



# 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  
 June 4, 2013**

**District Mission**

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

**A. OPENING PROCEDURES – 7:00 p.m. Page #**

- 1. Call to Order and Welcome
- 2. District Mission
- 3. Pledge of Allegiance
- 4. Approval of Agenda

**B. REPORTS AND PRESENTATIONS**

- 1. Superintendent's Report 7
  - 1.1. Developer Fees Collection Report 8
  - 1.2. Use of Facilities Report 9
  - 1.3. Enrollment Report 10
  - 1.4. Claims Against the District 11
  - 1.5. Schedule of Upcoming Events 12
- 2. PRIDE Academy at Prospect Avenue School  
Classroom of the Future Foundation Achieve Award 13
- 3. Spotlight on Learning: Eighth Grade Student Academic Achievement Awards 14

**Following the Academic Achievement Awards, the Board will take a short break for a reception honoring all of the participating students.**

- 4. Spotlight on Learning: Carlton Oaks School Presentation 15

**C. PUBLIC COMMUNICATION 16**

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

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

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

<b>D.</b>	<b>PUBLIC HEARING</b>	17
	<b>1. <u>Use of 2012-13 Tier III State Categorical Programs</u></b>	18
<b>E.</b>	<b>CONSENT ITEMS</b>	19
	<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
	<b>Superintendent</b>	
	<b>1.1. <u>Approval of Minutes</u></b>	20
	It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
	<b>Business Services</b>	
	<b>2.1. <u>Approval/Ratification of Travel Requests</u></b>	26
	It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	
	<b>2.2. <u>Acceptance of Donations</u></b>	28
	It is recommended that the Board of Education accept donations as listed.	
	<b>2.3. <u>Approval of Consultants and General Service Providers</u></b>	29
	It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.	
	<b>2.4. <u>Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)</u></b>	31
	It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of April 2013.	
	<b>2.5. <u>Approval of Monthly Financial Report</u></b>	35
	It is recommended that the Board of Education approve the Monthly Financial Report.	
	<b>2.6. <u>Adoption of Resolution #1213-33, to Establish Temporary Interfund Transfers</u></b>	38
	It is recommended that the Board of Education adopt Resolution #1213-33, as required for the 2012-13 year-end closing process and 2013-14 fiscal year.	
	<b>2.7. <u>Approval of 2013-14 Student Accident Insurance</u></b>	41
	It is recommended that the Board of Education approve student accident insurance for the 2013-14 school year available from Guarantee Trust Life Insurance Company through Pacific Educators, Inc.	
	<b>2.8. <u>Adoption of Resolution #1213-34 for Proposed Use of 2013-14 Tier III State Categorical Programs</u></b>	46
	It is recommended that the Board of Education adopt Resolution #1213-34 approving receipt and specified use of Tier III Categorical Program funds for 2013-14.	
	<b>2.9. <u>Approval of Agreement for On-Site Resident Services at Carlton Oaks School</u></b>	49
	It is recommended that the Board of Education approve the agreement with Daisy Delacruz to provide on-site resident services at Carlton Oaks School.	

2.10.	<b><u>Authorization to Contract for Appraisal of Renzulli Property</u></b>	58
	It is recommended that the Board of Education authorize Administration to conduct an appraisal of the Renzulli Property.	
2.11.	<b><u>Authorization to Disseminate a Request for Proposal &amp; Qualifications (RFP/Q) For Bid #1314-090-01: Fresh Produce for the 2013-2014 School Year</u></b>	59
	It is recommended that the Board of Education grant authorization to seek legal bids for the procurement of Bid #1314-090-01: Fresh Produce.	
<b>Educational Services</b>		
3.1.	<b><u>Approval of Outdoor Education Program Agreements with the San Diego County Office of Education</u></b>	60
	It is recommended that the Board of Education approve the 2013-14 Outdoor Education Agreements with the San Diego County Office of Education.	
<b>Human Resources/Pupil Services</b>		
4.1.	<b><u>Personnel, Regular</u></b>	62
	It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.	
4.2.	<b><u>Approval of Reduced Workload Agreement</u></b>	64
	It is recommended that the Board of Education approve the reduced workload agreement.	
4.3.	<b><u>Approval to Renew Annual Agreement and Rate Structure with Fagen, Friedman &amp; Fulfrost</u></b>	65
	It is recommended that the Board of Education approve the annual agreement and rate structure with Fagen, Friedman & Fulfrost.	
4.4.	<b><u>Approval of Short Term Positions for Out-of-School Time Programs for Field Trips During Summer Break</u></b>	69
	It is recommended that the Board of Education approve the short term positions for field trip supervision during summer break.	
F.	<b>DISCUSSION AND/OR ACTION ITEMS</b>	70
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
<b>Business Services</b>		
1.1.	<b><u>Award of Request for Proposal for Purchase of New Hewlett-Packard Network Equipment and Trade-in of Surplus Cisco Network Equipment</u></b>	71
	It is recommended that the Board of Education award the RFP to Network Hardware Resale for the purchase of new Hewlett-Packard network equipment with the trade-in of surplus Cisco network equipment.	
1.2.	<b><u>Authorization to Utilize the CUPCCAC Bidding Process for HVAC Replacement</u></b>	73
	It is recommended that the Board of Education approve utilizing the CUPCCAC process to seek informal bids for replacement of older HVAC units.	

**Capital Improvement Program**

- 2.1. **Approval of Change Order to Add Construction of Parking Lot to the Pepper Drive 10-Classroom Addition Project Contract with Balfour Beatty Construction Inc.** 74  
It is recommended that the Board of Education approve the change order to add construction of the parking lot to the Pepper Drive 10-Classroom Addition Project contract with Balfour Beatty Construction Inc. and funding.

**Educational Services**

- 3.1. **Report on Bring Your Own Device Initiative** 78  
This is an information item. Action is at the discretion of the Board of Education.
- 3.2. **Proposed Instructional Minutes for 2013-2014** 80  
It is recommended that the Board of Education approve the proposed Instructional Minutes for the 2013-2014 school year.

**Human Resources/Pupil Services**

- 4.1. **Adoption of Resolution No. 1213-32, to Eliminate One (1) Classified Non-Management Position** 82  
It is recommended that the Board of Education adopt resolution no. 1213-32, to eliminate one (1) classified non-management position.

**G. BOARD POLICIES AND BYLAWS** 85

- 1.1. **Second Reading: Board Policy Annual Review** 86
- BP 1312.1 Complaints Concerning District Employees
  - BP 4116 Probationary/Permanent Status
  - BP 4315.1 Competence in Evaluation of Teachers
  - BP 5116.1 Intradistrict Open Enrollment
  - BP 6145 Extracurricular and Cocurricular Activities (Revised)
- Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies are submitted for a second reading with recommended revisions only to Board Policy 6145. Administration recommends approval of the review and revisions as presented.

**H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS** 100

**I. CLOSED SESSION** 101

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

**3. Conference with Real Property Negotiators (Govt. Code § 54956.8)**

*Property Addresses:*

- *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
- *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*

*Agency Negotiator: Karl Christensen, Asst. Superintendent*

**J. RECONVENE TO PUBLIC SESSION** 101

**K. ADJOURNMENT** 101

**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 June 18, 2013, 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:

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

#### OPENING PROCEDURES ITEM A.

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

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the June 4, 2013 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report  
Prepared by Cathy A. Pierce, Ed.D.  
June 4, 2013

The following items are presented for Board information:

- 1.1. Developer Fees Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Claims Against the District
- 1.5. Schedule of Upcoming Events

Agenda Item B.

**DEVELOPER FEES COLLECTION REPORT  
2012-13  
CUMULATIVE THROUGH MAY 24, 2013**

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

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

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
X		10946 Woodside Avenue North	06/27/12	3,245	\$1,038.40	HC
	X	8780 Carlton Oaks Drive	06/27/12	2,304	\$4,561.92	CO
X		254 Town Center Parkway (Buffalo Wild Wings)	08/03/12	7,997	\$2,559.04	RS
	X	8340 O'Connell Road	08/16/12	3,216	\$6,367.68	PD
X		9336 Abraham Way (Scantibodies)	09/27/12	5,692	\$1,821.44	HC
X		9418 Mission Gorge Road (Chick-Fil-A)	10/02/12	4,734	\$1,514.88	RS
X		10350 Mission Gorge Road	10/16/12	480	\$153.60	RS
	X	1400-1415 Katie Lane, 1301-1313 Las Brisas Drive	10/26/12	782	\$1,548.36	PA
	X	9317 Pebble Beach Dr	12/03/12	1,590	\$3,148.20	CO
X		10055, 10075, 10095 Mission Gorge Rd	12/05/12	18,300	\$5,856.00	PA
	X	9256 Galstan Dr	12/18/12	803	\$1,589.94	SC
X		9216 Abraham Way	01/07/13	248	\$79.36	HC
	X	9450 Via Zapador	01/08/13	0	\$0.00	PA
X		10770 Rockville St	01/16/13	1,196	\$382.72	HC
	X	Lennar (Lots 152, 157-159 pd per mitig 2-2-2010)	01/22/13	13,229	\$0.00	PD
	X	Lennar ( Lots 119-122 pd per mitig 2-2-2010)	01/22/13	13,229	\$0.00	PD
	X	9210 Inverness Rd	04/01/13	4,125	\$8,167.50	CO
	X	2307 Nielsen St	04/01/13	1,112	\$2,201.76	PA
X		2590 Lund St	05/16/13	2,514	\$804.48	PA
	X	Lennar (Lots 104 - 108 pd per mitig 2-2-2010 )	05/24/13	16,950	\$0.00	PD
<b>TOTAL PAGE 1</b>					<b>\$41,795.28</b>	

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

\*\*Fee Exempt - Senior / Elder Care Facility

\*\*\*Fee Exempt - Less than 500 square feet



**Requests For Use Of Facilities - June 4, 2013**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attendance</b>	<b>Fees Applied</b>
<b>Cajon Park</b> STA (Negotiations Update)	Multi-Purpose	6/6/13	Thursday	3:45 pm - 5:00 pm	200	
<b>Carlton Hills</b> Santee Mission Creek HOA (Meeting)	Classroom	4/29/13 & 6/17/13	Monday	6:30 pm - 8:30 pm	6 - 10	\$130.50
<b>Chet F. Harritt</b> PTA (Father/Daughter Dance) PTA (Teacher/Staff Lunch)	Multi-Purpose Multi-Purpose	5/17/13 6/12/13	Friday Wednesday	3:00 pm - 9:00 pm 10:00 am - 3:00 pm	160+ 65 - 70	
<b>Hill Creek</b> Rise City Church UCSD - College: Making It Happen (Parent Night)	Multi-Purpose & Classrooms Multi-Purpose	7/28/13 - 6/30/14 4/10/13	Sunday Wednesday	7:00 am - 12:30 pm 6:00 pm - 7:30 pm	125 40	Contracted
<b>PRIDE Academy (Prospect Avenue)</b> Drama Club - PRIDE 7/8 (Wizard of Oz) History Production - PRIDE City of Santee (Prospect Avenue Public Meeting)	Multi-Purpose Multi-Purpose Multi-Purpose	5/31/13 6/12/13 6/11/13	Friday Wednesday Thursday	5:00 pm - 7:00 pm 4:30 pm - 6:30 pm 5:30 pm - 8:30 pm	50	
<b>Rio Seco</b> East County YMCA (Summer Staff Training)	Multi-Purpose	6/1/13 & 6/2/13	Sat & Sun	7:30 am - 4:30 pm	100	\$242.00

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

Santee School District  
 ENROLLMENT REPORT  
 5/31/2013  
 Month 10 Week 3

SCHOOL	REGULAR ED										SDC				Total All					
	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	05/31/13	06/01/12	# Diff	% Diff	05/31/13	06/01/12	# Diff	% Diff	05/31/13	05/24/13	# Diff
Cajon Park	107	107	95	111	110	121	106	106	121	984	964	20	2.1%	62	68	-6	-8.8%	1046	1047	-1
Carlton Hills	56	39	39	44	40	38	51	62	98	467	484	-17	-3.5%	30	28	2	7.1%	497	497	0
Carlton Oaks	79	70	90	83	89	72	94	112	98	787	827	-40	-4.8%	54	64	-10	-15.6%	841	843	-2
Chet F. Harritt	57	57	70	58	78	51	48	52	62	533	562	-29	-5.2%	0	0	0	0.0%	533	535	-2
Hill Creek	73	69	83	78	91	91	69	79	84	717	738	-21	-2.8%	16	19	-3	-15.8%	733	733	0
Pepper Drive	93	95	89	85	73	78	68	76	89	746	751	-5	-0.7%	10	9	1	11.1%	756	759	-3
Prospect Ave	66	69	54	66	52	56	49	55	64	531	522	9	1.7%	0	0	0	0.0%	531	531	0
Rio Seco	105	120	80	103	108	106	113	97	122	954	932	22	2.4%	43	48	-5	-10.4%	997	997	0
Sycamore Canyon	47	59	53	40	44	45	30	0	0	318	334	-16	-4.8%	0	1	-1	-100.0%	318	319	-1
<b>SUBTOTAL</b>	<b>683</b>	<b>685</b>	<b>653</b>	<b>668</b>	<b>685</b>	<b>658</b>	<b>628</b>	<b>639</b>	<b>738</b>	<b>6037</b>	<b>6114</b>	<b>-77</b>	<b>-1.3%</b>	<b>215</b>	<b>237</b>	<b>-22</b>	<b>-9.3%</b>	<b>6252</b>	<b>6261</b>	<b>-9</b>
Alternative School	2	1	3	8	4	5	6	10	7	46	43	3	7.0%	0	0	0	0.0%	46	46	0
Santee Success								6	8	14	12	2	16.7%	1	0	1	100.0%	15	14	1
TK	47									47	0	47	0.0%					47	47	0
EAK 5 yr olds	117									117	143	-26	-18.2%					117	117	0
NPS										0				2	3	-1	-33.3%	2	2	0
<b>SUBTOTAL</b>	<b>166</b>	<b>1</b>	<b>3</b>	<b>8</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>16</b>	<b>15</b>	<b>224</b>	<b>198</b>	<b>26</b>	<b>13.1%</b>	<b></b>	<b></b>	<b></b>	<b></b>	<b>227</b>	<b>226</b>	<b>1</b>
<b>TOTAL</b>	<b>849</b>	<b>686</b>	<b>656</b>	<b>676</b>	<b>689</b>	<b>663</b>	<b>634</b>	<b>655</b>	<b>753</b>	<b>6261</b>	<b>6,312</b>	<b>-51</b>	<b>-0.8%</b>	<b>218</b>	<b>240</b>	<b>-22</b>	<b>-9%</b>	<b>6479</b>	<b>6487</b>	<b>-8</b>

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

	PK	
Cajon Park	3	1049
Sycamore Canyon	54	372
EAK 4 yr olds	0	
<b>Total PK</b>	<b>57</b>	

Total Enrollment Including PK
<b>6536</b>

## CLAIMS AGAINST THE DISTRICT

The following claims were received by Business Services and were rejected and referred to the District's insurance carrier by the Assistant Superintendent acting as the authorized agent of the Board of Education as reaffirmed by resolution at its April 21, 1992, meeting.

<u>SITE OF OCCURRENCE</u>	<u>DATE OF OCCURRENCE</u>	<u>DESCRIPTION/ACTION</u>
Hill Creek School	November 21, 2012	Property Damage

## Schedule of Upcoming Events

<b>Date</b>	<b>Event</b>
June 17	Foundation Meeting 6:00 p.m. @ Chamber Bldg.
June 17-18	Eighth Grade Promotion Ceremonies
June 18	Board Meeting – 7:00 p.m.
June 19	Last Day of School
June 25	Foundation Golf Classic
July 3	Board Meeting – 7:00 p.m.
July 2	Holiday – District Offices Closed
July 16	No Board Meeting (Cancelled)
August 6	Board Meeting – 7:00 p.m.
August 20	Board Meeting – 7:00 p.m.
September 2	Labor Day Holiday - District Offices Closed
September 3	First Day of School for Students
September 3	Board Meeting – 7:00 p.m.

Reports and Presentations Item B.2.  
Prepared by Cathy A. Pierce, Ed.D.  
June 4, 2013

PRIDE Academy at Prospect Avenue School  
Classroom of the Future Foundation  
Achieve Award

**BACKGROUND:**

PRIDE Academy at Prospect Avenue School was recently honored as the recipient of the Classroom of the Future's 2013 **Achieve Award**. The Innovation in Education Awards program recognizes a program with the **Achieve Award** for demonstrating tangible program outcomes as a result of innovation. It specifically focuses on the "program evidence" that directly correlates to positive student outcomes.

PRIDE Academy was recognized as an exemplary program for converting the learning format to one that emphasizes continual project-based learning, teamwork, collaboration and the use of modern educational technology. The program won the **Inspire Award** in 2010 and student achievement scores have continued to increase, showing a 47 API point gain since 2009.

PRIDE Academy was presented their award at the Classroom of the Future Foundation's annual awards event on May 22, 2013. The Achieve Award includes \$5,000 from sponsor Mission Federal Credit Union.

Tonight the Board would like the opportunity to congratulate the PRIDE Academy staff on receiving the Achieve Award and recognize the positive outcomes from their efforts in innovative teaching and learning.

Agenda Item B.2.

Reports and Presentations Item B.3. Spotlight on Education: Eighth Grade Student Academic Achievement Awards

Prepared by Dr. Stephanie Pierce  
June 4, 2013

**BACKGROUND:**

Tonight we are honoring students who were selected to compete in the Academic Achievement Award competition for the 2012-13 school year.

Dr. Stephanie Pierce, Director of Educational Services, will introduce students from each school in Santee School District who achieved academic excellence during the current school year and were chosen to participate in this competition by their 8<sup>th</sup> grade teachers in collaboration with the school principal.

The Academic Student Achievement Award is provided to 8<sup>th</sup> grade students who participate in an annual end of the year competition. This year the Academic Achievement Award Competition focused on the areas of writing, speech and mathematics. Students were required to write a literature response essay, give a speech, and take a comprehensive algebra test. For the essay, students had to read and analyze a number of short pieces of literature, develop a thematic thesis statement, and support their thesis. In the speech competition, students were provided a topic and given time to prepare a focused two minute speech. The algebra test required the students to use their math skills and problem solving techniques learned throughout their elementary and junior high school experiences.

This evening the Board of Education will honor the students selected by their school who participated in this year's 2012-13 competition. The City of Santee and the Santee Chamber of Commerce will both be represented to present the top recipient awards. The names of the award winners will be announced at the Board meeting.

