



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 July 2, 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	
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	<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D.	CONSENT ITEMS	13
	<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>	

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

Superintendent	Page #
1.1. <u>Approval of Minutes</u>	14
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
1.2. <u>Approval of Agreement with Haines Centre for Strategic Management for Strategic Planning Implementation Support</u>	24
It is recommended that the Board of Education approve the agreement with Haines Centre for Strategic Management for strategic planning implementation support agreement for 2013-14.	
Business Services	
2.1. <u>Approval/Ratification of Travel Requests</u>	30
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	
2.2. <u>Approval of Consultants and General Service Providers</u>	32
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.	
2.3. <u>Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)</u>	34
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of May 2013.	
2.4. <u>Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement</u>	39
It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending June 30, 2013.	
2.5. <u>Authorization to Utilize the CUPCCAC Informal Bidding Process for Deferred Maintenance Projects</u>	40
It is recommended that the Board of Education authorize utilizing the CUPCCAC process to seek informal bids. Separate items will be brought back to the Board for consideration of contract award at future meetings.	
2.6. <u>Approval to Contract for Fresh Produce for Child Nutrition Services</u>	41
It is recommended that the Board of Education authorize the award of a contract to American Produce Distributors for the Fresh Produce Bid for 2013/14.	
2.7. <u>Adoption of Resolution No. 1314-02 for Emergency Waiver of Competitive Bidding Requirements for Sewer Repairs at Sycamore Canyon School</u>	42
It is recommended that the Board of Education adopt Resolution No. 1314-02 to authorize approval of an emergency waiver of the formal bid process, per Public Contract Code section 20113, for repair of a collapsed sewer line at Sycamore Canyon School.	
Educational Services	
3.1. <u>Adoption of Resolution #1314-01 Designating Personnel and Approval of 2013-14 Child Development Services Contract</u>	45
It is recommended that the Board of Education approve the 2013-14 contract with the California Department of Education and adoption of Resolution #1314-01 designating personnel to sign contract documents for fiscal year 2013-14.	

3.2.	<u>Approval of Annual Evaluation of the Alternative Education School</u>	46
	It is recommended that the Board of Education approve the 2013 Annual Evaluation of the Alternative Education School.	
3.3.	<u>Approval of the 2013-14 Consolidated Application, Part 1</u>	62
	It is recommended that the Board of Education approve the 2013-14 Consolidated Application, Part 1.	
Human Resources/Pupil Services		
4.1.	<u>Personnel, Regular</u>	94
	It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.	
4.2.	<u>Approval of Readmission of Expelled Students</u>	96
	It is recommended that the Board of Education approve readmission of the identified expelled students.	
4.3.	<u>Approval of Service Learning Agreement with San Diego State University Social Work Internship Program</u>	97
	It is recommended that the Board of Education approve the Service Learning Agreement with SDSU for the Social Work Internship Program.	
4.4.	<u>Approval of Revisions to Rehabilitation Plan Completion Dates</u>	103
	Administration recommends that the Board of Education approve revisions to the rehabilitation completion date orders for students #3-12, #4-12, #5-12, #6-12, #7-12, and #8-12 from September 1, 2013 to August 15, 2013.	
E.	DISCUSSION AND/OR ACTION ITEMS	104
	<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>	
Superintendent		
1.1.	<u>Approval to Submit Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs Consortium Grant</u>	105
	It is recommended that the Board approve the submission of a Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs Consortium Grant	
1.2.	<u>Board Goal on Increasing Effective Communication</u>	113
	It is recommended that the Board of Education further discuss the development and setting of measurable goals in effective and increased communication	
Business Services		
2.1.	<u>Approval of Monthly Financial Report</u>	116
	It is recommended that the Board of Education approve the Monthly Financial Report.	
2.2.	<u>Adoption of Environmental Categorical Exemption for an Irrigation Water Well System at Hill Creek School</u>	119
	It is recommended that the Board of Education approve an Environmental Categorical Exemption for deep irrigation water well system engineering, design and construction at Hill Creek School and authorize staff to file a Notice of Exemption with the County Clerk.	

F.	BOARD POLICIES AND BYLAWS	Page
1.1.	<u>Second Reading: Revised Board Policy 6163.4, Student Use of Technology</u> Revised BP 6163.4 is presented for a second reading. It is recommended that the Board of Education approve the revisions to Board Policy 6163.4, Student Use of Technology.	122
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	132
H.	CLOSED SESSION	133
1.	<u>Conference with Labor Negotiator</u> (Govt. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Karl Christensen, Asst. Superintendent</i> <i>Employee Organizations: Santee Teachers Association</i>	
2.	<u>Public Employee Evaluation</u> (Govt. Code § 54957) <i>Superintendent</i>	
I.	RECONVENE TO PUBLIC SESSION	133
J.	ADJOURNMENT	133

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 meeting scheduled for July 16, 2013 has been cancelled.
The next regular meeting of the Board of Education is scheduled for August 6, 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 July 2, 2013 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report
Prepared by Cathy A. Pierce, Ed.D.
July 2, 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. Schedule of Upcoming Events

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT
2012-13
CUMULATIVE THROUGH JUNE 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
	X	9317 Pebble Beach Dr	06/24/13	(740)	(\$1,465.20)	CO
	X	Lennar (Lots 85 - 89 pd per mitig 2-2-10)	06/25/13	15,514	\$0.00	PD
	X	Lennar (Lots 90 - 93 and 103 pd per mitig 2-2-10)	06/25/13	16,232	\$0.00	PD
TOTAL PAGE 1					\$40,330.08	

*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 - July 2, 2013						
Group	Location	Date	Days	Time	Attendance	Fees Applied
Cajon Park Sonshine Haven	Classroom	9/5/13 - 6/19/14	Thursday	2:00 pm - 4:00 pm	50	
Hill Creek Little League (Coach's/Manager Meeting)	Multi-Purpose	6/17/13	Monday	6:30 pm - 9:30 pm	60 - 75	
Rise City Church (Church Service)	Multi-Purpose & Classrooms	8/4/13 - 6/29/14	Sunday	7:30 am - 12:30 pm	150	\$405.25/Sunday
Sycamore Canyon PTA (Family Movie Night)	Grass Area	6/14/13	Friday	8:00 pm - 10:00 pm		

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

Santee School District
 ENROLLMENT REPORT
 6/19/2013*
 Month 11 Week 2

SCHOOL	REGULAR ED										SDC				Total All					
	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	06/19/13	06/22/12	# Diff	% Diff	06/19/13	06/22/12	# Diff	% Diff	06/19/13	06/14/13	# Diff
Cajon Park	107	107	95	111	110	120	106	106	120	982	964	18	1.9%	62	69	-7	-10.1%	1044	1046	-2
Carlton Hills	55	39	39	44	40	38	51	61	98	465	482	-17	-3.5%	29	20	9	45.0%	494	494	0
Carlton Oaks	79	70	90	83	89	72	94	112	98	787	826	-39	-4.7%	53	58	-5	-8.6%	840	840	0
Chet F. Harritt	57	57	69	58	76	51	48	52	62	530	560	-30	-5.4%	0	9	-9	0.0%	530	533	-3
Hill Creek	73	69	83	78	91	91	69	79	84	717	736	-19	-2.6%	16	28	-12	-42.9%	733	733	0
Pepper Drive	93	95	89	85	73	78	68	74	89	744	744	0	0.0%	10	7	3	42.9%	754	754	0
Prospect Ave	67	69	54	64	52	56	48	55	63	528	523	5	1.0%	0	0	0	0.0%	528	529	-1
Rio Seco	104	120	80	103	107	106	113	96	122	951	928	23	2.5%	43	43	0	0.0%	994	994	0
Sycamore Canyon	47	59	53	40	44	45	30	0	0	318	333	-15	-4.5%	0	0	0	0.0%	318	318	0
SUBTOTAL	682	685	652	666	682	657	627	635	736	6022	6096	-74	-1.2%	213	234	-21	-9.0%	6235	6241	-6
Alternative School	2	1	3	8	4	5	6	10	7	46	44	2	4.5%	0	0	0	0.0%	46	46	0
Santee Success								6	9	15	14	1	7.1%	1	0	1	100.0%	16	16	0
TK	47									47	0	47	0.0%					47	47	0
EAK 5 yr olds	116									116	139	-23	-16.5%					116	116	0
NPS										0				2	2	0	0.0%	2	2	0
SUBTOTAL	165	1	3	8	4	5	6	16	16	224	197	27	13.7%					227	227	0
TOTAL	847	686	655	674	686	662	633	651	752	6246	6,293	-47	-0.7%	216	236	-20	-8%	6462	6468	-6

*Last day of school 12-13

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

	PK	
Cajon Park	3	1047
Sycamore Canyon	55	373
EAK 4 yr olds	0	
Total PK	58	

Total Enrollment Including PK
6520

Schedule of Upcoming Events

Date	Event
July 4	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.
September 17	Board Meeting – 7:00 p.m.
October 1	Board Meeting – 7:00 p.m.
October 15	Board Meeting – 7:00 p.m.
November 5	Board Meeting – 7:00 p.m.
November 11	Veterans' Day Holiday Schools and Departments Closed
November 19	Board Meeting – 7:00 p.m.
November 25-29	Schools Closed for Thanksgiving Holiday

Reports and Presentations Item B.2.
Prepared by Dr. Cathy Pierce
July 2, 2013

Classroom of the Future Foundation
Presentation of Achieve Award Check

BACKGROUND:

Annually, the Classroom of the Future Foundation hosts the Innovation in Education awards. Four awards are presented to programs that inspire students, facilitate enhanced learning, and create positive student outcomes. PRIDE Academy won the Achieve Award for their Project-Based approach to learning. The Achieve Award is awarded to a program that “demonstrates tangible results that drive student learning, specifically focusing on the ‘program evidence’ that directly correlates to positive student outcomes.” This is PRIDE’s second award from the Classroom of the Future Foundation, having won the Inspire Award in 2010.

Bruce Braciszewski, Executive Director of the Classroom of the Future Foundation, will present PRIDE Academy with a check for \$5,000.

Agenda Item B.2.

PUBLIC COMMUNICATION Item C.

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

Agenda Item C.

CONSENT ITEMS Item D.

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

Agenda Item D.

Consent Item D.1.1. Approval of Minutes
Prepared by Cathy A. Pierce, Ed.D.
July 2, 2013

BACKGROUND:

Presented for Board approval –

- June 18, 2013, regular meeting minutes
- June 24, 2013, special meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item D.1.1.

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

June 18, 2013
MINUTES

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

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

Public Communication on Closed Session Items

President El-Hajj called the meeting to order. There were no members of the public present.

B. ADJOURN TO CLOSED SESSION

President El-Hajj adjourned the meeting to 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 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

C. RECONVENE TO OPEN SESSION AND OPENING PROCEDURES

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 7:02 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 Adrianna Diehl, a 5th grade student at Carlton Hills School, to lead the members, staff and audience in the Pledge of Allegiance.

President El-Hajj led a moment of silence for Aiden Pankey, a 4th grade student from Chet F. Harritt who passed away suddenly this week.

3. Approval of Agenda

It was moved and seconded to approve the agenda with Item H.1.3. revised.

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

D. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Recognition of Minnie Malin, Retiring Assistant Superintendent

Dr. Cathy Pierce and Board President El-Hajj recognized retiring Assistant Superintendent Minnie Malin for her 13 years of service to Santee School District and retiring Coordinator of Pupil Services, Bob Kull. Board Members express that they would both be missed. Member Levens-Craig said it was impressive to see how the students at SSP reacted to Minnie Malin and Bob Kull at the promotion celebration. Member Burns mentioned Mrs. Malin and Mr. Kull often brought troubled kids a lifeline and established great connections. President El-Hajj presented each with a small gift.

3. Superintendent's Recommendations and Introductions

Dr. Cathy Pierce introduced her recommendation for Director of English/Language Arts and Social Studies, Eileen Marino. Ms. Marino currently services a principal of FAYE Elementary in and has previously served as the vice principal of the Language Academy, both in San Diego Unified. Ms. Marino is considered by her colleagues as an expert in the area of literacy. She is currently working on her doctorate at SDSU.

Dr. Pierce also introduced her recommendation for the Coordinator of Pupil Services and Student Well Being, John Schweller. Mr. Schweller comes from San Pasqual Valley Union School District and has served as a principal and vice principal at both middle and high schools. He has degrees in sociology and counseling and brings a wealth of experience with him.

4. Spotlight on Learning: Teacher Recognition-Inventing, Designing, Engineering Activities in Science (IDEAS)

Dr. Stephanie Pierce introduced the teachers who participated in the Inventing, Designing, Engineering Activities in Science, a 3-year professional development program.

Lynne Baker	Heather Glanz	Annelise Ryan
Larry Barbary	Tonya Hendrix	Gillian Ryan
Pamela Barber	Lyn McGrael	Cindi Schulse
Laura Barker	Pamela Mitchell	Katrina Sparley
Teresa Boulais	Angela Panfili	SummerTracy
Beth Butterfield	June Richards	
Kathryn Ducharme	Jennifer Rolf	

Each teacher was presented a certificate of recognition for their commitment to this program.

5. Spotlight: Chargers Play 60 Challenge

Dr. Laura Spencer, Coordinator of Instructional Technology, introduced Kimberly Layton and Chase Hartman from the San Diego Chargers organization. They were invited to the meeting to provide the opportunity for the Board to thank them for their commitment to education and physical fitness through their partnership with the Santee School District. The San Diego Chargers have partnered with the Santee School District for the past two years on the NFL Play 60 Challenge. Play 60 is a 6-week program that educates youth about the importance of staying fit and creates an engaging and fun environment at school that seeks to inspire students to be physically active for at least 60 minutes every day. To encourage students to participate, the Chargers have provided incentive items, like water bottles, hats, footballs, key chains, and more. In addition, both years they set up two Jr. Chargers Camps for 200 district students to attend. The camps feature fun drills and activities to keep kids moving and included special guests from the Chargers organization.

In addition to the Play 60 Challenge, the Chargers organization has provided grants to Carlton Oaks and Cajon Park Schools for their physical fitness programs. They also donated five licenses to Fitnessgram, a software program that provides an efficient way for schools and other organizations to perform effective fitness and physical activity assessments on children, provide appropriate feedback to children and parents, and maintain accurate and comprehensive records.

Through a partnership with Microsoft and the NFL, the Chargers donated X-Box systems, complete with Kinect and 4 games, to each of the schools to further promote a fun and active fitness program.

