use own vehicle.

KNOWLEDGE AND ABILITIES:

Possesses an in-depth knowledge of laws a regulations pertaining to special education; demonstrated ability to be flexible and dependable in implementing job responsibilities; and demonstrated skill in interpersonal relationships. Has successfully demonstrated the ability to provide leadership to multi-disciplinary professional personnel; to work effectively with other administrators and governmental agencies, private associations, parents and citizen groups; to exhibit facility in human relationships; to effectively develop and manage project budgets; and to effectively present oral and written reports.

WORKING CONDITIONS:

Environment:

- Office environment
- Driving a vehicle to conduct work
- Constant interruptions
- Evening or variable hours

Physical Demands:

- Dexterity of hands and fingers to operate a computer keyboard
- Seeing to read a variety of materials
- Sitting or standing for extended periods of time
- Hearing and speaking to exchange information

Board adopted:

Item F. DISCUSSION AND/OR ACTION ITEMS

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

Discussion and/or Action Item F.1.1. Appointment of Coordinator of Special Education
Prepared by Tim Larson
March 5, 2019

BACKGROUND:

It is administration's intention to appoint Brienne Downing as the new Coordinator of Special Education. Brienne has been Santee School District's Program Specialist since 2016 supporting our students and community.

RECOMMENDATION:

It is recommended that the Board of Education approve the appointment of Brienne Downing Coordinator of Special Education, effective March 6, 2019.

FISCAL IMPACT:

The annual cost to create the new coordinator of special education position is \$95,224 to be paid by special education program. At this time, the program specialist position will remain vacant applying the annual cost of \$82,758 to offset the expense.

STUDENT ACHIEVEMENT IMPACT:

Providing community collaborative support will enhance student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

BACKGROUND:

On May 15, 2018, the Board of Education approved a consultant agreement, with the REDi Group, LLC to refine the District's vision and mission statements. Dr. Suzette Lovely, a senior associate with the REDi Group, has facilitated four focus group sessions with District staff, parents, and community members to "review, refresh, and reimagine" the District's vision and mission.

During the February 19, 2019 strategic planning workshop, the Board of Education reviewed focus group feedback on the revised District vision and mission statements. This evening, administration recommends the Board continue discussing wording for both guiding statements.

RECOMMENDATION:

Administration recommends the Board of Education review and discuss current drafts of the vision and mission statements. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

Strategic planning, creating a revised District vision and mission, provides all stakeholders with a district-wide focus and direction for the next five years.

BACKGROUND:

Board Bylaw 9400 states the Board of Education shall conduct an annual self-evaluation in January in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the District’s vision and goals.

At the January 15, 2019 meeting, President Fox presented an evaluation tool for Board Members to use in assessing the quality and/or level of their performance as a Governing Board. This evening, Board Members will review a summary of their responses from their self-assessment.

RECOMMENDATION:

At their pleasure, the Board may discuss their self-evaluation outcomes and development of any action plans desired.

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance assures a quality education for students.

Motion: _____ Second: _____ Vote: _____ Agenda Item F.2.2.

Discussion and/or Action Item F.3.1. Approval of 2018-19 Second Interim Report
 Prepared by Karl Christensen
 March 5, 2019

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, 2019 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.

Administration will provide details of the interim report at the meeting. The District is designating a positive certification.

RECOMMENDATION:

It is recommended that the Board of Education approve a positive certification regarding the District's ability to meet its financial obligations for the 2018-19 fiscal year and two subsequent years.

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 a beginning General Fund balance of \$16,936,627, anticipated income of \$71,551,181; anticipated outgo of \$75,105,825, and a projected ending balance on June 30, 2019, of \$13,381,983.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.3.1.

Discussion and/or Action Item F.3.2. Approval of Monthly Financial Report
 Prepared by Karl Christensen
 March 5, 2019

BACKGROUND:

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$15,542,993; cash receipts of \$7,798,203; and disbursements of \$7,684,479 are reflected for the period of January 1, through January 31, 2019 resulting in an ending cash balance of \$15,656,717 as of January 31, 2019.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.3.2.

