



Santee School District

SCHOOLS:

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

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

BOARD OF EDUCATION REGULAR MEETING A G E N D A May 1, 2012

District Mission

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

	Page #
6:00 - Board meets with Principals	
A. OPENING PROCEDURES – 7:00 p.m.	6
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
B. REPORTS AND PRESENTATIONS	7
1. Superintendent's Report	
1.1. Developer Fees Collection Report	8
1.2. Use of Facilities Report	9
1.3. Enrollment Report	10
1.4. Schedule of Upcoming Events	11
2. Student Spotlight – Sycamore Canyon School: A Celebration of Writing	12
3. Student Spotlight – Rio Seco School: Choir Enrichment Rotation Class	13
4. Report from the Budget Advisory Committee	14
5. Report on Educationally Related Mental Health Services (ERMHS) for 2012-2013	16
C. PUBLIC COMMUNICATION	
<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. All meetings are recorded.</i>	

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

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

D. PUBLIC HEARINGS

- 1.1. Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and Santee Teachers Association's (STA) 19
- 1.2. Santee Teachers Association's (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and STA 21

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 discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.

Superintendent

- 1.1. **Approval of Minutes** 24
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.
- 1.2. **Adoption of Revised Santee School District Mission Statement, Vision Statement, Core Belief Statements, and Goals** 34
It is recommended that the Board of Education adopt the revised District Mission Statement, Vision, Core Belief Statements, and Goals developed through the Strategic Planning process.

Business Services

- 2.1. **Approval/Ratification of Travel Requests** 36
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Revolving Cash Report** 38
It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.
- 2.3. **Acceptance of Donations** 40
It is recommended that the Board of Education accept donations listed in the item.
- 2.4. **Adoption of Resolution #1112-22 Requesting Temporary Transfer of Funds** 41
It is recommended that the Board of Education adopt Resolution #1112-22 requesting temporary transfer of funds for the 2012-13 school year.
- 2.5. **Approval of Interdistrict Attendance Agreements** 44
It is recommended that the Board of Education approve Interdistrict Attendance Agreements with neighboring districts as listed in the item.
- 2.6. **Adoption of Resolutions Authorizing Specific Designated Agents** 46
It is recommended that the Board of Education adopt the resolutions designating authorized agents to receive mail and pick up warrants at the County Office of Education, sign payroll payment orders, releasing credential held warrants to employees, sign school orders (commercial warrants), and authorizing the replacement of warrants.

- 2.7. Approval of Amendment #4 to Agreement with City of Santee For Cooperative Facilities Utilization** 53
It is recommended that the Board of Education approve Amendment #4 to Agreement for Cooperative Facilities Utilization with the City of Santee to incorporate use of the Cajon Park Turf Field and a billing method for lighting reimbursement for Chet F. Harritt sports fields.
- 2.8. Acceptance of Child Nutrition Services Roofing Project and Authorization to File Notice of Completion Document** 58
It is recommended that the Board of Education accept the completion of the Central Kitchen Building Repairs and Roofing/Flashing Project and ratify the filing of a Notice of Completion document.

Capital Improvement Program

- 3.1. Finalization of Costs for Consultants Pertaining to Dispute Resolution for State Grant for Hill Creek Addition Project** 59
It is recommended that the Board of Education approve final costs for consultants procured for dispute resolution for the Hill Creek Addition State Grant.
- 3.2. Approval of Retention Reduction for Hill Creek Addition Project** 60
It is recommended that the Board of Education authorize reduction of the construction retention from 10% to 5% on the Hill Creek 10-classroom addition construction contract.

Human Resources/Pupil Services

- 4.1. Personnel, Regular** 61
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.
- 4.2. Approval of Short-Term Positions** 63
It is recommended that the Board of Education approve the short-term positions.
- 4.3. Approval of Shared Classroom Teaching Assignments for 2012-2013** 64
It is recommended that the Board of Education approve the shared classroom teaching assignments for 2012-2013.

F. DISCUSSION AND/OR ACTION ITEMS

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

Superintendent

- 1.1. Quail Brush Power Plant Project** 66
This is an information item only. The Board of Education will be provided with information about the Quail Brush Power Plant.

Business Services

- 2.1. Approval of Monthly Financial Report** 67
It is recommended that the Board of Education approve the Monthly Financial Report for March 2012.

2.2. Approval of Addendum to Agreement with School Innovations & Advocacy for Mandated Cost Services for Site Services 70

It is recommended that the Board of Education approve the addendum to Agreement with School Innovations & Advocacy for Mandated Cost Services to incorporate SiteServSM Services for 2011-12 and 2012-13.

Capital Improvement Program

3.1. Update on Castlerock Project and Methods to Mitigate School Impacts 80
This is an information item. Action is at the discretion of the Board of Education.

3.2. Submission of Modernization Grants for Relocatable Classrooms at Pepper Drive, Cajon Park, Hill Creek and Rio Seco and Approval of Architectural Services 85

It is recommended that the Board of Education authorize submission of applications for State Modernization Grants for relocatable classrooms at Pepper Drive, Cajon Park, Hill Creek, and Rio Seco schools and approve architectural contract services with Webb Cleff Architect & Engineering, Inc.

3.3. Hill Creek New Addition Fencing 87
It is recommended that the Board consider the option of replacing the current fencing in front of the new Hill Creek 10-classroom building. Action is at the discretion of the Board.

Educational Services

4.1. Dual Immersion Program 88
This item is returning to the Board of Education for further discussion. Action is at the discretion of the Board.

Human Resources/Pupil Services

5.1. Approval of Declaration of Need for Fully Qualified Educators 93
It is recommended that the Board of Education approve the declaration.

G. BOARD POLICIES AND BYLAWS

1.1 First Reading: New BP 5131.3, Bullying Prevention 98
It is recommended that the Board of Education review new BP 5131.3. No action is requested at this time.

1.2. First Reading: Revised Board Policies to Incorporate Recommendations from the San Diego County Taxpayer's Association 100
BP 3290 BP 3311 BP 3312
BP 3600 BP 7140
It is recommended that the Board of Education review revised BP 3290, BP 3311, BP 3312, BP 3600, and BP 7140. No action is requested at this time.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS 109

- I. **CLOSED SESSION** 110
1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organizations: Santee Teachers Association
Classified School Employees Association
 2. **Conference with Legal Counsel** (Subdivision (a) of Govt. Code § 54956.9)
Anticipated Litigation: One potential case
 3. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent
- J. **RECONVENE TO PUBLIC SESSION** 110
- K. **ADJOURNMENT** 110

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
May 15, 2012, at 7:00 p.m. in the Douglas E. Giles Educational Resource Center.*

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

Members present:

___ Bartholomew
___ El-Hajj
___ Fox
___ Burns
___ Ryan

OPENING PROCEDURES ITEM A.

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

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the May 1, 2012 regular meeting

Agenda Item A.

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

The following items are presented for Board information:

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

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT

2011-12

CUMULATIVE THROUGH APRIL 20, 2012

Residential Rate: \$3.56 per square foot over 500 - effective 4/05/11 - 4/5/12

Residential Rate: \$1.84 per square foot over 500 - effective 4/6/12 - 6/16/12

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

Commercial Rate: \$0.29 per square foot - effective 6/16/08 - 6/16/12

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

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	9733 Notnil Court	07/18/11	615	\$2,189.40	HC
	X	9526 St. Andrews Drive	07/18/11	567	\$2,018.52	CO
	X	8321 Big Rock Road	07/21/11	785	\$2,794.60	CFH
X		1800 Joe Crosson Drive	08/02/11	3,016	\$874.64	PD
	X	1992 Los Senderos Drive (McMillin Morningview)	08/08/11	3,206	\$11,413.36	PD
	X	2084, 2144, 2155 Los Senderos Drive (McMillin Morningview)	08/08/11	7,537	\$26,831.72	PD
	X	2037 Los Senderos Drive (McMillin Morningview)	08/08/11	2,000	\$7,120.00	PD
	X	7460-7465 Mission Villas Court (Bushy Hill 12)	08/24/11	10,770	\$38,341.20	CFH
	X	2144 Los Senderos (McMillin Morningview)	08/29/11	210	\$747.60	PD
	X	2084 Los Senderos (McMillin Morningview)	08/29/11	195	\$694.20	PD
	X	11402 Cacho Court	08/31/11	560	\$1,993.60	PD
	X	2246 Los Senderos Drive (McMillin Morningview)	09/28/11	3,206	\$11,413.36	PD
	X	2281 & 2293 Los Senderos Drive (McMillin Morningview)	09/28/11	4,293	\$15,283.08	PD
	X	2253 & 2288 Los Senderos Drive (McMillin Morningview)	09/28/11	5,244	\$18,668.64	PD
X		9310 Fanita Pkwy (Padre Dam MWD) Replace Shade Struc.	10/25/11	3,924	\$0.00	CO
	X	2288 Los Senderos (McMillin Morningview)	11/02/11	210	\$747.60	PD
	X	7466-7475 Mission Villas Court (McMillin Morningview)	11/03/11	10,770	\$38,341.20	CFH
X		9216 Abraham Way (Scantibodies)	11/10/11	455	\$131.95	HC
	X	11997-11701 Woodside Terrace (McMillin Morningview)	11/15/11	7,537	\$26,831.72	PD
	X	1931 Woodside Terrace (McMillin Morningview)	11/15/11	2,000	\$7,120.00	PD
X		8876 Cuyamaca Street	11/15/11	123	\$35.67	RS
X		8967 Carlton Hills	11/18/11	3,910	\$1,133.90	CH
	X	9234 Birchcrest Blvd.	01/03/12	972	\$3,460.32	SC
	X	1214 Tuttle Lane	01/17/12	1,356	\$4,827.36	PD
	X	11997 Woodside Terrace (McMillin) Addtl Sq. Footage	01/19/12	210	\$747.60	PD
X		9216 Abraham Way (Scantibodies)	01/25/12	443	\$128.47	HC
	X	8213 Poinciana Drive	01/27/12	1,875	\$6,675.00	PD
	X	8225 Poinciana Drive	01/27/12	1,875	\$6,675.00	PD
	X	8564 Clifford Heights Road (Fire Re-build of 2,250 sq. ft.)	03/12/12	2,250	\$0.00	CFH
	X	Wakeland Housing- Olive Lane & Via Zapador	04/10/12	57,458	\$105,722.72	PA
	X	10404 Len Court	04/16/12	670	\$1,232.80	CP
TOTAL PAGE 1					\$344,195.23	

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

**Fee Exempt - Senior / Elder Care Facility

***Fee Exempt - Less than 500 square feet

Requests For Use Of Facilities - May 1, 2012

Group	Location	Date	Days	Time	Attendance	Fees Applied
Carlton Oaks Cal Soap (College: Making It Happen)	Multi-Purpose	5/2/12	Wednesday	4:00 pm - 8:00 pm	50 - 75	
Chet F. Harritt PTA (Walk/Jog)	Ball Fields	3/30/12	Friday	6:30 am - 1:00 pm	600	
PTA (Mother/Daughter Tea)	Multi-Purpose	4/27/12	Friday	12:00 pm - 10:00 pm	200	
County of San Diego Registrar of Voters	Multi-Purpose	6/5/12	Tuesday	6:00 am - 10:00 pm	varies	
Hill Creek City of Santee Recreation Services	Multi-Purpose	4/18/12 - 6/6/12	Wednesday	3:00 pm - 5:00 pm	20 - 30	
Pepper Drive Pepper Drive School Homework/Study County of San Diego Registrar of Voters	Classroom Multi-Purpose	3/19/12 - 6/13/12 6/5/12	Mon & Wed Tuesday	3:30 pm - 4:30 pm 6:00 am - 10:00 pm	varies	
PRIDE Academy (Prospect Avenue) PTA (Father/Daughter Dance) Out of School Time Programs (Art & Music Shows) County of San Diego Registrar of Voters CSEA CSEA	Multi-Purpose Multi-Purpose Multi-Purpose Classroom Classroom	4/21/12 5/22/12 & 5/23/12 6/5/12 9/13/12 - 12/13/12 1/10/13 - 6/13/13	Saturday Tues & Wed Tuesday Thursday Thursday	5:00 pm - 8:00 pm 5:00 pm - 8:30 pm 6:00 am - 10:00 pm 4:00 pm - 6:30 pm 4:00 pm - 6:30 pm	100 80 - 90 varies 35 35	\$95.50
Rio Seco PTSA PTSA Out of School Time Programs (Art & Music Shows) County of San Diego Registrar of Voters	Multi-Purpose Multi-Purpose Multi-Purpose Parking Lot	4/29/12 5/17/12 5/22/12 & 5/23/12 6/5/12	Sunday Thursday Tues & Wed Tuesday	10:30 am - 3:30 pm 5:00 pm - 8:00 pm 5:00 pm - 8:30 pm 7:00 pm - 11:00 pm	210 100 80 - 90 40	\$80.50

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

Santee School District
 ENROLLMENT REPORT
 4/27/2012
 Month 9 Week 2

SCHOOL	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	04/27/12		04/29/11		#	% Diff	04/27/12	SDC	04/29/11	# Diff	% Diff	4/27/12	Total All	Prior Week	
										Total Reg	Total Reg	Total Reg	Total All										4/20/12	Total Diff
Cajon Park	103	99	105	109	116	110	113	112	95	962	991	-29	-2.9%	68	69	-1	-1.4%	1030	1030	0	1030	1030	0	
Carlton Hills	40	38	44	41	42	43	41	99	94	482	500	-18	-3.6%	28	20	8	40.0%	510	511	-1	510	511	-1	
Carlton Oaks	78	95	83	89	76	96	95	94	122	828	820	8	1.0%	63	57	6	10.5%	891	892	-1	891	892	-1	
Chet F. Harritt	62	77	56	84	51	55	54	61	62	562	581	-19	-3.3%	0	9	-9	-100.0%	562	562	0	562	562	0	
Hill Creek	75	86	83	92	90	74	86	82	72	740	745	-5	-0.7%	19	26	-7	-26.9%	759	759	0	759	759	0	
Pepper Drive	97	87	85	78	72	75	81	94	87	756	696	60	8.6%	9	9	0	0.0%	765	764	1	765	764	1	
Prospect	62	55	60	54	60	53	52	69	58	523	509	14	2.8%	0	0	0	0.0%	523	523	0	523	523	0	
Rio Seco	104	88	112	104	103	110	94	123	97	935	922	13	1.4%	49	43	6	14.0%	984	982	2	984	982	2	
Sycamore Canyon	62	62	46	46	46	31	44	0	0	337	330	7	2.1%	1	0	1	100.0%	338	338	0	338	338	0	
SUBTOTAL	683	687	674	697	656	647	660	734	687	6125	6094	31	0.5%	237	233	4	1.7%	6362	6361	1	6362	6361	1	
Alternative School	0	2	6	3	5	3	7	7	7	40	42	-2	-4.8%					40	40	0	40	40	0	
Success Academy							1	1	6	8	8	0	0.0%					8	8	0	8	8	0	
NPS											0							3	2	1	3	3	0	
EAK*	144									144	119		0.0%					144	144	0	144	144	0	
SUBTOTAL	144	2	6	3	5	3	8	8	13	192	169	23	13.6%					195	195	0	195	195	0	
TOTAL	827	689	680	700	661	650	668	742	700	6317	6263	54	0.9%					6557	6556	1	6557	6556	1	

*5 year olds only

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

PK	Count
Cajon Park	2
Carlton Hills	1
Sycamore Canyon	44
EAK 4YO	0

Total Enrollment Including PK	6604
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Schedule of Upcoming Events

Date	Event
May 1	Principals Meet with Board – 6:00 p.m. Board Meeting – 7:00 p.m.
May 15	Board Meeting – 7:00 p.m.
May 22	Salute to Excellence Employee Recognition Event Reception 5:30 p.m. Program 6:00-7:00 p.m.
May 28	Memorial Day Holiday - Schools and Department Offices Closed
June 5	Board Meeting – 7:00 p.m.
June 14	End of Year Employee Celebration
June 19	Board Meeting – 7:00 p.m.
June 26	Last Day of School
June 28	Foundation Golf Tournament

Reports and Presentations Item B.2.
Prepared by Dr. Pat Shaw
May 1, 2012

Student Spotlight: Sycamore Canyon School
A Celebration of Writing

BACKGROUND:

Writing is celebrated at Sycamore Canyon School and Mrs. Simpson and her students are proud to share their writing with the Board. Tonight students from 1st grade, 3rd grade, and a 5/6 grade class will be reading a writing selection there are especially proud of.