**Academic Achievement Participants**

Cajon Park  
**Morgan Turner**  
**Caity Williams**

Chet F. Harritt  
**Christian Medina**  
**Ryan Modica**

PRIDE Academy  
**Alqoun Shaba**  
**Miranda Summers**

Carlton Hills  
**Jenna Killian**  
**Josh Taylor**

Hill Creek  
**Heather Bissell**  
**Cody Jenkins**

Rio Seco  
**Sydney Benjamin**  
**Leslie Santos**

Carlton Oaks  
**Tatiana Garcia**  
**John Robinson**

Pepper Drive  
**Trent Forster**  
**Maria Fuentes**

Agenda Item B.3.

**BACKGROUND:**

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

Tonight Principal Kristin Baranski and her team will highlight strategies they are using to increase student learning at Carlton Oaks School and share opportunities students have to develop other abilities.

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.

**BACKGROUND:**

Education Code §42605 grants districts flexibility in Tier III categorical programs and authorizes districts to use these funds for any educational purpose. For the 2008-09 fiscal year through the 2014-15 fiscal year, inclusive, local educational agencies that use the flexibility provision of this section shall be deemed to be in compliance with the program and funding requirements contained in statutory, regulatory, and provisional language. As a condition of receipt of the funds, the governing board is required, at a regularly scheduled open public hearing held prior to and independent of a meeting where the governing board of the district adopts the annual budget, to take testimony from the public, identify any program that is proposed to be closed, discuss, approve or disapprove the proposed use of funding, and make explicit the purposes for which the funding will be used.

The use of these funds is enumerated in Board Item E.2.8. The following programs are proposed to be closed:

<b><u>Resource Code</u></b>	<b><u>Program Description</u></b>
7325	Staff Development: Administrator Training
6760	Arts & Music Block Grant
6285	Community Based English Tutoring
7294/7296	Staff Development: Math & Reading/English Learner
0000	Oral Health Assessment
7392	Teacher Credentialing Block Grant
0000	Remedial Supplemental Instruction

**RECOMMENDATION:**

It is recommended that the Board of Education conduct a public hearing relating to the use of 2013-14 Tier III State Categorical Programs as specified.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

Tier III Categorical Program Funds is estimated at \$2,495,319, of which \$957,368 would be used as flexible dollars for a portion of Unrestricted General Fund teacher salaries.

**STUDENT ACHIEVEMENT IMPACT:**

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

						Agenda Item D.1.
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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 Cathy A. Pierce, Ed.D.  
June 4, 2013

**BACKGROUND:**

Presented for Board approval –

- May 21, 2012

**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**

May 21, 2013  
**MINUTES**

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

**A. OPEN SESSION – CALL TO ORDER - 6:00 p.m.**

1. Public Communication on Closed Session Items  
There were no comments from the public. The Board entered closed session at 6:00 p.m.

**B. ADJOURN TO CLOSED SESSION**

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association*
  2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiator: Karl Christensen, Asst. Superintendent*  
*Employee Organization: Classified School Employees Association*
  3. **Conference with Real Property Negotiator** (Govt. Code § 54956.8)  
*Property Address: 10335 Mission Gorge Road, Santee 92071*  
*(formerly known as Santee School Site)*  
*Agency Negotiator: Karl Christensen, Asst. Superintendent, Business Services*
- The Board reconvened to open session at 7:03 p.m.

**C. RECONVENE TO OPEN SESSION AND OPENING PROCEDURES**

1. Call to Order and Welcome  
President El-Hajj called the meeting to order at 7:03 p.m.  
Members present:  
Dianne El-Hajj, President  
Ken Fox, Vice President  
Dustin Burns, Clerk  
Barbara Ryan, Member  
Elana Levens-Craig, Member  
Administration present:  
Dr. Cathy Pierce, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services  
Dr. Stephanie Pierce, Director, Educational Services  
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited the audience to recite the District Mission and then invited Jonathan Hefty, an 8<sup>th</sup> grade student at PRIDE Academy, to lead the members, staff, and audience in the Pledge of Allegiance. Jonathan was joined by students from Club Live, an afterschool character education program. Students from Club Live reported to the Board about a proclamation they have submitted to the Board in Consent Items, proclaiming May 31, 2013 as World No Tobacco Day in Santee School District.
3. **Approval of Agenda**  
It was moved and seconded to approve the agenda with Consent Item 4.2 was pulled from the agenda. It will be moved to the next regularly scheduled meeting.  
**Motion: Burns Second: Levens Vote: 5-0**
4. **Spotlight on Learning: Student Recognition:**
  - Greater San Diego Science & Engineering Fair Participant
  - Science Field Day Participants

Dr. Stephanie Pierce introduced William Swanson from Cajon Park School to be recognized for receiving a 2<sup>nd</sup> Place Award in Physics and Astronomy in the Greater San Diego Science & Engineering Fair.

The following students were introduced and recognized for participating in the 2013 Science Field Day event, coordinated by Heather Glanz, Rio Seco 5<sup>th</sup> grade teacher:

Jordan Bockert	Emma Neumann	Jose Vizcarra
Amber Chung	Marissa Olmeda	Olivia Webb
Ryan Cummings	Maddie Schwendinger	Sarah Wilson
Ashtin Dene	Jordan Schwendinger	Hannah Wilson
McKealy Hayes	Sydnee Sparks	
Michelle LaBarre	Angel Vega	

#### **5. Spotlight On Education: Special Student Recognition**

Dr. Pierce introduced the following students who were selected by their schools for their excellent effort demonstrated this school year and the wonderful role models they have been to others.

Emily Jacks - Cajon Park	Adam McGuire - Pepper Drive
Eric Preciado - Carlton Hills	Shanaz Rasheed - PRIDE Academy
Patricia McMorris - Carlton Oaks	Kevin Zavala - Rio Seco
Jonah Cavicchioni - Chet F. Harritt	Sam Schmitthenner - Sycamore Canyon
Robert Buss Hill Creek	

#### **6. Sycamore Canyon School Presentation**

Jerelyn Lindsay shared that Sycamore Canyon is preparing students today for the world tomorrow. Sycamore Canyon received an API of 892. The staff started the year with talking and strategizing, implementing interventions, working on good teaching strategies, and monitoring district assessments. Teachers are beginning to incorporate Common Core State Standards with nonfiction reading which requires students to think at higher levels.

Karla Ortiz, Language Arts Specialist, shared the Reading Strategy Card that students can use when the "get stuck". She uses the cards to teach strategies: what makes sense, re-read, look at the pictures, get their mouth ready to start, check for parts or chunks, or skip it and then come back.

Christopher Gomes and Micah Bramstedt, 5<sup>th</sup> grades students, talked about ASB and the Kids for Peace Kindness Challenge. Sycamore Canyon students and adults were challenged to do an act of kindness each day during "kindness week." The school totaled more than 2,000 kind acts. Student representatives attended the Kindness Challenge Event in San Diego and met Mayor Bob Filner. Sycamore Canyon is now a Kindness Certified School.

Students and staff are painting rocks for the Peace Rock Garden. To promote summer learning, a summer reading challenge is being implemented. In September, the accomplishments will be recognized and celebrated.

President El-Hajj asked what brought the kindness challenge about. Students heard about it through the Internet and the ASB met to decide if they would do it. President El-Hajj congratulated the students for taking the leadership initiative.

#### **C. PUBLIC COMMUNICATION**

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

#### **D. CONSENT ITEMS**

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

- 1.1. **Approval of Minutes**
- 1.2. **Approval to Cancel the July 16, 2013 Regularly Scheduled Meeting of the Board of Education**
- 2.1 **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Expenditure Warrants**

- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Approval/Ratification of Revolving Cash Report**
- 2.5. **Acceptance of Donations**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Approval of Transportation Agreements with the Boys & Girls Club of East County and the City of Santee**
- 2.8. **Adoption of Resolutions Authorizing Specific Designated Agents**
- 2.9. **Approval of Agreements with American Red Cross for Use of School Facilities to be Designated as Emergency Shelters**
- 2.10. **Renewal of Pre-Lease Agreement with Haagen Company LLC for Potential Commercial Development of the Santee School Site**
- 3.1. **Approval of Pepper Drive 4-Classroom LED Lighting Project Funded by SDG&E Innovations Department**
- 4.1. **Authorization to Disseminate a Request for Proposal (RFP) For Student Assessment Data Analysis System**
- 4.2. **(This item was pulled from the agenda.) Proposed Instructional Minutes for 2013-2014**
- 4.3. **Approval of State Preschool Program Annual Report to California Department of Education**
- 4.4. **Approval of Personnel Agreement with Grossmont Union High School District for the 2013-14 Santee School District Spanish I Program**
- 4.5. **Approval of Extended Field Trip for Carlton Hills 7-8 Grade Students to H&M Landing in San Diego**
- 5.1. **(Pulled for separate consideration.)**
- 5.2. **Approval of Shared Classroom Teaching Assignments for 2013-2014**
- 5.3. **Approval of Resolution No. 1213-31 to Amend Current Structure and Operating Needs of the Agreement between Southern California Schools Employee Benefits Association (SCSEBA) Joint Powers Authority and Santee School District**
- 5.4. **Approval of Agreement with Kontraband Interdiction & Detection Services, Inc. (K.I.D.S.) for the 2013-2014 School Year**
- 5.5. **Adoption of Resolution No. 1213-30 Endorsing World No Tobacco Day, May 31, 2013**
- 5.6. **Approval to Submit Proposal for a Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs Grant**

It was moved and seconded to approve Consent Items. with the exception of Item 5.1

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

**5.1. Personnel, Regular** (Pulled by member Burns for separate consideration.)

Member Burns wish to vote on this item separately because this action approved the appointment of a new Assistant Superintendent. Member Burns moved to approved Consent Item 5.1.

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

Following Board action, Mr. Tim Larson was introduced as the newly appointed Assistant Superintendent of Human Resources and Pupil Services.

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

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

**1.1. 21<sup>st</sup> Century Innovative Grants-Round II**

Dr. Cathy Pierce shared it was fabulous having the students at the Board meeting showing off the outcomes of this year's Innovation Grants. She shared the outcomes for students which include: increased student proficiency, greater task persistence, skill transference to other content areas, students taking control of their academic goals, greater IEP completion, and increased attendance. Santee is in a transition to Common Core State Standards and is quickly approaching the age where technology is no longer an option but a necessity for learning. As we are on the horizon, we need computers for learning and computers for testing. Administration requested \$50,000 to continue innovation through grants which will also help respond to the needs of the SBAC new testing program. In January the Board earmarked \$102,000 toward SBAC technology and will ask for official action in June. The District has received E-Rate funding to purchase technology hardware at a reduced cost. Technology staff has located a tool that

will fill the need for learning and is compatible to SBAC. If we used the same testing model as we do now, in 2014-15, using 2:1 testing, we would need approximately 1,554 devices. If the Grant funding is approved, the application would be disseminated and a grant writing workshop will be provided with applications due in August. Staff will also provide professional development opportunities for teachers with some focus on keyboarding skills and creating a safe environment to explore and innovate. Administration will work with principals to identify site technology needs and establishing a line item on site budgets for adding and repairing technology and infusing technology into learning CCSS.

Member Burns asked if the same criteria of the previous grants would be used. Dr. Pierce said essentially yes, but some of the requirements will be refined. Dr. Pierce said as part of the grants, the sites will need to match the professional development requirements as a way to ensure the site buy in.

Member Levens-Craig moved to approve funding \$50,000 for 21<sup>st</sup> Century Innovative Grants for teachers for the 2013-14 school year.

**Motion:** *Levens-Craig*      **Second:** *Fox*      **Vote:** *5-0*

#### **H. BOARD POLICIES AND BYLAWS**

##### **1.1. First Reading: Board Policy Annual Review**

- BP 1312.1 Complaints Concerning District Employees
- BP 4116 Probationary/Permanent Status
- BP 4315.1 Competence in Evaluation of Teachers
- BP 5116.1 Intradistrict Open Enrollment
- BP 6145 Extracurricular and Cocurricular Activities (Revised)

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies were submitted for a first reading with recommended revisions only to Board Policy 6145. No action was requested and the policies will return to the Board for a second reading and request for approval.

#### **I. BOARD COMMUNICATION**

Member Levens-Craig: Board member action day was a great learning experience. She shared pictures of the students presenting grant projects. She attended the Rio Seco Science Musical among a large crowd and the classified lunch today with Member Fox. Member Levens-Craig asked about current policies on social media and said Administration may want to consider revisiting them each year. Dr. Pierce said Administration could take a look and see if the policies need to be updated.

Member Burns: Last week he visited a few of the schools during lunches, scooping ice cream sundaes. Staff seemed very appreciative and it was a great event.

Member Fox: Fox attended the classified lunch today where lots of employees came to eat lunch and were reminded how appreciated they are.

President El-Hajj reported on the City/Board joint meeting. She suggested the Board look at unused property and consider new options. The City suggested the Board consider doing something with Renzulli. The City recognizes it is bounded by multiple family dwellings but they want to see some park space included. If the District were to develop there, they requested the developer provide a common area park for all of the community to use. City representatives invited the Board to visit them and offered their assistance as needed.

Member Burns suggested having Dr. Pierce meet with Keith Till regarding tenants at the Santee School site. Dr. Pierce will schedule an appointment. President El-Hajj said it would be good to be able to tell developers what the City would prefer. Karl Christensen said Renzulli is declared as surplus and would have to be made available to public agencies at fair market value before it can go out to bid. Member Ryan said we may wish to have Renzulli appraised at this time to move forward.

The City also asked about the increase in District facility use rates and the Board members explained that they were raised to recover District costs.



Board members asked administration to begin the process for appraisal of Renzulli at the next Board meeting and have the property appraised after the City shares what their zoning preferences are.

Dr. Pierce reported an incident that occurred near Hill Creek School yesterday where a 6<sup>th</sup> grade student was approached by a man in a van as she walked to a friend's home. After notification went out to parents, a gentleman shared with the Principal that he may have been the person to approach the student but he was telling her she had dropped her shoe. He has been in contact with the Sheriff's Department to clear up the matter. Board members asked to let parents know if the incident was resolved and no danger was present.

Dr. Pierce shared about the Classified Employees luncheon and the M&M treat delivered to each classified employee this week.

Dr. Pierce shared the new Out of School Time Programs brochure designed to help increase participation.

Thursday May, 23<sup>rd</sup> is the Chet F. Harritt Science Night with the program beginning at 6:00 p.m. Andy Johnston will reserve parking for any Board Members attending.

The Board was reminded about upcoming important dates:

- Salute to Excellence-May 28<sup>th</sup>
- Foundation Golf Classic-June 25
- Fleet and Family Services-Grand Opening at Chet F. Harritt-June 6
- *Alex in Mathland*-Presented by Chet F. Harritt Project SAFE. Dress rehearsals are on June 4<sup>th</sup>

**J. CLOSED SESSION**

President El-Hajj announced that the Board would reconvene to closed session 8:15 to complete the closed session business.

**K. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 9:35 p.m. No action was reported.

**L. ADJOURNMENT**

The May 21, 2013 regular meeting adjourned at 9:35 p.m.

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Dustin Burns, Clerk

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Cathy A. Pierce, Ed.D., Secretary

Consent Item E.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
June 4, 2013

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Staff Development**

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

**FISCAL IMPACT:**

The estimated travel expenses are \$3,195 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 - June 4, 2013**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Saturday, 05/04/13	Julie Spradlin	CH	GATE Recertification	San Diego	\$0	\$50	Title I	This GATE recertification workshop follows the direction of GATE strategies to become successful with the Common Core Standards.
<b>Travel Requiring Airfare, Overnight Stay, and/or Out of State</b>								
Sun-Thurs. 06/23/13 - 06/27/13	Matt Marsman	TCS	PowerSchool University	Anaheim	\$0	\$3,145	TCS	The PowerSchool University provides knowledge / skills to integrate the Common Core Standard into PowerSchool Standard Based Grading.

Consent Item E.2.2. Acceptance of Donations  
 Prepared by Karl Christensen  
 June 4, 2013

**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>
Volunteer Incentive Program - Funds to Support Mr. Lindgren's 4 <sup>th</sup> Grade Classroom's Instructional Program	\$250.00	Sempra Energy (employee Terri Stolberg)	Pepper Drive School
Funds to be Used to Support the Instructional Program	\$486.00	Hager Photography	Rio Seco School
	\$850.00		Hill Creek School
Hard Cover Book: "Black Americans In Congress, 1870-2007"	\$54.00	Congressman Duncan Hunter	District Library
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$1,640.00</b>		

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The donations above are valued at \$1,640.00.