Monthly Financial Report - January

1

CASH REPORT FOR JANUARY

	Actual	Projected*	Difference
Beginning Cash Balance as of January 1, 2019	\$15,542,993	\$15,542,993	\$ -
INCOME			
A. Local Control Funding Formula			
State Aid	2,892,637	2,892,637	\$ -
Property Taxes	3,414,152	3,414,152	\$ -
B. Federal Income			
Federal Funding	16,352	16,352	\$ -
C. State Income			
Lottery	340,716	340,716	
Other State Funding	650,311	650,311	\$ -
EPA Funding	-	-	\$ -
D. Local Income			
Other Local Income	59,257	59,257	\$ -
Spec Ed	381,820	381,820	\$ -
Interest	18,404	18,404	\$ -
E. Due to/Due from other funds	24,554	24,554	\$ -
F. Debt Proceeds			\$ -
TOTAL INCOME	\$7,798,203	\$7,798,203	\$ -
Beginning Balance Plus Income	\$23,341,196	\$23,341,196	\$ -
DISBURSEMENTS			
G. Commercial Warrants	\$ 595,843	\$ 595,843	\$ -
H. Salary and Benefits	4,939,744	4,939,744	\$ -
I. Other Outgo	66,205	66,205	\$ -
J. Interfund Borrowing Out	2,082,687	2,082,687	\$ -
K. Budget Adjustments	-	-	\$ -
TOTAL DISBURSEMENTS	\$7,684,479	\$7,684,479	\$ -
Ending Cash Balance as of January 31, 2019	\$15,656,717	\$15,656,717	\$ -

* Based on Cash Flow Projection at Second Interim FY 2018-19

**Budget Revisions
Through January 31, 2019
2018-19 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	16,542,538	394,089	16,936,627
Estimated Income	48,783,920	22,767,261	71,551,181
Estimated Expenditures	52,581,786	22,524,039	75,105,825
Change in Fund Balance	(3,797,866)	243,222	(3,554,644)
Projected Ending Fund Balance	12,744,672	637,311	13,381,983
Less: Restricted Program Carryovers	-	637,311	637,311
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	20,000	-	20,000
Stores Inventory	88,850	-	88,850
Less: Assigned Vacation Carryover	295,037	-	295,037
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	2,253,175	-	2,253,175
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	9,711,741	-	9,711,741
Fund 17 Projected End of Year Balance	3,014,145	-	3,014,145
Projected Reserves	<u>14,979,062</u>	<u>-</u>	<u>14,979,062</u>
	<u>January</u>	<u>December</u>	
Projected Reserve % 2018-19¹	19.94%	22.23%	
Projected Reserve % 2019-20²	20.60%	22.01%	
Projected Reserve % 2020-21²	17.69%	21.49%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 2nd Interim- January 2019²

Item G. BOARD POLICIES AND BYLAWS

Agenda Item G.

Board Policies and Bylaws Item G.1.1.

First Reading: Revised Board Policy 6111, School Calendar

Prepared by Dr. Stephanie Pierce
March 5, 2019

BACKGROUND:

Attached is revised Board Policy 6111, School Calendar, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

RECOMMENDATIONS:

This evening administration is presenting revised Board Policy 6111, School Calendar, for a first reading. Action, if any, is at the discretion of the Board.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Adopting an annual school calendar provides the appropriate instructional time for student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.1.

SCHOOL CALENDAR

For each district school, the Governing Board shall adopt a calendar that meets the requirements of law as well as the needs of the community, students, and the work year as negotiated with the district's employee organization(s). As appropriate, the Superintendent or designee shall ensure that the proposed calendar is aligned with assessment and accountability schedules in order to support the district's goals for student achievement.

Each school calendar shall show the beginning and ending school dates, legal and local holidays, staff development days, orientation days, minimum days, vacation periods, and other pertinent dates.

The district shall offer ~~180~~ 175 days of instruction per school year, ~~unless the district and employee organization(s) have negotiated to reduce the days of instruction in any school year through 2012-13 pursuant to the authorization in Education Code 42605 until it equals or exceeds the local control funding formula target established for it pursuant to Education Code 42238.02, at which time it shall offer 180 days or more of instruction per school year.~~

Staff development days shall not be counted as instructional days.

Notification of the schedule of minimum days and student-free staff development days shall be sent to all parents/guardians at the beginning of the school year. If any minimum days or student-free staff development days are added to the schedule, the Superintendent or designee shall notify parents/guardians of the affected students as soon as possible and at least one month before the scheduled minimum day.

If a school will be used as a polling place on an election day, the Board shall determine whether to continue school in session, designate the day for staff training and development, or close the school to students and nonclassified staff.