Agenda Item B.2.

Reports and Presentations Item B.3.
Prepared by Dr. Pat Shaw
May 1, 2012

Student Spotlight: Rio Seco School
Choir Enrichment Rotation Class

BACKGROUND:

Rio Seco School is excited to bring to the Board a performance by students from Miss Ostash's choir enrichment rotation. Through this enrichment rotation, all 5th graders (and some 4th graders from the 4/5 combo class) are given exposure to music, art, poetry, history, and athletics. Each teacher teaches one area and the students rotate through all areas, eventually receiving the full spectrum of this enrichment instruction. The students performing tonight volunteered their time to be a part of this presentation.

Rio Seco's talented student choir will be singing two songs from the hit Broadway musicals, "Hairspray" and "Grease."

Agenda Item B.3.

BACKGROUND:

The Budget Advisory Committee (“BAC”) convened in November with a goal to present to the Board three separate lists pertaining to the District’s budget. In recent years, the District has enacted numerous budget solutions totaling over \$6 million. As a result, ideas for additional reductions or revenue enhancements are limited. The BAC expanded its scope this year by including discussions on budget items the BAC felt should be preserved and those that should be expanded in the future when funds become available. By providing these additional lists for consideration, the BAC hopes to inform the Strategic Planning process which is currently underway in the District.

The BAC used the following parameters to conduct deliberations:

- **Collaboration:** Participants collectively serve in an advisory capacity to the Board of Education and work together as equals in a cooperative atmosphere to develop possible solutions to budgetary dilemmas facing the District.
- **Considerations:** Results of deliberations and discussion are formulated together as a List of Possible Considerations for the Board of Education to use in developing budgetary plans and strategies. This list will include an estimate of budgetary savings or added costs, objective and detailed rationale for the idea, suggested methods for implementing the idea, and probable ramifications reasonably expected to occur if the idea is implemented.
- **Consensus:** When formulating ideas to present to the Board for consideration, the BAC will use Brainstorming methodology in which all ideas are heard and included before any judgment is offered. Only after exhausting the process of generation are ideas then thoroughly examined and evaluated. The List of Possible Considerations will be finalized using the process of Consensus and not majority vote. Consensus does not necessarily connote unanimous agreement but rather unanimous support for an idea. In other words, participants in the process may not fully agree with an idea but must be able to state unequivocally; “I can support this idea”.

The BAC is presenting three lists for Board consideration:

- Considerations for Budget Reduction/Revenue Enhancement
- Considerations for Budget Items to Preserve
- Considerations for Budget Items to Restore or Expand as funding becomes available

Each member gave a Consideration Weight to each item using the scale below. For purposes of determining items on the list that fall within the delineated ranges, cut points for the average weight are also shown:

- 3 = Little or no reservation. Consider these items first.
 - **Avg Weight Range: >=2.50**
- 2 = Some reservation. Consider these items after 3's.
 - **Avg Weight Range: 2.0 to 2.49**
- 1 = Considerable reservation. Consider these items with caution.
 - **Avg Weight Range: <2.0**
- 0 = "Cannot support" for purposes of consensus assessment.
 - Since the BAC used a process of consensus, it was important to know how many members could not support an idea. Therefore, members were instructed to give that item a "1" score for calculating the average but to add a "0" score to indicate their lack of support. The counts of these weights are included on the list for information only but are not included in the calculation of the Avg Weight.

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item B.4.
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Prepared by Kristin Baranski
May 1, 2012

BACKGROUND

At the March 6, 2012 Santee School District Board of Education meeting, Hope Michel, Director of Special Education, provided the Board with the current status of Educationally Related Mental Health Services (ERHMS) for qualifying special education students in Santee School District. With the passage of AB 114, local educational agencies (LEAs) are solely responsible for ensuring that students with disabilities receive special educational and related services, including some services previously arranged for or provided by county mental health agencies.

On March 16, 2012, Hope Michel and other directors from the East County Special Education Local Plan Area (SELPA) met with seven Non-Public Agencies (NPA) to review mental health services, specifically outpatient services and how these services could be delivered to students for the 2012-2013 school year. The directors gained valuable information from each agency regarding personnel qualifications, models used for outpatient service delivery, fee estimates, and annual contract minimums.

After meeting with the NPA's, the directors discussed student needs across the SELPA and based on these needs, districts may collectively contract with a NPA to meet annual contract minimums and reduce unnecessary costs. For example, if a district has one student requiring outpatient mental health services, the district would be required to contract with the NPA for .20FTE even though the student does not require this level of support. If Districts collectively contract, the minimum contractual hour requirement can be met.

This evening, Hope Michel, Director of Special Education, will provide the Board an update on the selection process for mental health service providers for the 2012-2013 school year as well as the next steps toward approving providers at the June 5, 2012 Board of Education meeting.

PUBLIC COMMUNICATION Item C

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

Agenda Item C.

PUBLIC HEARINGS Item D

Agenda Item D.

Public Hearings Item D.1.1. Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and Santee Teachers Association (STA)

Prepared by Minnie Malin
May 1, 2012

Copies of the Santee School District Board of Education's proposal have been posted for the public to read at the Santee Public Library, Santee Chamber of Commerce, Santee City Hall, District Education Center and all school site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals. The public hearing on the Santee School District Board of Education proposal has been scheduled for tonight.

Agenda Item D.1.1.

**PLEASE POST UNTIL
May 2, 2012**

INITIAL PROPOSAL

FROM THE

SANTEE SCHOOL DISTRICT

to the

SANTEE TEACHERS ASSOCIATION

2011-2012

**It is the District's intention to modify articles of the
Current Collective Bargaining Agreement
Between
Santee School District
and
Santee Teachers Association (STA)**

**Article VII: Procedures for Evaluation
Article XIII: Hours of Employment
Article XV: Salary Provisions
Article XVI: Employee Benefits
Article XVIII: Early Retirement
Article XXIII: Term**

**The public hearing will be held at the regular Board of
Education meeting on May 1, 2012**

Public Hearings Item D.1.2. Santee Teachers Association's (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and STA

Prepared by Minnie Malin
May 1, 2012

Copies of the STA proposal have been posted for the public to read at the Santee Public Library, Santee Chamber of Commerce, Santee City Hall, District Education Center and all school site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals. The public hearing on the STA proposal has been scheduled for tonight.

Agenda Item D.1.2.

**PLEASE POST UNTIL
MAY 2, 2012**

**INITIAL PROPOSAL
FROM THE
SANTEE TEACHERS ASSOCIATION
to the
SANTEE SCHOOL DISTRICT**

2011-2012

**It is the Santee Teachers Association's (STA) intent
to modify articles of the Collective Bargaining Agreement
Between
Santee School District
and
Santee Teachers Association (STA)**

**Article XIII: Hours of Employment
Article XV: Salary Provisions
Article XVI: Employee Benefits
Article XVIII: Early Retirement**

The public hearing will be held at the regular Board of
Education meeting on May 1, 2012

CONSENT ITEMS Item E.

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. Approval of Minutes
Prepared by Dr. Patrick Shaw
May 1, 2012

BACKGROUND:

Presented for Board approval –

- April 17, 2012, regular meeting minutes
- March 29, 2012, special meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item E.1.1.

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

April 17, 2012
MINUTES

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

6:00 PM – General Obligation (GO) Bonding Capacity Workshop

The Board met in a workshop with representatives from DS&C who provided information General Obligation Bond Reauthorization.

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Bartholomew called the meeting to order at 7:02 p.m. and read the District Mission Statement.

Members present:

Dan Bartholomew, President
Dianne El-Hajj, Vice President
Ken Fox, Clerk
Dustin Burns, Member
Barbara Ryan, Member

Administration present:

Dr. Patrick Shaw, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Kristin Baranski, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary

2. President Bartholomew invited the audience to recite the District Mission and then invited Dominic Wetton, a first grade student at Carlton Hills School, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda

It was moved and seconded to approve the agenda.

Motion: Ryan Second: Burns Vote: 5-0

B. REPORTS AND PRESENTATIONS

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

Dr. Shaw reported that the District was notified last week that an error was made by the State on the CST calculations and after correcting their mistake, they have determined that the District is not a Program Improvement School District. On Monday we received a letter of apology from the State. President Bartholomew said this was great news and was the right decision by the State.

2. **Presentation of Santee Teachers Association's (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and STA**
3. **Presentation of the Board's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and Santee Teachers Association (STA)**
4. **Student Spotlight – Carlton Hills**

Dr. Shaw introduced Mr. Terry Heck, Principal of Carlton Hills School, who shared that Carlton Hills School has adopted the focus of "College Bound, No Excuses." It takes commitments from staff, parents, and students to focus and achieve in school while moving toward student goals. Students strive to demonstrate good character and making appropriate choices daily. Students are exposed to college symbols and establish close partnerships with colleges, giving students a focus and purpose for learning. Carlton Hills celebrates successes in student hard work all year long. Mrs. Spradlin, Mrs. Ross, and Mrs. Hammond brought students from their classes who shared their classroom college cheers. Their classrooms represented Georgia Tech, Arizona State University, and Oregon State.

5. Report from the Safety / Facilities Committee

Christina Becker thanked the Board for combining the Facilities and Safety committees. Over the past year there have been many issues that affected both committees. Mrs. Becker presented the Board with a list of items that were discussed in the committee meetings. Most issues have been resolved but a few are still in the planning stages. Items completed included replacing the projectors not functioning properly under the skylights, replenishing the emergency crash carts, and temporary filling holes in asphalt. Items that still need to be completed include: playground safety/asphalt repair and a new walkway between the Hill Creek relocatables.

6. Report on Balanced Reading Program, Grades K-3

Dr. Shaw introduced Kristin Baranski and Stephanie Pierce to share with the Board the balanced reading program and next steps. Kristin Baranski reported the Board approved a Literacy Plan which has been very successful and should continue to grow. Administration continues to seek out the best research in reading instruction. Administration is also reviewing student data and trends and participating in classroom observations. It is important that students consider themselves readers. They should be reading for enjoyment, to access information, to make connections and communicate, and broaden their view of the world. The Balanced Reading Model is important because: instructional decisions are made based on assessment, there is a variety of ways to access reading, we have a new district reading inventory, and for consistency and calibration. The model balances the time and attention to all aspects of instruction. There is a balance between direct instruction, guided instruction, and independent learning within the context of real literacy experiences.

Professional development and materials are needed for a Balanced Reading Program: The Board has approved a new reading inventory system and an assessment system is also needed.

Member Burns said he is very interested in the consistency across the District. Board members asked questions that were answered by Mrs. Pierce and Mrs. Baranski.

C. PUBLIC COMMUNICATION

President Bartholomew invited members of the audience to address the Board about any item not on the agenda. Mr. Eid Fakouri, current vice chair of the ICOC, raised a concern that without care and concern a power plant is to be built on San Diego property impacting Santee. He is concerned that after the community has passed a bond and spent time and dollars to modernize our schools, resulting in better citizens and better neighborhoods, a power plant on the west side of Santee jeopardizes students having a safe community. He believes the poor air quality will affect schools and all those who live and visit Santee. Prop R bond payback includes property value increases and he believes the power plant will decrease Santee property values. He is seeking representative bodies to come together and join the Santee City Council in opposing the power plant through a resolution. He asked the Board to consider assigning staff to research this project and determine if the Board should also formally oppose the project.

D. PUBLIC HEARINGS

1. Proposed Increase to Level 1 Developer Fees

President Bartholomew opened the public hearing for the proposed increase to Level 1 Developer Fees. There were no comments. The public hearing was closed.

E. CONSENT ITEMS

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

1.1. Approval of Minutes

2.1. Approval/Ratification of Travel Requests

2.2. Approval/Ratification of Revolving Cash Report

2.3. Acceptance of Donations

2.4. Approval of Consultants and General Service Providers

2.5. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement

2.6. Approval/Ratification of Agreement with Riverview Community Church for Use of Facilities at Cajon Park School

2.7. Adoption of Resolution #1112-16 Increasing Level 1 Fees on Development Projects

2.8. Amendment to School Fees Agreement with Lennar Homes for Sky Ranch Project

- 3.1. **Personnel, Regular**
- 3.2. **Adoption of Resolution No. 1112-18, Declaring May 9, 2012 as the Day of the Teacher**
- 3.3. **Adoption of Resolution No. 1112-19, Declaring May 20-26, 2012 as Classified School Employees Week**
- 3.4. **Approval of Revisions to Student Attendance Clerk Job Description**
- 3.5. **Adoption of Resolution No. 1112-21 to Approve Appropriate Signing Official on the Service Agreement with the Office of Administrative Hearings**

It was moved and seconded to approve Consent Items.

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

F. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Approval of Monthly Financial Report

Karl Christensen reported on the March 2012 cash and budget transactions leaving a cash balance of \$4.4 million. There will be a need to borrow from the County Treasurer to bridge the cash deficit. It is projected that we will end the year with a \$2.3 million deficit, lowering the reserve percentage. The budget for 2012-13 will come to the Board for adoption on June 19th. Member Burns moved to approve the Monthly Financial Report.

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

1.2. Adoption of Resolution #1112-17 to Issue Tax Revenue Anticipation Notes for the 2012-13 Fiscal Year

Karl Christensen reported the Board desires to participate in a pool to issue a TRAns to minimize the deferral impact for 2012-13. Although the resolution allows for up to \$10 million, there will be a probable need for about \$2 million, which would be issued in late June. Member El-Hajj moved to adopt Resolution #1112-17 authorizing the issuance of tax and revenue anticipation notes (TRAns) for the 2012-13 fiscal year in an amount not to exceed \$10 million.

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

1.3. Approval to Join Coalition for Intervening in SDG&E Rate Case and Engagement of Best, Best & Krieger for Coalition Legal Services

Karl Christensen presented an amended item showing a reduction of costs, to join a coalition for intervening in the SDG&E rate case. The buy-in fee is \$2,500. There has been a settlement offer but we are not privy to this information until we join the coalition. It is hoped the settlement will be good enough to allow school districts to financially benefit from solar projects. Member Ryan asked what the benefit to the district would be. Mr. Christensen said as part of the coalition, we can influence the outcome based on the projects that we have planned and it may allow us to get them in place before January. We could also get the settlement information earlier to act earlier. The intent is to get as many districts in the coalition as possible to minimize the cost and have a greater effect on the process and outcome. Member Ryan wished to make sure that the expenditure is appropriate and that we will have an impact. President Bartholomew said that he spoke with Padre Dam who has quite a bit of experience with solar and he believes it may be beneficial to join the coalition because of the solar investment that we have already made. Member El-Hajj moved to authorize joining the coalition for intervening in the SDG&E rate case and executing an engagement letter with Best, Best & Krieger for coalition legal services.