**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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Consent Item E.2.3. Approval of Consultants and General Service Providers  
Prepared by Karl Christensen  
June 4, 2013

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.3.
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Consultant / General Service Provider Report  
 June 4, 2013

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Mad Science	General Service Provider	Science Enrichment Program	5/1/13 - 6/5/13	Not to Exceed \$1,958.60 (6 classes)	ASES at PRIDE Academy	Independent Contractor
Reuben H. Fleet Science Center	General Service Provider	Science Enrichment Program - Fantastic Forces	6/10/13 & 6/12/13	Not to Exceed \$529.48	Field Trip/CO	Independent Contractor
Jeff Johnson	General Service Provider	8th Grade Luncheon Photography Booth	06/18/13	Not to Exceed \$429.92	Field Trip/PD	Independent Contractor

Consent Item E.2.4. Approval/Ratification of Expenditure Transactions  
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)  
June 4, 2013

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period April 1, 2013 through April 30, 2013.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

There were 129 transactions totaling \$18,545.03 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.4.
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PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130403	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	1.97	Sack Lunch Bags
20130407	ABEL,CATHY	CHILD NUTRITION	AL S SPORT SHOP	138.24	Cafeteria Banner
20130408	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #2099	4.21	Filling Shelf
20130416	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANTSTORE	302.31	Express Cart Warmers
20130417	ABEL,CATHY	CHILD NUTRITION	THEWASSERSTROMCOMPANY	81.23	Food Storage Boxes
20130417	ABEL,CATHY	CHILD NUTRITION	THEWASSERSTROMCOMPANY	117.86	Food Storage Boxes
20130418	ABEL,CATHY	CHILD NUTRITION	TECHINSTRUM	200.00	Thermometers
20130418	ABEL,CATHY	CHILD NUTRITION	AMAZON MKTPLACE PMTS	44.29	Batteries - Computer Mouse
20130418	ABEL,CATHY	CHILD NUTRITION	ERGOGUYS LLC	129.95	Keyboard Desk Drawer
20130424	ABEL,CATHY	CHILD NUTRITION	VONS STORE00018978	9.98	Food
20130426	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	156.56	Office Supplies
20130428	ABEL,CATHY	CHILD NUTRITION	HOBART SERVICE-CW	162.27	Replacement parts for VCM in CK
				<b>1,348.87</b>	
20130426	AVILA,EVONN	BUSINESS SERVICES	SOUTHWEST AIRLINES	285.80	airline tickets to conference in Sacramento
				<b>285.80</b>	
20130417	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	OFFICE DEPOT #908	55.06	Office Supplies - stock (for Stan & Scott per Christina)
				<b>55.06</b>	
20130402	BRASHER,PAMELA	OST PROGRAMS	DS WATERS STANDARD COF	151.60	OTHER/OFFICE/WATER
20130404	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	43.19	OTHER/INSTRUCTIONAL/GAMES
20130405	BRASHER,PAMELA	OST PROGRAMS	G O C ENTERPRISES	912.00	ADMISSIONS/ENTRANCE FEES
20130405	BRASHER,PAMELA	OST PROGRAMS	SAN DIEGO ICE ARENA	480.00	ADMISSIONS/ENTRANCE FEES
20130424	BRASHER,PAMELA	OST PROGRAMS	S&S WORLDWIDE	66.03	Split - CH - FR/Instructional/Games (47.42%)
20130424	BRASHER,PAMELA	OST PROGRAMS	S&S WORLDWIDE	73.22	Split - P.S. - Instructional/Games (52.58%)
20130429	BRASHER,PAMELA	OST PROGRAMS	LITTLE CAESARS 1872 00	43.20	FOOD FUNDRAISER
20130429	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	46.54	OTHER/INSTRUCTIONAL/GAMES/TOYS
				<b>1,815.78</b>	
20130414	BRENNER,DEBBIE	PEPPER DRIVE	FRONTIER	525.79	Title Travel to New York
20130414	BRENNER,DEBBIE	PEPPER DRIVE	FRONTIER	525.79	Title Travel to New York Conference
20130414	BRENNER,DEBBIE	PEPPER DRIVE	FRONTIER	10.00	Title - Travel to New York Conference
20130414	BRENNER,DEBBIE	PEPPER DRIVE	FRONTIER	525.79	Title - Travel to New York
20130414	BRENNER,DEBBIE	PEPPER DRIVE	FRONTIER	10.00	Title - Travel to New York
20130414	BRENNER,DEBBIE	PEPPER DRIVE	FRONTIER	10.00	Title - Travel to New York
				<b>1,607.37</b>	
20130411	BROGAN-BARANSKI,K	CARLTON OAKS	DELL SALES & SERVICE	78.83	Inst/Reg Ed
20130412	BROGAN-BARANSKI,K	CARLTON OAKS	LAKESHORE LEARNING MAT	13.63	Inst/Reg Ed
20130416	BROGAN-BARANSKI,K	CARLTON OAKS	DELTA	549.80	C.O. SLIB
20130416	BROGAN-BARANSKI,K	CARLTON OAKS	DELTA	549.80	C.O. SLIB
20130416	BROGAN-BARANSKI,K	CARLTON OAKS	DELL SALES & SERVICE	150.11	C.O. Inst/Reg Ed
20130418	BROGAN-BARANSKI,K	CARLTON OAKS	ILP*INSECT LORE	66.64	C.O. Fundraiser/Donation
20130421	BROGAN-BARANSKI,K	CARLTON OAKS	ILP*INSECT LORE	48.29	C.O. fundraiser/Donation
20130421	BROGAN-BARANSKI,K	CARLTON OAKS	DEL MAR FAIRGROUNDSS	84.00	Carlton oaks Fundraiser Donation
20130422	BROGAN-BARANSKI,K	CARLTON OAKS	ILP*INSECT LORE	68.19	C.O. Fund/Donat
20130424	BROGAN-BARANSKI,K	CARLTON OAKS	DELL SALES & SERVICE	119.87	C.O. Fundraiser/Donation
				<b>1,729.16</b>	
20130410	GRIFFIN,DEBRA	TRANSPORTATION	BOB STALL CHEVROLET PA	314.64	NEW REAR BACKING PLATES FOR SPED BUS 139
				<b>314.64</b>	
20130416	HECK,TERRY	CARLTON HILLS	DELTA	549.80	
20130430	HECK,TERRY	CARLTON HILLS	DELTA	589.80	
				<b>1,139.60</b>	
20130416	HOOKS,TED A	CAJON PARK	MICHAELS #3256	32.38	frames for multipurpose room (SLIB)
20130416	HOOKS,TED A	CAJON PARK	MICHAELS #3207	64.76	frames for multipurpose room (SLIB)
20130416	HOOKS,TED A	CAJON PARK	MICHAELS #8709	65.21	frames for multipurpose room (SLIB)
20130422	HOOKS,TED A	CAJON PARK	SMARTNFINAL 10803559	38.78	Supplies for Volunteer Tea (Donations)
20130422	HOOKS,TED A	CAJON PARK	RALPHS #0220	101.75	Food for Volunteer Tea
20130422	HOOKS,TED A	CAJON PARK	SMARTNFINAL 10803559	81.04	Supplies for Volunteer Tea (Donations)
20130424	HOOKS,TED A	CAJON PARK	RALPHS #0220	108.30	Food for Volunteer Tea (Donations)
20130429	HOOKS,TED A	CAJON PARK	TARGET 00009977	108.73	Reading incentives (SLIB)
				<b>600.95</b>	
20130428	JOHNSTON,ANDREW	CHET F. HARRITT	UNITED AIRLINES	545.70	airline tickets to conference in NYC this summer
20130428	JOHNSTON,ANDREW	CHET F. HARRITT	UNITED AIRLINES	545.70	airline tickets to conference in NYC this summer
20130428	JOHNSTON,ANDREW	CHET F. HARRITT	EXPEDIA*SALES FINAL	14.00	Booking fee
				<b>1,105.40</b>	



PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130414	JOINER,KRISTIE L	PEPPER DRIVE	AMAZON MKTPLACE PMTS	44.50	Title - iPod cases
20130416	JOINER,KRISTIE L	PEPPER DRIVE	AMAZON MKTPLACE PMTS	348.21	Title - iPod charging stations
20130428	JOINER,KRISTIE L	PEPPER DRIVE	GENESIS INC	230.00	Title - Owl Pellets
				<b>622.71</b>	
20130422	LINDSAY,JERELYN	SYCAMORE CANYON	DELTA	589.80	
				<b>589.80</b>	
20130421	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	GODADDY.COM	319.98	Security Certificate (Software)
20130426	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *AIRSERVER	79.80	Software
20130430	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WWW.NEWEGG.COM	64.49	Replacement HDD (Hill Creek)
				<b>464.27</b>	
20130429	MARTIN,SUZANNE	CAJON PARK	TARGET 00018150	39.96	
				<b>39.96</b>	
20130412	MCCOLL,LISA	HILL CREEK	SCHOOL OUTFITTERS	85.75	
20130425	MCCOLL,LISA	HILL CREEK	SOUTHWEST AIRLINES	561.10	
20130425	MCCOLL,LISA	HILL CREEK	SOUTHWEST AIRLINES	561.10	
20130425	MCCOLL,LISA	HILL CREEK	SOUTHWEST AIRLINES	561.10	
20130426	MCCOLL,LISA	HILL CREEK	TARGET 00014852	86.13	
				<b>1,855.18</b>	
20130412	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	57.03	
20130412	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	22.65	
20130414	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	(34.60)	
20130417	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	ALBERTSONS #6727	18.30	
20130418	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	20.61	
20130422	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	ALBERTSONS #6727	7.09	
20130423	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	11.63	
20130425	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	RUBIOS #249 (SANTEE)	130.68	
				<b>233.39</b>	
20130403	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON.COM	203.31	STUDENT HILD - Apple iPod Touch
20130410	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	69.90	STUDENT - iMainGo X 30 Speaker Case (2)
				<b>273.21</b>	
20130412	MONTLER,BONNER M	EDUCATIONAL SERVICES	FOOD4LESS #0349	16.66	Strategic Planning Committee supplies.
20130418	MONTLER,BONNER M	EDUCATIONAL SERVICES	EL CAJON NAMEPLATE	108.00	Reclassification Celebration Awards for EL Department
20130421	MONTLER,BONNER M	EDUCATIONAL SERVICES	VONS STORE00018978	19.15	DELAC supplies.
20130425	MONTLER,BONNER M	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	142.51	College Preparatory Mathematics (CPM) for Carlton Oaks
				<b>286.32</b>	
20130404	NUNNELLEY,LAURA G	OST PROGRAMS	ALBERTSONS #6727	30.43	FOOD SUPPLIES
20130416	NUNNELLEY,LAURA G	OST PROGRAMS	VONS STORE00020792	53.82	FOOD SUPPLIES
20130417	NUNNELLEY,LAURA G	OST PROGRAMS	WAL-MART #1917	148.57	Split - CP OTHER/INSTRUCTIONAL/GAMES/TOYS (90.19%)
20130417	NUNNELLEY,LAURA G	OST PROGRAMS	WAL-MART #1917	16.16	Split - RS/INSTRUCTIONAL/OFFICE SUPPLIES (9.81%)
20130417	NUNNELLEY,LAURA G	OST PROGRAMS	WAL-MART #1917	185.32	OTHER/INSTRUCTIONAL/GAMES/TOYS
20130417	NUNNELLEY,LAURA G	OST PROGRAMS	WAL-MART #1917	16.72	Split - Food Fundraiser (5.57%)
20130417	NUNNELLEY,LAURA G	OST PROGRAMS	WAL-MART #1917	283.48	Split - Other/Instructional/Games (94.43%)
20130417	NUNNELLEY,LAURA G	OST PROGRAMS	WAL-MART #1917	172.03	OTHER/INSTRUCTIONAL/GAMES/TOYS
20130428	NUNNELLEY,LAURA G	OST PROGRAMS	DOLRTREE 3194 00031948	47.52	Split - O/I FUNDRAISER/TOYS/GAMES (91.67%)
20130428	NUNNELLEY,LAURA G	OST PROGRAMS	DOLRTREE 3194 00031948	4.32	Split - HC-YALE-OTHER/INSTRUCTIONAL/POPSICLES (8.33%)
				<b>958.37</b>	
20130423	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	MIMIS CAFE 86	28.05	
20130428	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	AMPCO PARKING ESSEX PO	11.00	
20130429	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	SHERATON SD MARINA VAL	6.00	
20130429	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	AMPCO PARKING ESSEX PO	11.00	
				<b>56.05</b>	
20130417	PROUTY,DANIEL J	CHET F. HARRITT	AMAZON.COM	379.92	Cases for teacher iPads.
20130418	PROUTY,DANIEL J	CHET F. HARRITT	AMAZON MKTPLACE PMTS	21.08	
20130425	PROUTY,DANIEL J	CHET F. HARRITT	PAYPAL *AIRSERVER	23.94	
20130429	PROUTY,DANIEL J	CHET F. HARRITT	VONS STORE00018978	56.03	
				<b>480.97</b>	
20130412	REES,TAMMY	HILL CREEK	AMAZON MKTPLACE PMTS	119.57	
20130419	REES,TAMMY	HILL CREEK	S&S WORLDWIDE	86.04	
20130421	REES,TAMMY	HILL CREEK	AMAZON MKTPLACE PMTS	53.37	
20130425	REES,TAMMY	HILL CREEK	NAESP-PEAP	32.50	
20130428	REES,TAMMY	HILL CREEK	ALBERTSONS #6727	102.53	
				<b>394.01</b>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130407	RIFFEL,MEREDITH	PUPIL SERVICES	TOYS FOR SPECIAL CHILD	233.95	
20130417	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	34.99	
20130421	RIFFEL,MEREDITH	PUPIL SERVICES	DELL SALES & SERVICE	75.59	
20130421	RIFFEL,MEREDITH	PUPIL SERVICES	SAN DIEGO COUNTY OFFIC	21.55	
20130421	RIFFEL,MEREDITH	PUPIL SERVICES	LAKESHORE LEARNING MAT	61.49	
				<u>427.57</u>	
20130414	ROSA,JIM	RIO SECO	ONLINE SIGN PURCHASE	39.37	Office Signage
				<u>39.37</u>	
20130407	SHEEN,KRISTINA D	OST PROGRAMS	VONS STORE00018978	5.32	Split - YALE/FOOD SUPPLIES (10.9%)
20130407	SHEEN,KRISTINA D	OST PROGRAMS	VONS STORE00018978	14.98	Split - PS/FOOD FUNDRAISER (30.68%)
20130407	SHEEN,KRISTINA D	OST PROGRAMS	VONS STORE00018978	28.52	Split - PS FOOD SUPPLIES (58.42%)
20130429	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	22.12	Split - ASES-OTHER/INSTRUCTIONAL/PLANTS (91.86%)
20130429	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	1.96	Split - CHYALE-OTHER/INSTRUCTIONAL/POPSICLES (8.14%)
20130430	SHEEN,KRISTINA D	OST PROGRAMS	VISTAPR*VISTAPRINT.COM	501.26	OTHER/INSTRUCTIONAL/BANNERS
				<u>574.16</u>	
20130408	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	29.65	
20130410	SIMPSON,DEBRA	RIO SECO	AMAZON.COM	98.70	Common Core instructional materials
20130410	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	66.36	Common Core instructional materials
20130411	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	45.88	Common Core instructional materials
				<u>240.59</u>	
20130418	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	EVERNOTE.COM	10.00	Subscription for Hammack
				<u>10.00</u>	
20130417	SPENCER,LAURA K	EDUCATIONAL SERVICES	COMPUTER USING EDUCATO	289.00	
				<u>289.00</u>	
20130414	VAIL,LINDA	SUPERINTENDENT'S OFFICE	RUBIOS #249 (SANTEE)	15.10	Business Lunch Meeting
20130417	VAIL,LINDA	SUPERINTENDENT'S OFFICE	PARTY CITY #441	6.46	Employee Award Recognition
20130417	VAIL,LINDA	SUPERINTENDENT'S OFFICE	CURRENT USA	26.69	Stationary
20130417	VAIL,LINDA	SUPERINTENDENT'S OFFICE	THE GALLERY COLLECTION	117.10	Stationary
20130417	VAIL,LINDA	SUPERINTENDENT'S OFFICE	EL CAJON NAMEPLATE	136.08	Name Badges
20130418	VAIL,LINDA	SUPERINTENDENT'S OFFICE	PARTY CITY #441	6.46	
20130421	VAIL,LINDA	SUPERINTENDENT'S OFFICE	SOUTHWEST AIRLINES	343.80	
20130424	VAIL,LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	25.14	
20130425	VAIL,LINDA	SUPERINTENDENT'S OFFICE	EINSTEIN BROS BAGELS33	30.64	
				<u>707.47</u>	
				<b>18,545.03</b>	

Consent Item E.2.5. Approval of Monthly Financial Report  
Prepared by Karl Christensen  
June 4, 2013

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period April 1, 2013 through April 30, 2013 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:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$2,394,294; cash receipts of \$3,253,590; and disbursements of \$3,981,683 are reflected for the period of April 1, through April 30, 2013 resulting in an ending cash balance of \$1,666,200 as of April 30, 2013.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.5.
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# Monthly Financial Report - April

**1**

## CASH REPORT FOR APRIL

		<b>Actual</b>	<b>Projected*</b>
Beginning Cash Balance as of March 31, 2013		\$2,394,294	\$2,292,852
<b>INCOME</b>			
A. Revenue Limit Sources			
State Aid	\$ 241,872		
Property Taxes	\$ 2,181,839		
		2,423,711	
B. Federal Income			
Federal Funding	43,945		
		43,945	
C. State Income			
Unres. State Funding	187,712		
Lottery	285,706		
EIA	68,703		
		542,121	
D. Local Income			
Other Local Income	173,690		
Spec Ed	14,257		
Interest	5,366		
		193,313	
E. Due to/Due from other funds	50500	50,500	
F. Debt Proceeds		-	
<b>TOTAL INCOME</b>		<b>\$3,253,590</b>	<b>\$3,101,348</b>
Beginning Balance Plus Income		<b>\$5,647,884</b>	<b>\$5,394,200</b>
<b>DISBURSEMENTS</b>			
G. Commercial Warrants	\$ 322,460		
H. Payroll Warrants	2,878,606		
I. Statutory Employee Benefits	528,049		
J. Health & Welfare	216,739		
K. Other Outgo	35,829		
L. Interfund Borrowing Out	-		
<b>TOTAL DISBURSEMENTS</b>		<b>\$3,981,683</b>	<b>\$4,650,296</b>
Ending Cash Balance as of April 30, 2013		<b>\$1,666,200</b>	<b>\$743,904</b>

\* Based on Cash Flow Projection at 2nd Interim - January 31, 2013

**Budget Revisions  
Through April 30, 2013  
2012-13 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	8,858,416	274,581	9,132,997
<b>Estimated Income</b>	33,996,377	11,921,879	45,918,256
<b>Estimated Expenditures</b>	33,819,194	11,928,600	45,747,794
<b>Change in Fund Balance</b>	177,183	(6,721)	170,462
<b>Projected Ending Fund Balance</b>	9,035,599	267,860	9,303,459
<b>Less: Restricted Program Carryovers</b>	-	267,860	267,860
<b>Less: Non-Spendable</b>			
<b>Prepaid Expenses</b>	375,665	-	375,665
<b>Revolving Cash Fund</b>	15,000	-	15,000
<b>Stores Inventory</b>	50,327	-	50,327
<b>Less: Assigned Vacation Carryover</b>	209,040	-	209,040
<b>Textbook Fund Carryover</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	1,372,434	-	1,372,434
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	7,013,133	-	7,013,133
<b>Fund 17 Projected End of Year Balance</b>	2,864,269	-	2,864,269
<b>Projected Reserves</b>	11,249,836	-	11,249,836
<b>As a % Estimated Expense Total</b>	24.59%		
<b>* Projected Reserve % 2013-14</b>	21.41%		
<b>* Projected Reserve % 2014-15</b>	15.73%		

\* Based on Multi-Year Projection at 2nd Interim - January 31, 2013

**BACKGROUND:**

At certain times of the year, because of the State's reliance on apportionment deferrals and other timing circumstances, it becomes necessary for some funds to temporarily borrow monies from other funds to pay bills. These temporary loans are known as "Due To/Due From" accounts. These account transfers must conform with Education Code Section 42603 which states "The governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations." In order to comply with adopted procedures by the San Diego County Office of Education, the Santee School District Board of Education must annually adopt a resolution to allow for Temporary Interfund Transfers of Special or Restricted Funds. This resolution approves all such transfers as needed to close the books for fiscal year 2012-13 and incorporates any transfers needed for the 2013-14 fiscal year.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution #1213-33, "Resolution to Establish Temporary Interfund Transfers of Special or Restricted Fund Moneys" (Due To/Due From), as required for the 2012-13 year-end closing process and 2013-14 fiscal year.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

Resolution #1213-33 will allow temporary interfund transfers of special or restricted fund moneys (due to/due from) as required for the 2012-13 year-end closing process and 2013-14 fiscal year. The anticipated fiscal amount of the transfers is not to exceed \$5,000,000.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.6.
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**SANTEE SCHOOL DISTRICT**                    )  
   )  
**Resolution to Establish Temporary**        )  
**Interfund Transfers of Special or**         )  
**Restricted Fund Moneys (Due To/**         )  
**Due From Accounts)**                        )  
   )  
**Resolution #1213-33**                         )

On Motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following resolution is hereby adopted:

WHEREAS, the Governing Board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603, and

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account, and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final one hundred twenty (120) calendar days of a fiscal year,

THEREFORE, BE IT RESOLVED that the Board of Education of the Santee School District in accordance with the provisions of the Education Code Section 42603 adopts the following authorization for fiscal year 2013-14 to temporarily transfer funds not to exceed \$5,000,000 between the following funds provided that all transfers are approved by the Superintendent or designee:

- General Fund (03/06)
- Child Development (12)
- Cafeteria (13)
- Deferred Maintenance (14)
- Special Reserve (17)
- Other Building Fund (21)
- Capital Facilities (25)
- State School Building (30)

PASSED AND ADOPTED by the Board of the Santee School District at Santee, California, on the 4th day of June, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

STATE OF CALIFORNIA )  
  ) SS  
COUNTY OF SAN DIEGO )

I, Dustin Burns, Clerk of the Board of the Santee School District of Santee, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by said board at the regular meeting thereof at the time and place of vote stated, which resolution is on file and of record in the office of said board.