Legal Reference: (see next page)

SCHOOL CALENDAR (continued)

Legal Reference:

EDUCATION CODE

37200-37202 School calendar

37220-37223 Holidays

~~37252-37254.1 Summer school~~

~~37300-37307 Year-Round School Demonstration Project~~

37600-37672 Continuous school programs: year-round schools, especially:

37618 School calendar

37700-37711 Four-day week

41422 Schools not maintained for 175 days

~~41530-41532 Professional Development Block Grant~~

42238.02 Local Control funding formula

46200-46206 Incentives for longer instructional day and year

46300 Method of computing ADA

48980 Notice at beginning of term

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

~~44579-44579.6 Instructional Time and Staff Development Reform Program~~

ELECTIONS CODE

12283 School closures, election days

COURT DECISIONS

Butt v. State of California, (1992) 4 Cal 4th 668

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Davis Joint Unified School District, (1984) PERB Decision No. 474

Management Resources:

WEB SITES

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

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

California Public Employment Relations Board: <http://www.perb.ca.gov>

Secretary of State's Office: <http://www.ss.ca.gov>

Policy
adopted: August 17, 2010
revised:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item G.1.2.

First Reading: Revised Board Policy
6112, School Day

Prepared by Dr. Stephanie Pierce
March 5, 2019

BACKGROUND:

Attached is revised Board Policy 6112, School Day, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

RECOMMENDATIONS:

This evening administration is presenting revised Board Policy 6112, School Day, for a first reading. Action, if any, is at the discretion of the Board.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

A fixed length school day ensures appropriate instructional time for all students.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.2.

SCHOOL DAY

The Governing Board shall fix the length of the school day subject to the provisions of law.

The length of the school day shall apply equally to students with disabilities unless otherwise specified in the student's individualized education program or Section 504 plan.

The schedule for elementary schools shall include at least one daily period of recess of at least 20 minutes in length in order to provide students with unstructured but supervised opportunities for physical activity.

~~The Superintendent or designee shall schedule class periods giving consideration to course requirements and curricular demands, availability of school facilities, the age and attention span of students, and legal requirements.~~

~~The Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes.~~

Legal Reference: (see next page)

SCHOOL DAY

Legal Reference:

EDUCATION CODE

- 8970-8974 *Early primary program, including extended-day kindergarten*
- 37202 *Equal time in all schools*
- 37670 *Year-round schools*
- 46010 *Total days of attendance*
- 46100 *Length of schoolday*
- 46110-46119 *Kindergarten and elementary schools, {day of attendance}*
- 46140-46147 *Junior high school and high school, {day of attendance}*
- 46160-46162 *Alternative schedule - junior high and high school*
- 46170 *Minimum day - Continuation schools, minimum day*
- 46180 *Opportunity schools, {minimum day}*
- 46190-46192 *Adult school education classes, {day of attendance}*
- 46200-46206 *Incentives for longer Minimum instructional day and year-time*
- 48200 *Compulsory attendance for minimum school day*
- 48663 *Community day school, minimum school day*
- 48800-48802 *Concurrent enrollment in community college*
- 51222 *Physical education, instructional minutes*
- 51760-51769.5 *Work experience education*
- 52325 *Regional occupational center, minimum day*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE

Kindergarten Information, June 7, 2002

NATIONAL ASSOCIATION FOR SPORT AND PHYSICAL EDUCATION POSITION STATEMENTS

Recess for Elementary School Students, 2006

STATE BOARD OF EDUCATION POLICY STATEMENTS

99-03 Physical Education (PE) Requirements for Block Schedules, July 2006

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

The Uses of Time for Teaching and Learning, October 1996

Extending Learning Time for Disadvantaged Students, August 1995

NATIONAL EDUCATION COMMISSION ON TIME AND LEARNING PUBLICATIONS

Prisoners of Time, April 1994

WEST ED PUBLICATIONS

Full-Day Kindergarten: Expanding Learning Opportunities, Policy Brief, April 2005

WEB SITES

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

National Association for Sport and Physical Education: <http://www.aahperd.org/naspe>

State Board of Education: <http://www.cde.ca.gov/re/tr/wr/waiverpolicies.asp>

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

WestEd: <http://www.wested.org>

Board Policies and Bylaws Item G.1.3.

First Reading: Revised Board Policy
6142.4, Service Learning/Community
Service Classes

Prepared by Dr. Stephanie Pierce
March 5, 2019

BACKGROUND:

Attached is revised Board Policy 6142.4, Service Learning/Community Service Classes, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

RECOMMENDATIONS:

This evening administration is presenting revised Board Policy 6142.4, Service Learning/Community Service Classes, for a first reading. Action, if any, is at the discretion of the Board.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Student involvement in community service enhances academic outcomes, helps students develop the skills and knowledge necessary to become informed and responsible citizens, and aids in individual career development.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.3.

SERVICE LEARNING/COMMUNITY SERVICE CLASSES

The Governing Board recognizes that student involvement in community service learning can enhance academic outcomes, help students develop the skills and knowledge necessary to become informed and responsible citizens, and aids in individual career development. The district shall offer separate community service classes and/or service learning experiences may also motivate students by providing them the opportunity to apply their studies to school and community needs and showing them that they can make a contribution to their community through involved citizenship opportunities that are integrated into other courses. Such classes and activities shall be designed to link academic content, practical skills, and meaningful service contributions to community.