Motion: El-Hajj **Second:** Burns **Vote:** 4-1 (Ryan, no)

1.4. Approval to Purchase Print Shop Pro Manager Software System for Publications Department

Karl Christensen reported the publications department provides essential duplication services to schools and departments. Using the current system has proven to require many man hours and the reporting system has been behind for up to 6 months because of the need to manually input each order request and budget. He introduced Bernard Yeo, Director of Information Technology. Mr. Yeo reported the Publications department receives approximately 70 orders per day. The current system is archaic, labor intensive, and does not meet the district demands. The high workload demand using an outdated and inefficient system

limits the duplicating ability and reporting process. Mr. Yeo reported there is a need for a web based system that will upload their document from anywhere there is Internet access.

Staff has researched a system that will provide the required services. Using a web interface that incorporates a work order type process, staff can input their requests electronically, store and track their orders, and generate a budget report. The Print Shop Pro solution met the requirements determined by the technology and publications departments and is currently used in several school districts in San Diego County. If approved, the very aggressive timeline would have the system live by the end of May. In June, training will be provided and the new system will be in place and ready to use completely for the 2012-13 school year.

Member El-Hajj asked if are there things we can learn from any problems encountered upon implementation by other school districts that are up and running with this program. Mr. Yeo said they have visited and talked to Cajon Valley. Member El-Hajj suggested talking to Cajon Valley teachers to see if there were any bugs that needed to be worked out to help facilitate the fast implementation. Member Burns said last year there were a lot of issues getting publication orders completed and returned and asked if this will create a bottleneck at the beginning of the school year. Mr. Burns said he has promised teachers that it would not happen again next year. Mr. Yeo said the new system should help streamline the process. President Bartholomew stressed there will be a change in process which means there needs to be emphasis on training the people to use it. He asked Mr. Yeo if he has been able to quantify that the cost will come back via efficiency and save man hours. Mr. Christensen said he has not quantified the savings, but theoretically it will save many man hours. Dr. Shaw also shared that it will assist principals to be able to access their school publications expenditures easily to determine what has been spent for duplicating. The cost reporting delay has caused some problems for principals to have a true sense of their budgets.

Member Burns moved to approve the purchase of the Print Shop Pro Manager software system from EDU Business Solutions.

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

1.5. Authorization to Seek Bids/Proposals for Summer Projects

Mr. Christensen provided a report of playground and asphalt repairs needed to be completed over the summer. He also shared there is pavement work, painting, and carpet replacement needed. He asked for Board authorization to seek bids for these projects to be completed over the summer. Member El-Hajj moved to authorize administration to seek bids/proposals for the summer projects listed which will be performed during the summer of 2012.

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

1.6. Update with Haagan Company for Commercial Development of the Santee School Site and Renewal of Pre-Lease Agreement

Karl Christensen reported that the Board has engaged in an agreement with Haagan Co. to develop the Santee School property. The prelease has expired and prior to renewing the prelease, Jim Whalen attended to provide the Board with an update on their progress. Mr. Whalen said they are encouraged after a long sluggish economy and empty stores are beginning to refill. He introduced Andy Natker, who is responsible for developing and leasing. Mr. Natker said he has been disappointed because of the economy but has seen positive growth in the last 9 months. Their goal is to find tenets that are rock solid and currently they have a tremendous amount of competition. They must find the right stores for this property. They have been approached by a national chain that has visited Santee, and are now going through due diligence. They are also in negotiations with a second anchor store.

Member El-Hajj said originally the Board had some ideas and wanted to know if the retailers they are negotiating with will change the site layout. Mr. Natker said there would be small changes with the layout more linear. Member Ryan said when the Board first started this process, they looked at a ground lease versus a sale and she wishes to have the opportunity to look at those options again. She wants to make sure the District does their own analysis for this information. Member Burns asked about the revenue potential. Mr. Natker said a new analysis is needed and they will know more after negotiations begin with prospective tenants to maximize the return. Member Ryan also mentioned the Chamber is currently housed on that property and if this proceeds the District should talk to them.

President Bartholomew asked about a projected timeline to realize any revenue from this asset. Mr. Whalen and Mr. Natker feel pretty confident that they could have tenants with doors open by the middle of

2014. Tenants will want to be open before Thanksgiving of 2014. They re-emphasized the District should pencil out some financial expectations and the comparison between the sale and ground lease soon.

Member Ryan moved to renew the Pre-Lease Agreement with Haagen Company LLC for Commercial Development of the Santee School Site through April 30, 2014 and to include doing a comparison assessment between the sale and ground lease of the property, and the projected revenue stream.

Motion: Ryan Second: Burns Vote: 5-0

2.1. Legacy Pathways at Hill Creek and Chet F. Harritt Schools

Mr. Christensen said at the January 3rd meeting, the Board authorized expenditures to widen the legacy paver paths at Chet F. Harritt and Hill Creek. He returned to the Board because the cost was greater than submitted and to get clearer direction regarding the desire of the Board. He also shared the paver paths at those sites are not much narrower than the other schools but appear so because of the amount of concrete. Mr. Christensen sought direction from the Board. Members Ryan and Burns would like to fix them because if it is not done now it will never get done. Christina Becker said she would be glad to put it out to bid and see if the price can be lowered. Board consensus is that they would like an additional branch off each path that would lead to the office doors. This item will return when a more certain cost is attained to extend the paths.

2.2. Exterior Cameras for New Hill Creek Addition

Karl Christensen reported that a Board member has asked about the cost for exterior cameras at the new 10-classroom building at Hill Creek. The cost for cameras for the street side and a server is \$8,000. Member Burns said the cost is too high but he is glad that it is already wired for cameras if needed for the future. No action was taken.

3.1. K–3 Reading Assessment

Kristin Baranski reported that as a part of the District's commitment for ongoing analysis of assessment practices and reading benchmarks for students in grades K–3, administration is recommending the adoption of a new reading assessment for students in grades K-3, beginning in 2012-2013. During Reports and Presentations, she explained the district focus of increasing student personalization and differentiated learning through a Balanced Reading Model. This new assessment will provide teachers and site administrators with the necessary data for teachers to determine next steps with students as well as the progress monitoring necessary in these grade levels.

Since all students in grades K–3 will be assessed using this reading assessment, school sites and the District will have comparable data, like we have now with the District benchmark assessments in grades 2–8. This additional measure, an extremely important measure, will become part of the District accountability system.

The Language Arts Specialist team has been working on professional development plans should the Board approve the adoption of this new reading assessment. Part of this plan includes training of teachers in June prior to students leaving for summer in order to provide our teachers with the necessary background prior to beginning the new school year. Member El-Hajj asked if the assessment is a kit that teachers will share and if it is consumable. Mrs. Baranski said teachers will share and it is duplicable as is needed. Member El-Hajj moved to approve the purchase of the Benchmark Assessment System as the new District reading assessment for grades K - 3.

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

3.2. Dual Immersion Program 2012-2013

Kristin Baranski reported that in January, the Board of Education approved a preliminary timeline for dual immersion program data collection, site visitations, and plan formations. Administration has distributed and collected a parent survey, observed successful dual immersion programs, and continued research. Based on the outcomes of the parent survey, observations and research, administration is seeking approval to begin a one-way Spanish dual immersion program in Santee School District beginning in the 2012-12 school year.

Principal Terry Heck shared information with the Board regarding the advantages of providing students with dual immersion instruction and his passion to create a dual immersion program at Carlton Hills School. He provided a number of reasons Carlton Hills would be the best district location for this program. Research shows that students participating in a dual immersion program have a competitive edge and by

5th grade are outscoring their peers on standardized tests. Foreign language is an important 21st Century skill for our global society. Mr. Heck shared the recommended design for a one-way dual immersion program and how the percentage of foreign language instruction decreases as they move up in grade levels. Students will become bilingual and bi-literate, achieve at grade level in the content areas measured in both languages, and develop positive cross-cultural attitudes. Information was provided about program evaluation, implementation timeline, and costs.

Member Burns shared that he visited Lakeside with staff but he has some concerns. With two classrooms per grade, the Board would be making a \$600,000 to \$800,000 commitment to carry it through the grades. He is uncertain that a complete enough plan has been provided for this type of a financial commitment. Mrs. Baranski believes Santee will continue to lose children to other districts if an immersion program is not provided. She believes two kindergarten classes could be filled with Carlton Hills' students. Member El-Hajj said some of the issues Lakeside is feeling is because of Riverview and their program is now on three sites. Understanding some of their issues may make a difference for us. A dual immersion program requires a great deal of parent education.

President Bartholomew cannot support this at this time because he does not have a clear sense of the financial impact. He needs to understand the long term impact, growth, and approximate costs as well as the logistical impacts of this type of a program. There is a communication piece with our stakeholders that has been missed. These are tough financial times and he believes the Board has not communicated with the community and is moving too quickly.

Member El-Hajj moved to approve a one-way, Spanish dual immersion program beginning August 2012 for up to two kindergarten classes at Carlton Hills School.

Member Burns said he supports the program but would prefer all of the Board members to visit a program and have the opportunity to ask questions.

Member El-Hajj said if we are losing \$120,000 ADA per year due to students leaving for immersion programs, the funding will eventually take care of itself. President Bartholomew believes there are too many missing pieces of information to make a decision. Dr. Shaw said waiting a year will probably not answer many of the questions. It is a risk, but it is a very positive move.

Member Burns is concerned about the potential effect of the neighborhood children who could not go to school at their neighborhood school. Dr. Shaw said when the program expands you look at other sites to increase your dual immersion program. If it is not designated as a magnet school, there would just be a thread of dual immersion.

Member Ryan asked how it was determined that 100 students have left Santee for dual immersion programs. Mrs. Baranski said it was stated on their inter-district transfers. Member Ryan still believes there are unanswered questions and has a feeling that we are moving too fast.

There was no second to Member El-Hajj's motion. No action was taken.

4.1. Adoption of Resolution No. 1112-20 to Layoff Classified Non-Management Positions

Minnie Malin reported that due to the unknown status of the EMHI funding, the District must provide layoff notices to four Child Assistants, effective June 27, 2012. The affected employees will receive a 45 day layoff notice and be placed on a 39-month reemployment list. If funding is restored, these employees would be rehired. Member Ryan moved to adopt resolution no. 1112-20 to lay off specified classified non-management positions.

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

4.2. Employee Recognition for Day of the Teacher and Classified School Employees Week

Minnie Malin share the Board and Executive Council traditionally honor employees on their respective days/weeks with a token of their appreciation. Last year cookies were delivered to certificated and classified employees on their respective day/week of recognition. Administration recommends that employees receive a similar acknowledgment as received last year. Member Burns moved to approve the recommendation for the recognition of teachers and classified employees.

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

4.3. Approval of New Job Description for Dual Language Immersion Program, Classroom Teacher, Grades K-8

A dual language teacher job description has been developed to support a dual language immersion program. Having this job description in place will assist in the hiring of a dual language teacher at the appropriate time. Member Burns believes this should wait until closer to adopting a dual immersion program. Members El-Hajj and Ryan believe it would be fine to approve at this time. If changes are needed as we move nearer to a dual immersion program, they can be made. Member El-Hajj moved to approve the new job description for Dual Language Immersion Program, Classroom Teacher, Grades K-8.

Motion: *El-Hajj* **Second:** *Ryan* **Vote:** *4-1 (Burns, no)*

G. BOARD COMMUNICATION

Member Ryan shared she attended the Foundation meeting Monday evening at Rio Seco School. She said kids appeared to have jumped the fence and then opened it from the inside to bring in their bikes and ride around the campus. She asked Administration to check this and see if it can be prevented.

President Bartholomew asked Administration to bring an item to the Board at the next meeting for the Board to receive information regarding the Quail Brush power plant project. This would be for information only and not for action by the Board. Invite the development company representative to bring information and be available to answer questions.

H. CLOSED SESSION

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

1. **Conference with Labor Negotiator** (*Govt. Code § 54956.8*)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organization: Classified School Employees Association
2. **Public Employee Discipline/Dismissal/Release** (*Govt. Code § 54957*)
3. **Conference with Legal Counsel** (*Subdivision (a) of Govt. Code § 54956.9*)
Anticipated Litigation: One potential case
4. **Public Employee Performance Evaluation** (*Govt. Code § 54957*)
Superintendent

The Board entered closed session at 10:40 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 12:15 a.m. No action was reported.

J. ADJOURNMENT

The April 17, 2012 regular meeting adjourned at 12:15 a.m.

SANTEE SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION

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

MINUTES
March 29, 2012

A. CALL TO ORDER

The meeting was called to order at 6:15 p.m. by President Bartholomew.
Board Members present: Dan Bartholomew, Dianne El-Hajj, Ken Fox, and Barbara Ryan.

B. PUBLIC COMMUNICATION

There were no comments from the public.

C. CLOSED SESSION

1. Student Discipline Hearings (Ed. Code S48918) Students #2-11 and #3-11

The Board entered Closed Session at 6:15 p.m. for student discipline hearings for students #2-11 and #3-11. Oral and documentary evidence were received separately for each hearing. Following the presentation of evidence in both cases, President Bartholomew announced that the Board members would deliberate and all other persons were asked to leave the room.

D. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 9:17 p.m.

1. Action on Student Hearings

It was motioned by Member El-Hajj to expel student #2-11 from the Santee School District from March 30, 2012 to June 26, 2012, for violations of California Education Code Section §48900 (a)(1) Caused, attempted to cause, or threatened to cause physical injury, 48900 (a) (2) Willfully used force or violence on another, except in self-defense, and §48900 (k) Disrupted school activities, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion, and 5144.4: Administrative Review, and related Administrative Regulations.

This action is based on the following Findings of Fact in accordance with California Education Code §48900.2:

- Education Code Section 48915(b)(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct. The facts that support this conclusion are: Student #2-11 was provided interventions and consequences on three prior occasions pertaining to his involvement with the victim including restrictions on the playground
- Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #2-11 continued to have physical altercations with the victim including arrest for battery after administration provided interventions on three prior occasions.

The expulsion was immediately suspended with the student completing the following elements in a Rehabilitation Plan: The student will:

- Remain at current school through June 26, 2012
- Maintain 2.5 GPA for academic and citizenship performance
- Receive no new suspensions
- Attend school regularly with no unexcused absences or tardies
- Complete a counseling program by June 26, 2012 for anger management, decision-making/peer pressure and intimidation, and harassment
- Attend Juvenile Hall Open House on 5/19/12 and provide verification of attendance
- Perform 40 hours of community service by June 26, 2012
- Not participate in end-of-year special 8th grade activities
- Complete all elements of this Rehabilitation Plan by June 26, 2012 and present documentation to verify completion.

A parent must meet with the Coordinator of Pupil Services by April 19, 2012, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action. Upon satisfactory completion of all activities in the rehabilitation plan, the student record will be expunged of this expulsion order.

Motion: El-Hajj

Second: Fox

Vote: 4-0

It was motioned by Member Ryan to expel student #3-11 from the Santee School District from March 30, 2012 to June 26, 2012, for violations of California Education Code Section §48900 (a)(1) Caused, attempted to cause, or threatened to cause physical injury, 48900 (a) (2) Willfully used force or violence on another, except in self-defense, and §48900 (k) Disrupted school activities, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion, and 5144.4: Administrative Review, and related Administrative Regulations.

This action is based on the following Findings of Fact in accordance with California Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #3-11's aggressive behavior was significant enough to warrant arrest for battery, therefore posing a possible threat and/or danger toward other students.

The expulsion was immediately suspended and the student will complete the following elements in a Rehabilitation Plan: The student will:

- Remain at current school through June 26, 2012
- Maintain 2.0 GPA for academic and citizenship performance
- Receive no new suspensions
- Attend school regularly with no unexcused absences or tardies
- Complete a counseling program by June 26, 2012 for decision-making/peer pressure and intimidation and harassment
- Attend Juvenile Hall Open House on 5/19/12 and provide verification of attendance
- Perform 40 hours of community service by June 26, 2012
- Student shall not participate in end-of-year special 8th grade activities
- Complete all elements of this Rehabilitation Plan by June 26, 2012 and present documentation to verify completion

A parent must meet with the Coordinator of Pupil Services by April 19, 2012, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action.