\_\_\_\_\_  
Clerk of the Board



**BACKGROUND:**

Each year the District offers to parents a medical insurance plan for students. This plan is voluntary and is generally used by parents who do not have insurance plans that cover their children.

**RECOMMENDATION:**

Administration recommends approval of offering student accident insurance for the 2013-14 school year, available from Guarantee Trust Life Insurance Company through Pacific Educators, Inc. Insurance Services. The premiums are listed below:

RATE SCHEDULE		
	Standard Benefit Option	High Benefit Option
School Time Coverage	\$11.00	\$25.00
24-Hour Coverage	\$75.00	\$161.00

Administration also recommends that Pacific Educators, Inc. serve as the servicing broker. This broker handles all claims and referrals from parents of students who are involved in injuries.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The District does not pay any of the premiums for this coverage.

**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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# CALIFORNIA STUDENT AND ATHLETIC ACCIDENT INSURANCE

PROGRAM 2013-2014



Excellent  
Accident Insurance  
Protection with  
Easily Affordable Rates,  
Providing:

*FOR THE STUDENT* ... sound,  
guaranteed coverage with a selection of  
Plans and Benefit Options

*FOR THE PARENT* ... additional financial security in these  
times of booming medical costs

*FOR YOU* ... the fulfillment of an administrative service and responsibility

*Designed Especially For:*

**Students of Public  
and Private Schools  
in California**

**TOLL FREE  
CLAIMS SERVICE**

# POLICY MAXIMUMS

FULL TIME (24 HOUR) \$50,000 \* SCHOOL TIME UP TO \$50,000

*The 1st \$500.00 of covered expense will be paid regardless of any other insurance.*

If the Insured Person receives treatment by a legally qualified medical or dental practitioner because of injury, the Company will pay for expenses as listed below for any one accident. Covered medical expense must begin within 120 days of the accident and be incurred within 52 weeks of the first medical or hospital treatment. Covered expenses may not exceed the reasonable and customary expense for services, supplies and treatments normally made within the State in which treatment was given.

## COVERAGE AND BENEFITS

		HIGH BENEFIT OPTION	STANDARD BENEFIT OPTION
Deductible Per Injury		0	0
HOSPITAL ROOM & BOARD	Each day - Paid up to	Semi-Private Rate	\$300.00/day
HOSPITAL INTENSIVE CARE	Each day - no maximum - Paid up to	2 x Semi-Private Rate	\$600.00/day
MISCELLANEOUS HOSPITAL	Includes the following: (1) Inpatient Hospital Ancillary Charges (2) Outpatient Expense and Supplies for same day surgery (3) Nurse Expense during hospital confinement (U.C.R.) (4) Laboratory Tests (Inpatient)	100% to \$3,000.00	100% to \$1,500.00
EMERGENCY ROOM CARE		\$300.00	\$150.00
SURGERY	Per unit - Unit value based on the 5th edition of the C.R.V.S. (1) Surgeons charges at a conversion factor of (2) Assistant Surgeon - percent of surgical allowance (3) Anesthesiologist - percent of surgical allowance	\$270.00 25% 25%	\$175.00 25% 25%
DOCTOR CHARGES	For non-surgical treatment/examination. When treatment primarily involves physiotherapy, diathermy, heat treatment, manipulation or massage, there will be a maximum of 9 visits. First Visit Each Additional Visit Thereafter	\$120.00 \$60.00	\$60.00 \$30.00
CASTS	Per injury (non-surgical)	\$100.00	\$50.00
X-RAYS	(1) Fracture (2) No Fracture	\$500.00 \$100.00	\$250.00 \$50.00
DIAGNOSTIC IMAGING	Magnetic Resonance Imaging (MRI)/Cat Scan, etc. Aggregate charges - Paid up to	100% to \$900	100% to \$500
ORTHOPEDIC APPLIANCES	Braces and Crutches	\$100.00	\$50.00
LAND AMBULANCE EXPENSE	Per injury	Reasonable and Customary	\$250.00
OUTPATIENT PRESCRIPTION DRUGS	Paid up to	100%	100% to \$50.00
DENTAL EXPENSE	Per sound natural tooth resulting from a covered accident	\$300.00	\$150.00
EYEGLOSS REPLACEMENT	For replacement of broken eyeglass frames or lenses resulting from a covered accident requiring medical treatment Paid up to	\$150.00	\$100.00
AGGRAVATION OR REINJURY BENEFIT	Any charges for treatment of aggravation or reinjury of a manifested and existing condition shall be limited to a maximum allowance per policy year of	\$500.00	\$500.00
ACCIDENTAL DEATH	Caused by an injury and occurring within 90 days of covered accident*	\$5,000.00	\$5,000.00
DISMEMBERMENT	Caused by an injury and occurring within 90 days of covered accident*: One hand, foot or eye Both hands, feet or eyes	\$5,000.00 \$10,000.00	\$5,000.00 \$10,000.00

\*Only one of the amounts above-named, the largest, will be paid for loss resulting from any one accident, and shall be in addition to any other benefits payable for such accident. Loss shall mean in regard to hand or hands or foot or feet, actual severance through or above wrist or wrists, or ankle or ankles, and loss of sight of eye or eyes shall mean the irrecoverable loss of the entire sight thereof.

## POLICY BENEFIT MAXIMUMS

	HIGH BENEFIT OPTION	STANDARD BENEFIT OPTION
School-Time.....	\$50,000	\$25,000
24-Hour .....	\$50,000	\$50,000
Interscholastic Football .....	\$25,000	\$25,000

## PREMIUM RATES

*Premiums are per student.  
Districts are assumed to*

### School-Time Coverage

Students		
Grades P-8.....	\$25.00	\$11.00
Grades 9-12.....	\$54.00	\$24.00

### 24-Hour Coverage

Students		
Grades P - 8 .....	\$161.00	\$75.00
Grades 9 - 12.....	\$192.00	\$92.00

### Football Coverage

Football Players		
Grade 9.....	\$80.00	\$36.00
Grades 10-12.....	\$177.00	\$84.00

### ALL-SCHOOL PLAN

Covers all students under the combined School-Time "Standard Benefit Option" Plan.

*Premium:* \$11.00 Per Student x Total Enrollment grades P-12.

*Premium:* \$7.00 Per Student x Total Enrollment for Elementary Districts only with no interscholastic football participation.

*Premium:* \$15.00 Per Student x Total Enrollment for High School Districts (9-12) only.

*Premium:* \$54.00 Per Student for 24-Hour Coverage.

Interscholastic tackle football

*Premium:* \$3,450 per high school per season.

*Other blanket type coverages are available, please call (800) 722-3365 for details.*

## INSTALLATION PROCEDURES

1. Complete Master Application as soon as possible, indicating plan desired, and forward to Pacific Educators, Inc. This will serve as a requisition for your supplies and will authorize the issuance of your Master Policy Contract.
2. Distribute the enrollment forms to each student. Ask them to take the envelope home for their parents consideration and return to Pacific Educators with payment.
3. We provide training for the athletic director, and a computer listing of all your students who have purchased the coverage. Listings include names, grade, effective date and type of coverage, for ease of administration at claim time.
4. Brochures are packaged by school and delivered when and where requested. Mail-back envelopes come directly to us, therefore alleviating any inconvenience to the district.
5. No listing of names required for 100% all school plans.
6. Any eligible student may enroll at any time by submitting the appropriate total premium in a completed enrollment form to Pacific Educators, Inc. address below.
7. For claims, an "800" number to help answer insured students' parents' questions.

### EXTENDED DENTAL BENEFIT OPTION

For \$6.00 Dental treatment Benefit for a covered accident will be increased to pay all reasonable and customary expenses with a \$250.00 maximum for dental prosthesis. Covers the student 24 hours a day.

Underwritten by Student Accident Division  
**GUARANTEE TRUST LIFE INSURANCE COMPANY**  
 1275 Milwaukee Avenue - Glenview, Illinois 60025  
*your guarantee of protection ... founded and serving since 1936*

## BRIEF COVERAGE TO THE DISTRICT

The following coverages may be provided to your District in consideration of your District's diligent efforts to distribute the Voluntary Student Accident Coverage materials to the parents/guardians of every student in the district and acceptance of a proper system of written waivers of student insurance. These coverages are designed to assist compliance with California Education Code where applicable.

### INTERSCHOLASTIC SPORTS OVERSIGHT COVERAGE

We cover injuries to your District interscholastic athletes who: 1) did not purchase student accident insurance because District personnel failed to provide the student accident insurance plan to the injured athletes as required by the California Education Code and 2) did not file a Waiver of Student Insurance, and 3) participated in interscholastic athletics without coverage. Benefits are paid under the "Standard Benefit Option" plan schedule up to a maximum of \$1,500.

### NON-COMPETING PARTICIPANTS COVERAGE

Students will be covered while traveling in school-provided vehicles to and from athletic events for which they have been designated by the school district to directly assist in the noncompetitive activities associated with the events, e.g. members of school bands, cheerleaders, pompom girls and team managers. Benefits are paid under the "High Benefit Option" plan schedule up to a maximum of \$1,500.

### ONE-DAY FIELD TRIP COVERAGE

We cover all accidents which occur while your students are participating in school-sponsored and directly supervised one-day field trips. A bona fide "Field Trip", is when the school district is fully responsible for the students while they are participating in the trip. Benefits are paid under the "High Benefit Option" plan schedule up to a maximum of \$1,500.

## OPTIONAL COVERAGE TO THE DISTRICT

### ELEMENTARY COMPETITORS COVERAGE

We will cover students who participate in school sponsored and supervised interscholastic sports. No coverage is provided for tackle football. Coverage includes interscholastic sports contests, including school furnished transportation to practice and contests. Benefits payable under the "Standard Benefit Option" Plan to a maximum of \$1500. The first \$500.00 of covered expenses will be paid regardless of other insurance. Grades K-8: Rate \$1.50 per student. Minimum Premium \$25.00.

### POWDER PUFF FOOTBALL

Benefits payable under the "Standard Benefit Option" plan, up to the \$25,000 maximum with the first \$500.00 of covered expenses paid regardless of other insurance. All participants must be covered. The rate is \$2.00 per student. Minimum Premium \$50.00.

### TRAVEL ACCIDENT COVERAGE

This is a Per Trip Coverage for school district sponsored trips on a twenty-four hour basis. Benefits payable under the "Standard Benefit Option" Plan to a maximum of \$25,000. The first \$500.00 of covered expenses will be paid regardless of other insurance. This coverage is provided for students and chaperones at a per person rate of \$3.00 per day for snowsking; and a per person rate of \$1.00 per day for all other trips. Minimum Premium per trip \$50.00.

### INTERSCHOLASTIC TACKLE FOOTBALL "TRY-OUT" ACCIDENT INSURANCE PLAN

Covers injuries caused by accidents during practice for high school interscholastic football. Also covers injuries caused by accidents occurring while traveling in a school-provided vehicle to and from practice. Coverage commences the first official day of practice, terminating fourteen (14) days later. Benefits are provided under the "Standard Benefit Option" structure up to \$1,500 per injury. The rate is \$5.00 per player. Please see Application Request for enrollment. All players must be covered.

# ACCIDENT INSURANCE PLAN FOR ALL STUDENTS - ALL ATHLETES

## SCHOOL TIME COVERAGE

### PROTECTS YOUR STUDENTS WHILE -

- (1) AT SCHOOL during the hours and on the days when school is in regular session.
- (2) TRAVELING directly to or from the student's residence, as defined herein, and the school for regular sessions, for such travel time as is required, but not to exceed one hour before regular school classes begin, and not more than one hour after regular classes are dismissed, or if additional travel time on the school bus is required, coverage hereunder shall extend for such additional travel time that might be necessary.
- (3) SCHOOL SPONSORED ACTIVITIES: participating in or attending exclusively organized, sponsored and solely supervised by the School and School Employees, including travel directly to or from such an activity in a vehicle furnished by the School and supervised solely by School Employees. Optional Coverage is required for school sponsored interscholastic football, grades 9-12

### EXTENDED 24-HOUR "AROUND-THE-CLOCK" COVERAGE ALSO AVAILABLE (Includes Skiing)

Provide full 24-hour a day protection, not limited to school connected accidents but also covers accidents at home or away - at play - at camp - on vacation and weekends - scouting - sports, except those specifically excluded or school sponsored interscholastic tackle football, grades 9-12, for which optional coverage is required - youth group activities - at picnics - or just playing in the neighborhood - ANY COVERED ACTIVITY - ANYTIME - ANYWHERE. Continuous protection from the effective date to the opening of the next school term.

### EFFECTIVE AND EXPIRATION DATE

Applicants applying for coverage shall be as of noon, local time, on the date they apply but not prior to the opening day of school. The expiration date of coverage (except those applying for "Around-the-Clock" coverage) shall be the close of the regular nine month school term, except while the insured is attending academic classroom sessions during the Summer exclusively and solely supervised by the School.

## SENIOR HIGH SCHOOL FOOTBALL PROTECTION

### SAME BENEFITS AS PROVIDED IN THE BASIC SCHOOL-TIME COVERAGE.

PROVIDES PROTECTION while practicing for, participating in, or traveling as a team member (under direct adult supervision) to or from "away from home" games.

Only those persons whose names are submitted to the Company in the prescribed manner will be eligible for benefits under this Policy as a result of injury sustained while engaged in the practice or play of Senior High School Tackle Football, and such injury must be incurred DURING REGULARLY SCHOOL SPONSORED AND SUPERVISED PRACTICE, GAMES, OR TRAVEL TO AND FROM THESE ACTIVITIES.

Coverage shall become effective for individual participants on the first day of scheduled football practice, provided the list of players to be insured is SUBMITTED TO THE COMPANY WITHIN THREE DAYS AFTER THE DATE OF THE FIRST PRACTICE.

No refunds or credits can be allowed for players who fail to "make the squad" or fail to complete the season.

IMPORTANT - Any player who does not go out for Practice Sessions but participates in ONE or more Scheduled Games MUST pay the full premium.

Coverage for additional players is effective the day AFTER the post-mark on the envelope in which such additions are forwarded to your Administrating Agent.

NOTE: Only schools applying for and offering the Basic School-Time Coverage to ALL students in the School District or Systems are eligible to apply for Football Coverage.

(Plan subject to insurance department approval.)

## POLICY BENEFITS PROVISION

### DEFINITIONS

Within the terms and provisions of the Policy, the term "residence" as used herein shall be considered to mean the property on which the home, dwelling place, or residence is located. "School-sponsored activities" as herein used shall be construed to mean all School functions which are organized and scheduled solely by the School on or off School premises, including classes, and which are under the sole direct supervision of qualified School authorities, including School-sponsored and supervised travel to and from such activities, as provided in the Insuring Clause. "Surgical operations" as used herein shall be construed to mean: (1) the repair of lacerations requiring sutures; (2) reduction of fractures and/or dislocations; (3) any surgical operation performed by endoscopic, cryogenic, photo-coagulative, laser, cauterization or cutting means.

### LIMITATIONS

The intention of the policy is to help parents from having UNEXPECTED MEDICAL EXPENSES due to accidents during the described exposure. In order to insure continuance of the same low premium thereby bringing the benefits within the reach of all parents, the policy pays benefits on a non-duplicating basis when other insurance or plan is involved on all claims over \$500.00. (The 1st \$500.00 OF COVERED EXPENSE WILL BE PAID REGARDLESS OF ANY OTHER INSURANCE.) Aggravation of pre-existing conditions are paid up to \$500 maximum. Accidents resulting from surfing or involving any covered motor vehicle are limited to an aggregate maximum of \$5,000. This does not apply to motor vehicles which are excluded from coverage.

### EXCLUSIONS

This policy does not provide benefits for: (a) Treatment, services or supplies which: are not medically necessary; are not prescribed by a doctor as necessary to treat an injury; are determined to be experimental/investigational in nature by the Company; are received without charge or legal obligation to pay; are received from persons employed or retained by the school or any family member; or are not specifically listed as covered charges in the Policy. (b) Injury by acts of war, whether declared or not. (c) Injury covered by Workers' Compensation or the Occupational Disease Law. (d) Expense in excess of \$500 for re-injury or complications of an injury which occurred prior to the Policy's effective date. (e) Hernia, any type, regardless of cause. (f) Injury sustained fighting or brawling, except as an innocent victim. (g) Treatment of sickness or disease in any form, blisters, insect bites, frostbite, heat exhaustion or sunstroke. (h) Treatment of vegetation or promaine poisoning or bacterial infections, except pyogenic infections due to accidental open cuts. (i) Injury sustained skiing, except when 24-Hour Coverage is purchased. (j) Injury sustained while operating, riding in or upon, mounting or alighting from, any two-, three- or four-wheeled recreational motor/engine driven vehicle or all terrain vehicle (ATV). (k) Injury sustained while participating in or practicing for interscholastic tackle football in grades 9 through 12, including travel, unless optional coverage has been purchased.