Ms. Layton spoke on behalf of the San Diego Chargers saying it was a wonderful night to be here because there are so many teachers present. The Chargers organization has been able to work so many amazing educators and it has been a true delight working with staff, especially Dr. Laura Spencer. She thanked the Board for the recognition and for everything they do for students in this community, because they are making a difference in their lives.

6. Spotlight: Partners in Education Mission Federal Credit Union

Dr. Cathy Pierce introduced Nancy Harvey, District Development Officer, Thomas Hartzell, School Business Services Administrator, and Julie Leggio, Santee Branch Manager from Mission Federal Credit Union and shared information about their outstanding partnership in education with the Santee School District. Mission Federal Credit Union has sponsored the Employee Welcome Back Event, Classified Appreciation Luncheon, and Salute To Excellence for the past several years. They also have a school partnership with Rio Seco where they have developed their "Mission to Save" program. Employees also volunteer their time to volunteer in classrooms.

Mission Federal Credit Union's emphasis on employee recognition and celebration is a primary focus of this successful partnership and has become a vital and lasting element of our school community. Mission Federal Credit Union's commitment to supporting education and educators sets a standard to be recognized and respected by all other organizations

President El-Hajj presented the representatives with a plaque of appreciation, recognizing Mission Federal Credit Union and their staff for the outstanding community collaboration and partnership in education with the school district.

Ms. Harvey said it is an honor to be recognized by the school district. Mission Federal strives to give back to the community as much as possible. She appreciates how warmly she is always welcomed in Santee.

7. Report: Pepper Drive School 10-Classroom Addition Construction Project

Christina Becker reported the project is "out of the ground" and walls are going up. They showed photos of the elevator tower and the large slab. The project is on schedule and the building is projected to be completed in late October or early November.

8. Report: Independent Citizens' Oversight Committee Annual Report

Beth Selbe, Chair of the ICOC provided the annual ICOC report to the Board and community on the Prop R Bond funds. The findings of the committee are that Santee School District has properly accounted for the expenditures from the Prop R G.O. Bond Election in 2006 and that such expenditures were made for authorized bond projects. The report will be distributed throughout the community and posted on the District web site. She said it has been fun to be part of the group when they were looking to "where we are going" to now "look at what has been done."

The Board thanked Mrs. Selbe and the entire committee for their hard work and service. The committee is as excited about what is happening as the Board.

E. 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.

F. PUBLIC HEARINGS

1. 2013-14 Santee School District Budget

President El-Hajj opened the public hearing on the 2013-14 Santee School District Budget. There were no comments. The public hearing was closed.

2. Use of Education Protection Account Funds

President El-Hajj opened the public hearing on the Use of Education Protection Account funds. There were no comments. The public hearing was closed.

G. 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. There were no comments.

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Approval/Ratification of Revolving Cash Report**
- 2.5. **Acceptance of Donations**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Approval/Ratification of Annual Agreements for 2013-14**
- 2.8. **Extension of Right of Entry Agreement with United States of America for Munitions Survey and Abatement on the Elliott Site**
- 2.9. **Approval of Agreement with Keenan & Associates to Administer Property & Liability Run Off Claims for Incidents Occurring On or Before June 30, 2011**
- 3.1. **Personnel, Regular**
- 3.2. **Approval of Medi-Cal Administrative Activities (MAA) Agreement with Orange County Department of Education**
- 3.3. **Approval of Increase in Work Hours for One Child Nutrition Utility Worker Position**
- 3.4. **Ratification of Employer-Employee Collective Bargaining Tentative Agreement Article 22, Term; Between Santee School District and California School Employees Association and its Chapter #557 (CSEA)**

It was moved and seconded to approve Consent Items.

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

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

1.1. **Appointment of Assistant Superintendent, Educational Services**

Dr. Cathy Pierce reported that this past school year Dr. Stephanie Pierce, as a Director II, has led the Educational Services Department and the initiatives therein with great success. She recommends the Board promote Dr. Stephanie Pierce to Assistant Superintendent effective July 1, 2013. Member Burns moved to appoint Dr. Stephanie Pierce to the position of Assistant Superintendent, Educational Services, effective July 1, 2013.

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

1.2. **Addendum of Contract for Assistant Superintendent, Business Services**

Dr. Cathy Pierce reported that Karl Christensen, Assistant Superintendent of Business Services has led the Business Department with great integrity and helped to navigate the financial challenges of the budget as well as the economy. She recommended the Board approve the addendums to his contract and an extension to July 2016. Member Ryan moved to approve the addendums and extension of the contract for the Assistant Superintendent, Business Services.

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

1.3. **Proposed Instructional Minutes for 2013-2014 (Revised Item)**

Dr. Cathy Pierce explained that instructional minutes are defined as time students spend learning with their teacher. Each year schools provide proposals for changes or no changes to the instructional minutes and scheduled of their schools.

This year Chet F. Harritt kindergarten staff is proposing kindergartners have a modified day the first 2½ weeks (13 days) of school. The Chet F. Harritt staff asserts the modified days would help the kindergartners ease into a full day of school. This would result in an overall decrease of 1,160 annual instructional minutes for Kindergartners, which is an average of about 6 minutes per school day.

Staff at Rio Seco is proposing the K-6 teachers' lunch period be increased by 10 minutes on all minimum/modified days and thereby decreasing the number of instructional minutes on minimum/modified days. This would result in an overall decrease of 380 annual instructional minutes for K-6 students.

Staff at Cajon Park is requesting an increase in the number of instructional minutes at grades 4-6. This would result in an overall increase of 74 annual instructional minutes for students in grades 4-6.

The remaining schools are not proposing any change to instructional minutes for 2013-14.

Speaker Card:

Allwyn Gazi, Santee Teachers Association president and a junior high teacher at Cajon Park School, addressed and made the following statements:

- I have been a Santee teacher for 29 years and president of the Santee Teachers Association for 9 of the last 10 years.
- The Santee teachers have not seen an increase in pay since 2007. In 2009-10, Santee teachers took 2 furlough days saving the district over \$270,000. In 2010-11 they took 4 furlough days for additional savings.
- Teachers continue volunteering their time before and after school providing tutoring, serving on committees and attending inservices afterschool; all without compensation. They have done this to help the district knowing there was no money and Santee needed to keep moving forward with student learning.
- Our CST scores continue to be one of the highest in the county, yet money is not offered to teachers without increasing instructional minutes, more modified days, and giving up site based decision making on instructional minutes.
- If the Santee School Board votes no on instructional minutes proposals, by contract that school would go back to the standard instructional minutes.
- If a school's modified day plan is not approved by the Board, that school would have no modified day plan.
- I have been reelected as president to represent teachers for 2013-14 year. It is through the teachers that Santee School District gets the results they do on student achievement, not computers, not inservices.

President El-Hajj confirmed with Superintendent Pierce that instructional minutes/modified days are currently part of negotiations and the District is in the midst of negotiations. She stated unless there is a motion on the table, this item would need to go back to the negotiating table. She believes there is still room for discussion for the teams. There was no motion from Board Members. President El-Hajj stated that with no motion, this item needs to go back to negotiations. No action was taken.

2.1. Follow Up Report on Bring Your Own Device Initiative (BYOD)

Dr. Laura Spencer presented additional information and addressed the questions and concerns that were raised at the last Board meeting about the Bring Your Own Device (BYOD) initiative. The revised Acceptable Use of Technology Board Policy is being presented for a first reading to provide the necessary language to address BYOD. The revisions include a definition for Personal Electronic Devices (PED). The Administrative Regulation will be revised to include the ability to search devices if there is reasonable suspicion of inappropriate activity.

The Acceptable Use Policy that students and parents will be asked to sign was rewritten to focus on responsibility instead of mere acceptance of the rules, using the words integrity, honesty, kindness, etc. Administration will work with teachers about safety measures for students including use and storage. Students will not be allowed to record, transmit or post photos or video of a person or persons on campus without expressed permission. Students will only use the secured district wireless network.

The reality is that kids are bringing their own devices and hiding them while at school. We want them to bring their devices and use them for learning.

Administration continues to address equity of access. When researching the pilot program at West Hills High School, they reported that they have had such a savings in duplicating costs they have been able to purchase additional iPod Touches for students who cannot bring PEDs to school.

Parents must be educated and engaged through the Common Core Campaign, teacher-directed curriculum nights, program informational nights, shadow your student day, FAQ website, Connect2Compete, and a "petting Zoo" for assistance with device selection.

The IT director in Paso Robles said the concept of BYOD is not related to occurrences of cyber bullying. Dr. Spencer spent quite a bit of time addressing the Board's concerns of cyber bullying and found a program that teaches kids how be responsible digital citizens. Administration plans to have each student go through the 5 module program before they can bring their own device.

The teachers' job will be to point students in the right direction and she plans to bring teacher professional learning that will also include technology organizational skills. If teachers can get excited about using these types of devices in their own lives, such as using Evernote for organization, they can share that with their students.

Dr. Spencer shared the projected implementation plan:

- Approval of the Board Policy, Administrative Regulation, and Exhibit revisions
- Discussion with site leadership about BYOD professional development
- Principal-Teacher agreement
- BYOD teachers identified and provided professional development
- Parent informational nights
- Student ethics course completion
- IT notification of participation to allow access
- Network success
- Magic Happens
- Feedback

Member Fox thanked Dr. Spencer for addressing all of the concerns of the Board Members from the last meeting. Member Burns appreciates that Dr. Spencer will have a conversation with all principals. It is very important to him that there is consistently across the district, especially addressing violations. No action was taken by the Board.

3.1. Adoption of 2013-14 Santee School District Budget

Karl Christensen presented information to the Board on the proposed 2013-14 Santee School District budget, based on the May Revise numbers. He provided a "User Friendly Version" to highlight individual sections for the Board. He provided a brief overview of the budget showing the change in fund balance in the general fund, projecting a small surplus for 2013-14. Administration projects no need to provide a contribution from the general fund to state preschool next year. Child Nutrition shows a small surplus projected after including the price increase. He reported Child Nutrition will be developing a plan to spend down their fund balance using one-time expenditures. Member Levens-Craig asked about the justification to raise the price of school lunch for this year if there will be a surplus. Mr. Christensen said the price was increased to comply with the government requirements to bring the lunch price closer to the reimbursable amount for free lunches.

Mr. Christensen said there is a planned surplus in fund 40, the Hill Creek Solar fund. This is needed to cover the costs once the credits are discontinued. Most of the building fund and capital facilities funds from the redevelopment funds will be used to pay the debt service on the COPS. Fund 63, YALE and Project SAFE, continues to be reviewed each month and Administration has developed a balanced budget for Project SAFE that includes paying back the borrowed YALE funds in 2013-14 and the borrowed general fund monies over the next three years. They also have a plan in place to cover any employee salary increases.

Mr. Christensen shared a revenue limit funding per ADA chart showing some progress in funding levels with the Local Control Funding plan on the Governor's desk. Another chart traced the dollars that have been lost by the school district since the COLA loss beginning in 2007, averaging about \$3M per year and \$4.1M in COLA per year. Mr. Christensen shared how the Local Control Funding Formula would consolidate the revenue limit funding and categorical funding and be distributed to school districts.

Due to enrollment projections, certificated staffing for the K-8 teaching staff shows a reduction of four teachers. There is a small buffer in the budget for any increase in enrollment. Social workers are not included in the budget, but it does include the addition of a Program Specialist and two Directors.

The assumptions in the multi-year projection show 2013-14 with a small change in fund balance and reserves of 24.5%, including fund 17. In 2014-15 with no additional revenue, the budget shows deficit spending of \$1M and the reserve drops to 21.8%. Items included in the projection are digging a well at Hill Creek School, payroll/FIS system through the County Office, completion of student safety related items, professional development, increase in band width, and the new student assessment and data management systems. There is still a need to consider the purchase of additional devices for Smarter Balanced Assessment.

Mr. Christensen presented Administration's recommendations for significant budget changes for future considerations by the Board which included additional student computers for Smarter Balanced Assessment, bus replacement, RCS Radio replacement, infrastructure upgrade, radio system costs for buses, an increase to monthly operational costs for the new RCS system, and additional staffing in technology.

Administration recommended the Board consider using \$120,000 for two counselors/social workers for next year with a plan to add an additional counselor if grant funds are received.

Meredith Riffel continues to pursue grants to fund counselors/social workers for the District. Grants are not as available as they used to be. President El-Hajj would prefer to fund three counselors. She believes having counselors at the schools ultimately saves money and staff time dealing with student issues. It was the Board's consensus to add three counselors/social workers to the 2013-14 budget.

Member Levens-Craig asked why we would have fewer teachers next year if the projected enrollment is nearly the same. Dr. Pierce said several schools were overstaffed and each year Administration looks at places where an additional teacher may be needed to avoid certain combination classes and additional teachers may be placed as needed.

Mr. Christensen shared cash flow is much improved and it is not expected to borrow money externally next year to meet our financial obligations. He shared a chart showing the difference between budget reserves versus cash reserves. An analysis of projected budget reserves shows that we must maintain a 14.5% reserve to avoid external cash borrowing over the next few years.

Member Burns moved to adopt the budget for the 2013-14 fiscal year as presented. Revisions to the budget will be brought back to the Board for approval following adoption of the State budget.

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

3.2. Adoption of Resolution #1213-35 Designating Use of Education Protection Account Funds for 2013-14

Mr. Christensen stated that this item was related to the public hearing earlier in the meeting. Member Levens-Craig moved to adopt Resolution #1213-35 Designating Use of Education Protection Account funds for 2013-14 to pay a portion of unrestricted certificated teacher salaries.

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

H. BOARD POLICIES AND BYLAWS

1.1. First Reading: Revised Board Policy 6163.4, Student Use of Technology

Revised BP 6163.4 was presented for a first reading. No action was taken and the Board Policy will return.

I. BOARD COMMUNICATION

President El-Hajj attended promotions this week and they have been wonderful. She requested a report on the students that did not promote. Dr. Pierce said the numbers are higher than in the past.

Member Fox attended *Alex in Mathland* and it was great. Promotion exercises were good. He enjoyed the students from Alternative School reading their essays.

Member Burns attended promotions and was impressed with more appropriate dressing this year.

Member Levens-Craig said promotions were awesome but it was hot. Santee Success was really great. She feels lucky that she has a flexible schedule making her more available to attend so many wonderful events at schools.

Board members received a request for a letter of support from Senator Joel Anderson for the Safe Classroom Act. Member Ryan suggested that the Board support this bill only if language is included in the bill to reimburse districts that have already spent money for their expenditures. She believes Santee School District should get reimbursed for the money we have spent thus far. Member Ryan said she would call Senator Anderson's office to get the information and inform the Board. Member Burns said if this is something the Board can support, the Board should support it.