Upon satisfactory completion of all activities in the rehabilitation plan, the student record will be expunged of this expulsion order.

Motion: Ryan

Second: Fox

Vote: 4-0

E. ADJOURNMENT

The March 29, 2012 special meeting adjourned 9:20 p.m.

Consent Item E.1.2.
Prepared by Dr. Patrick Shaw
May 1, 2012

Adoption of Revised Santee School District Mission
Statement, Vision Statement, Core Belief Statements
and Goals

BACKGROUND:

When the School District conducted Strategic Planning in 2005/2006, a District Mission Statement, Vision Statement and Goals were developed. The Board also updated the Board Belief Statements at that time.

On February 2-4, Santee School District embarked on a journey to update its Strategic Plan. Strategic Planning began with a 3-day retreat where a variety of stakeholders throughout the community came together to identify the key mission, goals, and objectives for the school district. A Strategic Planning Leadership Team has taken this information to develop critical focus areas and core strategies for allocating school district resources over the next three to five years. The outcome of this process was a revision to the Santee School District Mission Statement, Vision Statement, Board Core Belief Statements and Goals.

Tonight, Administration presents for Board adoption the revised Santee School District Mission Statement, Vision Statement, Board Core Belief Statements and Goals. As the Strategic Planning process continues, Action Planning Teams will develop action plans to submit to the Leadership Team with strategies and steps to implement the key areas of focus indicated by the adopted Goals.

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.

Vision

Santee School District will be an innovative leader in education, inspiring students to realize their unique potential.

Rallying Cry

"Where Young Minds Meet Open Doors"

Core Belief Statements

Children are our first priority. Therefore we believe....

1. All students can learn.
2. Student growth, academic performance, and positive personal development are the highest measures of student and district success.
3. Trust, integrity, respect, citizenship, honesty, responsibility, commitment, and pride are the foundations on which our district is built.
4. Students should understand and respect the origin of the nation, the law of the land, and the principles of our democracy.
5. Parent and community involvement in our schools is crucial to the academic success of our students.
6. Knowledgeable, motivated, and inspired employees assure the success of our students.
7. Everyone has the right to learn and work in a safe, healthy, orderly, and clean environment.
8. The district operates efficiently and effectively through focused leadership, fiscal responsibility, and open communication, with a strong academic program as the top priority.

Goals

- **Educational Achievement**
Assure the highest level of educational achievement for all students.
- **Learning Environment**
Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.
- **Fiscal Accountability**
Fiscally support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.
- **Staff Development**
Implement a staff development plan as the cornerstone of employee performance and growth.
- **Student Well-Being**
Provide social, emotional, and health service programs, integrated with community resources, to foster student character and personal well-being.

RECOMMENDATION:

It is recommended that the Board adopt the revised Santee School District Mission Statement, Vision Statement, Board Core Belief Statements and Goals.

Motion:		Second:		Vote:		Agenda Item E.1.2.
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Consent Item E.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
May 1, 2012

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated travel expenses are \$4,142, 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.
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Board Travel Report - May 1, 2012

Travel Dates	Attendees	Site or Dept	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Overnight, Out-of-State, Air Travel	Purpose of
Wednesday, 05/02/12	Cathy Abel Nancy Stasch	CNS Business	CASBO Conference	El Centro	\$0 \$0	\$127 \$25	Child Nutrition Services Business Services		This conference offers many seminars on topics such as Child Nutrition Regulations, and Purchasing / Bid procedures.
Tuesday, 05/22/12	Dr. Patrick Shaw Karl Christensen Faith Mitchell Minnie Matin Kristin Baranski	Superintendent Business Business HR/Pupil Servs Ed Services	May Revision Workshop	San Diego	\$0 \$0 \$0 \$0 \$0	\$125 \$125 \$125 \$125	Superintendent's Office Business Services		The May Revision workshop will review the funding outlook for education following the Governor's May Revise of the State budget proposal for 2011-12.
Wednesday, 05/23/12	Cathy Abel	CNS	Successful Menu Planning - New Meal Planning Priorities	Napa	\$0	\$439	Child Nutrition Services		This workshop will provide training on new school meal regulations
Sun-Thurs, 07/08/12 - 07/12/12	Matt Marsman	Technology	PowerSchool University 2012		\$0	\$2,926	Tech/Communication Services		This annual training provides essential knowledge and guidance for PowerSchool System administration.

Consent Item E.2.2. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
May 1, 2012

BACKGROUND:

The Revolving Cash Fund of \$15,000 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

RECOMMENDATION:

Administration recommends approval of check #22240 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$2,505.82 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.
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SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
04/12/12	22240	Best Best & Krieger	Coalition Buy-In Fee	2,500.00
		Total Checks Written		\$2,500.00
		Bank Fees		5.82
		Total to be Reimbursed		\$2,505.82

Consent Item E.2.3 Acceptance of Donations
 Prepared by Karl Christensen
 May 1, 2012

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
10-position stereo jackbox and four 3068AV headphones so a group of differentiated readers (Award to Laura Barker's Classroom in the 10-Day Spirit SD Classroom Learning Center Giveaway Contest)	\$373.00	Califone International Inc.	Carlton Hills School
Funds to Support Instructional Program and Supplement Classroom Supplies	\$250.00	Sempra Energy Foundation	Hill Creek School
Funds to Support Physical Education	\$100.00	American Heart Association – Jump Rope for Heart Event	Hill Creek School
TOTAL DONATIONS RECEIVED	\$723.00		

RECOMMENDATION:

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

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The donation above is valued at \$723.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.3.
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RESOLUTION #1112-22

RESOLUTION OF GOVERNING BOARD OF
SANTEE SCHOOL DISTRICT REQUESTING
TEMPORARY TRANSFER OF FUNDS

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

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

WHEREAS, on June 19, 2012, the Board of Education will adopt a final budget.

For this District for the fiscal year 2012-13 pursuant to the provisions of the Education Code sections 42127 or 70901, and taxes accruing to the district for said fiscal year are estimated to be \$9,656,363; and

WHEREAS, taxes accrued to the District during the 2011-12 fiscal year were \$9,439,701; and

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

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

1. The Board of Supervisors of the County of San Diego is requested to direct the Treasurer of the County of San Diego to make a temporary transfer from the funds in his custody to this District during the 2012-13 fiscal year to meet obligations incurred for maintenance purposes in the amount of:
 - a) \$1,641,582 for the period from July 1 until August 31 not to exceed 17% of the authorized limit.

b) \$8,207,909 after August 31 but not to exceed a total of 85% of taxes accruing to the District. This amount represents the total available temporary transfer approved by the governing board for the 2012-13 fiscal year inclusive of the 17% shown in (a) above.

2. If directed by the Board of Supervisors, funds will be transferred to this District by the Treasurer of the County of San Diego in sums as requested by the District Superintendent and certified by him/her to be necessary to provide funds for meeting the obligations incurred for maintenance purposes by the district not to exceed the maximum amount herein specified, provided the Treasurer determines that funds in his custody are available for such transfers.

3. The Clerk/Secretary of this Board is directed to file a copy of this resolution with the Board of Supervisors, the County Superintendent of Schools, the County Auditor and Controller, and the County Treasurer-Tax Collector.

PASSED AND ADOPTED by the Board of Education of the Santee School District, County of San Diego, State of California, this 1st day of May, 2012 by the following votes:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

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

Clerk of the Board of Education

Date

BACKGROUND:

Each year agreements are completed between San Diego County school districts to permit regular and special education children to make application to attend school in a district other than the district of residence. While we do enter into these agreements on a routine basis, any student requesting an interdistrict transfer must complete an individual request, which is reviewed on a case-by-case basis. Each school capacity is established separately and when the capacity is reached, the school is closed to new interdistrict transfer requests. Currently, Interdistrict Attendance Agreements are in place for the districts listed below for the term noted:

Alpine Union	7/1/11 – 6/30/16 (5yrs)	Magnolia School District	7/1/11 – 6/30/16 (5yrs)
Cajon Valley Union	7/1/11 – 6/30/16 (5yrs)	Mountain Empire Unified	7/1/11 – 6/30/16 (5yrs)
Carlsbad Unified	7/1/11 – 6/30/16 (5yrs)	Murrieta Valley Unified	7/1/11 – 6/30/16 (5yrs)
Chula Vista City	7/1/11 – 6/30/16 (5yrs)	Oceanside Unified	7/1/11 – 6/30/16 (5yrs)
Dehesa	7/1/11 – 6/30/16 (5yrs)	Poway Unified	7/1/11 – 6/30/16 (5yrs)
Escondido Union	7/1/11 – 6/30/16 (5yrs)	San Diego Unified	7/1/11 – 6/30/16 (5yrs)
Fallbrook Union	7/1/11 – 6/30/16 (5yrs)	San Ysidro	7/1/11 – 6/30/16 (5yrs)
Jamul-Dulzura Union	7/1/11 – 6/30/16 (5yrs)	Solana Beach	7/1/11 – 6/30/16 (5yrs)
Julian Union	7/1/11 – 6/30/16 (5yrs)	South Bay Union	7/1/11 – 6/30/16 (5yrs)
Lakeside Union	7/1/11 – 6/30/16 (5yrs)	Sweetwater Union	7/1/11 – 6/30/16 (5yrs)
La Mesa-Spring Valley	7/1/11 – 6/30/16 (5yrs)	Temecula Valley Unified	7/1/11 – 6/30/16 (5yrs)
Lemon Grove	7/1/11 – 6/30/16 (5yrs)	Vista Unified	7/1/11 – 6/30/16 (5yrs)

Several districts prefer shorter term agreements. Administration recommends that Interdistrict Attendance Agreements for the districts listed below be approved for the term noted:

Coronado Unified	7/1/12 – 6/30/13 (1 yr)
Ramona Unified	7/1/12 – 6/30/16 (4 yrs)
Del Mar	7/1/12 – 6/30/13 (1 yr)

RESOLUTION #1112-23
**RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL
AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION**

SANTEE School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2012 through June 30, 2013.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (**one person only**) to receive mail from the Accounting/Payroll Sections is Faith Mitchell.
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are:
Karl Christensen, Faith Mitchell, Karen Lippert, Joy Burchard,
Lorie Schmitz, Tory Long, Nancy Stasch

- mail hold consortium
3. Check one Monthly payroll warrants each and every month. HOLD for P/U
Check one Daily/Hourly payroll warrants each and every month. HOLD for P/U

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 1, 2012 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

RESOLUTION #1112-24
PAYMENT ORDER RESOLUTION

SANTEE School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2012 through June 30, 2013.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title I of the Government Code (**all districts**), the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Dr. Patrick Shaw or Karl Christensen, or Minnie Malin.

IT IS FURTHER RESOLVED AND ORDERED that, in accordance with the payroll procedure provided in Education Code Section 45310 (**merit system districts only**), no warrant shall be drawn by or on behalf of the governing board of this district for the payment of any salary or wage to any employee in the classified service unless the assignment bears the certification of the following person:

N/A, Personnel Director

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on 5/1/2012 by the following vote:
(date)

AYES: _____ MEMBERS
NOES: _____ MEMBERS
ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp) Gov Code Sec. 5501

RESOLUTION #1112-25
**RESOLUTION AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS
DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES**

SANTEE School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2012 through June 30, 2013.

IT IS RESOLVED AND ORDERED that, The County Office of Education Credentials Department is authorized to release credentials held warrants to employees who have provided the required credential paper work.

PASSED AND ADOPTED by said Governing Board on May 1, 2012 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

RESOLUTION #1112-26
**RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)**

SANTEE School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2012 through June 30, 2013.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Dr. Patrick Shaw, Karl Christensen, Minnie Malin be and is hereby authorized to sign any and all orders in the name of said District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 1, 2012 by the following vote:
(date)

AYES:___ MEMBERS

NOES:___ MEMBERS

ABSENT:___ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

**SANTEE SCHOOL DISTRICT
RESOLUTION #1112- 27 AUTHORIZING THE REPLACEMENT OF WARRANTS**

On a motion of Member _____, seconded by Member _____, the resolution is adopted:

WHEREAS, during the course of business, Santee School District issues payroll and commercial warrants for the payments of goods and services received by the District; and

WHEREAS, payroll and commercial warrants are lost, stolen, mutilated, or expire upon occasion; and

WHEREAS, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802.

NOW, THEREFORE BE IT RESOLVED by the Board of Education of the Santee School District of San Diego County, California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

	Manual Signature	Facsimile Signature
Superintendent	_____ Dr. Patrick Shaw	_____
Assistant Superintendent Business Services	_____ Karl Christensen	_____
Assistant Superintendent Human Resources	_____ Minnie Malin	_____
Director Education Services	_____ Kristin Baranski	_____
Business Services Coordinator	_____ Faith Mitchell	_____

PASSED AND ADOPTED by said Board of Education on May 1, 2012.

AYES: ____ **NOES:** ____ **ABSENT:** ____ **ABSTAIN:** ____

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

Clerk of the Board of Education

Consent Item E.2.7.
Prepared by Karl Christensen
May 1, 2012

Approval of Amendment #4 to Agreement
with the City of Santee for Cooperative Facilities
Utilization

BACKGROUND:

At the February 7, 2012 meeting, the Board of Education approved returning the Cajon Park Turf Field to the list of fields available for Joint Use in accordance with the Agreement for Cooperative Facilities Utilization ("Agreement") subject to certain stipulations. An Amendment to the Agreement is necessary.

In November 2011, the remaining two sports fields at Chet F. Harritt were completed and the three (3) ballfields there are currently being used by the sports leagues in accordance with the Amendment. These fields were constructed to include lighting which is controlled and paid for by the City of Santee. An Amendment to the Agreement is necessary to establish a monthly billing system whereby the District can obtain reimbursement from the City for use of the lights. Until recently, reimbursement has been received based on a rate of \$7.50 per hour. However, the amount of kilowatt hour usage ("kWh") and actual charges from SDG&E has far exceeded this amount resulting in the District subsidizing the cost of light usage.

To obtain a more accurate recording of actual usage and cost, a sub-meter was installed at the fields and is currently being used to record the amount of kWh's used on the SDG&E meter that contains the sports lights as well as other school buildings. Each month, on the same day as the last day of the SDG&E billing cycle, a district employee will record the starting and ending kWh's on the sub-meter. This will then be multiplied by the blended dollar cost per kWh calculated for that month's invoice for the pertinent SDG&E meter. Staff did explore the possibility of installing a separate SDG&E meter for the sports fields, but after discussions with the City, it was determined that the benefits of this change did not outweigh the costs.

This revised billing method for Chet F. Harritt is also incorporated into Amendment #4 for the Agreement with the City of Santee.

RECOMMENDATION:

It is recommended that the Board of Education approve Amendment #4 to Agreement for Cooperative Facilities Utilization with the City of Santee to incorporate use of Cajon Park Turf Field and billing method for lighting reimbursement for Chet F. Harritt sports fields.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal reimbursement will be based on actual usage. Approximately \$1,000 annual reimbursement is expected each year.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.7
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**FOURTH AMENDMENT TO AGREEMENT BETWEEN THE CITY OF SANTEE
AND THE SANTEE SCHOOL DISTRICT OF SAN DIEGO COUNTY
FOR COOPERATIVE FACILITIES UTILIZATION**

THIS FOURTH AMENDMENT TO AGREEMENT BETWEEN THE CITY OF SANTEE AND THE SANTEE SCHOOL DISTRICT OF SAN DIEGO COUNTY FOR COOPERATIVE FACILITIES UTILIZATION (“AMENDMENT”) is made and entered into this _____ day of _____, 2012, by and between the City of Santee (“CITY”), a public entity, and the Santee School District (“DISTRICT”), a public entity (collectively referred to as “PARTIES”).