Administered in California by:



2808 East Katella Avenue • Suite 101 • Orange, CA 92867 • (800) 722-3365

Lic # 0429928

Associate Member - CASBO

GB-845

Consent Item E.2.8.  
 Prepared by Karl Christensen  
 June 4, 2013

Adoption of Resolution #1213-34 For Proposed Use  
 of 2013-14 Tier III State Categorical Programs

**BACKGROUND:**

Education Code §42605 grants districts flexibility in Tier III categorical programs and authorizes districts to use these funds for any educational purpose. For the 2008-09 fiscal year through the 2014-15 fiscal year, inclusive, local educational agencies that use the flexibility provision of this section shall be deemed to be in compliance with the program and funding requirements contained in statutory, regulatory and provisional language. As a condition of receipt of the funds, the governing board is required, at a regularly scheduled open public hearing held prior to and independent of a meeting where the governing board of the district adopts the annual budget, to take testimony from the public, identify any program that is proposed to be closed, discuss, approve or disapprove the proposed use of funding, and make explicit the purposes for which the funding will be used.

Administration recommends use of the Tier III Categorical Program funds as delineated below:

State Program Subject to Flexibility	Unrestricted Resource Number	Estimated 2013-14 Award	Flexibility Used	% Flex Used	Remaining for Program Expenditures	Flexibility Used in Unrestricted General Fund	Program Closed?
Supplemental Hourly Instructional Prog	0	13,867	13,867	100.00%	0	Teacher salaries	Yes
Oral Health Assessment Program	0	5,476	5,476	100.00%	0	Teacher salaries	Yes
Community Day School	911	72,445	0	0.00%	72,445	N/A	No
Deferred Maintenance	915	229,818	0	0.00%	229,818	N/A	No
Community Based English Tutoring	918	13,537	13,537	100.00%	0	Teacher salaries	Yes
Schl Safty & Violnce Prevntn	921	39,954	8,344	20.88%	31,610	Teacher salaries	No
Arts & Music Block Grant	922	89,478	89,478	100.00%	0	Teacher salaries	Yes
Supplemental School Counseling	924	130,666	117,196	89.69%	13,470	Teacher salaries	No
GATE	926	41,303	0	0.00%	41,303	N/A	No
Instructnl Mtis Fund Realignment	927	340,900	4,515	1.32%	336,385	Teacher salaries	No
PAR	931	25,299	13,990	55.30%	11,309	Teacher salaries	No
SB472 Staff Development	935	32,067	32,067	100.00%	0	Teacher salaries	Yes
Admin Training	937	7,274	7,274	100.00%	0	Teacher salaries	Yes
Teacher Credentialing Blk Grant	943	17,455	17,455	100.00%	0	Teacher salaries	Yes
Profnl Developmnt Blk Grant	944	174,393	17,473	10.02%	156,920	Teacher salaries	No
Targeted Instructnl Imprvmt Blk Grnt	945	576,546	205,674	35.67%	370,872	Teacher salaries	No
School Library Imprvmt Blk Grnt	946	673,819	400,000	59.36%	273,819	Teacher salaries	No
Staff Development English Learner	965	11,022	11,022	100.00%	0	Teacher salaries	Yes
<b>Total Flexibility Used</b>		<b>2,495,319</b>	<b>957,368</b>	<b>38.37%</b>	<b>1,537,951</b>		

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution #1213-34 approving receipt and specified use of Tier III Categorical Program funds for 2013-14.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

Tier III Categorical Program Funds are estimated at \$2,495,319, of which \$957,368 would be used as flexible dollars for a portion of Unrestricted General Fund teacher salaries.

**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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RESOLUTION NO. 1213-34 OF THE BOARD OF THE  
**SANTEE SCHOOL DISTRICT**

TIER III CATEGORICAL FLEXIBILITY

WHEREAS as added and amended by SBX3 4, ABX4 2, and SB 70, Education Code 42605 grants districts flexibility in "Tier III" categorical programs and authorizes districts to use these funds for "any educational purpose, to the extent permitted by federal law." For the 2008-09 fiscal year to the 2014-15 fiscal year, inclusive, local educational agencies that use the flexibility provision of this section shall be deemed to be in compliance with the program and funding requirements contained in statutory, regulatory, and provisional language.

WHEREAS as a condition of receipt of the funds, the governing board is required, at a regularly scheduled open public hearing, to take testimony from the public, discuss, and approve or disapprove the proposed use of funding and to make explicit the purposes for which the funding will be used.

WHEREAS Assembly Bill (AB) 189, became effective January 1, 2012, and requires the Tier III public hearing to be held prior to and independent of a meeting at which the budget is adopted. AB 189 also requires a governing board to identify in the notice of the public hearing, any Tier III program that is proposed to be closed.

WHEREAS attached to this resolution is a list of specific programs, the estimated funding amounts, and the proposed activities for which the funds are to be expended identified by SACS function code.

THEREFORE, BE IT RESOLVED that, following a public hearing in which public testimony was taken, discussion regarding the proposed uses of the funds took place, and programs proposed to be closed were identified, the Santee School District adopts this Resolution approving the proposed uses of the funds as shown on the attached list.

PASSED AND ADOPTED this 4th day of June 2013 by the following vote:

Ayes:

Noes:

Abstained:

Absent:

ATTEST:

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Clerk of the Board of Education



**BACKGROUND:**

On September 1, 2009, the District entered into an Agreement with an employee to provide on-site resident services at Carlton Oaks School. This individual recently moved and the mobile home at that site is vacant.

To procure another resident, the District sent an advertisement to all District employees and posted a notice on the District's web site soliciting applications from interested parties.

Three (3) District employees submitted application documents by the due date. Administration reviewed the application using a 3-point rating system on 8 criterion including years of service with the District, employment history, credit rating, and ability to carry out the duties required in the Agreement.

This process resulted in one (1) applicant being scheduled for an interview. Daisy Delacruz, a Project SAFE employee, and her husband were interviewed and found to be a good fit for providing on-site resident services for Carlton Oaks School.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the agreement with Daisy Delacruz to provide on-site resident services at Carlton Oaks School.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The annual revenue is anticipated to be \$10,236, and is subject to annual increases equal to the State's statutory COLA.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.9.
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**SANTEE SCHOOL DISTRICT**  
**ON-SITE RENTAL AGREEMENT**

THIS RENTAL AGREEMENT ("Agreement") is entered into this 21st day of May, 2013 ("Effective Date") by and between SANTEE SCHOOL DISTRICT, hereinafter referred to as "DISTRICT", and Daisy Delacruz, hereinafter referred to as "RESIDENT".

WITNESSETH:

WHEREAS, according to Article 1 (commencing with Section 39600), Chapter 4 of the Education Code, the District is authorized to provide for the management and control of school property within said District; and

WHEREAS, each year the District is required to replace or repair school property which is damaged or destroyed by vandalism and theft and is willing to make available a mobile home on the school site as reciprocal payment for such services; and

WHEREAS, the District is authorized, according to Education Code Section 39610.5 to provide on school property a mobile home including all necessary appurtenances and fixtures and necessary services for the purpose of enabling a responsible person or persons, to occupy a mobile home on such site in return for maintaining surveillance over the school grounds and to report to appropriate police and fire protection agencies and/or school authorities illegal or suspicious activities that are observed;

I. RESPONSIBILITIES, DUTIES, AND RESTRICTIONS OF PARTIES:

- A. The DISTRICT, shall provide the RESIDENT with a mobile home, including necessary appurtenances, located on the Carlton Oaks campus ("School Site"). The monthly rental fee is below the market rate as a benefit in exchange for independently contracted security services.
- B. RESIDENT shall pay DISTRICT rent in the amount of eight hundred eighty-one dollars and no cents (\$881.00) per month due and payable on the first of each month. The rent amount shall be increased each year subsequent to the effective date of this Agreement by an amount equal to the State calculated statutory COLA (Cost of Living Adjustment) rounded up to the nearest whole dollar. Said COLA shall become effective on September 1 of each subsequent year commencing on September 1, 2013.
- C. The DISTRICT shall provide the RESIDENT with the following services: electricity, water, sewer, natural or propane gas, and the use of existing campus garbage disposal facilities.

- D. The RESIDENT shall not install any item (such as a spa or Jacuzzi), which will result in high energy usage or additional expense to the DISTRICT.
- E. The RESIDENT shall not install any other building or structure on the site except the mobile home unit.
- F. The RESIDENT shall not make any improvements to the property or structures without prior written authorization from DISTRICT. Requests for home expansions or replacement must be submitted in writing to the District, and must be accepted, in writing, by the DISTRICT.
- G. If the RESIDENT has not already been provided a cell phone at DISTRICT expense as an employee of DISTRICT, RESIDENT shall, at his/her own expense, provide and maintain cell phone service for direct contact and his/her own safety. The RESIDENT shall be available by cell phone at all times, except as noted in Section P of this Agreement, to be able to respond to an emergency should one arise.
- H. The RESIDENT shall, upon termination of the Agreement, remove all personal effects from the mobile home, repair any damages to the site, and shall ensure that the site is completely clean of all debris, trash, and other items.
- I. The RESIDENT shall maintain the mobile home premises in a safe, clean, and orderly manner. The RESIDENT agrees to conduct himself/herself in a manner consistent with that required by law on school property, and shall not engage in any activity which will interfere with school activities, injure the public service, or discredit the DISTRICT. The RESIDENT shall take all necessary steps to ensure that other occupants and his or her guests and family members adhere to the same standards which apply to the RESIDENT under this section. Opinion of the DISTRICT as to "safe, clean, and orderly" shall prevail.
- J. The RESIDENT shall obtain tenant insurance as to their property in and on the premises and maintain it in full force and effect for the entire duration of this Agreement. A copy of such policy shall be provided to DISTRICT upon request. Such insurance is required and shall be the only recourse for RESIDENT(S) in the event of damage to the premises or their property.
- K. The RESIDENT shall put a request in writing for permission from the DISTRICT to keep any and all pets in the mobile home and on the mobile home premises. The RESIDENT shall obtain necessary licenses for any pet(s) that he/she is permitted to maintain on the premises. The type, size, and number of household pets or other animals or fowl allowed at the

on-site residence shall be at the discretion of the DISTRICT. Only one dog or one cat will be allowed at the site. No other animals of any type will be allowed. The RESIDENT must ensure that a dog does not bark or disrupt school activities in any way. All animals must be kept inside the fenced enclosure at all times. The RESIDENT may take a dog with him on the school inspection tours if the dog is kept on a leash at all times. If a dog escapes from the fenced enclosure at any time, the RESIDENT will be required to remove the dog from the premises. If, at the discretion of the DISTRICT, it is determined that the dog appears dangerous or causes harm to any person, the RESIDENT will be required to remove the dog immediately upon notification by the DISTRICT.

- L. The RESIDENT agrees to defend, indemnify and hold harmless, the DISTRICT, and/or its officers, agents, or employees from any and all claims, liabilities, penalties, or losses resulting from, or as a consequence of, his/her tenancy, including but not limited to, damage to person or property of RESIDENT, RESIDENT'S family or any other person and/or to include any damage due to the RESIDENT'S pets.
- M. **The purpose of this Agreement is to provide security services to all Santee School properties, and is at the full benefit and discretion of the Santee School District.** The intent of the Agreement is not for the benefit of the on-site resident, and therefore, the requirements of the DISTRICT shall prevail at all times.
- N. The RESIDENT agrees to carry the "duty pager" on a rotating schedule with District employees, or other On-Site residents.
- O. The RESIDENT agrees to perform other security duties as recommended by the Director of Maintenance, Operations, & Facilities, Principal, and/or their designee. This includes, but is not limited to, computerized monitoring of security cameras located at various district sites.
- P. The RESIDENT shall not be expected to be present on campus for a full twenty-four (24) hours on any day. However, except for emergencies or vacation periods, the RESIDENT is expected to be on campus for at least three (3) weekends per month. Expected absences for periods of time longer than forty-eight (48) hours shall be reported to the Director of Maintenance, Operations, & Facilities and the Site Principal or his/her designee and to the local police prior to the absence. The RESIDENT will develop a mutually acceptable schedule with the Director of Maintenance Operations, & Facilities and the Site Principal. This schedule will be submitted in writing monthly and adhered to unless changed in writing. Failure to maintain the schedule shall result in immediate termination of this Agreement.

- Q. The RESIDENT may not accept any type of employment that would cause him to be absent from the site after custodial work hours or on weekends.
- R. The RESIDENT shall inspect the School Site regularly on a daily basis, except times when the regular custodial force is on duty (6:00 a.m. to 11:00 p.m.). On-Site resident will keep a date and time log of site monitoring walks, along with notes of any significant observations or events. The report will be given to the Director of Maintenance, Operations, & Facilities and the Site Administrator on the last day of each month, via e-mail or a written report. RESIDENT shall take reasonable steps to immediately report instances of publicly offensive graffiti and vandalism to authorities and coordinate with the Director, Maintenance/Operations & Facilities to ensure graffiti is covered and vandalism rectified prior to students returning or neighbors complaining.
- S. The School Site has a great deal of public traffic (both vehicular and people) on the site at all times due to its location and openness. The RESIDENT shall not attempt to apprehend any trespasser, nor shall he/she order any person off the school property, however, the RESIDENT will be expected to discuss occurrences with people in a professional, calm manner and to explain the DISTRICT'S policies and rules regarding use of school property. The RESIDENT shall be expected to interact calmly and reasonably with members of the public without use of discourteous or profane actions or language. The RESIDENT shall be expected to be able to ask people to leave the school site, if he believes it is in the best interest of the DISTRICT for the person to leave. The RESIDENT will be expected to interact with parents, representatives of sports groups, law enforcement personnel and students in a calm and professional manner as a representative of the DISTRICT:
- T. The RESIDENT shall ask that persons not use bicycles, skateboards, roller blades, etc., on the school campus. Their use is prohibited on campus by any student, person representing the public, or by a family member of guest.
- U. In cases where the RESIDENT is unable to interact in a professional manner with any person visiting the school site, he shall:
1. Obtain as much descriptive information as possible on any suspicious person or persons and/or vehicle(s) on the premises without confronting the trespasser(s).
  2. Be prepared to provide such information to police, fire department, and school officials, as appropriate. RESIDENT will be expected to participate fully, as requested, with any police, fire department and school official in any event which might occur at the school site.

3. Report acts of vandalism or theft in progress, or damage done, to the local police immediately, and as soon as possible, to the school official, in the order shown on the priority list. The DISTRICT shall provide a priority phone list to the RESIDENT.
  4. Failure on the part of the RESIDENT to be a positive, favorable representative of the DISTRICT shall result in the termination of this Agreement immediately.
- V. The RESIDENT shall, in the event of fire, sound required alarms, notify the fire department, and an official from the priority list, and stand-by to direct the fire department to the scene.
- W. The RESIDENT may be provided (at the option of the Director or Principal) a master key and for emergency access to school facilities. The RESIDENT may grant access to others when requested by the Principal or without authorization in an emergency only, to properly identified personnel (i.e., fire or law enforcement agencies).
- X. The RESIDENT shall secure unlocked doors or broken windows, when possible, and turn off lights or water that has been inadvertently or maliciously left on. The RESIDENT shall notify the Director as soon as possible of such necessary actions.
- Y. The RESIDENT shall perform his/her duties as set forth in the Agreement under oversight of the Director of Maintenance, Operations and Facilities, or Principal and/or his designee ("Administrator").
- Z. The Administrator shall complete an annual evaluation of the RESIDENT's performance. Said evaluation will be given and discussed with RESIDENT by June 1<sup>st</sup> of each year.
- AA. The RESIDENT agrees that he/she cannot sublet all or any part of the premises without prior Board approval. All other individuals living in the mobile home must abide by the terms of this Agreement.
- BB. The RESIDENT shall not permit any recreational vehicles, boats, motor homes, and/or trailers to be stored on the school site without written authorization of the Administrator.
- CC. The RESIDENT shall not possess, carry or use firearms or weapons of any type, at any time whatsoever, in the mobile home, on the mobile home premises, or on any other DISTRICT property. The RESIDENT acknowledges that the mobile home premises are located on school grounds, and that he/she is aware of the provisions of the Gun-Free

School Zone Act of 1995 (Ca. Penal Code 626.9) which makes it illegal for any person to possess a firearm in a place that a person knows, or reasonably should know, is a "school zone", defined as "an area in, or on the grounds of a public or private school providing instruction in Kindergarten or grades 1 to 12, inclusive..."

- DD. The RESIDENT shall, at all times, comply with Board Policy 3513.3 which prohibits the use of tobacco products at any time in DISTRICT-owned or leased buildings or on DISTRICT property. RESIDENT shall not use tobacco products in the mobile home, on the mobile home premises, or on DISTRICT property at any time and shall ensure that other occupants and guests of the RESIDENT comply with this provision of the Agreement.
- EE. The RESIDENT shall not enter into conduct that is in violation of any district, local, state, or federal rules, regulations or laws.
- FF. The RESIDENT shall not perform mechanical work on any vehicles outside the fenced area, nor shall the RESIDENT contaminate the school site with the illegal dumping or any hazardous materials.
- GG. The adult RESIDENTS (present and future) shall submit to and pass fingerprint/criminal background checks, credit checks, and drug testing. If fingerprint/criminal background checks, credit checks, and drug testing results are determined to be unsatisfactory in the sole discretion of DISTRICT, this Agreement shall immediately terminate.
- HH. In the situation where the RESIDENT or an adult member of the household is an employee of the Santee School District, all issues related to the on-site residence and the person's employment status with the DISTRICT shall be treated separately.
- II. The RESIDENT, in the performance of this Agreement, shall be and shall act as an independent contractor. The RESIDENT shall perform its obligations under this Agreement according to the RESIDENT's own means and methods of work which shall be in the exclusive charge and under the control of the RESIDENT, and which shall not be subject to control or supervision by District except as to the results of the work as specified herein. RESIDENT understands and agrees that he/she and all of them shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. RESIDENT assumes the full responsibility for the acts and/or omissions of themselves or their agents as they relate to the service to be provided under this Agreement. Nothing in this Agreement shall give the RESIDENT authority with respect to any

District decision beyond the rendition of information, advice, recommendation, or counsel. RESIDENT is not authorized to make any representation, contract or commitment on behalf of District.

## II. TERMS OF AGREEMENT

This agreement is entered into on the Effective Date, and creates a tenancy at will, which may be terminated by either party upon a thirty (30) day written notification.