The Board received a letter from a parent commending Pam Barber, a teacher at Rio Seco. The Board asked that the parent receive a response letter and a copy be sent to Pam Barber.

RECONVENE TO CLOSED SESSION (If Necessary)

The Board reserved the right to reconvene to closed session for closed session matters that were not completed prior to the convening of the open session meeting.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:28 p.m. No action was reported.

K. ADJOURNMENT

The June 4, 2013 regular meeting adjourned at 10:10 p.m.

SANTEE SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION

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

MINUTES
June 24, 2013

A. CALL TO ORDER

The meeting was called to order at 6:03 p.m. by President El-Hajj.

B. PUBLIC COMMUNICATION

There were no comments from the public.

C. CLOSED SESSION

1. Consideration of Student Matter (Ed. Code S48918) Student #8-12

The Board entered Closed Session at 6:05 p.m. for a student discipline hearing for student #8-12. The matter was heard by Board President El-Hajj, and Members Fox, Burns, Levens-Craig and Ryan. Oral and documentary evidence was received. Following the presentation of evidence, President El-Hajj announced that the Board members would deliberate and all other persons were asked to leave the room.

D. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 7:40 p.m.

ACTION TAKEN BY BOARD

It was motioned by Member Ryan to expel student # 8-12 from the Santee School District from June 24, 2013 to September 1, 2013 for violation of California Education Code Sections 48900 (r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, 48900 (A)(1) Caused, attempted to cause, threatened to cause physical injury, 48900 (K) Disrupted school activities, and Santee School District Board Policies 5144,1: Pupil Discipline: Suspension and Expulsion, 5144.4: Administrative Review, and related Administrative Regulations.

This action is based on the following Findings of Fact in accordance with California Education Code Section 48915(b)(2): Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student # 8-12 threatened to cause physical injury to another student while attending school.

The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan:

- Complete a counseling program by 9/1/13 for decision-making/peer pressure.
- Perform 4 hours of community service at designated school.
- Prepare a letter of apology to the victim and submit to the Board.
- Complete all elements of this Rehabilitation Plan by 9/1/13 and present documentation to verify completion.

The Board recommends that the student's current teacher meet with high school officials to help design a recommended course of study.

A parent must meet with the Coordinator of Pupil Services by 6/28/13 to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action. Upon satisfactory completion of all activities in the rehabilitation plan, the student record will be expunged of this expulsion order.

Motion: Ryan

Second: Fox

Vote: 5-0

E. ADJOURNMENT

The June 24, 2013 special meeting adjourned at 7:45 p.m.

Discussion and/or Action Item D.1.2. Approval of Agreement with Haines Centre for Strategic Management for Strategic Planning Implementation Support

Prepared by Dr. Cathy Pierce
July 2, 2013

BACKGROUND:

In October 2011 the Board initiated an agreement with Haines Centre for Strategic Management to work with the Board, Administration, and all other stakeholders to develop and update the District's Strategic Plan. A Strategic Plan is an optimum way for an organization to measure its performance priorities.

The process began in February 2012 with a 3-day retreat attended by about 40 various stakeholders. Through the strategic planning process, the Board focused their resources, both fiscal and personnel, towards accomplishing the following priority goals:

- **Educational Achievement**
Assure the highest level of educational achievement for all students.
- **Facilities**
Provide facilities that optimize the learning environment for all students.
- **Fiscal Accountability**
Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.
- **Staff Development**
Establish a staff development program as the cornerstone of effective instructional programs and employee performance.
- **Student Well-Being**
Develop social, emotional, and health service programs to foster student character and personal well-being.

Each month the Strategic Plan Leadership Team met with Dr. Sheridan Barker of the Haines Centre for Strategic Management, who served as the facilitator in the implantation planning process. Under the guidance of the Strategic Plan Leadership Team, committees have been established and meeting during the 2012-13 school year to research ways to implement the Board's priority goals.

Attached is an agreement between Santee School District and the Haines Centre for Strategic Management to continue the services of Dr. Barker in the process for the 2013-14 school year.

RECOMMENDATION:

Administration recommends the Board of Education approved the agreement with Haines Center of Strategic Management, for the services of Dr. Sheridan Barker to provide implementation planning support for 2013-14.

FISCAL IMPACT:

The cost for the services of Dr. Sheridan Barker from the Haines Center for Strategic Management for 2013-14 is \$4,500.

STUDENT ACHIEVMENT:

The strategic plan and subsequent goals focus stakeholders on the priorities of the school district and the implementation of the critical support systems enhances and supports student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.1.2.

February 5, 2013

To: **Dr. Cathy Pierce, Superintendent**
Santee School District
9625 Cuyamaca St, Santee, CA 92071

From: **Sheridan L. Barker, Ed.D.**
Haines Centre for Strategic Management

RE: **Proposal for Year 2 Support for Strategic Plan Implementation - REVISED**

Background

A five year strategic plan for Santee School District was created in a 3-day retreat, October 20-22, 2005, led by Dr. Sheri Barker, then Director of Leadership Services, San Diego County Office of Education. Because the world around us is changing so quickly, forward-thinking organizations complete a comprehensive update their strategic plan at least once every five years, with annual refinement and alignment processes in between major updates.

As a result, in October 18, 2011, the Santee Board of Trustees approved a comprehensive update to the district Strategic Plan. A formal Strategic Planning Retreat was held February 2-4, 2012, followed by the recruitment of Action Planning Teams and the development of a detailed Action Plan for each of the five Core Strategy Goals. From these Action Plans, the district has established an Annual Prioritized Action Plan (Jan, 2012 – June, 2014) that will serve as the organizing framework to set all annual department and school site plans. The current contract with Dr. Barker ends with the first Annual Strategic Review, February, 2013.

Strategic Leadership Team

Since a Strategic Plan is fundamental to, but insufficient to create organizational change, the District has instituted a Strategic Leadership Team to guide the day-to-day implementation of the Annual Prioritized Action Plan. This team, which includes the Board of Trustees, District Cabinet, and the Leads for each Action Planning Team, has met monthly since December, 2011, to plan and guide each step of the planning and change process.

As the Santee District moves into district-wide implementation of the Action Priorities, it is imperative that the Strategic Leadership Team continues to meet monthly through February, 2017. This team has critical responsibilities related to ensuring smooth, effective implementation and effective system-wide change toward achieving the desired outcomes (Mission, Vision & Core Beliefs) defined by the Strategic Planning Team.

The Strategic Leadership Team is responsible for:

1. Guiding and controlling the implementation of the strategic planning/change efforts, and
2. Checking, adjusting and reporting on the progress of overall implementation of the strategic plan through the identified goals, priority actions and key success measures.

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Strategic Leadership Team members are expected to serve as motivators, communicators, coordinators, problem solvers, and, as needed, mediators to ensure effective implementation of the strategic plan and change efforts.

Proposal for Continued Implementation Support and 2nd Annual Strategic Review, February 2014

The Strategic Leadership Team has created a clear 2012-2014 Prioritized Action Plan, and has begun to gather the right people and resources to move on the identified actions. Much remains to be done to ensure successful implementation of these plans including, but not limited to, the following:

- a. Discussion of the *Roller Coaster of Change* and identification of processes to help staff move smoothly through the stages of change.
- b. Discussion of the *Iceberg Theory of Change* and identification of structures and processes that need to be modified, eliminated or developed to help the district reach its desired future state.
- c. Identification of the *Key Success Measures* to track progress toward achieving all aspects of the desired future. Most organizations monitor the Quadruple Bottom Line to track progress; they identify measures of success related to customers (students), employees (growth & culture), finances, and societal contributions.
- d. Alignment of all employee work with the Strategic Plan. This includes human resource processes, site and department annual plans, as well as allocation of people, time and resources in alignment with the Annual Prioritized Action Plan.

Since successful implementation of a strategic plan does not happen accidentally and requires consistent and district-wide, distributed leadership, I recommend that you continue to provide expert support and guidance for the Strategic Leadership Team, and ensure a second *Annual Strategic Review and Update* to keep the strategic plan on track. The expectations are outlined below:

1. **Strategic Management Sessions:** Work with Superintendent to guide and facilitate eight monthly 2-hour meetings with the Strategic Leadership Team to monitor and support implementation of the Annual Prioritized Action Plan. Includes pre-work, meeting design, materials preparation and co-facilitation with the Superintendent.
2 days @ \$1,500 = \$3,000
2. **Annual Strategic Review and Update in February, 2014,** with the original strategic planning team to (a) conduct new Future Environmental Scan, (b) celebrate successes and identify critical issues, and (d) create the foundation for a new Annual Prioritized Action Plan, 2014-2015. Includes pre-work, meeting design, materials preparation and facilitation.
1 day @ \$1,500 = \$1,500

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Annual Investment for Santee School District Implementation Plan:

2012-13 FY \$1,500 (Mar – June SLT meetings)

2013-14 FY \$3,000 (Jul - Feb including Annual Strategic Review)

Total Investment: \$4,500

This Proposal includes FREE preparation time that is normally charged (both pre and post sessions) agendas, calls, emails, coaching, readings, etc) to ensure successful completion of the Project. This allows unlimited support in between sessions without worrying about fees increasing each time you pick up the telephone. This Standard “prep time” is normally equal to 1/2 the actual facilitation time.

Our Nothing-to-Lose Guarantee

We unconditionally guarantee each Haines Centre for Strategic Management's speaking, training and consulting event or project that we conduct for you. In the unlikely occurrence that our work is unsatisfactory, pay us our expenses only and the day's fee is waived.

Recent Clients: National School District, San Diego Regional Chamber of Commerce, Prime-Line Products, Tri Tool, Inc., National Geographic, Albert Einstein Academies

APPENDIX: THE SYSTEMS AND STRATEGIC THINKING APPROACH

The Haines Centre for Strategic Management in San Diego, California, and a network of master consultants around the world have developed the Haines Centre for **Strategic Management's Systems Thinking Approach™ to Strategic Management** over the last 21 years. Our training programs, models, instruments, tools and strategies use both the science of living systems as it applies to organizations, and hands-on coaching and consultation with executives and managers inside organizations.

Our proven tools and techniques evolve as we employ them, to become more useful to our client organizations. We have applied our strategies successfully in our consultations within educational, governmental, corporate and not-for-profit entities to create cultures that support forward thinking, decisive, collaborative leadership teams and engaged, responsive employees.

The Haines Centre Systems Thinking Approach™ has, as its core, a deceptively simple but profound five-step Systems Model that helps leaders collaborate with key stakeholders to identify the best direction for their organization and then lead consistently in that direction.

The five steps are:

- **Phase A: Desired Future State** – identifying district-wide shared outcomes, vision, mission and values
- **Phase B: Key Success Measures** – desired outcomes are quantified as mutually agreed-upon measures, so all essential parties define “success” in the same ways and can agree on the evaluation of results
- **Phase C: Current State Assessment** – while many ‘strategic planners’ start with this phase, we believe it only makes sense if this assessment is conducted in relation to the desired outcomes
- **Phase D: Closing the Gap** – developing Core Strategies and focused Action Plans, and taking effective action to implement them fully, ensuring staff buy-in and stay-in over time
- **Phase E: Future Environment Scanning** – an on-going system to help leaders keep tabs on important trends and developments, determine which trends require action, and take action before they affect the desired outcomes of the district.

The **ABCDE Systems Model** includes a *Parallel Involvement Process* for key stakeholders throughout the process. For example, we provide methods to help leaders gather feedback and input from district-wide stakeholders to develop priorities and meaning from the data, reinforce employee engagement and the value of their contributions, while retaining final decision-making power.

Our interest is in identifying and/or developing a variety of simple, straightforward processes that help leaders think and act more strategically in their decision-making and management, leading to improved outcomes.

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
July 2, 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 \$349 as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.1.
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Board Travel Report - July 2, 2013

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Wed-Thurs, 08/07/13 - 08/08/13	Pam Mitchell	CO	Totally Terrific Technology Tools for Teaching	San Marcos	\$0	\$130	Special Education	This 2-day workshop focuses on technology and instructional tools to support Special Education teachers.
Thursday, 10/17/13	Dr. Cathy Pierce	Superintendent	ACSA 2013 Women in School Leadership Forum	Coronado	\$0	\$219	Superintendent's Office	This Forum will focus on building skills, sharing solutions, and learning successful business principles.
Travel Requiring Airfare, Overnight Stay, and/or Out of State								
Wed-Thurs, 07/24/13 - 07/25/13	Dr. Stephanie Pierce	Ed Services	California Reading Association Leadership Conference	Sacramento	\$0	*\$0	*California Reading Assoc.	Dr. Pierce is providing a Leadership presentation on literacy at the Conference. *California Reading Association is funding the expenses for this conference and there is no cost to the District.