RECITALS

A. WHEREAS, on or about May 14, 1986, DISTRICT and CITY entered into an agreement for cooperative use and maintenance of certain community recreation facilities (“JOINT USE AGREEMENT”); and,

B. WHEREAS, on or about February 20, 2007, DISTRICT and CITY agreed to a first amendment to the JOINT USE AGREEMENT to provide for the improvement and maintenance of certain facilities at Rio Seco, Cajon Park, Carlton Hills, Hill Creek, Carlton Oaks, and Prospect Avenue Elementary Schools, pursuant to which constructed improvements were limited to Carlton Hills, Hill Creek, Carlton Oaks, and Prospect Avenue Elementary Schools due to CITY funding constraints; and,

C. WHEREAS, on or about March 22, 2010, DISTRICT and CITY agreed to a second amendment to the JOINT USE AGREEMENT to provide for the payment of sewer and water use at certain facilities at Santee Elementary School; and,

D. WHEREAS, on or about June 13, 2011, DISTRICT and CITY agreed to an Memorandum of Understanding to provide for the improvement and maintenance of certain facilities at Rio Seco Elementary School; and,

E. WHEREAS, on August 24, 2011, DISTRICT and CITY agreed to third amendment to the JOINT USE AGREEMENT to provide for the improvement and maintenance of the Little Padres Park at Rio Seco Elementary School; and,

F. WHEREAS, the DISTRICT and CITY now desire to enter into a fourth amendment to the JOINT USE AGREEMENT to make the grass field at Cajon Park School (“Cajon Park Grass Field”) available for CITY use and to provide for the maintenance and upkeep of, and payment of electrical usage for, the Chet F, Harritt Elementary School sports lights located at 8120 Arlette Street (“Sports Lights”) by the CITY and approved Santee Sports Council teams; and

G. WHEREAS, this Fourth Amendment is authorized by Paragraph VIII of the JOINT USE AGREEMENT.

NOW THEREFORE, in consideration of the Recitals and mutual obligations of the PARTIES as herein expressed, DISTRICT and CITY agree as follows:

1. Cajon Park Grass Field.

a. Field Availability. Effective as of July 1, 2012, DISTRICT shall make the Cajon Park Grass Field available for use by the CITY in accordance with Paragraph I.A of the JOINT USE AGREEMENT.

b. Maintenance. The CITY shall provide semi-annual fertilization, aeration, and other necessary agricultural maintenance of the Cajon Park Grass Field pursuant to Paragraph III.E of the JOINT USE AGREEMENT.

c. Temporary Suspension or Termination of Cajon Park Grass Field Provision. Without affecting the validity or enforceability of the provisions relating to the Sports Lights, the DISTRICT shall have the right to temporarily suspend or terminate the CITY's use of the Cajon Park Grass Field as follows:

i. Temporary Suspension: The DISTRICT shall retain the exclusive right to temporarily suspend the CITY's use of the Cajon Park Grass Field by providing thirty (30) days advance written notice to CITY. Such notice shall include the date of suspension of the CITY's use of the Cajon Park Grass Field and the date when the City's use may resume. During any period of temporary suspension of use, the CITY shall not be responsible for any maintenance under Paragraph I of this Amendment.

ii. Termination: The DISTRICT may terminate the CITY's right to use the Cajon Park Grass Field by providing sixty (60) days advanced notice of such termination. In the event of termination, the DISTRICT shall not be held responsible for relocation of any of the improvements associated with the Cajon Park Grass Field nor shall the DISTRICT be held responsible for providing an alternative location at other DISTRICT school sites.

2. Sports Lights.

a. Use of Sports Lights Authorized. CITY and Santee Sports Council teams are authorized to use the Sports Lights as needed to facilitate the use of joint use facilities at Chet F. Harritt Elementary School.

b. Invoicing. DISTRICT shall invoice CITY each month for use of the Sports Lights by the CITY or approved Santee Sports Council teams using one of the following billing methods (each a "Billing Method"):

i. Sub-Meter Billing Method: A sub-meter has been installed by DISTRICT to record kilowatt hour ("kWh") usage of the Sports Lights ("Sub-Meter"). DISTRICT shall record the starting and ending kWh quantity from the Sub-Meter that pertains to each utility billing cycle on a written log ("Sub-Meter Log"). CITY shall reimburse DISTRICT for the CITY's or approved Santee Sports Council team's kWh usage as recorded on the Sub-Meter Log multiplied times the blended rate ("Blended Rate") per kWh as calculated from the utility bill that incorporates the Sports Light kWh usage for the specified month. The Blended Rate shall be calculated by dividing the total dollar amount billed by the total kWh usage on the utility bill for the Chet F. Harritt school site meter that includes the Sports Lights. If this method is not implemented or available then;

ii. Musco Light System Billing Method: The agreed upon average hourly rate for Sports Lights usage multiplied by the number of hours the CITY or approved Santee Sports Council team used the Sports Lights as recorded by the satellite monitoring system at Chet F. Harritt Elementary School (“Musco Light System”). The average hourly rate shall be the greater of \$15.00 per hour or the hourly rate charged by the CITY to Santee Sports Council teams for usage of Sports Lights.

iii. Separate Meter Billing Method: The PARTIES have discussed and explored the idea of installing a sole and separate electric utility meter (“Separate Meter”) to account exclusively for Sports Light usage and costs and determined that installation is not feasible at this time. The PARTIES may, by subsequent written agreement, determine that this Billing Method is feasible in the future and implement such method.

c. Payment. CITY shall pay DISTRICT within thirty (30) days of the date of receiving invoices from the DISTRICT, which invoices shall be accompanied by copies of relevant utility bill(s), Sub-Meter Log(s), and/or Musco Light System recordings, whichever is/are applicable to the Billing Method used.

d. Maintenance. CITY shall be solely responsible for the maintenance and upkeep of the Sports Lights, including, but not limited to, all costs and efforts necessary for bulb replacement, repairs, light testing, maintenance service, remedies for vandalism, and normal wear and tear. CITY shall have access to the Sports Lights at reasonable times to conduct maintenance activities.

3. Term of Amendment. The term of this Amendment shall be continuing until cancelled or revoked by either party upon sixty (60) days’ written notice to the other party.

4. Continuing Effect of the Joint Use Agreement. Except as specifically provided in this AMENDMENT, all other terms and conditions of the JOINT USE AGREEMENT and all amendments thereto shall remain in full force and effect and shall apply to this AMENDMENT, unless otherwise amended by mutual agreement of the DISTRICT and the CITY.

IN WITNESS WHEREOF, this AMENDMENT to JOINT USE AGREEMENT is executed by DISTRICT and by CITY on the day and year first written above.

CITY OF SANTEE

SANTEE SCHOOL DISTRICT OF SAN DIEGO
COUNTY

By: _____
Name:
Title:

By: _____
Name:
Title:

APPROVED AS TO FORM:
BEST BEST & KRIEGER LLP

By: _____

Consent Item E.2.8.
Karl Christensen
May 1, 2012

Acceptance of Child Nutrition Services Roofing
Project and Authorization to File Notice of
Completion Document

BACKGROUND:

The Central Kitchen Building Repairs and Roofing/Flashing Project was completed over Spring Break on April 16, 2012, for a cost of \$179,113. Notice of Completion documents have been filed with the County Recorder. Retention amounts withheld from progress payments will be released after 30 days from the date of recording the Notice of Completion.

RECOMMENDATION:

It is recommended that the Board of Education accept the completion of the Central Kitchen Building Repairs and Roofing/Flashing Project and ratify the filing of a Notice of Completion document.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$179,113 paid from Child Nutrition Funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.8.
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Consent Item E.3.1.
Prepared by Karl Christensen
May 1, 2012

Finalization of Costs for Consultants Pertaining to
Dispute Resolution for State Grant for Hill Creek
Addition Project

BACKGROUND:

At the March 6, 2012 meeting, the Board approved contracting with Lyle Smoot and Sima Salek to provide special services related to a dispute with the Office of Public School Construction over \$2.3 million in State Grants expected for the Hill Creek Addition project. At that meeting, estimates were provided indicating a not to exceed amount of \$12,000 for the Agreement with Sima Salek and \$6,000 for Lyle Smoot. The Total not to exceed was estimated at \$18,000.

Due to the need to provide documentation and attend several sessions for an audit/review of our Labor Compliance Program by the Department of Industrial Relations, more hours were required of Sima Salek than originally anticipated. Instead of the 40 hours originally estimated, a total of 93.6 hours was spent on this project. Actual costs based on submitted invoices are as follows:

- Sima Salek: \$21,475.60
- Lyle Smoot: \$3,000
- Total: \$24,475.60

RECOMMENDATION:

It is recommended that the Board of Education approve final costs for consultants procured for dispute resolution for Hill Creek Addition State Grant.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$24,475.60 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.3.1.
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Consent Item E.3.2.
Karl Christensen
May 1, 2012

Approval of Retention Reduction for
Hill Creek Addition Project

BACKGROUND:

During the course of Capital Improvement Program project construction, the construction contract with Balfour-Beatty allows the District to hold 10% of approved payments within a retention account. On or after 50% of construction completion is accomplished on each construction project contract, the contractor can request the District to reduce retention from 10% to 5% and release the funds in retention in excess of 5% to the contractor in good faith that a reasonable amount of the work has been performed and is done in an acceptable manner.

Balfour Beatty, Inc. has submitted a request to the District for retention reduction on the Hill Creek 10-classroom addition contract project. Administration supports this request.

RECOMMENDATION:

It is recommended that the Board of Education authorize reduction of the construction retention from 10% to 5% on the Hill Creek 10-classroom addition construction contract.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.3.2.
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BACKGROUND:

Due to year-end promotion set up required at all school sites, and the annual move of the Out-of-School Time Programs (OST) to summer sites; it will be necessary to hire short-term mover positions for additional assistance with moving of furniture, equipment, and materials. The OST sites are moved to summer sites each year after the last day of school and are moved back in August after the extended school year program ends.

At this time, and through the end of the 2012-13 school year, there is a need for a short-term bus attendant position. The attendant will provide supervisory assistance on a special day bus route where students have been disorderly.

In addition, the Registrar of Voters has requested use of facilities at two (2) school sites on June 5, 2012. Because the sites do not have direct access and the public will walk through common areas shared by students, administration recommends that the District hire two (2) campus supervisors for each site for crowd control and to ensure a safe environment for students.

Education Code section 45103 allows a governing Board to employ "short term employees" by designating the classification needed and a start and end time for the service. Presented tonight for Board approval are several short term employment opportunities.

RECOMMENDATION:

Administration recommends approving the employment of the following short term employment opportunities:

- One (1) 3-hour bus attendant position from May 2, 2012 – June 26, 2012.
- Four (4) 6-hour campus supervisor positions as needed on June 5, 2012.
- Five (5) 8-hour mover positions as needed from June 22 - 26, 2012.
- Six (6) 8-hour mover positions as needed on June 29, 2012.
- Three (3) 8-hour mover positions as needed from August 8 - 9, 2012.

FISCAL IMPACT:

The cost to employ all short term positions will be approximately \$4,975 to be paid from the Unrestricted General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.2.

Consent Item E.4.3. Approval of Shared Classroom Teaching Assignments for 2012-13
Prepared by Minnie Malin
May 1, 2012

BACKGROUND:

The following persons request shared classroom teaching assignments for the 2012-13 school year pursuant to Article XIV, of the Successor Agreement between Santee School District and Santee Teachers Association:

<u>Employees</u>	<u>School Site</u>
Trisha Best/Marlena Sanders	CFH
Lori Powell/ Alison Azzarella	CP
Megan Krug/UNKNOWN	CP
Kelly Snyder/Shawna Rosa	PA
Jennie Chonka/Angela Rust	PD
Susan Larson/Erica Edmonston	PD
Wendy Dunnigan/Michelle Meyer	PD

RECOMMENDATION:

Administration recommends approval of requested shared classroom teaching assignments for the 2012-13 school year.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

Shared contracts may minimize the annual cost to the general fund by reducing full-time employees currently paid on the high end of the salary schedule.

STUDENT ACHIEVEMENT IMPACT:

There can be many benefits to having two teachers in a classroom who consistently plan instruction for students.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.3.

DISCUSSION AND/OR ACTION ITEMS Item F.

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

Agenda Item F

Discussion and/or Action Item F.1.1. Quail Brush Power Plant Project
Prepared by Dr. Pat Shaw
May 1, 2012

BACKGROUND:

The Quail Brush Generation Project is a proposed 100 megawatt (MW) natural gas-fired power plant to provide electricity during periods of peak demand or as needed when electricity from renewable (wind and/or solar) sources is not available. The proposed site is located slightly northwest of the end of Mast Boulevard at Highway 52, just outside Santee City limits.

Board members requested to have the Quail Brush Power Plant placed on a future Board meeting agenda as an informational item. In addition, the Board asked administration to request a spokesperson from Cogentrix Energy LLC, the developer of the power plant, to provide the Board with information and to answer questions from the Board.

Following the informational presentation, at the pleasure of the Board, there may be a discussion among Board members or direction to administration about any next steps.

RECOMMENDATION:

At the pleasure of the Board, the Board may discuss and provide direction to administration.

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period March 1, 2012 through March 31, 2012 for the Board of Education's review and comments. The statements are 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:

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$4,436,488; cash receipts of \$1,644,871; and disbursements of \$4,673,891 are reflected for the period of March 1, through March 31, 2012, resulting in an ending cash balance of \$ 1,407,468 as of March 31, 2012.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.1.
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MONTHLY FINANCIAL REPORT - MARCH

1

CASH REPORT FOR MARCH

		Actual	Projected
Beginning Cash Balance as of February 29, 2012		\$4,436,488	\$5,238,958
INCOME			
A. Revenue Limit Sources			
Property Taxes	276,248		
		276,248	
B. Federal Income			
Federal Funding	1,083,822		
		1,083,822	
C. State Income			
Unres. State Funding	51,172		
HTS Transportation	24,018		
Spec Ed Transportation	13,161		
		88,351	
D. Local Income			
Other Local Income	167,423		
Spec ED	(25)		
		167,398	
E. Due to/Due from other funds		29,052	
F. Debt Proceeds		-	
TOTAL INCOME		\$1,644,871	\$693,316
Beginning Balance Plus Income		\$6,081,358	\$5,932,274
DISBURSEMENTS			
G. Commercial Warrants	\$ 441,904		
H. Payroll Warrants	2,930,173		
I. Statutory Employee Benefits	431,804		
J. Health & Welfare	211,577		
K. Other Outgo	658,433		
L. Interfund Borrowing Out	0		
TOTAL DISBURSEMENTS		\$4,673,891	\$4,600,287
Ending Cash Balance as of March 31, 2012		\$1,407,468	\$1,331,986





MONTHLY FINANCIAL REPORT - MARCH

2

Budget Revisions Through March 31, 2012 2011-12 Revised Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	10,121,507	245,571	10,367,078
Estimated Income	34,045,541	11,846,692	45,892,233
Estimated Expenditures	<u>36,314,499</u>	<u>11,862,558</u>	<u>48,177,057</u>
Change in Fund Balance	(2,268,958)	(15,866)	(2,284,824)
Projected Ending Fund Balance	7,639,726	229,705	7,869,431
Less: Restricted			
Program Carryovers	-	229,705	229,705
Less: Committed			
Yale Preschool Expansion at CPJH	200,000	-	200,000
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	29,615	-	29,615
Less: Assigned			
Vacation Carryover	221,401	-	221,401
Textbook Fund Carryover	57,530	-	57,530
Less: Economic Uncertainty Reserve	1,445,312	-	1,445,312
Uncommitted/Unassigned/Unappropriated Fund Balance	5,294,999	-	5,294,999
Fund 17 Projected End of Year Balance	<u>2,854,777</u>	<u>-</u>	<u>2,854,777</u>
Projected Reserves	<u>9,595,088</u>	<u>-</u>	<u>9,595,088</u>
As a % Estimated Expense Total	19.91%		
(Includes reduction for 2010-11 audit adjustment)			
* Projected Reserve % 2012-13	13.46%		
* Projected Reserve % 2013-14	3.39%		

* Based on latest multi-year projection assumptions



Discussion and/or Action Item F.2.2.
Prepared by Karl Christensen
May 1, 2012

Approval of Addendum to Agreement with
School Innovations & Advocacy for Mandated
Cost Services to Incorporate SiteServSM Services

BACKGROUND:

At the March 20, 2012 meeting, the Board of Education approved renewing the Agreement with School Innovations & Advocacy (“SI&A”) to provide services related to coordinating and accumulating data for submission of Mandated Cost reimbursement requests to the State of California. This addendum to the Agreement provides additional services designed to increase the total dollar value of claims submitted to the State thereby increasing revenue at some point in the future when the State funds these mandates.