*If at any time, the DISTRICT determines that the RESIDENT is not adhering to the intent of the Agreement and is not providing full service to the DISTRICT, the will of the DISTRICT shall prevail, and the RESIDENT will remove their property and vacate the premises within the thirty (30) day written notification period described above.*

## III. CONSIDERATION

Good, valuable, and adequate consideration exists in the benefits and services which the DISTRICT and RESIDENT hereby agree result from the mutual performance thereof.

## IV. ENTIRE AGREEMENT:

This Agreement embodies the entire agreement between the parties. Both parties represent that, in entering into this Agreement, they shall not rely upon any previous representation, whether expressed orally, or implied, or any inducement or agreement of any type or nature heretofore.



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed this 21st day of May, 2013.

ON-SITE RESIDENT(S)

SANTEE SCHOOL DISTRICT

By: \_\_\_\_\_

Recommended:

By: \_\_\_\_\_

By: \_\_\_\_\_

Karl Christensen  
Assistant Superintendent  
Business Services  
Phone: (619) 258-2320

Approved:

By: \_\_\_\_\_

Cathy Pierce Ed.D.  
Superintendent

Approved by the Board of Education of Santee School District at the May 21, 2013 Board Meeting.

Consent Item E.2.10.  
Prepared by Karl Christensen  
June 4, 2013

Authorization to Contract for Appraisal of  
Renzulli Property

**BACKGROUND:**

The District owns an 11.39 acre parcel on Prospect Avenue known as the Renzulli Property. This property was declared as surplus by the Board on December 17, 2002. This land has potential for generating additional revenue for the District's Capital Improvement Program through a sale or lease to a developer. In order to determine the amount of funds that a sale or lease of the property could generate, it is necessary to conduct an appraisal of the property.

The District recently used Bob Backer and Associates to conduct an appraisal of the Santee School Site. Administration will obtain quotes from qualified firms after a conceptual design for potential residential development is obtained from the City of Santee.

**RECOMMENDATION:**

It is recommended that the Board of Education authorize Administration to contract to conduct an appraisal of the Renzulli Property using a hypothetical zoning of residential and park/open space in proportions recommended by the City of Santee.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is not to exceed \$8,000.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.10.
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Consent Item E.2.11.  
Prepared by Karl Christensen  
June 4, 2013

Authorization to Disseminate a Request  
for Proposal & Qualifications (RFP/Q) For Bid  
#1314-090-01: Fresh Produce

**BACKGROUND:**

The District expects to purchase fresh produce during the 2013-14 fiscal year that will exceed bid limits. Consequently, a formal bid process is necessary.

If authorization is granted, the legal ad for Bid #1314-090-01: Fresh Produce will be published in the Union Tribune on June 5, and June 12, 2013. Bids will be opened on June 18, 2013, and Administration will bring forth a recommendation for award of bid at the July 2, 2013, Board of Education meeting. Bid #1314-090-01: Fresh Produce, is for the 2013-14 fiscal year with an option to extend the contract annually for up to two additional years.

**RECOMMENDATION:**

It is recommended that the Board of Education grant authorization to seek legal bids for the procurement of Bid #1314-090-01: Fresh Produce, through the Department of Child Nutrition Services for the 2013-14 fiscal year with an option to extend the contract annually for up to two additional years.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The estimated cost of \$110,000 annually is to be funded from the Child Nutrition Services Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.11.
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Consent Item E.3.1.

Approval of Outdoor Education Program Agreements  
with the San Diego County Office of Education

Prepared by Dr. Stephanie Pierce  
June 4, 2013

**BACKGROUND:**

The San Diego County Office of Education has submitted agreements for its Outdoor Education Program to the District for approval. Fees for the Outdoor School Program are \$290 for the 5-day program (or \$246 for 4 days when scheduled during a week including a holiday) for each child in full attendance, which is an increase of \$10 for the 5-day and the 4-day programs from the 2012-13 fee.

Program charges during the 2012-13 school year for the 5-day program per student was \$297 which included \$280 paid to the San Diego County Office of Education and \$17 for transportation costs and student insurance. The tentative schedule and fees for the Outdoor Education Program are below.

In addition, fees for the Marine Science Program half-day Floating Lab are \$660 per trip, the same fee schedule as the 2012-13 fee per trip.

<b>School Site</b>	<b>Departure Date</b>	<b># of School Days</b>	<b>Cost - Camp, Transportation, Insurance</b>
Carlton Oaks	11/18/13	5 days	\$310
Cajon Park Carlton Hills Rio Seco Sycamore Canyon	12/02/13	5 days	\$310
PRIDE Academy	01/21/14	4 days	\$267
Chet F. Harritt	03/17/14	5 days	\$310
Hill Creek Pepper Drive	12/17/12	5 days	\$310

**RECOMMENDATION:**

It is recommended that the Board of Education approve the 2013-14 Outdoor Education Agreements with the San Diego County Office of Education.

This recommendation supports the following District goals:

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

**FISCAL IMPACT:**

The cost per student for the Outdoor School Program is \$310 (5-day program) or \$266 (4-day program), which includes camp fees paid to the San Diego County Office of Education, transportation fees, and \$0.60 per student for student insurance. Student contributions, scholarships, and fundraisers all contribute to funding needed for students to attend camp.

The cost of the Marine Science Floating Lab is \$660 per trip paid through student contributions, site categorical funding, and PTA donations. Students needing financial assistance are assured participation through PTA donations and scholarships.

**STUDENT ACHIEVEMENT IMPACT:**

The Outdoor Education Program provides students with an enriched, alternative learning experience. The Program mission is to provide students with experiential learning programs that enhance awareness and scientific understanding of the natural world and their connection to it while building self-reliance, teamwork, and a sense of social responsibility.

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

Agenda Item E.3.1.

Consent Item E.4.2.  
Prepared by Minnie Malin  
June 4, 2013

Approval of Reduced Workload Agreement

**BACKGROUND:**

Part-time certificated employment with full STRS retirement credit requires Board approval per Article XIV, of the Successor Agreement between Santee School District and Santee Teachers Association. The following employee has requested part-time employment with full retirement credit:

Michelle Meyer      50% Shared Teaching Contract at Pepper Drive School

**RECOMMENDATION:**

Administration recommends approval of part-time certificated employment and participation in the STRS Reduced Workload Program per Education Code Section 44922 for Michelle Meyer, for the 2013-2014 school year.

**FISCAL IMPACT:**

The STRS Reduced Workload Program allows an employee to work half time and earn a full year's service credit. This program requires the employee and the District to make a STRS contribution equivalent of a full year's service. Estimated annual cost to the District for this employee to participate in this program will be \$4,000.

**STUDENT ACHIEVEMENT IMPACT:**

Student achievement is not impacted as a result of the reduced workload program.

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

Agenda Item E.4.2.

Consent Item E.4.3. Approval to Renew Annual Agreement and Rate Structure with Fagen, Friedman & Fulfro

Prepared by Minnie Malin  
June 4, 2013

**BACKGROUND:**

Fagen, Friedman & Fulfro has provided Santee School District with excellent legal and consultant services related to general personnel and legal services with regard to labor relations, collective bargaining issues, and litigation since receiving Board approval on January 20, 2009. Other services include, but are not limited to, legal response to complaints and grievances; issues pertaining to interpretation of the Education and Government Codes and Federal statues; and clarification of proposed and adopted legislation.

At this time, the law firm has notified the District that there will be a modest adjustment to the current rate structure. Below is a chart providing the rate structure for 2012-13 and 2013-14.

Hourly Rates	2012-2013	2013-2014
Associate	\$175 - \$190 per hour	\$185 - \$195 per hour
Partner	\$210 - \$230 per hour	\$230 - \$250 per hour
Of-Counsel	\$215 - \$235 per hour	\$250 per hour
Paralegal/Law Clerk	\$110 - \$130 per hour	\$110 - \$130 per hour
Education Consultant	\$145 - \$195 per hour	\$145 per hour
Communication Services Consultant	\$145 - \$195 per hour	\$195 per hour

**On-Site Legal Services (8 hours)**

Associate	\$1,710 (discounted from \$1,900)	\$1,760 (discounted from \$1,950)
Partner	\$2,070 (discounted from \$2,300)	\$2,250 (discounted from \$2,500)

**RECOMMENDATION:**

It is recommended that the Board of Education approve to the annual agreement and current rate structure with Fagen, Friedman & Fulfro for personnel attorney services effective July 1, 2013.

**FISCAL IMPACT:**

The annual District adopted budget includes an amount not to exceed \$45,000 to provide attorney services.

**STUDENT ACHIEVEMENT IMPACT:**

Attorney services provide support to administration when making personnel decisions. This allows administration to make decisions in relation to what is best for all students.

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

Agenda Item E.4.3.



## **AGREEMENT FOR LEGAL SERVICES**

This agreement is by and between Santee School District ("Client") and the law firm of Fagen Friedman & Fulfroost LLP ("Attorney"). In consideration of the promises and the mutual agreements hereinafter contained, Attorney agrees to provide legal services to Client on the terms set forth below effective July 1, 2013:

1. **CONDITIONS.** This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.
2. **SCOPE OF SERVICES.** Client hires Attorney as its legal representative/counsel with respect to matters Client specifically refers to Attorney. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client's inquiries.
3. **CLIENT'S DUTIES.** Client agrees to cooperate with Attorney and to communicate with candor while keeping the Attorney apprised of any information or developments which may come to Client's attention, to abide by this Agreement, to pay Attorney's bills on time and to keep Attorney advised of Client's address and telephone number. Client will assist Attorney in providing information and documents necessary for the representation in the described matter.
4. **CONSULTANT SERVICES.** Attorney may provide consulting services in addition to or in support of the legal services provided pursuant to this Agreement, through qualified non-attorney Communication Services and Education Consultants. These services are intended to support Client with communications work or educational consultant services related to labor and employment matters, special education and student matters, high-profile litigation and settlement agreements, in addition to employee, community, inter-governmental and media relations.
5. **LEGAL FEES AND BILLING PRACTICES.** Client agrees to pay by the hour, in minimum units of one tenth (.1) of an hour, at Attorney's prevailing rates for all time spent on Client's matter by Attorney's legal personnel. Current hourly rates are noted in an attached rate schedule and the actual rate billed is based on the attorney's number of years of experience.

The rates on this schedule are subject to change on 30 days' written notice to client. If Client declines to pay any increased rates, Attorney will have the right to withdraw as Attorney for Client. The time charged will include the time Attorney spends on telephone calls relating to Client's matter, including calls with Client and other parties and attorneys. The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.



**6. COSTS AND OTHER CHARGES.** (a) In general, Attorney will incur various costs and expenses in performing legal services under this Agreement. Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. The costs and expenses commonly include fees fixed by law or assessed by public agencies, messenger and other delivery fees, postage, photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses and consultants' fees and other similar items. Except for in-office photocopying, facsimile charges and mileage, all costs and expenses will be charged at Firm's cost.

In office Photocopying	\$0.25/page
Facsimile Charges	\$1.00/page
Mileage	IRS Standard Rate
Postage	Actual Cost

(b) Out of town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by law firm personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Consultants and Investigators. To aid in the representation in Client's matter, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges.

**7. BILLING STATEMENTS.** Attorney will send Client monthly statements for fees and costs incurred. Each statement will be payable within thirty (30) days of its mailing date. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. Client may request a statement at intervals of less than 30 days. If Client requests a bill, Attorney will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

**8. DISCHARGE AND WITHDRAWAL.** Client may discharge Attorney at any time. Attorney may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. After services conclude, Attorney will, upon Client's request, deliver Client's file(s) and property in Attorney's possession, whether or not Client has paid for all services. Attorney shall transition all outstanding legal work and services to others as Client shall direct.

**9. DISCLAIMER OF GUARANTEE AND ESTIMATES.** Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only. Actual fees may vary from estimates given.

**10. ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

11. **MODIFICATION BY SUBSEQUENT AGREEMENT.** This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

12. **SEVERABILITY IN EVENT OF PARTIAL INVALIDITY.** If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

13. **MEDIATION CLAUSE.** If a dispute arises out of or relating to any aspect of this Agreement between the Client and Attorney, or the breach thereof, and if the dispute cannot be settled through negotiation, Attorney and Client agree to use mediation before resorting to arbitration, litigation, or any other dispute resolution procedure.

14. **EFFECTIVE DATE.** This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

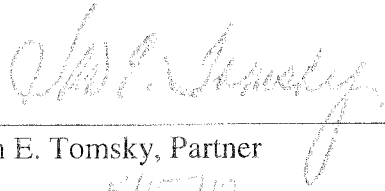
THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. THE CLIENT SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

IN WITNESS WHEREOF, the parties have signed this Agreement for Legal Services.

Santee School District

Fagen Friedman & Fulfrost LLP

\_\_\_\_\_  
Dr. Cathy Pierce  
Superintendent

  
\_\_\_\_\_  
Jan E. Tomsky, Partner

DATE: 5/15/13

DATE: \_\_\_\_\_

Consent Item E.4.4.

Approval of Short Term Positions for Out-of-School Time Programs for Field Trips During Summer Break

Prepared by Minnie Malin  
June 4, 2013

**BACKGROUND:**

Each year during summer break, the Out-of-School Time Programs extend their hours of operation to 11.5 hours of care each day to accommodate the needs of our students and community. Included as part of the program are multiple field trips. Therefore, as a safety precaution, there is the need for additional staff to supervise student field trips during the period of June 24 – August 30, 2013.

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 employment of up to ten (10) Project SAFE short-term positions for up to eight (8) hours each day, to cover field trips during the period of June 24 – August 30, 2013.

**FISCAL IMPACT:**

The cost to employ the short term positions will be approximately \$98.29 per person, per day. The Out-of-School Time Programs is a fee-based program.

**STUDENT ACHIEVEMENT IMPACT:**

This is a fiscal item.

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

Agenda Item E.4.4.

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.  
 Prepared by Karl Christensen  
 June 4, 2013

Award of Request for Proposal for the  
 Purchase of New Hewlett-Packard Network  
 Equipment and Trade-In of Surplus Cisco  
 Network Equipment

**BACKGROUND:**

Over the past several years, the Technology Department has been transitioning from use of network equipment (i.e. routers, switches, etc.) manufactured by Cisco to network equipment manufactured by Hewlett-Packard (“HP”) to save on long-term costs.

Most of the Cisco equipment is now surplus and stored in the Technology Department. Some Cisco equipment is still in operation at Pepper Drive School and the District Office Compound.

At its May 7, 2013 meeting, the Board of Education authorized the issuance of a Request for Proposal (RFP) to seek vendors to buy all of the remaining Cisco networking equipment for trade-in value and to credit that value towards the purchase of certified refurbished HP ProCurve network equipment. The trade-in value of the surplus Cisco equipment will allow the District to replace all the networking equipment at the District Compound and Pepper Drive School, including the new Junior High Building, for a substantially reduced cost.

The RFP closed on May 23, 2013 at 4PM. Six (6) vendors responded to the RFP. Staff used the following criteria to evaluate submittals:

- a. Value of equipment credit for surplus Cisco equipment
- b. Cost of purchase for HP ProCurve equipment
- c. Net cost to the District for the transaction
- d. Other value considerations

Based on the above criteria, the following rating chart was developed:

Company	Cisco Equipment Credit	HP ProCurve Cost	Net Cost to District	Additional Value Added	Remarks
Network Hardware Resale	\$30,705.00	\$33,303.32	\$2,598.32	1st Yr. Exchange, HP Lifetime	
IT Assets Inc.	\$18,830.00	\$24,950.00	\$6,120.00	30 days warranty, HP Lifetime	
Computer Connection	\$20,915.00	\$31,165.00	\$10,250.00	HP Lifetime	
CXTEC	\$30,200.00	\$43,671.88	\$13,471.88	Equal2New, HP Lifetime	
Linkserv Inc.	\$18,943.00	\$65,521.00	\$46,578.00	HP Lifetime	
LanSolutions LLC	\$0.00	\$70,435.44	\$70,435.44	HP Lifetime	No intent to purchase Cisco equipment

**RECOMMENDATION:**

It is recommended that the Board of Education award the RFP to Network Hardware Resale which met all criteria with the lowest cost to the District for the purchase of new Hewlett-Packard network equipment with the trade-in of surplus Cisco network equipment.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The net cost of \$2,598.32 is 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 F.1.1.
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**BACKGROUND:**

On September 4, 2012, the Board of Education approved a resolution to utilize the California Uniform Public Construction Cost Accounting Act (CUPCCAC) for purchases that are over the \$15,000 formal bid processing limit. Staff has developed an approved vendor list following the procedures of the CUPCCAC process.

Staff is requesting Board approval to call for informal bids for replacement of older HVAC systems which have stopped working and are beyond economical repair. These units are located at the Cajon Park Annex, State Preschool Annex, District Office complex, and the Educational Resource Center. Staff estimates the costs to be between \$20,000 and \$40,000. This would be paid for using deferred maintenance funding allocated for the 2013-14 fiscal year.

**RECOMMENDATION:**

It is recommended that the Board of Education approve utilizing the CUPCCAC process to seek informal bids for replacement of older HVAC units. Another item will be brought to the Board of Education for award of a contract at a subsequent meeting.

This recommendation supports the following District goals:

**Learning Environment**

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

**FISCAL IMPACT:**

There is no fiscal impact at this time. The cost for replacement of all systems specified is estimated between \$80,000 and \$120,000 to be paid from Deferred Maintenance funds for 2013-14.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item F.1.2.
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Discussion and/or Action Item F.2.1.  
Prepared by Karl Christensen  
June 4, 2013

Approval of Change Order to Add Construction of  
Parking Lot to the Pepper Drive 10-Classroom  
Addition Project Contract with Balfour Beatty  
Construction Inc.

**BACKGROUND:**

At its February 19, 2013, meeting the Board of Education initiated the Pepper Drive 10-classroom addition project. Due to financial constraints, completion of the parking lot was postponed until the amount of contingency funds remaining could be determined. At this time, the project team feels confident that the project is far enough out of the ground to dedicate the owner's contingency towards the cost of the parking lot. The value of the change order for adding the parking lot completion is \$221,921 using the owner's contingency and remaining balances for project allowances. A final project cost with change orders will be presented to the Board at the project's final contract approval and completion.

Attached are the original project GMP, including an estimate of the parking lot, the proposed parking lot Guaranteed Maximum Price (GMP), which includes an additional asphalt allowance for petro mat disposal and the additional layers of asphalt requiring demolition, and an estimate of the contingency usage and funding available.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Change Order to add Construction of the Parking Lot to the Pepper Drive 10-Classroom Addition Project contract with Balfour Beatty Construction Inc. and authorize use of owner's contingency and remaining project allowances for funding.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of the change order is \$221,921 and will be funded from Capital Improvement Program funds using the owner's contingency and remaining allowances from the 10-Classroom Addition project.