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 D.2.2.
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Consultant / General Service Provider Report
 July 2, 2013

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Paula Philpotts	Consultant	LVN Specialized Healthcare Provider	7/1/13 - 6/30/14	\$26/hour-not to exceed \$2,000	Special Education	Employee
Nahid Aspari	Consultant	Bilingual Interpreter - Middle Eastern Languages	7/1/13 - 6/30/14	\$15-\$20/hour-not to exceed \$800	EIA - LEP	Independent Contractor
Nada Sawaya	Consultant	Bilingual Interpreter - Middle Eastern Languages	7/1/13 - 6/30/14	\$15-\$20/hour-not to exceed \$800	EIA - LEP	Independent Contractor
Elena Leholm	Consultant	Bilingual Interpreter - Russian	7/1/13 - 6/30/14	\$15-\$20/hour-not to exceed \$200	EIA - LEP	Independent Contractor
Alliance for African Assistance	Consultant	Translation Services	7/1/13 - 6/30/14	\$60/hour-not to exceed \$800	EIA - LEP	Independent Contractor

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 May 1, 2013 through May 31, 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 156 transactions totaling \$25,347.77 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.3.
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PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130507	ABEL,CATHY	CHILD NUTRITION	ALBERTSONS #6727	6.03	APPLES
20130514	ABEL,CATHY	CHILD NUTRITION	WAL-MART #2479	25.82	DRAWER
20130516	ABEL,CATHY	CHILD NUTRITION	AL S SPORT SHOP	414.72	BANNERS
20130517	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	50.05	PRODUCE, GLUTEN FREE
20130519	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT 673	6.44	SINK STRAINER
20130521	ABEL,CATHY	CHILD NUTRITION	SMARTNFINAL 10804664	29.90	BREAD
20130521	ABEL,CATHY	CHILD NUTRITION	SMARTNFINAL 10803989	20.93	BREAD
20130521	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	165.19	OFFICE SUPPLIES
20130523	ABEL,CATHY	CHILD NUTRITION	EL POLLO LOCO #3562QPS	880.65	APPRICIATION LUNCHEON
20130530	ABEL,CATHY	CHILD NUTRITION	CHEF CITY REST EQUIP	397.44	EXPRESS CART ADD ON
				1,997.17	
20130524	ALBERT,DIANN L	PRIDE ACADEMY	SSI*EPSCC	412.47	
				412.47	
20130519	BAKER,HOPE	OST PROGRAMS	SD NATURAL HISTORY MUS	112.00	ADMISSIONS/ENTRANCE FEES
20130519	BAKER,HOPE	OST PROGRAMS	SD NATURAL HISTORY MUS	882.00	ADMISSIONS/ENTRANCE FEES
				994.00	
20130522	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	LOWES #01661*	53.98	Custodial Supplies - Hill Creek
20130522	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	LOWES #01661*	85.36	Custodial Supplies - Chet F. Harritt
				139.34	
20130501	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	140.34	OTHER/INSTRUCTIONAL/TOYS/GAMES
20130502	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	68.50	Split - OFFICE SUPPLIES/CD'S, LITERATURE HOLDER (76.96%)
20130502	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	20.51	Split - OFFICE/SHARPENER (23.04%)
20130510	BRASHER,PAMELA	OST PROGRAMS	ORIENTAL TRADING CO	34.00	Split - INSTRUCTIONAL FR/TOYS/GAMES (56.67%)
20130510	BRASHER,PAMELA	OST PROGRAMS	ORIENTAL TRADING CO	26.00	Split - OTHER/INSTRUCTIONAL/GAMES/TOYS (43.33%)
20130514	BRASHER,PAMELA	OST PROGRAMS	MICHAELS #3256	36.42	ENRICHMENT SUPPLIES
20130515	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	28.48	OTHER/INSTRUCTIONAL/PAPER ROLL
20130519	BRASHER,PAMELA	OST PROGRAMS	GROUPON INC	29.01	INSTRUCTIONAL/BOOKS
20130521	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	51.22	Split - YALE/OTHER INSTRUCTIONAL (80.11%)
20130521	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	12.72	Split - PS/OTHER INSTRUCTIONAL (19.89%)
20130523	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	76.17	OTHER/OFFICE
20130524	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	1.30	OTHER/OFFICE/FILES
				524.67	
20130509	BRENNER,DEBBIE	PEPPER DRIVE	BEST BUY 00001842	47.95	Title 1 - CD Player
20130512	BRENNER,DEBBIE	PEPPER DRIVE	AMAZON.COM	539.20	Title 1 - Books
20130526	BRENNER,DEBBIE	PEPPER DRIVE	CALENDARS	58.84	SLIB - Principal calendar
20130526	BRENNER,DEBBIE	PEPPER DRIVE	U.S. SCHOOL SU00 OF 00	102.90	Title 1 - Pencils
				748.89	
20130516	BROGAN-BARANSKI,K	CARLTON OAKS	SOUTHWESTCANDY COM	125.03	C.O. Fundraiser/Donation
20130517	BROGAN-BARANSKI,K	CARLTON OAKS	DINN BROS INCINTERNET	311.05	C.O. Fundraiser/Donation
20130517	BROGAN-BARANSKI,K	CARLTON OAKS	DELL SALES & SERVICE	97.19	C.O. Fundraiser/Donation
20130520	BROGAN-BARANSKI,K	CARLTON OAKS	HOMEDEPOT.COM	35.87	C.O. Fundraiser/Donation
20130520	BROGAN-BARANSKI,K	CARLTON OAKS	WALMART.COM	163.03	C.O. Fundraiser/Donation
20130521	BROGAN-BARANSKI,K	CARLTON OAKS	DELL SALES & SERVICE	340.17	Gen Ed - Instructional
				1,072.34	
20130501	GRIFFIN,DEBRA	TRANSPORTATION	BOB STALL CHEVROLET PA	33.17	REPLACEMENT SWITCH FOR SPED BUS 137
20130526	GRIFFIN,DEBRA	TRANSPORTATION	STAPLES 00108217	36.49	OFFICE SUPPLIES
20130529	GRIFFIN,DEBRA	TRANSPORTATION	STAPLES 00108217	(0.01)	CREDIT FOR EXCHANGED OFFICE SUPPLY (FIELD TRIP CALENDAR)
				69.65	
20130517	HECK,TERRY	CARLTON HILLS	FLAGS IMPORTER	24.86	CA State Flag
				24.86	
20130516	HOOKS,TED A	CAJON PARK	LEGO EDUCATION	258.76	Lego League Registration (donations)
20130524	HOOKS,TED A	CAJON PARK	SAVE OUR HERITAGE ORGA	400.00	Field Trip Admission (Field Trip Admissions budget)
				658.76	
20130512	JOHNSTON,ANDREW	CHEF F. HARRITT	4 ALL PROMO'S / K-READ	378.48	
20130519	JOHNSTON,ANDREW	CHEF F. HARRITT	EDUCATION WEEK	4.95	
				383.43	

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PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130503	JOINER,KRISTIE L	PEPPER DRIVE	GAMESTOP #2371	30.00	Attendance Incentives
20130503	JOINER,KRISTIE L	PEPPER DRIVE	BARNES & NOBLE #2135	30.00	Donations - Attendance Incentives
20130505	JOINER,KRISTIE L	PEPPER DRIVE	WAL-MART #1917	99.36	Attendance Incentives
20130505	JOINER,KRISTIE L	PEPPER DRIVE	JAMBA JUICE #517	30.00	Attendance Incentives
20130505	JOINER,KRISTIE L	PEPPER DRIVE	VONS STORE00018978	60.00	Attendance Incentives
20130516	JOINER,KRISTIE L	PEPPER DRIVE	OFFICE DEPOT #908	60.43	Title 1 - supplies
20130517	JOINER,KRISTIE L	PEPPER DRIVE	RHYME UNIVERSITY	644.38	Donations - kinder caps
				954.17	
20130505	LINDSAY,JERELYN	SYCAMORE CANYON	U.S. SCHOOL SU00 OF 00	49.35	Student Awards
20130515	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON.COM	33.64	Books for Karla Ortiz Teacher's College (only 1 receipt for 2 separate orders)
20130515	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON.COM	92.57	Books for Karla Ortiz - Teacher's College NY (only 1 receipt for 2 orders)
20130517	LINDSAY,JERELYN	SYCAMORE CANYON	SMARTNFINAL 10803989	65.94	Student Rewards for STAR challenge - popcorn
20130520	LINDSAY,JERELYN	SYCAMORE CANYON	THE HOME DEPOT 673	182.09	Shelving for Book Room
20130523	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON.COM	136.84	Tubs for Book Room
20130523	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON.COM	45.61	Tubs for Book Room
20130524	LINDSAY,JERELYN	SYCAMORE CANYON	BARNES & NOBLE #2135	164.71	Classroom library books for all classes
20130524	LINDSAY,JERELYN	SYCAMORE CANYON	DOLRTREE 3194 00031948	48.60	Frames for student and staff awards
				819.35	
20130502	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLYS ELECTRONICS	157.98	
20130507	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WAL-MART #2077	10.74	Wipers for district vehicle
20130520	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130520	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	FRY'S ELECTRONICS #15	21.58	
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
20130522	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WALMART.COM	193.32	iPods for PRIDE Academy
				2,896.73	
					Student attendance incentives/ class prizes
20130524	MARTIN,SUZANNE	CAJON PARK	DOLRTREE 3194 00031948	45.36	Attendance budget
				45.36	
20130515	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	EL CAJON NAMEPLATE	16.20	Sp Educ Admin - Special Student Recognition Awards
20130517	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	CARDIAC SCIENCE CORPOR	284.19	ERC Admin - AED Battery & Pads
20130530	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	5.27	SP Educ ESU Supplies
				305.66	
20130501	MICHEL,HOPE	SPECIAL EDUCATION	SPCHBUDDIES	139.85	SLP Rashap - Rabbit Buddy R Sound
20130507	MICHEL,HOPE	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	276.80	Resource - WJIII Testing Protocols
20130516	MICHEL,HOPE	SPECIAL EDUCATION	MICHAELS #3256	43.18	Frames for Retiree Certificates
20130517	MICHEL,HOPE	SPECIAL EDUCATION	BELKIN CORPORATION	107.99	Hope - Keyboard for iPad
20130522	MICHEL,HOPE	SPECIAL EDUCATION	APL*APPLE ITUNES STORE	219.99	Speech - Testing Protocols
20130522	MICHEL,HOPE	SPECIAL EDUCATION	USPS 0570209524902264	9.20	Postage Stamps for Return Envelopes sent to Parents
20130530	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	177.94	Speech - Testing Protocols
				974.95	
20130512	ORTEGA,KAREN	HUMAN RESOURCES	ACSA	195.00	
20130512	ORTEGA,KAREN	HUMAN RESOURCES	ACSA	195.00	
20130512	ORTEGA,KAREN	HUMAN RESOURCES	ACSA	195.00	
20130521	ORTEGA,KAREN	HUMAN RESOURCES	THINGS REMEMBERED 0709	143.88	
20130522	ORTEGA,KAREN	HUMAN RESOURCES	ACSA	(195.00)	
20130523	ORTEGA,KAREN	HUMAN RESOURCES	AWARDS BY NAVAJO	103.37	
20130524	ORTEGA,KAREN	HUMAN RESOURCES	ALBERTSONS #6727	14.47	
				651.72	
20130506	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	WILLOWBROOK GOLF COURS	20.17	Business Lunch
20130522	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	CHILI'S GR179900007997	32.27	Business Lunch
20130524	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	ACE PARKING LOT#0160	8.00	Travel-Parking Fee
				60.44	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130505	PROUTY,DANIEL J	CHEF F. HARRITT	APL*APPLE ITUNES STORE	10.00	Teacher observation tracking software.
20130506	PROUTY,DANIEL J	CHEF F. HARRITT	AMAZON MKTPLACE PMTS	119.90	Laptop headphones
20130523	PROUTY,DANIEL J	CHEF F. HARRITT	OFFICE DEPOT #908	8.95	
20130531	PROUTY,DANIEL J	CHEF F. HARRITT	GROUP TICKETING - D	4,474.00	62 Tickets for Disneyland (eighth grade excursion).
				4,612.85	
20130501	REES,TAMMY	HILL CREEK	ILP*INSECT LORE	57.44	
20130505	REES,TAMMY	HILL CREEK	ESAFETY SUPPLIES INC	61.60	
20130508	REES,TAMMY	HILL CREEK	GENESIS INC	56.50	
20130512	REES,TAMMY	HILL CREEK	ZULILY	157.92	
20130527	REES,TAMMY	HILL CREEK	SOUTHWEST SCHOOL & OFF	118.78	
20130531	REES,TAMMY	HILL CREEK	SOUTHWEST SCHOOL & OFF	58.74	
				510.98	
20130508	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	8.09	Batteries for recorder
20130510	RIFFEL,MEREDITH	PUPIL SERVICES	OFFICE DEPOT #908	7.27	Steno pads for Hope
20130510	RIFFEL,MEREDITH	PUPIL SERVICES	BARNES & NOBLE #2135	64.80	Books for SSP
				80.16	
20130512	ROSA,JIM	RIO SECO	EDUCATIONAL PRODUCTS	136.03	Instructional Supplies for Fifth Grade Team
				136.03	
20130501	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	139.52	OTHER/INSTRUCTIONAL/TOYS/GAMES
20130501	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	22.62	Split - ERC/OTHER/INSTRUCTIONAL/TOYS/GAMES (21.85%)
20130501	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	55.27	Split - FR/OTHER/INSTRUCTIONAL/TOYS/GAMES (53.4%)
20130501	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	25.62	Split - YALE/OTHER/INSTRUCTIONAL/TOYS/GAMES (24.75%)
20130501	SHEEN,KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	58.88	OTHER/INSTRUCTIONAL/TOYS, GAMES
20130501	SHEEN,KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	103.36	OTHER/INSTRUCTIONAL/GAMES, TOYS
20130505	SHEEN,KRISTINA D	OST PROGRAMS	VISTAPR*VISTAPRINT.COM	350.19	OTHER/INSTRUCTIONAL/BROCHURES TO MATCH BANNERS
20130509	SHEEN,KRISTINA D	OST PROGRAMS	SCHOLASTIC BOOK CLUB	51.42	Split - INSTRUCTIONAL/BOOKS (50%)
20130509	SHEEN,KRISTINA D	OST PROGRAMS	SCHOLASTIC BOOK CLUB	51.42	Split - ERC/INSTRUCTIONAL/BOOKS (50%)
20130509	SHEEN,KRISTINA D	OST PROGRAMS	CITY OF VISTA WAVE	50.00	ADMISSIONS/ENTRANCE FEES
20130523	SHEEN,KRISTINA D	OST PROGRAMS	FOOD4LESS #0349	56.50	FOOD SUPPLIES
				964.80	
20130503	SIMPSON,DEBRA	RIO SECO	RGS PAY*	552.34	Kindergarten totes for students
20130522	SIMPSON,DEBRA	RIO SECO	PAYPAL *DIMACDESIGN	143.31	Instructional Supplies for J. Richards
				695.65	
					August Writing Institute - White
					\$294.90 - 06-00-3010-000-1110-1000-5200-000-005
20130502	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	DELTA	589.80	\$294.90 - 03-00-0000-000-1110-1000-5200-000-005
20130502	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	DELTA	589.80	August Writing Institute - Hallinan
20130502	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	DELTA	589.80	August Writing Institute - Butterfield
20130507	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	SMARTNFINAL 10803989	404.19	Snacks
20130514	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	SMARTNFINAL 10803989	39.96	Snacks
20130516	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	PAYPAL *PAYFIRSTMAT	21.96	2 VGA Cables
20130517	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	PAYPAL *APRILSUNSHI	105.98	50 headphones
20130517	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	PAYPAL *DALEDGROUP	41.97	3 USB AC Power Adapter Wall Charger - Hammack
20130519	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	EVERNOTE.COM	10.00	Subscription - Hammack
				2,393.46	
20130522	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON.COM	119.70	Lost library book replacements
20130522	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON.COM	36.78	Lost Library Book replacements
20130522	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	59.95	iPad accessory - trying out a keyboard solution for SMARTERBalance assessment
20130522	SPENCER,LAURA K	EDUCATIONAL SERVICES	CAPSTONE PUBLISHERS	398.33	Purchase made on behalf of Ted Hooks, CP. See email for authorization.
20130523	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	12.30	Lost library books
20130523	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON.COM	92.53	Lost library books
20130523	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON.COM	39.58	Lost library books
20130523	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON.COM	9.71	Lost library books replacement
				768.88	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20130507	VAIL,LINDA	SUPERINTENDENT'S OFFICE	BB *-	400.00	Classroom of the Future Awards Admissions
20130514	VAIL,LINDA	SUPERINTENDENT'S OFFICE	LEARNING FORWARD	56.50	Professional Book
20130515	VAIL,LINDA	SUPERINTENDENT'S OFFICE	AMAZON MKTPLACE PMTS	27.15	Professional Book
20130516	VAIL,LINDA	SUPERINTENDENT'S OFFICE	DOLRTREE 3194 00031948	11.88	PLT Meeting Supplies
20130516	VAIL,LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	13.33	Meeting Supplies
20130517	VAIL,LINDA	SUPERINTENDENT'S OFFICE	SMARTNFINAL 10803989	223.92	Classified Employee Recognition
20130519	VAIL,LINDA	SUPERINTENDENT'S OFFICE	FOOD4LESS #0349	4.57	Office Supplies
20130523	VAIL,LINDA	SUPERINTENDENT'S OFFICE	ESTORES ONLINE	71.24	Office Supplies
20130526	VAIL,LINDA	SUPERINTENDENT'S OFFICE	99 CENTS ONLY STORES #	9.72	PLT Meeting Supplies
20130527	VAIL,LINDA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO	568.00	Retirement Recognitions
20130529	VAIL,LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	37.66	Salute to Excellence Supplies
20130530	VAIL,LINDA	SUPERINTENDENT'S OFFICE	PARTY CITY #441	26.98	Salute to Excellence-Balloons
				1,450.95	
				25,347.77	