For 2010-11 claims, there was a significant decrease in the amount claimed. Below is a comparison of total claims for the last 3 years:

Fiscal Year	Amount Claimed	% Change
2008-09	\$66,672	N/A
2009-10	\$87,464	31.19%
2010-11	\$34,703	-60.32%

Typically, there is a 50-50 split of claims between the district office and school sites. Unfortunately, the significant decrease in mandated cost claims for 2010-11 was primarily due to lack of data submission by the sites. For 2010-11, 94% of the claims were from the District Office and only 6% were from school sites. Part of the reason for this decline was due to a change in the District’s domain name for e-mails at the beginning of 2010-11 which resulted in reminder messages generated by the SI&A computer system getting lost.

SiteServSM provides for additional intervention by SI&A staff to ensure submission of claims by site personnel. In addition to monthly reminder e-mail messages and once a year training sessions, SI&A staff visit each school during the Spring to sit with staff members to help them gather the appropriate data for mandate claims. Other San Diego districts using SiteServSM include San Marcos Unified and Lakeside Union. The average claimed per school site by elementary districts using SiteServSM is \$4,800, significantly higher than Santee’s current average of \$1,006 per school site.

The cost for this service is an additional \$6,750 per year above the \$11,000 per year currently paid for the basic service. All of these costs are claimable for eventual reimbursement by the State.

RECOMMENDATION:

It is recommended that the Board of Education approve the addendum to Agreement with School Innovations & Advocacy for Mandated Cost Services to incorporate SiteServSM Services for 2011-12 and 2012-13.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$6,750 annually from the Unrestricted General Fund which will be reimbursed by the State through the Mandated Cost claiming process.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.2.
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**ADDENDUM TO
MANDATE PREP® SERVICES AGREEMENT
Between
SCHOOL INNOVATIONS & ADVOCACY, INC.
And
SANTEE ELEMENTARY SCHOOL DISTRICT

SITESERVSM**

THIS ADDENDUM TO MANDATE PREP® SERVICES AGREEMENT dated _____, 2012 (the “Addendum”), constitutes a part of that certain Mandate Prep® Services Agreement (the “Agreement”) by and between Santee Elementary School District (“District”) and School Innovations & Advocacy, Inc., a California corporation (“SI&A”), each being a “Party” and collectively the “Parties”. The provisions of this Addendum are hereby incorporated into the Agreement for all purposes. All capitalized terms not otherwise defined in this Addendum are defined by the terms of the Agreement. In the event any provisions of this Addendum conflict with the provision of the Agreement, the provisions of this Addendum shall control.

1. Services are hereby amended to include the development of a site service plan for each site as listed on Attachment A, Designated Sites, and to provide District the following services (“SiteServSM”) during the Agreement Period:
 - (a) One (1) on-site visit for training and advisory sessions at each Designated Site;
 - (b) Coordinate between District and Designated Sites for data collection;
 - (c) Advise and assist each Designated Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State’s mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school’s documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller’s Office;
 - (d) Expanded training sessions with SI&A and District which may be held concurrently with District or other Designated Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date (“New Mandates”) may be authorized during the Agreement Period, SI&A shall incorporate training for New Mandates into SiteServSM if the New Mandates are approved by the State Controller’s Office and the filing deadline falls within the Agreement Period; and

(e) Include milestones to be achieved by each Designated Site in the site service plan and prepare a district level summary status report showing each Designated Site's progress regarding its ability to remain current on documentation requirements for site based claims at the end of each milestone. SI&A's resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.

2. Payment of Fees.

2.1 Fees. For SiteServSM provided pursuant to the terms of this Agreement, District agrees to pay SI&A \$6,750 (the "Fee"), for the fiscal year 2011/12.

2.2 Payment Plan. The Fee is payable in one (1) installment due upon receipt of this signed Agreement.

3. This Addendum, together with the Agreement, contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings and agreements with respect thereto. The Agreement and Addendum cannot be changed in any manner except by written agreement signed by the Parties hereto.

4. This Addendum 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 Addendum as set forth below.

SI&A: SCHOOL INNOVATIONS & ADVOCACY, INC., a California Corporation.



By: _____
Name: Jeffrey C. Williams
Title: Chief Executive Officer

Dated: 3/22/2012

District: SANTEE ELEMENTARY SCHOOL DISTRICT

By: _____

Dated: _____

Name: _____

Title: _____



SITESERVSM DISTRICT CHECKLIST

District shall complete the following checklist to enable SI&A to best manage District's expectations and preferences.

1. **STAR Testing Window.** Please provide District's STAR Testing Dates: _____

2. **School Calendar.** Please attach a copy of the school district calendar for the current year.

3. **Site Directory.** Please attach a site directory that includes the electronic mail addresses and phone numbers of the principals. Please feel free to include any other useful information (e.g. a district map).

4. **District Contact.** Please provide a district office contact to help coordinate visit dates:

Name: _____
Title: _____
Phone: _____
E-mail: _____

Thank you very much for completing this form and attaching the requested information.

If you have any questions please contact April Ritter, Production & Support Manager at 916-669-5152 or aprilr@sia-us.com. We look forward to working with you!

Attachment A

Designated Sites

Cajon Park Elementary
Carlton Hills Elementary
Carlton Oaks Elementary
Chet F. Harritt Elementary
Hill Creek Elementary
Pepper Drive Elementary
Prospect Avenue Elementary
Rio Seco Elementary
Sycamore Canyon Elementary



**ADDENDUM TO
MANDATE PREP® SERVICES AGREEMENT
Between
SCHOOL INNOVATIONS & ADVOCACY, INC.
And
SANTEE ELEMENTARY SCHOOL DISTRICT
SITESERVSM**

THIS ADDENDUM TO MANDATE PREP® SERVICES AGREEMENT dated _____, 2012 (the “Addendum”), constitutes a part of that certain Mandate Prep® Services Agreement (the “Agreement”) by and between Santee Elementary School District (“District”) and School Innovations & Advocacy, Inc., a California corporation (“SI&A”), each being a “Party” and collectively the “Parties”. The provisions of this Addendum are hereby incorporated into the Agreement for all purposes. All capitalized terms not otherwise defined in this Addendum are defined by the terms of the Agreement. In the event any provisions of this Addendum conflict with the provision of the Agreement, the provisions of this Addendum shall control.

1. Services are hereby amended to include the development of a site service plan for each site as listed on Attachment A, Designated Sites, and to provide District the following services (“SiteServSM”) during the Agreement Period:
 - (a) One (1) on-site visit for training and advisory sessions at each Designated Site;
 - (b) Coordinate between District and Designated Sites for data collection;
 - (c) Advise and assist each Designated Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State’s mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school’s documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller’s Office;
 - (d) Expanded training sessions with SI&A and District which may be held concurrently with District or other Designated Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date (“New Mandates”) may be authorized during the Agreement Period, SI&A shall incorporate training for New Mandates into SiteServSM if the New Mandates are approved by the State Controller’s Office and the filing deadline falls within the Agreement Period; and

(e) Include milestones to be achieved by each Designated Site in the site service plan and prepare a district level summary status report showing each Designated Site's progress regarding its ability to remain current on documentation requirements for site based claims at the end of each milestone. SI&A's resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.

2. Payment of Fees.

2.1 Fees. For SiteServSM provided pursuant to the terms of this Agreement, District agrees to pay SI&A \$6,750 (the "Fee") for the fiscal year 2012/13.

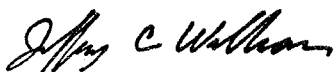
2.2 Payment Plan. The Fee is payable in two (2) semi-annual installments due July 1, 2012, and January 1, 2013.

3. This Addendum, together with the Agreement, contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings and agreements with respect thereto. The Agreement and Addendum cannot be changed in any manner except by written agreement signed by the Parties hereto.

4. This Addendum 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 Addendum as set forth below.

SI&A: SCHOOL INNOVATIONS & ADVOCACY, INC., a California Corporation.



By: _____
Name: Jeffrey C. Williams
Title: Chief Executive Officer

Dated: March 22, 2012

District: SANTEE ELEMENTARY SCHOOL DISTRICT

By: _____

Dated: _____

Name: _____

Title: _____



SITESERVSM DISTRICT CHECKLIST

District shall complete the following checklist to enable SI&A to best manage District's expectations and preferences.

1. **STAR Testing Window.** Please provide District's STAR Testing Dates: _____

2. **School Calendar.** Please attach a copy of the school district calendar for the current year.
3. **Site Directory.** Please attach a site directory that includes the electronic mail addresses and phone numbers of the principals. Please feel free to include any other useful information (e.g. a district map).
4. **District Contact.** Please provide a district office contact to help coordinate visit dates:
Name: _____
Title: _____
Phone: _____
E-mail: _____

Thank you very much for completing this form and attaching the requested information.

If you have any questions please contact Chelsea Nentwig, Operations Manager-Site Service, at (916) 669-5199 or chelsean@sia-us.com. We look forward to working with you!

Attachment A

Designated Sites

Cajon Park Elementary
Carlton Hills Elementary
Carlton Oaks Elementary
Chet F. Harritt Elementary
Hill Creek Elementary
Pepper Drive Elementary
Prospect Avenue Elementary
Rio Seco Elementary
Sycamore Canyon Elementary

BACKGROUND:

The Castlerock Project is a Pardee Homes planned residential community at Mast Boulevard and Medina Drive across from West Hills High School. The project consists of the following:

- 203 acres (109 graded)
- 94 acres as open space
- 430 single-family detached homes averaging 2,010 square feet each
- A 4 acre park
- Nearly 2 miles of interconnected trails

The project is currently in the Carlton Oaks School attendance area. Based on the School Facilities Needs Analysis completed April 2011, the following data is pertinent to the Castlerock Project:

- Student generation rate for single-family detached homes:
 - Elementary = 0.333
 - Middle School = 0.12
 - Combined = 0.453
- 430 homes at 2,010 square feet each = 864,300 square feet
- Expected number of students = 195
- Preliminary expected number of additional classrooms needed = 8

<u>School</u>	<u>Total Classrooms</u>	<u>Needed for reversion to 20:1 at K-3</u>	<u>Classroom Availability After Reversion*</u>
Carlton Oaks	36	3	-2
Sycamore Canyon	13	2	-1
Carlton Hills	30	2	3

*Based on current classroom utilization

Below are district-wide enrollment projections based on the current percentage of Santee students attending Santee schools applied to the SANDAG 5-year forecast assuming equal annual change*:

<u>Fiscal Year</u>	<u>Type</u>	<u>Projected Enrollment</u>
2010-11	Actual CBEDs	6,333
2011-12	Actual CBEDs	6,416
2012-13	Projected	6,467
2013-14	Projected	6,591
2014-15	Projected	6,715
2015-16	Projected	6,887
2016-17	Projected	6,889
2017-18	Projected	6,890
2018-19	Projected	6,892
2019-20	Projected	6,893
2020-21	Projected	6,895
2021-22	Projected	6,947
2022-23	Projected	6,999
2023-24	Projected	7,051
2024-25	Projected	7,103
2025-26	Projected	7,155

*These figures are rough estimates and should not be relied upon for actual enrollment projections or classroom utilization. More detailed enrollment projection analysis is necessary.

The tentative timeline provided by Pardee for the project is as follows:

- Models open – July 2014
- Production start – December 2014
- First sale – December 2014
- First closing – April 2015
- Last sale – October 2018
- Last closing – January 2019

Pardee is in the process of putting together an Environmental Impact Report (EIR) and has had some tentative discussions with the District regarding mitigation of school impacts. There are several methods available for mitigation including:

1. **Developer Fees:** paid at time of building permit application
 - a. Level 1 (62% share split with Grossmont):
 - i. Currently \$1.84/sf until June 16, 2012
 - ii. \$1.98 /sf starting June 17, 2012
 - b. Level 2 = \$3.56/sf (expired April 5, 2012 as District no longer meets at least 2 of 4 criteria)
 - c. Level 3 = \$7.15/sf (not currently in effect – only effective upon State certification that there are no funds available for new construction)
2. **Negotiated School Fees Agreement** (this method was used for the Sky Ranch project)
 - a. **Community Facilities Districts (“CFDs”)** – otherwise known as Mello-Roos taxes

CFDs are governed by the Mello-Roos Community Facilities Act of 1982 (“Mello-Roos Act”), named after its authors late former State Senator Henry Mello and former Assemblyman Mike Roos. It is a flexible tool for local governmental agencies within the State to help finance needed community facilities and services through the levy of voter approved special taxes.

CFDs involve a three part process more fully defined below:

1) Define governmental powers:

- a. Levy special tax on real property
 - i. Cannot be ad valorem (one that utilizes a tax rate applied to a measure of value such as assessed valuation)
 - ii. May be used for any or all of the following purposes:
 - 1. To pay directly for facilities
 - 2. To pay directly for services
 - 3. To pay debt service on bonds or other debt the proceeds of which are used to finance facilities
- b. Coordinate with other Local Agencies
 - i. The Mello-Roos Act encourages consideration of other agencies’ facilities and includes authorization to combine the needs of different governmental units in a single CFD. This can be done through a Joint Community Facilities Agreement or a Joint Exercise of Powers Agreement (“JPA”)
- c. Define District Boundaries – There is flexibility to define who will pay the special taxes by specifying what land area will be included in the CFD. This land area need not conform to the jurisdictional boundaries of any local agency and it need not be contiguous.

2) Confer governmental powers through an election:

- a. Registered voters: If at least 12 persons have been registered to vote within the proposed district for each of the 90 days preceding the close of the protest hearing on the district, then the qualified electors are the registered voters (except where the special tax will never be levied on residential property). OTHERWISE;
- b. Landowners: The qualified electors is(are) the landowner(s)
 - i. Each owner is entitled to one vote for each acre or portion of an acre owned (e.g. 1.9 acres = 2 votes; 2.1 acres = 3 votes)
 - ii. Limitations – to ensure CFDs mitigate the impacts of NEW DEVELOPMENT:
 - 1. Level of Services: only finance services “to the extent they are in addition to those provided within the area of the district before the district was created.”
 - 2. Level of Facilities: must determine “that any facilities financed by the district are necessary to meet increased demands placed on local agencies as the result of development or rehabilitation occurring in the district.”