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

	DESCRIPTION	Original	Final per CCD 11R	NOTES
1	BID PACKAGE #1 - SURVEY	\$1,500	\$1,500	
2	BID PACKAGE #2 - DEMO	\$6,840	\$24,840	(Added 7" of asphalt and (3) layers of petromat: \$18,000 allowance)
3	BID PACKAGE #3 - GRADING	\$2,660	\$2,660	
4	BID PACKAGE #4 - ASPHALT	\$83,440	\$83,440	
5	BID PACKAGE #5 - LANDSCAPE & IRRIGATION ALLOWANCE	\$15,000	\$0	(From 10 CR Allowance)
6	BID PACKAGE #6 - CONCRETE	\$51,060	\$63,317	Added curb & gutter and walkway - south side of lot
7	BID PACKAGE #22 - ELECTRICAL	\$12,685	\$12,685	
8	BID PACKAGE #23 - SWPPP (ALLOWANCE)	\$5,000	\$0	(From 10 CR Allowance)
10	SUBTOTAL CONSTRUCTION HARD COSTS	\$178,185	\$188,442	
11	CONTRACTORS CONTINGENCY @ 3.5% OF HARD COSTS	\$6,236	\$6,595	
12	SUBTOTAL CONSTRUCTION HARD COSTS W/CONTRACTORS CONTINGENCY	\$184,421	\$195,037	
13	GENERAL CONDITIONS WITH FEE, BONDS, INSURANCE (10% OF CONST. COSTS W/CONTR. CONT. SUBTOTAL)	\$18,442	\$19,504	
14	SUBTOTAL CONSTRUCTION HARD COSTS, CONTRACTORS CONTINGENCY & GENERAL CONDITIONS	\$202,864	\$214,541	
15	COC INSURANCE - CONTRACTOR'S SHARE AT 1/3 OF ACTUAL COC COST	-\$118	-\$125	
16	SUBTOTAL GMP (OWNER'S CONTINGENCY NIC)	\$202,746	\$214,416	
17	OWNER CONTINGENCY @ 3.5% OF HARD COSTS	\$7,096	\$7,505	
18	TOTAL GUARANTEED MAXIMUM PRICE INCLUDING OWNER CONTINGENCY	\$209,842	\$221,921	

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

	DESCRIPTION	BASE BID	ALT. 2 - BUILD OUT 2ND FLR OF ADDITION	ALT. 3 - DELETE DEMO OF LOCKER BLDG	ALT. 4 - DELETE DEMO OF UPPER ASPHALT COURTS	ALT. 6 - DELETE LOCKER AND BENCHES	TOTAL BID W/ALTERNATES	VALUE ENGINEERING	TOTAL GMP BID FOR 10 CR w/VE	Estimated Parking Lot Value	GMP (Not Including Parking Lot)	NOTES
1	BID PACKAGE #1 - SURVEY	\$14,675					\$14,675	\$0	\$14,675	\$1,500	\$13,175	
2	BID PACKAGE #2 - DEMO	\$49,800		-\$26,000	-\$6,600		\$17,200	\$0	\$17,200	\$6,840	\$10,360	
3	BID PACKAGE #3 - GRADING	\$282,000					\$282,000	-\$22,500	\$239,500	\$2,660	\$236,840	
4	BID PACKAGE #4 - ASPHALT	\$113,290					\$113,290	\$0	\$113,290	\$83,440	\$29,850	
5	BID PACKAGE #5 - LANDSCAPE & IRRIGATION ALLOWANCE	\$100,000					\$100,000	\$0	\$100,000	\$15,000	\$85,000	
6	BID PACKAGE #6 - CONCRETE	\$806,310					\$806,310	-\$38,725	\$769,585	\$51,060	\$718,525	
7	BID PACKAGE #7 - STEEL	\$837,593					\$837,593	\$0	\$837,593	\$0	\$837,593	
8	BID PACKAGE #8 - CARPENTRY	\$0					\$0	\$0	\$0	\$0	\$0	
9	BID PACKAGE #9 - CABINETS	\$56,536	\$49,464				\$106,000	\$0	\$106,000	\$0	\$106,000	
10	BID PACKAGE #10 - SHEET METAL	\$205,000					\$205,000	-\$5,100	\$199,900	\$0	\$199,900	
11	BID PACKAGE #11 - ROOFING	\$37,216					\$37,216	\$0	\$37,216	\$0	\$37,216	
12	BID PACKAGE #12 - DOORS	\$0					\$0	\$0	\$0	\$0	\$0	
13	BID PACKAGE #13 - GLAZING	\$49,100					\$49,100	\$0	\$49,100	\$0	\$49,100	
14	BID PACKAGE #14 - FINISHES	\$1,321,124	\$247,690		-\$24,134	-\$63,912	\$1,480,768	-\$23,090	\$1,457,678	\$0	\$1,457,678	
15	BID PACKAGE #15 - FLOOR COVERINGS	\$26,925	\$27,450				\$54,375	\$0	\$54,375	\$0	\$54,375	
16	BID PACKAGE #16 - CERAMIC TILE	\$48,612					\$48,612	\$0	\$48,612	\$0	\$48,612	
17	BID PACKAGE #17 - SPECIALTIES	\$0					\$0	\$0	\$0	\$0	\$0	
18	BID PACKAGE #18 - ELEVATOR	\$104,825					\$104,825	\$0	\$104,825	\$0	\$104,825	
19	BID PACKAGE #19 - PLUMBING	\$358,000	\$26,000				\$384,000	-\$13,800	\$370,200	\$0	\$370,200	
20	BID PACKAGE #20 - HVAC	\$291,363	\$158,455				\$449,818	\$0	\$449,818	\$0	\$449,818	
21	BID PACKAGE #21 - FIRE SPRINKLERS	\$41,111	\$5,500				\$46,611	\$0	\$46,611	\$0	\$46,611	
22	BID PACKAGE #22 - ELECTRICAL	\$503,000	\$186,000				\$689,000	-\$26,675	\$662,325	\$12,685	\$649,640	
23	BID PACKAGE #23 - SWPPP (ALLOWANCE)	\$80,000					\$80,000	\$0	\$80,000	\$5,000	\$75,000	
24	MISC. HARDSCAPE PATCH	\$5,000	\$2,500				\$7,500	\$0	\$7,500	\$0	\$7,500	
25	MISC. NOT IN TRADE SCOPE	\$5,000	\$2,500				\$7,500	\$0	\$7,500	\$0	\$7,500	
26	TEMPORARY POWER/WATER	\$2,000					\$2,000	\$0	\$2,000	\$0	\$2,000	
27	ALLOWANCE FOR LRC COORDINATION	\$50,000					\$50,000	\$0	\$50,000	\$0	\$50,000	
28	SUBTOTAL CONSTRUCTION HARD COSTS	\$5,368,480	\$705,559	-\$26,000	-\$30,734	-\$63,912	\$5,953,393	-\$127,890	\$5,825,503	\$178,185	\$5,647,318	
29	CONTRACTORS CONTINGENCY @ 3.5% OF HARD COSTS	\$187,897	\$24,695	-\$910	-\$1,076	-\$2,237	\$208,369	-\$4,476	\$203,893	\$8,236	\$197,656	
30	SUBTOTAL CONSTRUCTION HARD COSTS W/CONTRACTORS CONTINGENCY	\$5,556,377	\$730,254	-\$26,910	-\$31,810	-\$66,149	\$6,161,762	-\$132,366	\$6,029,396	\$186,421	\$5,844,974	
31	GENERAL CONDITIONS WITH FEE, BONDS, INSURANCE (10% OF CONST. COSTS W/CONTR. CONT. SUBTOTAL)	\$555,838	\$73,025	-\$2,891	-\$3,181	-\$6,615	\$616,176	-\$13,237	\$602,940	\$16,442	\$584,497	
32	SUBTOTAL CONSTRUCTION HARD COSTS, CONTRACTORS CONTINGENCY & GENERAL CONDITIONS	\$6,112,014	\$803,279	-\$29,601	-\$34,991	-\$72,764	\$6,777,938	-\$145,603	\$6,632,335	\$202,864	\$6,429,472	
33	COC INSURANCE - CONTRACTOR'S SHARE AT 1/3 OF ACTUAL COC COST	-\$3,555	-\$467	\$17	\$20	\$42	-\$3,942	\$85	-\$3,857	-\$118	-\$3,739	
34	SUBTOTAL GMP (OWNER'S CONTINGENCY NIC)	\$6,108,460	\$802,812	-\$29,584	-\$34,970	-\$72,721	\$6,773,996	-\$145,518	\$6,628,478	\$202,746	\$6,425,732	
35	OWNER CONTINGENCY @ 3.5% OF HARD COSTS	\$213,786	\$28,098	-\$1,035	-\$1,224	-\$2,545	\$237,090	-\$5,093	\$231,997	\$7,096	\$224,901	
36	TOTAL GUARANTEED MAXIMUM PRICE INCLUDING OWNER CONTINGENCY	\$6,322,256	\$830,910	-\$30,619	-\$36,194	-\$75,267	\$7,011,086	-\$150,611	\$6,860,475	\$209,842	\$6,650,633	

PEPPER DR. CONTINGENCY ANALYSIS

MAY 24, 2013

	<u>Original Amt</u>	<u>Utilized</u>	<u>Total Projected **</u>	<u>Est. @ Completion</u>	<u>Notes</u>
1 Owner's Contingency	\$224,901	(\$6,000)	(\$60,000)	\$164,901	** Projected is total estimated usage
2 Owner's portion of Contractor's Contingency	\$131,771	(\$4,000)	(\$25,771)	\$106,000	
3 Landscaping Contingency	\$85,000		(\$85,000)	\$0	
4 SWPPP Contingency	\$75,000	(\$40,000)	(\$44,000)	\$31,000	
5 Allowance for LRC Coordination	\$50,000	(\$10,000)	(\$70,000)	(\$20,000)	Over by \$20K
	<b>\$566,672</b>	<b>(\$60,000)</b>	<b>(\$284,771)</b>	<b>\$281,901</b>	
			<b>Parking Lot Cost</b>	<b>(\$221,921)</b>	Estimate from GMP
				<b>\$59,980</b>	Surplus

**BACKGROUND:**

Today's world is constantly changing, requiring independent learners with new skills for changing work environments. Today's learning is connected, mobile, and on-demand. Technology tools are a powerful way to support learning and create an environment that focuses on the "Four Cs" of 21st century education: communication, creativity, critical thinking, and collaboration.

As computers have increased in power and decreased in cost and size, it has become possible for more students to own their own smartphones, iPods, laptops and/or tablets. These handheld computers have the same capabilities to perform research, and complete some of the same content creation tasks as a full-size desktop computer. This shift has caused many school districts to allow students to bring in their own computing devices (BYOD) to support their learning.

For the purposes of BYOD, "Device" means a privately owned, portable electronic piece of equipment that includes laptops, notebook, netbooks, tablets/slates, iPod Touches, e-Readers, and smart phones. BYOD allows students to bring their personal devices to school for educational use under the direction of a teacher or administrator. BYOD devices supplement (not replace) school-owned devices. BYOD increases access to all students through the combined and coordinated use of personal and school devices.

The District Technology Committee has spent the past year researching and analyzing successful BYOD programs in order to ascertain the feasibility of a BYOD program for Santee. This has included site tours, policy review, and research on student achievement impact.

In addition, current work being done by the Strategic Planning Technology Committee is focused on creating a sustainable, equitable program that provides student access to relevant, emerging technologies that enhance the educational experience. One way in which to do this is to allow students in the Santee District to participate in a BYOD program.

Tonight administration will provide a report to the board outlining the implications and next steps for consideration of a district BYOD program.

The report will include information about changes required in Board Policy, Administrative Regulation, and Exhibit for 6163.4, "Student Use of Technology." Changes are needed to provide guidelines and regulations that outline student responsibility in regards to using personally-owned electronic devices in the classroom.

In addition, the district's wireless infrastructure will need a robust network access control system to allow the influx of student devices to our secured network. These items will be brought forward to the board for consideration in upcoming meetings.

**RECOMMENDATION:**

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

This informational report supports the following District goals:

- Assure the highest level of educational achievement for all students
- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning

**FISCAL IMPACT:**

Implementation of a BYOD program would require funding of approximately \$45,000 for the Information Technology Department to secure needed hardware/software.

**STUDENT ACHIEVEMENT IMPACT:**

The Common Core State Standards outline rigorous content expectations with the intent to make all students ready for life in a technological society. To this end, they do not treat technology as a separate strand of content, but rather incorporate expectations of technological proficiency throughout the content standards. The need to use technological tools effectively is imbedded into every aspect of today's curriculum. A BYOD program is one way in which to meet these rigorous standards as outlined by Common Core.

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

Agenda Item F.3.1.

**BACKGROUND:**

Every school year, site administration and school staff review instructional minutes and modified day proposals for the following school year. Staff determines if any changes to their current instructional minutes should be made based on a particular instructional and/or professional development need. Instructional minute proposals, including modified days and kindergarten instructional minutes, are brought forward to the Board annually for review and implementation. A copy of each school's 2013-14 instructional minutes proposal will be available at the Board meeting for review.

In addition, administration is also providing the Board a summary of the mandates required by the Santee School Board for schools with modified days and extended kindergarten instructional minutes. Materials are provided with site proposals and are presented to the Board to assure that procedures will be followed in 2013-14. These materials are as follows:

1. A proposed schedule with daily instructional minutes calculations,
2. Specific days desired for modified days,
3. Assurance that core curriculum including language arts, math and if applicable, ELD will be taught on modified days,
4. Assurance that non-instructional activities will not occur on modified days, and
5. Assurance that teachers were involved in the decision-making process as required.

The attached chart shows the comparison in current instructional minutes for 2012-13 and proposed instructional minutes for 2013-14, with the proposed changes for Chet F. Harritt, Cajon Park, and Rio Seco Schools highlighted.

**RECOMMENDATION:**

It is the recommendation of Administration that the Board approve the instructional minutes proposals for the 2013-14 school year.

**FISCAL IMPACT:**

Administration has determined that multiple start and end times does have a financial impact for the school district due the need for two additional bus routes, with a revised cost estimate at approximately \$50,000.

**STUDENT ACHIEVEMENT:**

A commitment to quality instructional time and site professional development enhances student learning.

**Santee School District  
Annual Instructional Minutes (Grade Spans)  
2012-2013 and 2013-2014**

	<b>Kinder</b>	<b>Kinder</b>	<b>Grades</b>	<b>Grades</b>	<b>Grades</b>	<b>Grades</b>	<b>Grade 6</b>	<b>Grade 6</b>	<b>Grades</b>	<b>Grades</b>
	<b>2012-2013</b>	<b>2013-2014</b>	<b>1 – 3</b>	<b>1 – 3</b>	<b>4 – 6</b>	<b>4 – 6</b>	<b>CFH &amp; PD</b>	<b>CFH &amp; PD</b>	<b>7 – 8</b>	<b>7 – 8</b>
<b>Required Annual Minutes</b>	<b>42,840</b>	<b>42,840</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2012-2013</b>	<b>2013-2014</b>
<b>**Cajon Park</b>	50,570	50,570	51,810	51,810	55,910	<b>55,984</b>	NA	NA	58,594	58,594
<b>Carlton Hills</b>	54,420	54,420	51,720	51,720	56,070	56,070	NA	NA	58,884	58,884
<b>Carlton Oaks</b>	45,930	45,930	51,720	51,720	56,070	56,070	NA	NA	58,698	58,698
<b>**Chet F. Harritt</b>	55,630	<b>54,470</b>	52,030	52,030	57,590	57,590	59,595	59,595	59,595	59,595
<b>Hill Creek</b>	55,314	55,314	51,714	51,714	56,064	56,064	NA	NA	60,474	60,474
<b>Pepper Drive</b>	45,120	45,120	51,600	51,600	56,130	56,130	59,730	59,730	59,730	59,730
<b>PRIDE Academy</b>	52,420	52,420	51,845	51,905	56,075	56,165	NA	NA	58,700	58,700
<b>**Rio Seco</b>	45,470	<b>45,090</b>	52,572	<b>52,192</b>	56,832	<b>56,452</b>	NA	NA	58,962	58,962
<b>Sycamore Canyon</b>	51,660	51,660	51,570	51,570	55,920	55,920	NA	NA	NA	NA

**\*Sixth grade students at Chet F. Harritt and Pepper Drive follow the junior high schedule and therefore have the same instructional minutes as grades 7 – 8 at those two sites.**

**Changes:**

**\*\* Cajon Park – Grades 4-6 – Adding 1 Minimum day per month and extending the regular school day by 5 minutes.**

**\*\* Chet F. Harritt – Grade K –Special Modified day for the first 2 ½ weeks of school.**

**\*\* Rio Seco – Grades K-6 – Minimum and Modified Day lunch changed from 30 to 40 minutes.**

Discussion and/or Action Item F.4.1. Adoption of Resolution No. 1213-32 to Eliminate One (1) Classified Non-Management Position

Prepared by Minnie Malin  
June 4, 2013

## **BACKGROUND:**

Due to the reduced number of visually impaired students needing services, administration is recommending to eliminate one (1) Instructional Assistant, Visually Impaired (VI) position. Additional information concerning the VI program is provided below:

- The District is moving from offering two (2) VI programs, Center-Based and Itinerant, to only offering an Itinerant program.
- For the 2013-14 school year, the one (1) student currently receiving services through the Center-Based program qualifies to be serviced through the Itinerant program.
- Most SELPAs provide VI services only through an Itinerant program. The exception in this County is San Diego Unified which offers a Center-Based program.
- Costs for these programs are charged to districts in the SELPA using two (2) fundamentally different allocation methods:
  - Center-Based excess costs, less revenue we receive for having the students assigned to our district, are allocated based on each district's participation in the program as calculated in December and April.
  - Itinerant excess costs are allocated based on the percentage of each district's CBEDs count to the total CBEDs for the SELPA, regardless of the number or type of students each district has participating in the program.
    - Theoretically then, a district could potentially not have students in the program but still be charged.
    - This is the same methodology used for the DHH and OT itinerant programs operated by other districts in our SELPA.
- The costs for both programs in 2011-12 were approximately \$511,000; \$236k for Center-Based and \$275k for Itinerant.
- Most of the costs in the Center-Based program are fixed costs that are also needed to operate the Itinerant program.
- Eliminating the Center-Based program will only reduce overall costs between the two (2) programs by about \$53,000.
- \$183,000 of the Center-Based costs would be absorbed by the Itinerant program thereby increasing each district's share of the costs; in most cases by as much as 67%.
- Only Santee and Lakeside would see an overall decrease in allocated costs.