Consent Item D.2.4. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement

Prepared by Karl Christensen
July 2, 2013

BACKGROUND:

The Williams Settlement requires school districts to submit quarterly reports to the San Diego County Office of Education (SDCOE) on complaints each district has received related to instructional materials, emergency facilities issues, and teacher vacancies and mis-assignments. The report must include the number of complaints in each area that have been received, resolved, and unresolved. The report must be publicly reported on a quarterly basis at a regularly scheduled meeting of the district’s governing board (Ed Code § 35186(d)) and is due to SDCOE thirty (30) days following the close of each quarter.

SANTÉE SCHOOL DISTRICT Uniform Complaint Quarterly Report April 1, 2013 through June 30, 2013			
	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Mis-assignment	0	0	0
Total	0	0	0

RECOMMENDATION:

It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending June 30, 2013 and authorize administration to submit the report to SDCOE.

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 is no direct fiscal impact but there is staff in-kind time involved in researching, assembling, and developing this report.

STUDENT ACHEIVEMENT IMPACT:

The Williams Law mandates that staff engage in procedures that ultimately may have an impact on student achievement.

Motion:		Second:		Vote:		Agenda Item D.2.4.
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Consent Item D.2.5.
Prepared by Karl Christensen
July 2, 2013

Authorization to Utilize the CUPCCAC
Informal Bidding Process for Deferred Maintenance
Projects

BACKGROUND:

On September 4, 2012, the Board of Education approved a resolution to utilize the California Uniform Public Construction Cost Accounting Act (CUPCCAC) for public works projects over the \$15,000 formal bid threshold. Staff developed an approved vendor list following the procedures of the CUPCCAC process. This allows staff to seek informal bids for public works projects using the qualified vendors list for projects up to \$175,000.

Staff is requesting Board approval to call for informal bids for Deferred Maintenance projects at various sites for Fiscal Year 2013- 14 as follows:

1. Interior wall repairs including painting in the 2-story junior high building corridors at five sites: Cajon Park; Carlton Hills; Carlton Oaks; Hill Creek; and Rio Seco.
2. Carpet replacement in Chet F. Harritt relocatable classrooms.
3. Roofing repairs at Pepper Drive Kindergarten, Cajon Park Annex, and PRIDE Academy Pre-School.
4. HVAC replacement at Pepper Drive Kindergarten.
5. Asphalt Repairs: Paving and Sealcoating – District-wide.

RECOMMENDATION:

It is recommended that the Board of Education authorize utilizing the CUPCCAC process to seek informal bids. **Separate items will be brought back to the Board for consideration of contract award at future meetings.**

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:

There is no fiscal impact at this time. The amount designated for Deferred Maintenance projects in the 2013-14 Adopted Budget is \$535,000.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.5.
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BACKGROUND:

On June 4, 2013, the Board of Education authorized administration 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. A “Notice Inviting Bids” was sent to vendors who have registered to be on the District’s qualified vendors’ list. The District received two (2) proposals. The contract is to be awarded based on the total proposal. The results are listed below:

Sunrise Produce Company \$156,925.50
American Produce Distributors \$153,448.25

RECOMMENDATION:

It is recommended that the Board of Education authorize the award of a contract to American Produce Distributors for the Fresh Produce Bid for the 2013-14 school year. The bid may be extended for 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 total fiscal impact for this bid is \$153,448.25 from Fund 13.

STUDENT ACHIEVEMENT IMPACT:

Child nutrition programs including school lunch and breakfast programs are important to the health and education of the students of Santee School District.

Motion:		Second:		Vote:		Agenda Item D.2.6.
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Consent Item D.2.7.
Prepared by Karl Christensen
July 2, 2013

Adoption of Resolution No. 1314-02 for
Emergency Waiver of Competitive Bidding
Requirements for Sewer Repairs at Sycamore
Canyon School

BACKGROUND:

On June 17, 2013, staff was notified of a major sewer line disruption at Sycamore Canyon School. A camera investigation was conducted but results were inconclusive. Consequently, a plumbing company was called out to dig up the line and ascertain what had occurred. On June 20, 2013 this investigation determined that a 50' to 80' section of the sewer line under the walkway between the old Admin building and the Classroom 1 thru 8 wing had deteriorated and collapsed. The collapsed line caused sewage to permeate the soil, posing significant risk for development of a sink hole, and necessitating the shutdown of water and sewer service to a portion of the campus to be used by Project SAFE during the summer starting June 24, 2013. An assessment of the damage indicates that the cost for repair will exceed the \$15,000 bid limit. However, the repair cannot wait as the line is exposed and it poses an imminent danger to the health and safety of staff and students at the school. Advanced Plumbing was called in to uncover the line and assess the damage. They began repair work immediately as directed by the Director of Maintenance & Operations.

Public Contract Code section 20113 allows for the waiver of bidding requirements under certain emergency conditions. Specifically, this code section states:

20113.

(a) In an emergency when any repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property, the Board may, by unanimous vote, with the approval of the county superintendent of schools, do either of the following:

(1) Make a **contract** in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bids.

(2) Notwithstanding Section 20114, authorize the use of day labor or force account for the purpose.

(b) Nothing in this section shall eliminate the need for any bonds or security otherwise required by law.

The County Office of Education has been notified in writing that an emergency waiver is being sought. Administration requests Board adoption of a resolution to authorize preliminary approval of an emergency waiver of the formal bid process, per Public Contract Code section 20113, so that a contract for the sewer repairs may proceed expeditiously. Adoption of the resolution for waiver requires unanimous vote of the Board of Education.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1314-02 to authorize approval of an emergency waiver of the formal bid process, per Public Contract Code section 20113, for repair of a collapsed sewer line at Sycamore Canyon 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 fiscal impact is estimated at \$20,000 to \$30,000, based on time and materials, to be paid from Routine Restricted Maintenance Funds.

STUDENT ACHIEVEMENT IMPACT:

This is an emergency support and safety item to ensure student safety and a healthy learning environment.

Motion:		Second:		Vote:		Agenda Item D.2.7.
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**SANTEE SCHOOL DISTRICT BOARD OF EDUCATION RESOLUTION NO. 1314-02 FOR
EMERGENCY WAIVER – PUBLIC PROJECT**

On Motion of Member _____, seconded by Member _____, the following Resolution is adopted by the Governing Board of the Santee School District:

WHEREAS, a large portion of a major sewer line at Sycamore Canyon School collapsed and requires repair,

WHEREAS, the resultant situation jeopardizes the continuance of existing school classes; and

WHEREAS, the situation poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services; and

WHEREAS, Public Contract Code Section 20113 (School District), as further defined by Public Contract Code Section 1102, provides that School Districts may, with the unanimous approval of the Governing Board and approval of the County Superintendent of Schools, contract for the performance of labor and purchase of materials without advertising for or inviting bids in an emergency when such work is necessary to permit the continuance of existing school classes or to avoid danger to life or property.

NOW THEREFORE, be it resolved that the Governing Board of the Santee School District has determined that these circumstances constitute an emergency condition and request approval from the County Superintendent of Schools to enter into contracts for work deemed necessary by the District's Director of Maintenance and Facilities, to be done without advertising or inviting bids pursuant to Public Contract Code Section 20113 (School Districts) and Public Contract Code Section 1102.

PASSED AND ADOPTED by unanimous vote of the Members of the Governing Board of the Santee School District this 2nd day of July, 2013, by the following vote:

- AYES:
- NOES:
- ABSENT:

STATE OF CALIFORNIA)
)ss
COUNTY OF SAN DIEGO)

I, Dustin Burns, Clerk of the Governing Board of the Santee School District, do hereby certify that the foregoing is a full, true, and correct copy of a Resolution adopted by the said Board at a regularly called and conducted meeting held on said date.

Clerk of the Governing Board

Consent Item D.3.1. Adoption of Resolution #1314-01 Designating Personnel and Approval of 2013-14 Child Development Services Contract
Prepared by Dr. Stephanie Pierce
July 2, 2013

BACKGROUND:

Presented for Board approval is the 2013-14 contract for child development services to operate the State Preschool Program with the California Department of Education and an attached resolution designating personnel to sign contract documents for fiscal year 2013-14. The maximum rate per child per day of enrollment payable pursuant to the provisions of the agreement will be \$32.66. The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of the agreement will be \$203,797.

RECOMMENDATION:

Administration recommends approval of the 2013-14 contract for child development services to operate the State Preschool Program with the California Department of Education and adoption of Resolution #1314-01 designating personnel to sign contract documents for fiscal year 2013-14 as presented.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- 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 Maximum Rate per child per day of enrollment payable pursuant to the provisions of the agreement will be \$32.66. The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of the agreement will be \$203,797.

STUDENT ACHIEVEMENT IMPACT:

Children who participate in the State Preschool program increase their opportunity to enter kindergarten ready to learn.



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 13 - 14

DATE: July 01, 2013

CONTRACT NUMBER: CSPP-3447

PROGRAM TYPE: CALIFORNIA STATE
PRESCHOOL PROGRAM

PROJECT NUMBER: 37-6836-00-3

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: SANTEE SCHOOL DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS AND CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>), the CURRENT APPLICATION, and an AGENCY SITE LISTING (ATTACHMENT A) which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The contractor's signature also certifies compliance with "General Terms and Conditions," (GTC 610/Exhibit A) which by this reference is incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2013 through June 30, 2014. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$32.66 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$203,797.00.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 6,240.0

Minimum Days of Operation (MDO) Requirement 180

Any provision of this contract found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this contract.

Exhibit A, General Terms and Conditions attached.

STATE OF CALIFORNIA		CONTRACTOR				
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)				
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING				
TITLE Contracts, Purchasing & Conference Services		ADDRESS				
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 203,797	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		Department of General Services use only		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 23038-6836					
TOTAL AMOUNT ENCUMBERED TO DATE \$ 203,797	ITEM 30.10.010. 6110-196-0001	CHAPTER B/A	STATUTE 2013			FISCAL YEAR 2013-2014
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.			
SIGNATURE OF ACCOUNTING OFFICER		DATE				

California Department of Education
Child Development Division
Agency Site List
Fiscal Year 2013-2014

Santee School District

San Diego County

6836

Prospect Avenue School Annex

9303 Prospect Avenue

Santee 92071

EXHIBIT AGENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2013-14.**

RESOLUTION

BE IT RESOLVED that the Governing Board of Santee School District

authorizes entering into local agreement number/s CSPP-3447 37-6836-00-3 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Dr. Stephanie Pierce</u>	<u>Assistant Superintendent Educational Services</u>	

PASSED AND ADOPTED THIS 2nd day of July 2013-14, by the
 Governing Board of Santee School District
 of San Diego County, California.

I, Dustin Burns, Clerk of the Governing Board of
Santee School District, of San Diego, County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a School Board meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

 (Clerk's signature) _____ (Date)

Consent Item D.3.2.

Approval of Annual Evaluation of the
Alternative Education School

Prepared by Dr. Stephanie Pierce
July 2, 2013

BACKGROUND:

Each district operating an alternative school must complete an annual evaluation for the school. The annual evaluation and report pursuant to Education Code Section 58510 must include testing of basic skills for student participants and identifying variables that may affect student academic achievement. The evaluation process must also include teacher, parent, and student input from the Alternative School. The report is to be forwarded to the State Superintendent of Public Education.

The 2012-2013 annual evaluation report of the Santee School District Alternative Education School is attached for Board review and approval.

RECOMMENDATION:

It is recommended that the Board of Education approve the 2012-2013 Annual Evaluation of the Santee School District Alternative Education School.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Alternative School program is self-supporting, collecting ADA through independent study contracts completed by the parent and child. The Alternative School has a student enrollment of approximately 45 students.

STUDENT ACHIEVEMENT:

The Alternative Education program (Home School) provides parents and students a high degree of supports for those who wish to home school their children.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

SANTEE SCHOOL DISTRICT
ALTERNATIVE EDUCATION SCHOOL

ANNUAL EVALUATION REPORT
2012-2013

- I. Introduction by Alternative Education Director**
 - Background Information
 - Program Descriptions
 - School Mission/School Goals

- II. Enrollment Statistical Data for the Year**
 - Annual Enrollment/Withdrawal Report
 - Annual Monthly Student Enrollment Report

- III. Student Profile Data**

- IV. Overview of Year**
 - The School-Wide Surveys
 - Parent Survey Results
 - Student Survey Results

- V. Highlights of Activities and Accomplishments**

- VI. Student Data**
 - Student Data Report
 - Student Achievement Action Plan

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

I. Introduction by Alternative Education Director
2012-2013

This is an evaluation summary pursuant to Section 58510 of the California Education Code. It is intended to provide information on the background, description, goals, activities, and various statistical information. This information may be used in the ongoing process towards the betterment of the Santee Alternative School.

In October 1988, the Santee School District joined with the Lakeside School District to operate an alternative education school for Lakeside/Santee parents. At that time, neither district had enough home school students to support its own program. On July 1, 1991, Santee separated from Lakeside and began a program with 30 students. By the end of the school year enrollment had increased to approximately 65 students.