3) Exercise governmental powers by financing new facilities and/or services:

- a. Facilities – purchase, construction, expansion, improvement or rehabilitation of real or other tangible property with an expected useful life of 5 years or longer for which the local agency is authorized by law
- b. Special taxes can be used as a revenue stream for issuing Certificates of Participation (“COPs”) or Lease Revenue Bonds (“LRBs”)

When the CFD is formed, a Rate and Method of Apportionment (“RMA”) is developed to establish the special tax amount(s). The RMA may, but need not, be based upon an estimate of the benefit, to each parcel, of the facilities and/or services to be financed. Special taxes can be based on square footage, number of bedrooms, or other factors as long as they are not based on the value of the property. The only statutory standard is that it be reasonable. Changes in the tax can be programmed to take place over time; and the tax in whole or in part – may be made contingent or adjustable based on events occurring, or determinations to be made, in the future, as long as these provisions are specified in the RMA. Once the property is in private residential use (when certificate of occupancy for the dwelling is issued), the RMA must specify a maximum annual tax for public facilities in dollars (which may not inflate more than 2% per year) and a final year beyond which the tax may not be levied. In addition, any increase in the special tax for facilities, attributable to making up for tax delinquencies that occur within the district, may not exceed 10%. Good practice generally dictates that special taxes be levied in a manner that will not fluctuate very much for homeowners.

The formation process for a CFD can take considerable time and includes the following steps:

- Assemble team of advisors and negotiate with developer
- Assemble document package:
 - Deposit and Reimbursement Agreement: For landowner vote in which developer will advance the local agency’s costs and by which it will be reimbursed from bond or special tax proceeds
 - Formal boundary map of the proposed district
 - Description of the facilities to be authorized
 - Proposed RMA for the special tax
 - Amount and term of the proposed bond authorization
 - Amount of the proposed appropriations limit
 - Forms of Joint Community Facilities Agreements or Joint Powers Agreements, if any
- Conduct first meeting of the legislative body to adopt resolutions pertaining to the above documents and intention to form a CFD and incur bonded indebtedness. The aforementioned actions require public hearings to be conducted 30 to 60 days prior to adoption.
- Record boundary map
- Conduct second meeting of the legislative body to adopt resolutions to form the CFD, deem it necessary to incur bonded indebtedness, and to call for an election.

- Conduct election: For a landowner vote, this can be done by the clerk of the legislative body. For registered voter elections, this is generally done by the County Registrar of Voters.
- Conduct third meeting of the legislative body to adopt resolutions pertaining to election results and introduce ordinance to levy special tax.
- Record notice of special tax lien
- Assist with seller disclosure of special tax lien: The district must provide disclosure statements to property owners upon request.
- Issue bonds

Pardee has expressed an interest in exploring formation of a CFD for the Castlerock Project to mitigate school impacts. CFDs tend to be a more attractive financing alternative for developers due to the following reasons:

- **Better Interest Rates:** Because interest paid on Mello-Roos special tax bonds is generally excluded from the taxable income of its recipients, the purchasers of bonds can accept a lower interest rate than on a taxable investment, thereby reducing borrowing costs for the issuer.
- **Better Terms:** Conventional private financing is not likely to be available for real estate developers on a long-term, fully amortized, fixed rate basis. Most such financing is at variable rates with shorter terms and balloon payments.
- **Assumability:** The ultimate security for the repayment of debt is the real property itself. However, unlike many mortgages, when a piece of property bearing the Mello-Roos debt changes hands, there is no requirement that the debt be paid off and a new loan obtained. Thus, the homebuyer “assumes” the Mello-Roos debt. (There is not a fixed amount that is a lien on the property. Rather, there is the liability of the property to pay an annual special tax.)

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

This fiscal impact is \$1.7 million in estimated Developer Fees at Level 1 or a currently unspecified amount for needed school facilities to mitigate the impacts of the Castlerock Project.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.3.1.
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Discussion and/or Action Item F.3.2.
Karl Christensen
May 1, 2012

Submission of Modernization Grants for
Relocatable Classrooms at Pepper Drive,
Cajon Park, Hill Creek, and Rio Seco Schools
and Approval of Architectural Services

BACKGROUND:

On November 1, 2011, the Board approved an annual contract for architect services as needed for various facilities needs that arise requiring the services of an architect and engineer. Webb Cleff Architecture & Engineering, Inc. has provided exemplary services for the Capital Improvement Program and has background knowledge of all the District's facilities from this past work. Use of this annual contract has allowed administration to respond quickly this past month for establishing State modernization grant eligibility for 1991-1992 relocatables at Hill Creek, Rio Seco, Pepper Drive and Cajon Park.

The State's bond authority for modernization grants is projected to be depleted in the next few months. Staff is working to get DSA plan approval and modernization funding eligibility of potentially \$1.3 million established, if possible, within current State bond authority. The State now allows self-generation projects like solar to be part of a modernization grant project. So solar shade for the projects at Rio Seco, Pepper Drive and roof-mounted solar at Cajon Park Junior High are incorporated into the DSA plans for the modernization grant applications. Due to the short time needed to submit the funding applications only "Over the Counter" type permit projects could be submitted like relocatable classrooms and DSA pre-approved solar structures.

These relocatable projects would be viable for the following reasons:

- Pepper Drive: Permanent classrooms do not qualify for modernization funding until 2017. Modernizing the relocatables and providing solar shade structures would allow the school to receive increased benefit from Capital Improvement Program funds.
- Cajon Park: Modernization funds could be used for upgrade of the old Junior High site for the YALE Preschool expansion
- Hill Creek: These funds would reimburse the District for work already completed
- Rio Seco: Removal/Modernization of the relocatables is required for DSA closeout of the Phase 1 modernization

Below is a chart depicting Estimated Grant Funding and Architectural Fees Chart:

Site	State Grant Estimate	Project Description Classroom/Shade	Additional Architect & Engineering Fees			
			Classrooms	Solar	Total A&E Fees	Costs Incurred Through DSA Approval (70%)
Pepper Drive	\$425,000	5 Classrooms & Solar Lunch Shade (5 CR eligibility)	\$19,420	\$5,500	\$24,920	\$17,444
Cajon Park	\$175,000	4 Classrooms & JH Roof Solar (2 CR eligibility)	\$22,000	\$13,920	\$35,920	\$25,144
Hill Creek	\$350,000	4 Classrooms & (4 CR eligibility)	\$0	\$0	\$0	\$0
Rio Seco	\$350,000	4 Classrooms & Solar Lunch Shade (4 CR eligibility)	0	5,500	5,500	\$3,850
Total	1,300,000		\$41,420	\$24,920	\$66,340	\$46,438

RECOMMENDATION:

It is recommended that the Board of Education authorize submission of applications for State Modernization Grants for relocatable classrooms at Pepper Drive, Cajon Park, Hill Creek, and Rio Seco schools and approve architectural contract services with Webb Cleff Architect & Engineering, Inc.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact of the architectural services to establish grant eligibility is \$46,438 for architectural fees through the DSA permitting phase that will be funded initially from the Capital Improvement Program, Developer Fees, and the Yale reserve funds and will be reimbursed from State modernization grant funds estimated at \$1,300,000 if achieved.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.3.2.
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Discussion and/or Action Item F.3.3. Hill Creek New Addition Fencing Option
Prepared by Dr. Pat Shaw
May 1, 2012

BACKGROUND:

As the new 10-classroom addition at Hill Creek School nears completion, there have been a few alternates or options that Administration has brought to the Board of Education for their consideration. Tonight, Administration is providing the Board the opportunity to consider an alternate to the current chain link fencing along the Jeremy Street new school building frontage.

Administration would like to present to the Board for their consideration, the option of replacing the chain link fencing with an ornamental iron fence. The ornamental iron fence would be 6-feet high and match the design of the existing ornamental iron fencing at the front of the school. Replacing the fencing would provide improved aesthetics along the highly visible school frontage.

The approximate cost to replace the fence from the Project SAFE portables to the driveway access gate (265 linear ft.) would be \$15,000.

RECOMMENDATION:

It is recommended that the Board consider the option of replacing the current fencing in front of the new Hill Creek 10-classroom building. Action is at the discretion of the Board.

FISCAL IMPACT:

The approximate cost to replace 265 linear ft. of fencing, including 2 pedestrian access gates, with rod iron fencing would be \$15,000, funded by Capital Improvement Funds.

STUDENT ACHIEVEMENT IMPACT:

This item has no direct impact on student achievement.

Motion:

Second:

Vote:

Agenda Item F.3.3.

BACKGROUND

At the April 17, 2012 Board meeting, Administration presented information regarding implementing a Spanish dual immersion program in Santee School District. No action was taken by the Board. A Board member has requested this item return to the Board for further discussion and if appropriate, direction to Administration for next steps.

At the January 17, 2012 Board meeting, the Board of Education approved a preliminary timeline for dual immersion program data collection, site visitations and plan formation. Since that Board meeting, Administration created and disseminated a parent survey to over 3,500 students in Santee School District and private preschools and has observed four more successful dual immersion programs in San Diego County. Based on dual immersion survey results, school observations, and continued research, Administration is recommending next steps toward beginning a one-way, Spanish dual immersion program in Santee School District for the 2012-2013 school year.

Survey Results

Of the 3,500 distributed surveys, the District received 1,018 surveys back from families:

- 1018 surveys returned
- 466 children in responding households are 4 or 5 years olds
- 583 out of 1018 (57.27%) of respondents stated they would make the commitment to the program
- 340 out of 1018 (33.40%) of respondents would transport their child to a school other than their neighborhood school for this program
- For the 130 families district-wide responding “yes” to “making the long-term commitment” and “willing to transport”; there are a total of 140 students age 4 and age 5

Program Design and Goals

Beyond determining parental interest and commitment to a dual immersion school experience, the survey also provided the District with data to support the type of dual immersion program, a one-way or two-way program. Based on Santee School District’s student population and survey responses, Administration recommends a one-way, Spanish immersion program.

One-way immersion: Students are native English speakers

Two-way immersion: Students are either native English or native Spanish speakers or a combination of native English, native Spanish, and bilingual students

After continued dual immersion school observations and research of dual immersion programs, particularly one-way immersion programs, Administration is also recommending the following immersion structure in grades K – 8.

Kindergarten – First Grade	100% Spanish
Second Grade	80% Spanish/20% English
Third Grade	70% Spanish/30% English
Fourth Grade	60% Spanish/40% English
Fifth – Eight Grade	50% Spanish/50% English

Most elementary schools in San Diego County do not have the benefit of a K – 8 school structure. Beginning a dual immersion program in Santee School District will provide students with a long-term commitment to biliteracy and bilingualism. Based on this commitment, the following goals will be essential program outcomes:

- Students will become bilingual and biliterate in Spanish.
- Students will achieve at grade level in the content areas measured in both English and Spanish.
- Students will develop positive cross-cultural attitudes.

Program Location

Dual immersion programs need space to grow on a school campus as grade levels are added each year. Carlton Hills School has the smallest K – 6 student enrollment of all nine school sites and has the largest number of empty classrooms in the District available for this program. The school is centrally located within Santee and is no further than four miles from any of the District schools.

The site principal, Terry Heck, has been on the dual immersion research and development team this year and is highly interested in having this program on his campus. In addition, from the immersion survey results, parents of 23 children who will be Carlton Hills students stated interested in an immersion program.

Timeline

Highlights of a timeline include:

- Dual Immersion Classroom Teacher job description approval
- Hiring of classroom teachers
- Parent meetings and signing of commitment compact
- Student enrollment confirmation
- Ordering of Spanish core curriculum and reading material
- Professional development

Parent Communication – Program Information Meetings

If Board approved, Terry Heck, Principal of Carlton Hills School; Kristin Baranski, Director of Educational Services; and newly hired immersion teachers (if available) will be holding three parent meetings. At these meetings, personnel will review the following highlights of dual immersion programs as well as enrollment procedures:

- Language acquisition research
- Bilingual and bi-literacy benefits in a global environment
- Program design (K – 8), expectations, and family commitment
- Student assessment data

Student Enrollment

At these program information meetings, parents will have an opportunity to turn in a commitment compact or they may turn the compact into the school office by a deadline date. Administration will be using the completed compacts to determine the enrollment and admittance of students into the dual immersion program. Based on enrollment procedures shared by other dual immersion schools, the following procedures will be used for enrollment into a dual immersion classroom in Santee School District:

- Priority 1: Carlton Hills resident children
- Priority 2: Residents of Santee School District
- Priority 3: Employee children or grandchildren, if on interdistrict transfer
- Priority 4: Interdistrict transfers

If the immersion program at Carlton Hills receives more interest than 48 students, 24 students per kindergarten classroom, a lottery system will be enacted. Based on interest from the parent survey, it is anticipated all interested Carlton Hills students will be enrolled. Student names from priority two will then be placed in a lottery draw where Administration will pull student names until enrollment is filled to 48 students. All other students will then be placed on a wait list should there be enrollment drops.

Program Evaluation

- Besides student enrollment and continuance of students in the dual immersion program, other evaluation measures will help the Carlton Hills School staff determine if program goals are met:
- Pre and post family surveys regarding program goals, parent knowledge of immersion program research, and bilingual/biliteracy benefits in a global society
- Teacher and administrator observations
- Student assessment data, particularly the Aprenda 3 and Sistema de evaluación de la lectura (reading assessment in Spanish) during the first two years of program implementation

RECOMMENDATION

Administration recommends the Board of Education continue discussion regarding implementing a one-way, Spanish dual immersion program for up to two kindergarten classes at Carlton Hills School.

This recommendation supports the following District goal:

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

FISCAL IMPACT

Dual immersion classrooms require highly qualified teaching staff who are BCLAD credentialed and who are native or native-like Spanish speakers. Santee School District does not currently employ teachers who fit this criterion.

During the first year of program operation, student enrollment may be solely based on intradistrict attendance, dependent on parent interest within Santee School District. If room permits, the District will allow interdistrict transfers which will help offset program expenditures due to the additional student enrollment/average daily attendance (ADA) in Santee School District.

While the dual immersion program will require long-term expenditures, it is expected that fewer students will choose to leave Santee School District for a dual immersion program outside the District. Currently, there are over 100 students attending another school district for a dual immersion program, an ADA loss of \$480,000 for the 2011-2012 school year. The number of kindergarten children who have left the District this year alone equates to \$120,000 of ADA loss.

Cost Type	Per Classroom Expenditure	Total Estimated Cost Impact for 2 Classrooms*	Funding Source(s)
Personnel Costs**	\$70,000	\$70,000	General Fund
Core Curriculum	\$5,500	\$11,000	Instructional Materials Realignment Fund Program
Spanish readers and primary language books	\$2,000	\$4,000	Title I (site) Prop 20 Lottery
Professional Development: GLAD, site observations, Dual Language Institute, CAFE, and lesson study	\$2,500	\$5,000	EIA-LEP Title I (site) Professional Development Block Grant
Assessment: Spanish Benchmark Assessment System (Sistema de evaluación de la lectura) and Aprenda 3	\$500	\$1,000	Assessment
	\$80,500 per classroom	\$91,000*** for 2 classrooms	\$70,000 general fund \$21,500 categorical programs (site and District)

*Initial estimates indicate that to operate a centralized program with 2 classrooms requires 1 more teacher than would be necessary if the same students were spread throughout the District. Therefore, the Estimated Cost Impact incorporates 1 additional teacher district-wide. The Actual Impact will not be known until comparisons of actual staffing can be made.

**Assumes higher paid teacher for credentialing requirements and probable years of service with other school district(s).

***Could be balanced off from students going out of district.

STUDENT ACHIEVEMENT

Students in a dual immersion program, beginning in kindergarten, develop full oral and reading and writing proficiency in two languages. This allows students to see their first language in a comparative perspective, in turn helping them analyze and refine their language use. In addition, research shows that not only do students in a dual immersion program perform at or above non-participating peers but they are also able to read and write at grade level in another language.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.4.1.

Discussion and/or Action Item F.5.1.

Approval of Declaration of Need for Fully Qualified Educators

Prepared by Minnie Malin
May 1, 2012

BACKGROUND:

In the past, requests for emergency certification required individual statements of need which were signed by the Superintendent and approved by the Commission on Teacher Credentialing. Effective July 1, 1994, legislation altered the method by which districts declare the need for utilization of individuals on emergency certification. By submitting an annual declaration, the district is certifying that a diligent search to recruit a fully prepared teacher for the assignment(s) was made, and that if a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority requirements stated in the declaration. Approval of the attached declaration will meet this requirement.