Service Learning

~~The Board supports service learning instructional strategies as integral components of the district's curriculum. The Board encourages staff to collaborate with local public and nonprofit agencies in order to develop service learning activities that meet educational objectives, align with state and local academic standards, and address current community needs.~~

The Superintendent or designee shall develop a service learning plan which:

- ~~1. Integrates service learning into one or more of the core academic areas of science, English, social science, or mathematics at each grade span (K-5 and 6-8) and includes instructional formats planned by teachers and students~~
- ~~2. Ensures that the service learning opportunities offered by the district help meet identified community needs and include a balance of on-campus and off-campus activities~~
- ~~3. Involves administrators, students, teachers, parents/guardians, and community members in the development, implementation, and evaluation of the district's plan, including a determination as to how projects will be evaluated as well as how supervision and transportation issues will be addressed~~

The Superintendent or designee shall integrate service learning opportunities into one or more courses at appropriate grade levels.

The Superintendent or designee shall involve administrators, students, teachers, parents/guardians, and community members in the development, implementation, and evaluation of the district's service learning program. He/she shall also collaborate with local public agencies and nonprofit organizations to identify and develop service learning opportunities that meet educational and civic learning objectives, align with state and local academic standards, and address the needs of the community.

SERVICE LEARNING/COMMUNITY SERVICES CLASSES (continued)

When service learning activities occur off campus, the Superintendent or designee shall arrange for transportation when necessary and shall ensure that students receive appropriate guidance and supervision.

The Superintendent or designee shall provide the Board with regular reports on the ~~implementation of the plan and its effectiveness~~ district's progress in meeting ~~the district's~~ it's goals for service learning.

Community Service Classes

The district may offer community service ~~instructional topics which acquaint students~~ classes in grades 7-8. ~~with the history and importance of volunteer service and with a wide range of identified school and community needs.~~ Students may be offered volunteer opportunities which support and strengthen their understanding of academic instruction and help them recognize the relevance of what they are learning in school and how it relates to their ~~community.~~ Such classes shall be designed to:

1. Acquaint students with the historical basis for volunteer service, its importance and relevance, and its connection to a wide range of identified school and community needs
2. Include volunteer opportunities that support and strengthen students' understanding of the academic instruction and how it relates to their community
3. Contribute to the physical, mental, moral, economic, and/or civic development of students
4. Provide students with an awareness of potential careers

If off-campus activities are included, the Superintendent or designee shall determine how students will be transported to the off-campus location and shall ensure adequate supervision of students during the activity.

Notifications

Parents/guardians shall receive information about the service learning ~~or~~ and any community service opportunities offered by the district and their ~~benefits~~ of such activities to ~~for both~~ the community and the student. The district shall ask parents/guardians to acknowledge this information and provide consent before their child participates in any off-campus service activities.

Legal Reference: (see next page)

SERVICE LEARNING/COMMUNITY SERVICES CLASSES (continued)

Legal Reference:

EDUCATION CODE

- 233.5 Teaching of principles
- 35160 Authority of governing boards
- 35160.1 Broad authority of school districts
- 37220.6 Cesar Chavez Day of Service and Learning
- 51210 Areas of study, grades 1-6
- 51220 Areas of study, grades 7-12
- 51745 Independent study
- 51810-51815 Community service classes

UNITED STATES CODE, TITLE 42

- 12501-12682 National and Community Service Trust Act of 1993

COURT DECISIONS

- Steirer et al v. Bethlehem School District, (1993) 987 F.2d 989

Management Resources:

WEB SITES

- CSBA: <http://www.csba.org>
- California Department of Education, Service Learning: <http://www.cde.ca.gov/ci/cr/sl>
- ~~Learn and Serve America: <http://www.learnandserve.org>~~
- Corporation for National and Community Service: <http://www.nationalservice.gov>
- National Service Learning Clearinghouse: <http://www.servicelearning.org>
- Youth Service California: <http://www.yseal.org>

Item H. EMPLOYEE ASSOCIATION COMMUNICATION

Item I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item J. CLOSED SESSION

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

The Board will go into Closed Session to discuss:

1. **Conference with Legal Counsel – Existing Litigation**
- OAH Case No. #: Unassigned

2. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
Purpose: Potential Modification of Purchase and Sale Agreement Property: 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)
Agency Negotiator: Karl Christensen, Assistant Superintendent

3. **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)

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

Item K. RECONVENE TO PUBLIC SESSION

Item L. ADJOURNMENT

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