The Santee Alternative School just completed its 22nd year of operation, and the 2012-2013 school year saw an enrollment high of 48 students. Over the course of the school year we have served 62 students. In line with the Santee School Board Policy, the Santee Alternative School (under Independent Study) is an optional alternative instructional strategy by which enrolled students may achieve curriculum objectives and fulfill promotion requirements. Independent Study offers a means of individualizing the education plan for students whose needs may best be met through study outside of the regular classroom setting.

The mission of the Santee Alternative School is to provide the best educational opportunity for all students. Parents choose an alternative educational mode to meet the individual needs of their children and the staff is responsible to insure that students' educational programs meet the district and state requirements. The Santee Alternative School provides guidance and support while monitoring student progress.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

II. Enrollment Data for the Year 2012-2013

Annual Enrollment/Withdrawal Report

Total Served 2012-2013	62	Program Initiated Withdrawals	0
Total Withdrawals 2012-2013	16	Parent Initiated Withdrawals	16

Number and Percentage of Students Transferring from the Santee Alternative School

	Transfers to...	Transfers Within District to...	Transfers Out of District to...
Public School	11 students	6 students	5 students
Private School	1 students	0 students	1 students
Home School	4 students	0 students	4 students

Annual Monthly Student Enrollment Report

ENDING DATE	ADDED	DROPPED	TOTAL ENROLLED
2012			
September 21	48	2	46
October 19	0	3	43
November 16	1	1	43
December 14	2	2	43
2013			
January 18	5	3	45
February 15	3	0	48
March 15	1	1	48
April 12	0	4	44
May 10	2	0	46
June 19	0	0	46

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

III. Student Profile Data

A student who may benefit from independent study for one or more of the following reasons:

- Inability to succeed in a large-group setting
- Member of a family committed to educating its own children
- Marriage or child-rearing conflict
- Financial need
- Mobility/travel/traveling artistic performers and athletes
- Recurring physical illness that does not warrant home or hospital instruction
- Psychological problem or family/personal crisis
- Difficulty in school placement because of age
- Military families who transfer frequently

Placement in independent study is based on:

- Evidence that the student can work at grade level with minimal certificated supervision when directly supervised by a parent
- Evidence that the proposed program will be pursued
- Availability of the certificated staff to supervise the student effectively
- Assessment results

The success rate of Kindergarten through grade eight independent study pupils increases when parents exhibit:

- Ability to be responsible for the supervision of the pupil while he/she is completing the assigned work and for submitting all completed assignments necessary for evaluation
- Ability to encourage him/her to do more than the minimum study requirements in order for the pupil to complete school consistent with the traditional school
- Willingness to attend independent study curriculum in-service meetings for parents

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
School-Wide Student/Parent Survey

During the third trimester of the 2012-2013 school year, in an effort to collect information that might be useful in the ongoing improvement of the Santee Alternative School, surveys were given to enrolled students and their parents. 100% of the school-wide surveys were completed.

Parent Survey Results

1. The Santee Alternative School is meeting or exceeding the expectation I had prior to enrolling in the program.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
94%	6%			

2. The Santee Alternative School Resource Teachers are meeting my curricular needs as they arise.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
94%	6%			

3. The Resource Teachers provide remedial, extra practice or enrichment materials when necessary.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
88%	12%			

4. The Resource Teachers are timely in assisting me and carryout their responsibilities efficiently.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
97%	3%			

5. The Santee Alternative School is supplying curriculum, materials and support for me to do a good job teaching.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
94%	6%			

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Parent Survey Results (continued)

6. The Resource Teachers' evaluation of my child's progress is consistent with my evaluation.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
97%	3%			

7. The Santee Alternative School field trips and in-service programs are a positive addition to the program.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
82%	15%	3%		

8. The Santee School District Administration is supportive of my efforts at the Santee Alternative School.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
91%	6%	3%		

9. I would recommend the Santee Alternative School.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
97%	3%			

10. In addition to the field trips and in-service programs already provided, what others would you like to have next year?

- History of Man Museum
- Natural History Museum
- Aerospace Museum
- Safari Park
- Bring in science program, maybe twice a school year. Possible Mad Science Program
- More art classes. Ms. Sherrie does an outstanding job.
- Waste Management recycling field trip
- Maybe a science experiment-hands on-etc. that relates to the work for the month or for the 2 or 3 weeks that a chapter covers.
- Firehouse

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Parent Survey Results (continued)

11. Please provide any positive comments or concerns you have regarding the Santee Alternative School's program.
- “This program is fantastic for the family that is willing and prepared to make the sacrifice of time to do the learning/teaching. My students/kids have blossomed. Their learning has soared. I see their growth on a daily basis, not only in the classroom, but also as they interact with their peers, adults and their world. They hold meaningful conversations and can make and backup valid points with intellectual adults. They can solve problems with the mathematics they have learned and they can use problem solving with all the skills they have learned in all of their subjects. I often tell people how home schooling is a lot of work! but extremely rewarding. Even strangers often come up to me and ask where my children go to school because they are very impressive. While visiting SpaceX in Vandenburg, we received compliments regarding my boys and their knowledge. A lot of this is due to the Santee Home School. The staff is extremely supportive. I always feel free to ask for any help I may need and I am always confident that they will do their very best to provide me with what I need. We are very lucky to have found the Alternative School.”
 - “There is NO better way to teach kids and have such great people to help and support you than through Santee School District.”
 - “This has been a very positive experience for both my child and I. The program is excellent and the staff is very supportive.”
 - “The staff at the Alternative School is great, in particular Patricia Noujaim. Ms Noujaim is outstanding and is a stupendous teacher.”
 - “The staff at Santee Alternative School is OUTSTANDING, PROFESSIONAL and CARING when dealing with its students as well as the parents. My wife and I cannot find enough praise to display our gratitude. Our son is a better student now then when we started this home school program. He will definitely exceed expectations in high school as a result of how he learned and matured in the Home School of Santee. Thanks again to Ms. Patricia and her staff! We will recommend the Alternative School to anyone that feels their child may benefit.”
 - “Supplemental financial support/allowance per child for extra curricular: art, PE, music, etc. A monthly or quarterly stipend similar to that offered by Helix and Julian homeschooling programs.”

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Parent Survey Results (continued)

- “I absolutely love this program. It offers way more than I expected and am so grateful for all of the help I received. My child’s progress is amazing thanks to this home school.”
- “Academically the planners are all good! Excellent job!!!”
- “Writing program is essential. Every other week, all year would be optimal. Start second week of school and don’t stop.”
- “It was the best experience I ever had!”
- “Fantastic program!”
- “This has been a very positive experience for both my child and myself.”
- “Me gusta este programa para mi hija por la atencion personal a sus necesidades como estudiante.”
- “Thanks for a great year!”
- “Very friendly staff and teachers. Always work with you with scheduling and very understanding. Truly concerned about your child and their progress and help to make sure they are getting the most out of school to excel. Always have suggestions on how to better education and offer and provide help. A suggestion might be to have the Santee Alternative School have access or have available some science equipment such as microscopes or other things that might be harder to come by for an individual family. I know microscopes are costly, but even if they had a good quality microscope available for use only at the office, as to prevent theft or excess cost, it would open the door to more in depth science exploration and would make it more hands on individually.”
- “The Alternative School is great! The teachers all provide exceptional skills to help children become better students. They are always willing to help and go above and beyond to help families be better teachers for their child.”
- “Very, very supportive staff. Answers all questions, sometimes without having to ask.”
- “We loved our experience here!! and the staff is why. Patricia, Kris and Dianne are pleasant, positive professionals and perfect teachers and administrators in our opinion. They all have been way beyond GREAT!!”

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Student Survey Results

1. I have been at the Santee Alternative School.

Less than 6 months	20%
6 months to a year	17%
1-2 years	30%
More than 2 years	33%

2. Who decided you would attend the Santee Alternative School?

You	2%
Your parents	24%
You and your parents	74%

3. How well were you doing academically before coming to the Santee Alternative School?

Above average	30%
Average	46%
Below average	17%
I was not in school	7%

4. My school work now is:

Difficult	9%
Easy	17%
Just right	74%

5. I am aware of how I am doing in all subject areas

Agree	98%
Disagree	2%

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Student Survey Results (continued)

6. The Santee Alternative School Staff shows respect and a caring attitude toward me.

Agree	100%
Disagree	0%

7. The Santee Alternative School Teachers are willing and available to meet with me and or my parents.

Always	89%
Almost always	9%
Never	2%

8. I usually enjoy school.

Agree	85%
Disagree	15%

9. What do you like the best about the Santee Alternative School?

The flexible hours	26%
The book learning only	2%
One-to-one learning	22%
Learning in different ways	15%
Learning at my own pace	35%

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

V: Highlights of Activities and Accomplishments

During the 2012-2013 school year, the Santee Alternative School was involved in the following:

- A Planning Committee of two parents, met monthly to help plan the Alternative Education School's calendar of activities. Each member took responsibility for the planning and coordinating various activities.

- The 2012 STAR base API for The Santee Alternative School, which is categorized as a "Small Elementary", for the spring of 2012 was 768. Santee District Assessments were administered in the fall of 2012 and the spring of 2013 to 100% of all enrolled students for the content areas of Language Arts, Math, and Writing. Continued this year were math and pre-algebra weekly classes. In addition, individual math tutoring was available to grades three to eight on a weekly basis to support both students and parents as teachers. The "Haiku Learning Management System" was a web based pre-algebra and algebra resource organized by Mrs. Noujaim for the 7th and 8th grade students to log in and have video tutorials by Prentice Hall and The Khan Academy by specific chapter. In addition, Haiku was formatted for grades Kindergarten through third grade for grade specific resources. We continued with our writing focus and made available both writing classes to attend and teacher supported editing via e-mail and/or by individual meetings.

- A School Site Council composed of two parents and one staff member met monthly to monitor and evaluate the program.

- For the 22nd year in a row, the Santee Alternative School arranged for families to have a school picture day.

- A variety of educational field-trips were offered including: YMCA gymnastic classes and swimming, educational excursions to The Cuyamaca College Conservation Garden, Balboa Park's Railroad Museum, West Hills High School's Snoopy dress rehearsal play, The Microsoft Store, Scripps Birch Aquarium, Sea World, the San Diego Zoo, Oma's Pumpkin Patch, Legoland's Mindstorm Robotic Class, and Science Day at Petco Park/Padres game.

- The Santee Alternative School continued with a monthly physical fitness field trip. Each month students met at the local YMCA to be instructed in gymnastics and swimming fun. This addition continued to be a huge success encouraging peer friendships and exercise with an instructor.

- The Santee Alternative School Staff offered individual tutoring to meet student needs in various curricular areas.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

V: Highlights of Activities and Accomplishments (continued)

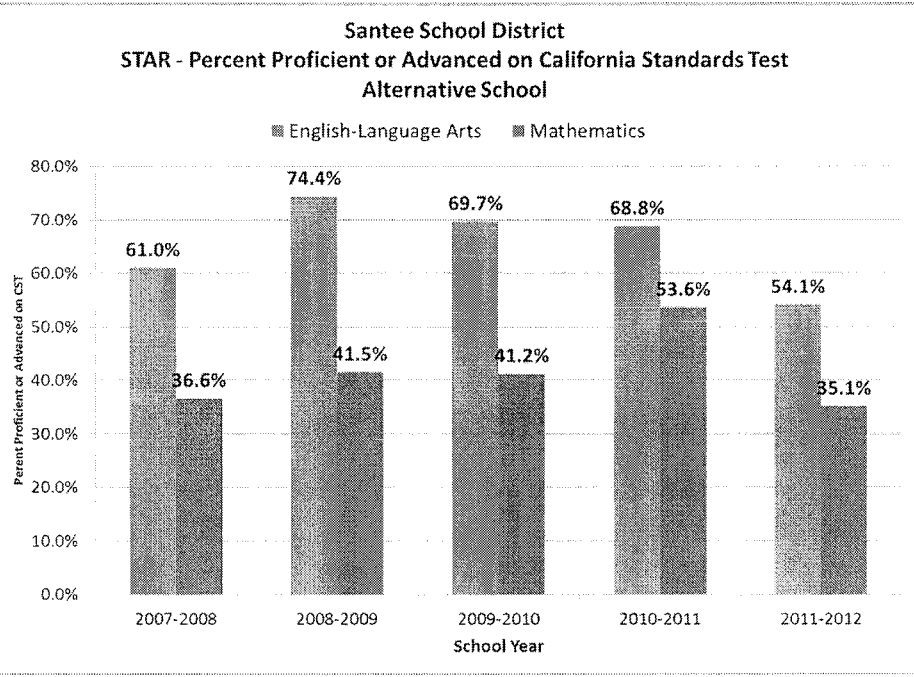
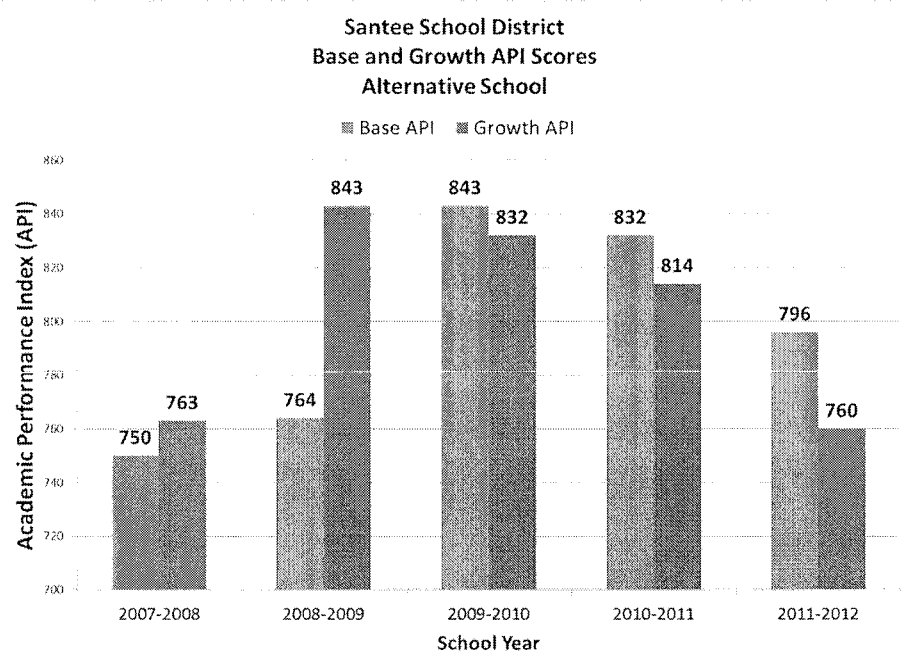
- The Santee Alternative School parents and staff took responsibility for a variety of on-going cooperative activities.
- An open computer lab was offered Monday through Friday.
- The Santee Alternative School staff organized grade level learning activities. Weekly, bi-monthly, or quarterly activities were held which focused in the areas of writing, math, and art instruction.
- Thanks to The Santee Foundation, ten students were given licenses to begin and/or continue learning Spanish, Japanese, and German with The Rosetta Stone Program. Rosetta Stone is an online language program of Dynamic Immersion. It is a method that combines advanced interactive technology with native speakers and a rich visual environment. The ten students were monitored weekly by Mrs. Noujaim to achieve requirements stated in the language learning contract.
- The Haiku Learning Management System was an additional web based resource for grades kindergarten, first, second, seventh, and eighth. Mrs. Noujaim formatted the website specifically for grades kindergarten through second to assist parents with grade specific criteria and links with navigation for online textbook resources. Grades seven and eight were formatted for students to preview chapter and lesson specific pre-algebra and algebra videos using Prentice Hall videos and the Khan Academy videos.
- The Santee Alternative School provided monthly Arts Attack classes for grades two through eight in which students completed themed projects.
- The Santee Alternative School credentialed staff taught monthly 2nd-8th grade writing classes in which students were taught and practiced state writing standards.
- The Santee Alternative School students were enrolled in the 'Book It' Reading Incentive Program, sponsored by Pizza Hut.
- The Santee Alternative School held well-attended beginning and end of the year family picnics at the YMCA pool.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