- This change would be experienced by districts in January 2015. Excess costs are charged one (1) year in arrears so 2013-14 excess costs would not be charged to districts until the middle of the 2014-15 fiscal year.

Several employees will be affected due to bumping rights; however, one (1) employee will receive a 60-day notice of layoff and be placed on a reemployment list for no less than 39-months.

**RECOMMENDATION:**

Administration supports the following recommendation:

Eliminate

- One (1) Instructional Assistant, Visually Impaired (VI) position effective June 20, 2013.

**FISCAL IMPACT:**

The annual savings to the general fund as a result of reducing one (1) Instructional Assistant, Visually Impaired (VI) position will be \$29,759.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.4.1.

# SANTEE SCHOOL DISTRICT

## Resolution No. 1213-32

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

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

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

### Eliminate

- One (1) Instructional Assistant, Visually Impaired (VI) position effective June 20, 2013.

**BE IT FURTHER RESOLVED** that the Board authorizes the District Superintendent to give notice to the affected classified employees that their position will be eliminated and/or reduced in work hours/year pursuant to applicable provisions of the Education Code of the State of California, and the negotiated agreement with California School Employees Association Article XI, (Layoff, Reemployment, Involuntary Reduction in Hours, and the Impacts and Effects of Such Matters), such notice to be given sixty (60) days prior to the effective date of reduction/layoff as set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 4<sup>th</sup> day of June 2013, by the following vote:

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_

Dated 6/4/13

\_\_\_\_\_  
Clerk, Board of Education

BOARD POLICIES AND BYLAWS Item G.

Agenda Item G.

**BACKGROUND:**

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the Board Policies listed below. These Board Policies have been reviewed by Administration and are submitted to the Board for a first reading. Board Policy and Administrative Regulation 6145 have been updated to clarify that fees may not be charged to students for participation in extracurricular and cocurricular activities related to the educational program, unless specifically authorized by law. Also, eligibility to participate in Eighth Grade Excursion Activities has been referenced to AR 5127 which addressed the requirements.

Policy	Policy Title
BP 1312.1	Complaints Concerning District Employees
BP 4116	Probationary/Permanent Status
BP 4315.1	Certification of Competence in Evaluation and Instructional Methodologies
BP 5116.1	Intradistrict Open Enrollment
BP 6145 AR 6145	Extracurricular and Cocurricular Activities (Revised)

The listed Board Policies were last reviewed on June 6, 2012.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the listed Board Policies submitted for a second reading with the recommended revisions to Board Policy 6145. The other listed Board Policies have no revisions.

**FISCAL IMPACT:**

There is no fiscal impact as a result of this review.

**STUDENT ACHIEVMENT IMPACT:**

Effective governance has a positive impact on student achievement.

Motion:		Second:		Vote:		Item H.1.1.
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**COMPLAINTS CONCERNING DISTRICT EMPLOYEES**

The Governing Board accepts responsibility for providing a means by which the public can hold employees accountable for their actions. The Board desires that complaints be resolved expeditiously without disrupting the educational process.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

The Board places trust in its employees and desires to support their actions in such a manner that employees are free from unnecessary, spiteful or negative criticism and complaints. Constructive criticism is welcome when it is motivated by a sincere desire to improve the quality of the educational program.

Verbal complaints made to a Board member or at a Board meeting against an employee other than the Superintendent, will be referred to the Superintendent for appropriate consideration and action according to this policy. If a single Board member receives a complaint about the Superintendent, it will be referred to the entire Board. Because the Board sits as the appellate body in the complaint resolution process, any member of the Board who has become involved in a complaint resolution process prior to an appeal to the Board shall declare his/her involvement and not participate as a member of the Board during an appeal hearing.

When public complaints against employees involve accusations of child abuse, the provisions of Board policy and administrative regulation 5141.4 shall be implemented.

The Board shall not prohibit public criticism of the district and its employees.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

The Board prohibits retaliation against complainants. The Superintendent or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint. The district will not investigate anonymous complaints.

**This Board shall annually review this policy.**

*Legal Reference: (see next page)*

**COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)**

*Legal Reference:*

EDUCATION CODE

33308.1 *Guidelines on procedure for filing child abuse complaints*

35146 *Closed sessions*

44031 *Personnel file contents and inspection*

44811 *Disruption of public school activities*

44932-44949 *Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)*

48987 *Child abuse guidelines*

GOVERNMENT CODE

54957 *Closed session; complaints re employees*

54957.6 *Closed session; salaries or fringe benefits*

PENAL CODE

273 *Cruelty or unjustifiable punishment of child*

11164-11174.3 *Child Abuse and Neglect Reporting Act*

WELFARE AND INSTITUTIONS CODE

300 *Minors subject to jurisdiction of juvenile court*

Policy adopted: February 17, 2009

Policy reviewed: December 15, 2009, May 3, 2011

**SANTEE SCHOOL DISTRICT**

Santee, California

**PROBATIONARY/PERMANENT STATUS**

Permanent status is granted by law to teachers who have satisfactorily passed a period of probationary service. A teacher who has been employed by the district for two (2) consecutive school years and is then rehired for the next succeeding school year shall become a permanent employee at the commencement of the third (3rd) year. On or before March 15 of the employee's second complete consecutive year, the Governing Board shall notify the teacher of its decision to rehire or not to rehire for the next year. If the Board does not give notice on or before March 15, the teacher shall be rehired for the next school year. Permanent personnel may continue in teaching positions if they keep their teaching certificate in force, remain free from communicable diseases, and are not dismissed for reasons specified in the state school law.

Permanent status applies only to teachers holding regular credentials issued by the Commission on Teacher Credentialing.

**Interns**

A person employed as a district or university intern shall be classified as a probationary employee. Following completion of the internship, if he/she is reelected by the district to serve in a position requiring certification qualifications for the next succeeding school year, he/she shall continue to be classified as a probationary employee during that year. (Education Code 44466, 44885.5)

*Legal Reference:*

EDUCATION CODE

- 44466 Status of university interns
- 44850.1 No tenure in administrative or supervisory position
- 44885.5 Status of district interns
- 44908 Complete year for probationary employees
- 44911-44913 Service not computed in eligibility for permanent status
- 44915 Classification of probationary employees
- 44917-44921 Status of substitute or temporary employees
- 44929.20 Continuing contracts (not to exceed four years - ADA under 250)
- 44929.21 Districts of 250 ADA or more
- 44929.23 Districts with less than 250 ADA
- 44929.28 Employment by another district
- 44930-44988 Resignations, dismissals and leaves of absence, especially:
- 44948.2 Election to use provisions of Section 44948.3
- 44948.3 Dismissal of probationary employees

Policy adopted: February 18, 1986

Policy revised: May 5, 2009

Policy reviewed: December 15, 2009, May 3, 2011

**SANTEE SCHOOL DISTRICT**

Santee, California

**CERTIFICATION OF COMPETENCE IN EVALUATION  
AND INSTRUCTIONAL METHODOLOGIES**

The Superintendent shall annually submit to the Governing Board a list of district administrators whose duties include evaluation of certificated personnel. The administrators listed will be presented as competent by the Superintendent in instructional methodologies and in the evaluation of certificated personnel. The Board will certify the competence of personnel recommended by the Superintendent.

Criteria for certification may include but not be limited to the following:

**Academic Qualifications**

1. Earned Master's Degree or advanced degree of equivalent standard from an accredited college or university.
2. Evidence of university level course work in techniques of supervision, human relations and instructional methodologies.

**Experience**

1. Demonstration of competence in the evaluation process.
2. Demonstration of competence in instructional methodologies.
3. Completion of at least three (3) years of successful teaching.

**Credential**

1. Possession of valid California Administrative Credential

**Professional Knowledge and Skills**

1. Evidence of professional growth program participation.
2. Demonstration of understanding of district-adopted curriculum, policies and practices.
3. Demonstration of skill in instructional observation.
4. Demonstration of skill in techniques and procedures of evaluation of instruction.

This certification is intended to comply with requirements of the Education Code and is intended to be used for no other purpose. This policy shall be reviewed annually by the Board.

*Legal Reference: (see next page)*



**CERTIFICATION OF COMPETENCE IN EVALUATION  
AND INSTRUCTIONAL METHODOLOGIES (continued)**

*Legal Reference:*

EDUCATION CODE

33039 *Guidelines for teacher evaluation*

44660-44665 *Evaluation and assessment of performance of certificated employees*

44681-44689 *Administrator training and evaluation*

GOVERNMENT CODE

3543.2 *Scope of representation (re evaluation procedures)*

Policy adopted: June 19, 1984

Policy amended: December 4, 2007

Policy reviewed: May 5, 2009, December 15, 2009, May 3, 2011

**SANTEE SCHOOL DISTRICT**

Santee, California

**INTRADISTRICT OPEN ENROLLMENT**

The Governing Board desires to provide enrollment options that meet the diverse needs and interests of district students. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy, and administrative regulation.

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of residence within the district.

The Board shall annually review this policy.

**Enrollment Priorities**

Priority for attendance outside a student's attendance area shall be given as follows:

1. If a district school receiving Title I funds is identified for program improvement, corrective action, or restructuring, all students enrolled in that school shall be provided an option to transfer to another district school or charter school.
2. If while on school grounds a student becomes the victim of a violent criminal offense, he/she shall be provided an option to transfer to another district school or charter school.
3. If a student attends a school designated by the California Department of Education as "persistently dangerous," he/she shall be provided an option to transfer to another district school or charter school.
4. The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student.

To grant priority under these circumstances, the Superintendent or designee must have received either:

- a. A written statement from a representative of an appropriate state or local agency, such as a law enforcement official, social worker, or a properly licensed or registered professional, such as a psychiatrist, psychologist, or marriage and family therapist
  - b. A court order, including a temporary restraining order and injunction
5. Priority may be given to siblings of students already in attendance in that school.

**INTRADISTRICT OPEN ENROLLMENT (continued)**

6. Priority may be given to any student whose parent/guardian is assigned to that school as his/her primary place of employment.

For all other applications for enrollment from outside a school's attendance area, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests that are in excess of the school's capacity. A school's capacity shall be calculated in a nonarbitrary manner using student enrollment and available space.

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students.

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area.

**Transportation**

Except as required by 20 USC 6316 for transfers out of Title I program improvement schools, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

*Legal Reference: (see next page)*

**EXTRACURRICULAR AND COCURRICULAR ACTIVITIES**

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational and social development and experiences of students. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

No extracurricular or cocurricular program or activity shall be provided or conducted separately, and no district student's participation in extracurricular and cocurricular activities shall be required or refused, based on the student's sex, gender, sexual orientation, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability. Requirements for participation in extracurricular and cocurricular activities shall be limited to those that are essential to the success of the activity. (5 CCR 4925)

Any complaint regarding the district's extracurricular and cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

Unless specifically authorized by law, no fee shall be charged to students for participation in extracurricular and cocurricular activities related to the educational program, including materials or equipment related to the activity.

~~No student shall be prohibited from participating in extracurricular and cocurricular activities related to the educational program because of inability to pay fees associated with the activity.~~

**Eligibility Requirements**

Junior High social activities and eighth grade excursion day are subject to academic, effort, and citizenship requirements as specified in AR 6145.

Any decision regarding the eligibility of any child in foster care or a child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with California Education Codes 48850 and 49701.

**Student Conduct at Extracurricular/Cocurricular Events**

When attending or participating in extracurricular and/or cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

**Supervision**

Extracurricular activities shall be under the general supervision of school authorities and certificated employees whenever they are conducted by the district.

## EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

The Superintendent or designee shall:

1. Determine which activities and programs are affected by this policy.
2. Ensure districtwide uniformity.

### Annual Policy Review

The Board shall annually review this policy and implementing regulations.

#### Legal Reference:

##### EDUCATION CODE

35145 Public meetings

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

48850 Participation of foster youth in extracurricular activities and interscholastic sports

48930-48938 Student organizations

49700-49704 Education of children of military families

##### CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

##### UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title LX, 1972 Education Act Amendments

##### COURT DECISIONS

*Hartzell v. Connell*, (1984) 35 Cal. 3d 899

#### Management Resources:

##### CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

##### WEB SITES

California Association of Directors of Activities: <http://www.cadal.org>

California Department of Education, Educational Options Office: <http://www.cde.ca.gov/ls/pf/mc>

California Department of Education, Foster Youth Services: <http://www.cde.ca.gov/ls/pf/fy/>

Policy adopted: August 17, 2010

reviewed: May 3, 2011

revised:

**SANTEE SCHOOL DISTRICT**  
Santee, California

**EXTRACURRICULAR AND COCURRICULAR ACTIVITIES**

**DEFINITIONS**

*Extracurricular activities* are those programs that have all of the following characteristics: (Education Code 35160.5)

1. The program is supervised or financed by the school district.
2. Students participating in the program represent the school district.
3. Students exercise some degree of freedom in the selection, planning or control of the program.

Extracurricular activities are not part of the regular school curriculum, are not graded, do not offer credit and do not take place during classroom time. (Education Code 35160.5)

*Cocurricular activities* are programs that may be associated with the curriculum in a regular classroom. (Education Code 35160.5)

An activity is not an extracurricular or cocurricular activity if it is a program that has as its primary goal the improvement of academic or educational achievement of students. (Education Code 35160.5)

**ELIGIBILITY REQUIREMENTS**

In order to be eligible for participation in extracurricular activities, a student in grades 7 and 8 shall have earned a minimum 2.0 or "C" grade point average (GPA) in academics, citizenship, and effort.

1. Each junior high/middle school staff shall plan appropriate social activities, i.e., dances, skating parties, for junior high/middle school students. The plan shall reflect input from students, teachers and parents/guardians. The activities planned shall reflect a balance in number and types of activities suitable for junior high/middle school students.
2. An activity plan shall be developed at the beginning of the school year; subject to change depending upon the needs of the students, as determined by the principal and junior high/middle school staff and approved by the principal.
3. Evening activities are to be held in compliance with curfew regulations.
4. The principal shall insure that adequate adult supervision is provided and that appropriate safety and security measures are observed.

## **EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)**

### **EIGHTH GRADE EXCURSION DAY**

Annually, eighth grade students in the district participate in an Excursion Day which is scheduled towards the end of the school year and is considered to be a regular part of student activities.

Under the direction of the principal, the junior high/~~middle school~~ staff will assume the primary responsibility for the Excursion Day activity. If a parent/guardian organization (PTA) wishes to assist/sponsor this activity, it may do so if it has approval of the principal.

The Excursion Day activity may include a visit to Disneyland, Knott's Berry Farm, or other recreational attractions in the vicinity. In planning the Excursion Day, each school is to adhere to the following procedure:

#### **Excursion Day Plan**

An Excursion Day plan shall be submitted to the ~~Office of~~ Assistant Superintendent/Director, Educational Services. The plan is to be submitted at least 30 calendar days prior to the activity.

The plan is to include the following information:

- Date (A regular school day may be utilized.)
- Place to be visited.
- Time, length of activity, and return time.
- Student cost, if any.

#### **Transportation**

~~Business Services~~ The Transportation Department is to be made aware of transportation needs by the principal at least 30 calendar days in advance. All transportation arrangements will be made through the Transportation Department. ~~by Business Services.~~

#### **Supervision**

Each school shall be responsible for providing adequate adult supervision. All extracurricular activities conducted under the name or auspices of a district school or any class or organization of the school, regardless of where the activities are held, shall be under the direct supervision of certificated employees. The principal or designee shall accompany the students.

Any non-certificated person working with directly supervising students in a district-sponsored extracurricular student activity program shall possess an Activity Supervisor Clearance Certificate

**EXTRACURRICULAR AND COCURRICULAR ACTIVITIES** (continued)

from the Commission on Teacher Credentialing or shall have cleared a Department of Justice and Federal Bureau of Investigation criminal background check prior to beginning his/her duties, in accordance with Education Code 49024.

**Admission Fees**

Each school shall be responsible for ~~collection of any or all~~ admission fees. Ticket orders are to be processed through Business Services. If district funds are being requested for payment of fees for teachers, a travel request form is to be submitted to Business Services ~~then~~ at least 10 working days in advance.

**Student Participation in Eighth Grade Excursion Activity**

District standards for participation in the promotion excursion activity ~~shall be:~~ are addressed in Board Policy (BP) 5127 and Administrative Regulation (AR) 5127.

1. ~~A child must achieve a cumulative GPA of 2.00 for the first and second trimester and the first six weeks of the third trimester of the 8th grade. This cumulative GPA will be computed in the following areas in order for a child to be eligible:~~
  - a. ~~Academic cumulative GPA of 2.00~~
  - b. ~~Effort cumulative GPA of 2.00~~
  - c. ~~Citizenship cumulative GPA of 2.00~~
2. ~~The cumulative GPA shall be obtained from the district approved report cards for the first two trimesters and the third trimester progress report of the 8th grade year.~~
3. ~~Parents/Guardians of the 8th grade student who does not meet anyone or more of the minimum requirements will be notified after each report card by mail. The parent/guardian letter will review the student's academic, effort, and citizenship GPA's, recommend additional intervention, and make clear the consequences if improvement is not made.~~
4. ~~If a student does not qualify to participate in 8th grade excursion activity at the third trimester progress report of eighth grade, he/she may petition the principal or designee for a school appeal during the third trimester. If enough progress has been made and demonstrated by the date of the appeal, the principal or designee may recommend the student participate in the excursion activity.~~
5. ~~Any student transferring into a district school from another school in the district shall transfer his/her grades/effort/citizenship with him/her. Any student transferring into the district from outside the district will be required to meet the minimum district promotion~~



**EXTRACURRICULAR AND COCURRICULAR ACTIVITIES** (continued)

~~standards of a 2.0 GPA in academics, effort, and citizenship from the date of enrollment in the district in order to be eligible to participate in the excursion activity.~~

- ~~6. Any student with more than three out of school suspensions during his/her 8th grade year will not be eligible to participate in the excursion activity. There will be no appeal process privilege.~~

~~When a student becomes ineligible to participate in the upcoming school year, or when he/she is subject to probation, the principal or designee shall provide written notice to the student and his/her parents/guardians. The principal shall also consult with the student's teacher(s) in deciding on a program of remediation to improve the student's academic progress.~~

Regulation approved: August 17, 2010  
Revised:

**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)  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association*
  
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiator: Karl Christensen, Asst. Superintendent*  
*Employee Organization: Classified School Employees Association*
  
3. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)  
*Property Addresses:*
  - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Asst. Superintendent*

RECONVENE TO PUBLIC SESSION Item J.

ADJOURNMENT Item K.