RECOMMENDATION:

Administration recommends approval of Declaration of Need for Fully Qualified Educators.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

This is a personnel item and does not have an impact on the general fund.

STUDENT ACHIEVEMENT IMPACT:

Providing qualified educators is essential for student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.5.1.



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2012-13
 Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Santee School District District CDS Code: 37-68361

Name of County: San Diego County CDS Code: _____

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 01 / 12 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2013.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Minnie Malin</u>		<u>Asst. Supt. Human Resources</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>(619) 258-2305</u>	<u>(619) 258-2311</u>	<u>May 2, 2012</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>9625 Cuyamaca Street, Santee, CA 92071</u>		
<small>Mailing Address</small>		
<u>minnie.malin@santeesd.net</u>		
<small>E-Mail Address</small>		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	2
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	0
List target language(s) for bilingual authorization: _____	
<input type="checkbox"/> Resource Specialist	0
<input type="checkbox"/> Teacher Librarian Services	0
<input type="checkbox"/> Visiting Faculty Permit	0

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	2
Special Education	3
TOTAL	5

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an internship program.

National University

Brandman University

If no, explain why you do not participate in an internship program.

BOARD POLICIES AND BYLAWS Item G.

Citizens wishing to address the Board about a Board Policies and Bylaws 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 Board Policies and Bylaw.

Agenda Item G.

Board Policies and Bylaws G.1.1. First Reading: NEW BP 5131.3, Bullying Prevention
Prepared by Minnie Malin
May 1, 2012

BACKGROUND:

Administration believes that the Governing Board will agree that all students have a right to a safe and healthy school environment. To ensure that bullying does not occur on school campuses; administration has created this policy to establish procedures for reporting incidents, immediate intervention, and prompt investigation of bullying incidents. This policy will also provide staff development training in bullying prevention and cultivate acceptance and understanding in all students and staff.

Provided for Board review is board policy 5131.3.

RECOMMENDATION:

Administration requests that the Board of Education review new board policy 5131.3. No action is required at this time.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

This is a personnel item and does not have an impact on the general fund.

STUDENT ACHIEVEMENT IMPACT:

Cultivating acceptance and understanding will develop a better learning environment.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.1.

Bullying Prevention

The Governing Board believes that all students have a right to a safe and healthy school environment. The district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance.

The Governing Board will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate or harass another student through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation.

The Governing Board will not tolerate discrimination, harassment, intimidation, and bullying based on actual or perceived characteristics.

The Governing Board expects students and/or staff to immediately report incidents of bullying to the principal or designee. Staff is expected to immediately intervene when they see a bullying incident occur. Each complaint of bullying should be promptly investigated. This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity.

To ensure bullying does not occur on school campuses, the Superintendent or designee will provide staff development training in bullying prevention and cultivate acceptance and understanding in all students and staff to build each school's capacity to maintain a safe and healthy learning environment

Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying. Students who bully are in violation of this policy and are subject to disciplinary action up to and including expulsion.

Each school will adopt a Student Code of Conduct to be followed by every student while on school grounds, or when traveling to and from school or a school-sponsored activity, and during lunch period, whether on or off campus.

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Discussion and/or Action Item G.1.2.
Prepared by Karl Christensen
May 1, 2012

First Reading: Revised Board Policies
to Incorporate Recommendations from the
San Diego County Taxpayer's Association –
BP 3290, BP 3311, BP 3312, BP 3600,
BP 7140

BACKGROUND:

At the January 17, 2012 meeting, the Board gave direction to revise certain Board Policies to incorporate recommendations made by the San Diego County Taxpayer's Association pertaining to School Construction and Professional Services Procurement Best Practices. The recommendations which prompted revisions were as follows:

- Include conditions under which district will award contract to the lowest bidder and under what conditions non-price factors are considered
- Include procedures for post-award activities such as debriefing, bid protests, publishing of bid results
- Prohibit practices that might result in unlawful practices such as rebates and kickbacks
- Prohibit employees from participating in the selection process when they have a relationship with a person or business entity seeking a contract
- Provide post-award debriefing for all unsuccessful bidders to provide district's evaluation and significant weaknesses, review of scoring and rationale, and responses to questions
- Annually publish list of parties who have donated to the district, district elected officials, educational foundations, or recent bond campaigns on district website

The following Board Policies are presented with revisions:

- Board Policy 3290 – Donations
- Board Policy 3311 – Bids
- Board Policy 3312 – Contract
- Board Policy 3600 – Consultants
- Board Policy 7140 – Architectural and Engineering Services

Administrative regulations connected to these policies will also be changed once revisions are finalized.

RECOMMENDATION:

It is recommended that the Board of Education review revisions to Board Policies 3290, 3311, 3312, 3600, and 7140 in a first reading. No action is required at this time.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.1.2.
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GIFTS, GRANTS AND BEQUESTS

The Governing Board may accept any bequest or gift of money or property on behalf of the district. While greatly appreciating suitable donations, the Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students.

All gifts or donations received by schools and/or District employees, exceeding \$50.00 must be reported and officially received by the Board.

Before accepting a gift, the Board shall consider whether the gift:

1. Has a purpose consistent with the district's vision and philosophy;
2. Begins a program which the Board would be unable to continue when the donated funds are exhausted;
3. Entails undesirable or excessive costs;
4. Implies endorsement of any business or product.

The Board shall carefully evaluate any conditions or restrictions imposed by the donor in light of district philosophy and operations. If the Board feels the district will be unable to fully satisfy the donor's conditions, the gift shall not be accepted.

Gift books and instructional materials shall be accepted only if they meet regular district criteria.

All gifts, grants and bequests shall become district property. Donors are encouraged to donate all gifts to the district rather than to a particular school. At the Superintendent or designee's discretion, a gift may be used at a particular school.

Listings of donors and donation amounts to the District, elected officials, and bond campaigns shall be made publically available at least annually.

Legal Reference:

EDUCATION CODE

1834 Acquisition of materials and apparatus

35162 Power to sue, be sued, hold and convey property

41030 School district may invest surplus monies from bequest or gifts

41031 Special fund or account in county treasury

41032 Authority of school board to accept gift or bequest: investments; gift of land requirements

41035 Advisory committee

41036 Function of advisory committee

41037 Rules and regulations

Policy 3290

Adopted: March 3, 2009

Revised: October 4, 2011 Santee, California

SANTEE SCHOOL DISTRICT

BIDS

In order to ensure transparency and the prudent expenditure of public funds, the Governing Board shall award contracts in an objective manner and in accordance with law. District equipment, supplies, and services shall be purchased using competitive bidding when required by law or if the Board determines that it is in the best interest of the district to do so.

In other regular bidding circumstances, the amount by which contracts shall be competitively bid shall escalate automatically based upon the annual adjustment by the Superintendent of Public Instruction.

Competitive bids shall be sought through advertisement for contracts exceeding the amount delineated by the administrative regulation accompanying the Board policy. (Government Code 53060, Public Contract Code 20111).

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

Bid specifications shall be carefully designed and shall describe in detail the quality, delivery, and service required.

To assist the district in determining whether bidders are responsible, the Board may require prequalification procedures as allowed by law and specified in administrative regulation.

In certain circumstances allowed by law, the Board may use a Request for Qualifications (RFQ) or Request for Proposal (RFP) process or may approve use of an alternative delivery method for public works projects such as Lease/Leaseback and/or Design-Build. In these cases, the Board shall approve use of a best value competitive process and shall publicly enumerate the pre-determined criteria, including price and non-price factors, to be used for evaluating submittals and selecting a vendor.

The Superintendent or designee shall ensure that the award/selection process:

1. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration;
2. Complies with Government Code 87100 by ensuring district officials excuse themselves from participation in a particular procurement process or decision to award a contract if he/she knows, or has reason to know, he/she has a financial interest in, or has a relationship with, the person or business entity seeking a contract.

Legal Reference: (see next page)

BIDS (continued)

Legal Reference:

EDUCATION CODE

17595 *Purchases through Department of General Services*
38083 *Purchase of perishable foodstuffs and seasonable commodities*
38110-38120 *Apparatus and supplies*
39802 *Transportation services*

GOVERNMENT CODE

4330-4334 *Preference for California-made materials*
6252 *Definition of public record*
53060 *Special services and advice*
54201-54205 *Purchase of supplies and equipment by local agencies*
87100 *Conflict of Interest*

PUBLIC CONTRACT CODE

1102 *Emergencies*
2001-2001 *Responsive bidders*
3400 *Bids, specifications by brand or trade name not permitted*
3410 *United States produce and processed foods*
6610 *Bid visits*
12200 *Definitions, recycled goods, materials and supplies*
20103.8 *Award of contracts*
20107 *Bidder's security*
20111-20118.4 *Contracting by school districts*
20189 *Bidder's security, earthquake relief*
22002 *Definition of public project*
22030-22045 *Alternative procedures for public projects (UPCCAA)*
22050 *Alternative emergency procedures*
22152 *Recycled product procurement*

COURT DECISIONS

Marshall v. Pasadena USD, (2004) 119 Cal.App.4th 1241
Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449
City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS

89 *Ops. Cal. Atty. Gen. 1* (2006)

Management Resources:

WEB SITES

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

CONTRACTS

All contracts between the district and outside agencies shall conform to prescribed standards as required by law.

All contracts between the district and outside agencies shall be prepared under the supervision of the Assistant Superintendent, Business Services, and where appropriate, subject to approval of the legal adviser of the district.

The vendor selection/award process for contracts shall:

1. Be based on pre-determined and publically available criteria; and,
2. Prohibit practices that might result in unlawful activities such as rebates, kickbacks, or other unlawful consideration; and,
3. Comply with Government Code 87100 by ensuring that district officials excuse themselves from participation in the process or decision to award a contract if he/she knows or has reason to know he/she has a financial interest in, or has a relationship with, the person or business entity seeking a contract.

Affirmative Action

The district shall not enter into any contract with a person, agency, or organization if it has knowledge that such person, agency, or organization discriminates on the basis of race, color, creed, sex, religion, ancestry, national origin, age, or non-job-related handicap or disability, either in employment practice or in the provision of benefits or services to students or employees.

Legal Reference: (see next page)

CONTRACTS (continued)

Legal Reference:

EDUCATION CODE

200-262.4 *Prohibition of discrimination on the basis of sex*

14505 *Provisions required in contracts for audits*

17595-17606 *Contracts*

35182.5 *Contract prohibitions*

45103.5 *Contracts for management consulting service related to food service*

49431-49431.5 *Nutritional standards*

CODE OF CIVIL PROCEDURE

685.010 *Rate of interest*

GOVERNMENT CODE

12990 *Nondiscrimination and compliance employment programs*

53260 *Contract provision re maximum cash settlement*

53262 *Ratification of contracts with administrative officers*

LABOR CODE

1775 *Penalties for violations*

1810-1813 *Working hours*

PUBLIC CONTRACT CODE

4100-4114 *Subletting and subcontracting fair practices*

7104 *Contracts for excavations; discovery of hazardous waste*

7106 *Noncollusion affidavit*

20111 *Contracts over \$50,000; contracts for construction; award to lowest responsible bidder*

20104.50 *Construction Progress Payments*

22300 *Performance retentions*

UNITED STATES CODE, TITLE 20

1681-1688 *Title IX, discrimination*

CONSULTANTS

The Governing Board authorizes the use of consultants to provide expert professional advice or specialized technical or training services which are not needed on a continuing basis and which cannot be provided by district staff because of limitations of time, experience or knowledge. Individuals, firms or organizations employed as consultants may assist management with decisions and/or project development related to financial, economic, accounting, engineering, legal, administrative, instructional or other matters.

As part of the contract process, the Superintendent or designee shall determine, in accordance with Internal Revenue Service guidelines, that the consultant is properly classified as an independent contractor. District employees who perform extra-duty consultant services shall not be retained as independent contractors. They shall be considered employees for all purposes, even if the additional services are not related to their regular duties.

The selection process for consultants shall:

1. Be based on pre-determined and publically available criteria; and,
2. Prohibit practices that might result in unlawful activities such as rebates, kickbacks, or other unlawful consideration; and,
3. Comply with Government Code 87100 by ensuring that district officials excuse themselves from participation in the process or decision to award a contract if he/she knows or has reason to know he/she has a financial interest in, or has a relationship with, the person or business entity seeking a contract.

All consultant contracts shall be brought to the Board for approval.

The district shall not contract for consulting services that can be performed without charge by a public agency or official unless these services are unavailable from the public source for reasons beyond the district's control.

All qualified firms or resource persons shall be accorded equal opportunity for consultant contracts regardless of race, creed, color, gender, national or ethnic origin, age or disability.

Independent contractors applying for a consultant contract shall submit a written conflict of interest statement disclosing financial interests as determined necessary by the Superintendent or designee, depending on the range of duties to be performed by the consultant. The Superintendent or designee shall consider this statement when deciding whether to recommend the consultant's employment.

When employees of a public university, county office of education or other public agency serve as consultant or resource persons for the district, they shall certify as part of the consultant agreement that they will not receive salary or remuneration other than vacation pay from any other public agency for the specific days when they work for this district.

Legal Reference: (see next page)

CONSULTANTS (continued)

Legal Reference:

EDUCATION CODE

10400-10407 Cooperative improvement programs

17596 Limit on continuing contracts

35010 Control of districts; prescription and enforcement of rules

35172(a) Promotional activities

35204 Contract with attorney

44925 Part-time readers employed as independent contractors

45103 Classified service in districts not incorporating the merit system

45103.5 Contracts for food service consulting services

45134-45135 Employment of retired classified employee

45256 Merit system districts; classified service; positions established for professional experts on a temporary basis

GOVERNMENT CODE

53060 Contract for special services and advice

Management Resources:

INTERNAL REVENUE SERVICE PUBLICATIONS

15-A Employer's Supplemental Tax Guide

ARCHITECTURAL AND ENGINEERING SERVICES

In order to ensure safe construction and protect the investment of public funds, the Governing Board requires that a licensed and certified architect or structural engineer be employed to design and supervise the construction of district schools and other facilities.

The Superintendent or designee shall devise a competitive process for the selection of architects and structural engineers that is based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. For each project, he/she shall recommend specific architectural and engineering firms to the Board. The Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence. The Board need not select the lowest responsible bidder.

The vendor selection/award process shall:

1. Be based on pre-determined and publically available criteria; and,
2. Prohibit practices that might result in unlawful activities such as rebates, kickbacks, or other unlawful consideration; and,
3. Comply with Government Code 87100 by ensuring that district officials excuse themselves from participation in the process or decision to award a contract if he/she knows or has reason to know he/she has a financial interest in, or has a relationship with, the person or business entity seeking a contract.

*Legal Reference:*EDUCATION CODE*17070.50 Conditions for apportionment**17280-17316 Approvals, especially:**17302 Persons qualified to prepare plans, specifications and estimates and supervise construction**17316 Contract provision re school district property**17371 Limitation on liability of governing board*GOVERNMENT CODE*4525-4529.5 Contracts with private architects, engineering, land surveying, and construction project management firms**14837 Definition of small business**87100 Public officials; financial interest*PUBLIC CONTRACT CODE*20111 School district contracts*

Policy

adopted: March 3, 2009

SANTEE SCHOOL DISTRICT

Santee, California

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item H.

Agenda Item H.

CLOSED SESSION Item I.

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

The Board will go into Closed Session to discuss:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organizations: Santee Teachers Association
Classified School Employees Association
2. **Conference with Legal Counsel** (Subdivision (a) of Govt. Code § 54956.9)
Anticipated Litigation: One potential case
3. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

RECONVENE TO PUBLIC SESSION Item J.

ADJOURNMENT Item K.