V: Highlights of Activities and Accomplishments (continued)

- Volunteers were honored at a luncheon held in May for our school site council participants, Arts Attack parent, and other parent volunteers.
- Parent and student surveys were distributed during the third trimester to assess the Santee Alternative School's success in meeting student and parent needs. The results, which were quite favorable, are attached.
- The eighth grade end-of-year promotion exercise, awards ceremony and reception was held in the District Office Board Room. A School Board member, the District Superintendent and the principal were present to award promotion certificates. Teachers, staff, and parents were all in attendance. Parents were invited to speak about their students' accomplishments. Each graduate took part in the program reading an essay, introducing administrators, board members, and their teacher, and finally describing our program to the audience.

Also presented with awards were students honored for their recognition of: Excellence with highest District Assessments Award, Highest Math Growth and Excellence in AR Highest Points, Awards for Rosetta Stone students learning English, Spanish, Japanese, and German. In addition, parents received awards for Excellence in Parent Volunteering.



Santee Alternative Home School 2012-13 Action Plan

4. The district will identify the variables which may have affected student academic achievement and create a plan of action to increase student achievement for 2013-14 and 2014-15. A plan of action and activities must be included as part of the annual report.

Variables affecting student academic achievement:	Plan of Action	
1) Entrance to Alternative with social and/or academic weaknesses	Support to new parents as teachers with one on one conferences weekly to identify the weakness of the student and support instructional resources and ideas to fill the gaps	
2) Lack of knowledge of parents as teachers to instruct in specific child/student's grade level in writing.	Support the parent as a teacher and the student to attend a monthly writing class planned and instructed by a credentialed writing teacher. In addition, the writing teacher will be available for both parents and students to attend the class. Finally, email will be used to communicate with the writing teacher outside of the class taught to edit all essay assignments.	
3) Low jr. high test scores plus the lack of knowledge of parents to instruct in advanced math, algebra and pre-algebra.	Support the parent as a teacher and the student with a credentialed math teacher to hold a pre-algebra and algebra class twice a week to introduce the chapter content and allow student collaboration completing algebraic problems by steps. In addition, a learning management system, Haiku, was formatted specifically for both 7 th and 8 th grade to view at home by chapter, videos demonstrating all the algebraic steps. Included in Haiku, were Khan Academy videos also.	
4) Weakness in reading comprehension scores.	Renaissance Place is now formatted for our students to have the ability to use the quizzes to test comprehension of reading of AR books. We assign 18 points for grades 2 and 25 points for all other grades per trimester. In addition, we require the "Theme Skills Tests" for Houghton Mifflin and the "Progress and Assessments" Tests for Holt curriculum assignments.	

BACKGROUND:

The District is required to annually submit the Consolidated Application to the State for participation and funding in various categorical programs. These programs include Title I, Title II – Teacher Quality, Title III – Limited English Proficient (LEP) and Title III – Immigrant, and Economic Impact Aid (EIA). If approved by the District and accepted by the State, the Consolidated Application, Part II, will arrive in late fall with the specific levels of funding for each program. A copy of the Consolidated Application, Part I, will be available at the Board meeting for review.

RECOMMENDATION:

Administration recommends approval of the Consolidated Application, Part I, for the 2013-14 school year.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Consolidated Application contains an estimate of revenue of \$1,000,000 in program funding for the District and schools this year in restricted categorical revenues. Due to Federal sequestration cuts, the District is projecting a decline of 5.1% in Title programs for the 2013-14 school year growing to 8.2% in 2014-15. In addition, Title 1 is subject to other changes due to State actions regarding administrative costs and redistribution methods. In 2012-13, this resulted in an overall 14% decline for the District. Therefore, another 15% cut to Title 1 is estimated for 2013-14. The exact amount of funding for these programs will not be known until later in the year.

STUDENT ACHIEVEMENT:

The programs funded through the Consolidated Application address specific student and/or staff needs and are directly tied to student achievement and program improvement.

2011-12 Title III Part A Immigrant YTD Obligations Report, 24 Months

A report of year-to-date obligations by activity.

CDE Program Contact:

Pamela Lucas, Language Policy & Leadership Office, plucas@cde.ca.gov, 916-323-5739
 Sandra Covarrubias, Language Policy & Leadership Office, SCovarrubias@cde.ca.gov, 916-319-0267

Approved Immigrant Sub-grantee Activities

(e) ACTIVITIES BY AGENCIES EXPERIENCING SUBSTANTIAL INCREASES IN IMMIGRANT CHILDREN AND YOUTH-

(1) IN GENERAL-An eligible entity receiving funds under section 3114(d)(1) shall use the funds to pay for activities that provide enhanced instructional (opportunities for immigrant children and youth, which may include -

- (A) family literacy, parent outreach, and training activities designed to assist parents to become active participants in the education of their children;
- (B) support for personnel, including teacher aides who have been specifically trained, or are being trained, to provide services to immigrant children and youth;
- (C) provision of tutorials, mentoring, and academic or career counseling for immigrant children and youth;
- (D) identification and acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds;

(E) basic instruction services that are directly attributable to the presence in the school district involved of immigrant children and youth, including the payment of costs of providing additional classroom supplies, costs of transportation, or such other costs as are directly attributable to such additional basic instruction services

(F) other instruction services that are designed to assist immigrant children and youth to achieve in elementary schools and secondary schools in the United States, such as programs of introduction to the educational system and civics education; and

(G) activities, coordinated with community-based organizations, institutions of higher education, private sector entities with expertise in working with immigrants, to assist parents of immigrant children and youth by offering comprehensive community services.

2011-12 Title III, Part A Immigrant entitlement	\$11,300
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$2,880
2000-2999 Classified Personnel Salaries	\$0
3000-3999 Employee Benefits	\$630
4000-4999 Books And Supplies	\$5,849
5000-5999 Services and other operating expenditures	\$1,095
Administrative And Indirect Costs	\$846
Total Expended Amount	\$11,300
General comment	

2011-12 Title III Part A Immigrant YTD Obligations Report, 24 Months

A report of year-to-date obligations by activity.

CDE Program Contact:

Pamela Lucas, Language Policy & Leadership Office, plucas@cde.ca.gov, 916-323-5739

Sandra Covarrubias, Language Policy & Leadership Office, SCovarrubias@cde.ca.gov, 916-319-0267

(Maximum 500 characters)

2011-12 Title II, Part A FY Expenditure Report, 24 Months

A report of year-to-date expenditures and encumbrances by activity.

CDE Program Contact:

Jackie Rose, Title II Leadership, jrose@cde.ca.gov, 916-322-9503

2011-12 Title II, Part A entitlement	\$187,378
Professional development	\$0
Exam and test preparation	\$0
Recruiting training and retaining	\$173,353
Class size reduction	\$0
Administrative and indirect costs	\$14,025
Other allowable expenditures or encumbrances	\$0
Total expenditures and encumbrances	\$187,378
General comment (Maximum 500 characters)	

2011-12 Title III, Part A LEP YTD Obligations Report, 24 Months

A report of year-to-date obligations by activity.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
 Geoffrey Ndirangu, Language Policy & Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized LEP Sub-grantee Activities

Required

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

2011-12 Title III, Part A LEP entitlement	\$47,016
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$37,293
2000-2999 Classified Personnel Salaries	\$0
3000-3999 Employee Benefits	\$8,801
4000-4999 Books And Supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Administrative And Indirect Costs	\$922
Total Expended Amount	\$47,016

2012-13 Title I, Part A Notification of Authorization of School Wide Program

This report provides notification to CDE of a school's eligibility and local board approval to operate under and report as Schoolwide Program

CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269

Note:

In order for CDE program staff to have visibility to all SWP authorized schools, it is important to have an Authorized Representative certify this Notification of Authorization data collection after a change is made.

School Name	School Code	Authorized	Local Board Approval Date (ex. 04/30/2013)	SIG Approval Date (ex. 04/30/2013)	Poverty Level %
Cajon Park Elementary	6040349	N			
Carlton Hills Elementary	6040356	N			
Carlton Oaks Elementary	6068159	N			
Chet F. Harritt Elementary	6040364	N			
Hill Creek Elementary	6085161	N			
Pepper Drive Elementary	6040372	N			
PRIDE Academy at Prospect Avenue	6040380	N			
Rio Seco Elementary	6085153	N			
Santee Alternative	6111041	N			
Santee Success Program	6120190	N			
Sycamore Canyon Elementary	6040406	N			

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2012-13 Title I, Part A School Funded Staff Report

To collect school level data, as required by ESEA, about teachers and instructional paraprofessionals in Title I, Part A programs.

CDE Program Contact:

Joshua Strong, Title I Policy & Program Guidance, JStrong@cde.ca.gov, 916-319-0492

School Name	School Code	Public	Authorized SWP	New Title I, Part A Funded Teachers Hired	Non-ESEA Qualified Hired	Title I, Part A Funded Teachers (0.00)	Title I, Part A Funded FTE Paraprofessionals (0.00)	ESEA Qualified FTE Paraprofessionals (0.00)	ESEA Qualified FTE Paraprofessionals %	Title I, Part A Funded Administrators (0.00)	Title I, Part A Funded Support Staff (0.00)	Other Title I, Part A Funded Staff (0.00)
Carlton Hills Elementary	6040356	Y	N	0	0	0	1.25	1.25	100.00%	0	0	0
Chet F. Harritt Elementary	6040364	Y	N	0	0	0	1.79	1.79	100.00%	0	0	0
Pepper Drive Elementary	6040372	Y	N	0	0	0	0	0		0	0	0
PRIDE Academy at Prospect Avenue	6040380	Y	N	0	0	0	1.25	1.25	100.00%	0	0	0

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2012-13 Title I, Part A School Funded Staff Report

To collect school level data, as required by ESEA, about teachers and instructional paraprofessionals in Title I, Part A programs.

2012-13 Title I, Part A School Program Improvement Activities

Per ESEA Section 1116, LEAs must report school level Program Improvement (PI) activities related to Title I, Part A. This includes, but is not limited to, student participation and PI compliance activities based on the number of years a school is in PI status.

CDE Program Contact:

Judi Brown, District Innovation and Improvement Office, JBrown@cde.ca.gov, 916-319-0942
 Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948

Chet F. Harritt Elementary (37 68361 6040364)

PI Year	1
Number of students in PI school who applied for public school choice provisions of ESEA Section 1116	0
Number of new and continuing students who transferred under ESEA	0
Number of new and continuing students who transferred under state or local choice programs	0
Number of students who applied for SES	0
Number of students who received SES	0
PI Activities Exception Comment	Two notifications were sent out to parents during a four-month window making them aware of the PI status. There were no requests for transfers and no applications were received for SES services.
Additional Comments	

2012-13 Title I, Part A School Program Improvement Activities

Per ESEA Section 1116, LEAs must report school level Program Improvement (PI) activities related to Title I, Part A. This includes, but is not limited to, student participation and PI compliance activities based on the number of years a school is in PI status.

CDE Program Contact:

Judi Brown, District Innovation and Improvement Office, JBrown@cde.ca.gov, 916-319-0942
 Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948

PRIDE Academy at Prospect Avenue (37 68361 6040380)

PI Year	2
Number of students in PI school who applied for public school choice provisions of ESEA Section 1116	0
Number of new and continuing students who transferred under ESEA	0
Number of new and continuing students who transferred under state or local choice programs	0
Number of students who applied for SES	0
Number of students who received SES	0
PI Activities Exception Comment	Two notifications were sent out to parents during a four-month window making them aware of the PI status. There were no requests for transfers and no applications were received for SES services.
Additional Comments	

2012-13 Title I, Part A Program Improvement Expenditures and Reallocation Criteria

Report of end-of-year expenditures for Title I, Part A Program Improvement funds and LEA reallocation criteria.

CDE Program Contact:

Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948
 Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Entitlement after transfers (Per certified 2012-13 Title I Part A LEA Allocations and entitlements as of 05/15/13)	\$446,607
Program Improvement set aside (Amount equivalent to 20% of 2012-13 Title I, Part A entitlement plus transfers in.)	\$89,321
Maximum allowable Parent Outreach (Amount equivalent to .2% of 2012-13 Title I, Part A entitlement plus transfers in or 1% of the 20% Program Improvement set aside.)	\$893

Expenditures and Encumbrances

Choice transportation using Title I Part A funds	\$0
Choice transportation using non-Title I Part A funds	\$0
SES using Title I Part A funds	\$0
SES using non-Title I Part A funds	\$0
Parent Outreach using Title I Part A funds	\$0
Parent Outreach using non-Title I Part A funds	\$0
Total expenditures and encumbrance using Title I Part A funds	\$0
Total expenditures and encumbrance using non-Title I Part A funds	\$0
Amount of Program Improvement set aside unspent	\$89,321
Expenditure comment A explanation is required if no program improvement expenditures or encumbrances have occurred.	Two notifications were sent out to parents during a four-month window making them aware of the PI status at two of our schools. There were no requests for transfers and no applications were received for SES services.
General comments	

Reallocation Exemption

The exemptions below are only applicable if the LEA did not meet it's 20% Program Improvement obligation (the amount of Program Improvement set aside unspent is greater than zero).

2012-13 Title I, Part A Program Improvement Expenditures and Reallocation Criteria

Report of end-of-year expenditures for Title I, Part A Program Improvement funds and LEA reallocation criteria.

CDE Program Contact:

Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948
 Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Provided Choice and or SES to all eligible students using less than the 20% obligation	No
The LEA has not been able to establish interdistrict transfer agreements, and the LEA could not offer SES because it was not served by any approved providers including online providers	No

Reallocation Criteria

Check all boxes - documented evidence must be keep on file for review by CDE.

Partnered or made efforts to partner with groups such as community-based organizations to inform eligible students and their parents of the opportunity to sign up for Choice and SES	Yes
Provided timely and accurate notice of the availability of Choice and SES to eligible students and their parents	Yes
Ensured that sign-up forms for SES are distributed directly to eligible students and their parents and made widely available and accessible through broad means of dissemination	Yes
Provided a minimum of two enrollment windows at separate points in the school year for eligible students and their parents to sign up for SES	Yes
Ensured that approved SES providers are given access to school facilities, using a fair, open and objective process, on the same basis and terms as are available to their groups that seek access to school facilities	Yes

2012-13 Title I, Part A Parental Involvement Policies

To meet federal requirements specified in ESEA Title I, Part A Section 1118(h) to review the LEAs parental involvement policies and practices to determine if the policies and practices meet the requirements of Section 1118.

CDE Program Contact:

Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904

District Parental Involvement Certification

Each LEA shall develop jointly with, agree on with, and distribute to parents of Title I children, a written Title I parental involvement policy (ESEA Section 1118(a)). The policy describes how the LEA will:

- a) Involve parents in the joint development of the LEA Plan and the processes of school review and improvement for program improvement schools under ESEA Section 1116;
- b) Help schools to plan and implement effective parental involvement activities to improve student academic achievement and school performance;
- c) Build the schools' and parents' capacity for strong parental involvement;
- d) Coordinate and integrate parental involvement strategies under Part A and under other programs as specified;
- e) Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy and use the findings of the evaluation to design more effective parental involvement; and
- f) Involve parents in the activities of the Title I schools.

Does the district have a written parental involvement policy Yes

LEA policy compliance Yes

Does your current Title I district level parental involvement policy meet the above criteria

Annual evaluation date 03/19/2013

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2012-13 Title I, Part A Parental Involvement Policies

To meet federal requirements specified in ESEA Title I, Part A Section 1118(h) to review the LEAs parental involvement policies and practices to determine if the policies and practices meet the requirements of Section 1118.

Annual Evaluation

Site administration reviewed current parent involvement policies to ensure site level participation reflected in parent involvement outcomes. Administration and teachers also discussed annual activities provided to Title 1 children and families on campus including parent education and Title 1 family compacts. Site administration collaborated with SSC, ELAC, PTA, and staff design site specific involvement policy. We received feedback on the district involvement policy from DAC and DELAC, too.

Describe the involvement of parents during the policy evaluation process. If no evaluation occurred or if the evaluation date is not within the allowable range, provide an explanation why. (Maximum 500 char)

Parent Involvement Allocation

SSC, ELAC, and the PTA provided staff input on the parent involvement policy and participation program at the site. Letters were mailed home to describe the program and parent meetings were held for Title 1 families to explain these programs and feedback was gained at those meetings as well as during parent conferences regarding student needs.

Describe parent involvement in decisions on the use of parental involvement set-aside. (Maximum 500 characters)

District Parental Involvement Contact Information

Parental Involvement contact name

Stephanie Pierce

Contact title

Director II of Educational Services

Contact email address

stephanie.pierce@santeesd.net

(format abc@xyz.zyx)

Contact telephone number

619-258-2351

(format 999-999-9999)

School Parental Involvement Policy Compliance Requirements

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2012-13 Title I, Part A Parental Involvement Policies

To meet federal requirements specified in ESEA Title I, Part A Section 1118(h) to review the LEAs parental involvement policies and practices to determine if the policies and practices meet the requirements of Section 1118.

The Title I, Part A school-level parental involvement policy describes the means to carry out:

- a) Involvement of parents in the development of the policy
- b) School-parent compacts
- c) Building of capacity for involvement of parents
- d) Accessibility and opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students

School Name	School Code	Parental Involvement Policy Exists	No Policy Comment (Max 250 char)	Meets Policy Requirements ?	Not Compliant Comment (Max 250 char)	Parental Involvement Contact Name	Parental Involvement Contact Title	Parental Involvement Contact Email Address (format abc@xyz)	Parental Involvement Contact Telephone Number (format 999-999-9999)
PRIDE Academy at Prospect Avenue	6040380	Y		Y		Stephanie Southcott	Principal	stephanie.southcott@santeesd.net	619-956-5200
Pepper Drive Elementary	6040372	Y		Y		Debbie Brenner	Principal	debbie.brenner@santeesd.net	619-956-5400
Carlton Hills Elementary	6040356	Y		Y		Terry Heck	Principal	terry.heck@santeesd.net	619-956-3400
Chet F. Harritt Elementary	6040364	Y		Y		Andy Johnston	Principal	andy.johnston@santeesd.net	619-258-4800

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2012-13 Title II, Part A School Class Size Reduction Report

The ESEA Act of 2001, Title II, Part A, Section 2123(a)(2)(B) allows LEAs to use ESEA Title II, Part A funds to recruit and hire highly qualified teachers to reduce class size.

CDE Program Contact:

Jackie Rose, Title II Leadership, jrose@cde.ca.gov, 916-322-9503

School Name	School Code	Total Class Size Reduction Teacher Count	ESEA Title II Part A Funded Class Size Reduction Teacher Count	ESEA Teacher Count
Cajon Park Elementary	6040349	18	0	18
Carlton Hills Elementary	6040356	10	0	10
Carlton Oaks Elementary	6068159	14	0	14
Chet F. Harritt Elementary	6040364	12	0	12
Hill Creek Elementary	6085161	14	0	14
Pepper Drive Elementary	6040372	17	0	17
PRIDE Academy at Prospect Avenue	6040380	13	0	13
Rio Seco Elementary	6085153	18	0	18
Santee Alternative	6111041	0	0	0
Santee Success Program	6120190	0	0	0
Sycamore Canyon Elementary	6040406	9	0	9

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2012-13 Title II, Part A Fiscal Year Expenditure Report, 12 Months

A report of year-to-date expenditures and encumbrances by activity.

CDE Program Contact:

Jackie Rose, Title II Leadership, jrose@cde.ca.gov, 916-322-9503

2012-13 Title II, Part A entitlement	\$182,119
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Professional Development Expenditures

Professional development for teachers	
Professional development for administrators	
Subject matter project	
Other professional development expenditures	

Exams and Test Preparation Expenditures

Exam fees, reimbursement	
Test preparation training and or materials	
Other exam and test preparation expenditures	

Recruitment, Training, and Retaining Expenditures

Recruitment activities	
Hiring incentive and or relocation allotment	
National Board Certification and or stipend	
Verification process for special settings (VPSS)	
University course work	
Other recruitment training and retaining expenditures	\$169,051

Miscellaneous Expenditures

Class size reduction	
Administrative and indirect costs	\$13,068
Other allowable expenditures or encumbrances	
Total expenditures and encumbrances	\$182,119
General Comment (Maximum 500 characters)	

2012-13 Title III, Part A LEP YTD Obligations Report, 12 Months

A report of year-to-date obligations by activity.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
 Geoffrey Ndirangu, Language Policy & Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized LEP Sub-grantee Activities

Required

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

2012-13 Title III, Part A LEP entitlement	\$47,243
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$32,165
2000-2999 Classified Personnel Salaries	\$0
3000-3999 Employee Benefits	\$6,872
4000-4999 Books And Supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Administrative And Indirect Costs	\$0
Total Expended Amount	\$39,037

2012-13 Homeless Education Policy, Requirements and Implementation

The purpose of this data collection is to meet federal requirements specified in ESEA Section 722. This collection includes 1) monitoring LEAs and their compliance with key provisions of the Education for Homeless Children and Youths Act and 2) collecting contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Improvement & Accountability Division, lwheeler@cde.ca.gov, 916-319-0383
 Mary Donnelly-Ortega, Improvement & Accountability Division, MDonnellyortega@cde.ca.gov, 916-323-5113

Homeless Education Certification

The LEA hereby assures and certifies to the California State Board of Education that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths

2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
 - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless
 - b) Includes a dispute resolution process
 - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison

3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

Homeless Liaison Contact Information

Contact first name	Meredith
Contact last name	Riffel
Contact title	Collaborative Coordinator
Contact email address (format: abc@xyz)	meredith.riffel@santeesd.net
Contact telephone number (format: 999-999-9999)	619-258-2345

Homeless Education Policy and Requirements

Does the LEA have a written homeless education policy	Yes
No policy comment	

2012-13 Homeless Education Policy, Requirements and Implementation

The purpose of this data collection is to meet federal requirements specified in ESEA Section 722. This collection includes 1) monitoring LEAs and their compliance with key provisions of the Education for Homeless Children and Youths Act and 2) collecting contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Improvement & Accountability Division, lwheeler@cde.ca.gov, 916-319-0383
 Mary Donnelly-Ortega, Improvement & Accountability Division, MDonnellyortega@cde.ca.gov, 916-323-5113

Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)	
Date LEA's board approved the homeless education policy	08/17/2010
Does the LEA meet the above federal requirements	Yes
Compliance comment Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)	

Title I, Part A Homeless Expenditures

2012-13 Title I, Part A Entitlement	\$446,607
2012-13 Title I, Part A direct or indirect services to homeless children reservation	\$2,500
Amount of 2012-13 Title I, Part funds expended or encumbered for direct or indirect services to homeless children	\$971
No expenditures or encumbrances comment Provide an explanation why there is no Title I, Part A expenditures or encumbrances for homeless services. (Maximum 500 characters)	

2013-14 Protected Prayer Certification

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269
Mary Payne, District Improvement Office, MPayne@cde.ca.gov, 916-319-0379

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Stephanie Pierce
Authorized Representative Title	Director II of Educational Services
Authorized Representative Signature Date	06/18/2013
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field.	

2013-14 Economic Impact Aid School Funding Plan

Based on information provided in the School Student Counts Projected data collection, the table below provides eligibility and ranking information.

CDE Program Contact:

Gustavo Gonzalez, EIA / LEP, ggonzalez@cde.ca.gov, 916-319-0420
 Mark Klinesteker, EIA / SCE, mklinesteker@cde.ca.gov, 916-319-0256

District Advisory Committee (DAC) Review

Per Title 5 of the California Code of Regulations section 4423(c) and Education Code section 54420, once a school district or county office with juvenile court schools is deemed eligible for Economic Impact Aid (EIA) and designates EIA funds for State Compensatory Education (SCE) then the LEA must give the DAC the opportunity to give or offer advice regarding compensatory education programs.

DAC representative's full name

DAC review date

Meeting minutes web address

Please enter the web address of DAC review meeting minutes.

DAC comment

If the advisory committee did not review, describe consulting procedures:

Group schools by grade span

Funding method

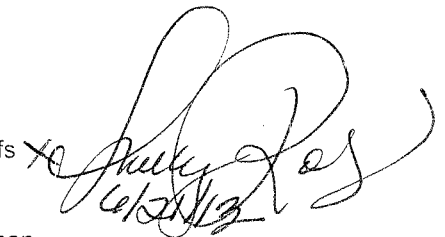
NOTE: If the LEA has selected to fund LEP Only, no additional action or data entry is required for the EIA School Allocation Plan. The Plan should be saved in order to certify the data collection.

SCE Ranking Method

Shelly Rohlf

05/12/2013

<http://www.santee.k12.ca.us>



Yes

SCE/LEP

Low_Income_Percent

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Projected LEP Students	LEP %	Projected EDY Students	EDY %	Projected SCE Students	SCE %	Ranking	SCE Eligible	SCE Fund
PRIDE Academy at Prospect Avenue	6040380	1	483	294	60.87	83	17.18	153	31.68	530	109.73	1	Y	Y
Pepper Drive Elementary	6040372	1	704	358	50.85	82	11.65	151	21.45	591	83.95	2	Y	Y
Carlton Hills Elementary	6040356	1	511	219	42.86	29	5.68	114	22.31	362	70.84	3	Y	Y

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2013-14 Economic Impact Aid School Funding Plan

Based on information provided in the School Student Counts Projected data collection, the table below provides eligibility and ranking information.

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Projected LEP Students	LEP %	Projected EDY Students	EDY %	Projected SCE Students	SCE %	Ranking	SCE Eligible	SCE Fund
Chet F. Harritt Elementary	6040364	1	575	242	42.09	34	5.91	134	23.30	410	71.30	4	Y	Y
Hill Creek Elementary	6085161	1	769	268	34.85	52	6.76	249	32.38	569	73.99	5	Y	Y
Santee Success Program	6120190	1	3	1	33.33	0	0.00	3	100.00	4	133.33	6	Y	Y
Rio Seco Elementary	6085153	1	936	265	28.31	52	5.56	263	28.10	580	61.97	7	Y	Y
Cajon Park Elementary	6040349	1	1036	292	28.19	47	4.54	308	29.73	647	62.45	8	Y	N
Carlton Oaks Elementary	6068159	1	879	207	23.55	27	3.07	239	27.19	473	53.81	9	N	N
Sycamore Canyon Elementary	6040406	1	319	66	20.69	13	4.08	91	28.53	170	53.29	10	N	N
Santee Alternative	6111041	1	32	6	18.75	4	12.50	13	40.63	23	71.88	11	N	N

2013-14 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intends to allocate Title I Part A funds by entering a check in the Fund column.

CDE Program Contact:

Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904
 Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- a - Meets 35% Low Income Requirement
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern
- g - Local Funded Charter Opted Out
- h - Local Funded Charter Opt In

Group Schools by Grade Span	Yes
District-wide Low Income %	35.51%
Grade Span 1 Low Income %	35.51%
Grade Span 2 Low Income %	No Data
Grade Span 3 Low Income %	No Data

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
PRIDE Academy at Prospect Avenue	6040380	1	483	294	60.87	Y	N	1	Y		
Pepper Drive Elementary	6040372	1	704	358	50.85	Y	N	2	Y		
Carlton Hills Elementary	6040356	1	511	219	42.86	Y	N	3	Y		
Chet F. Harritt Elementary	6040364	1	575	242	42.09	Y	N	4	Y		
Hill Creek Elementary	6085161	1	769	268	34.85	N	N	5	N		

2013-14 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intends to allocate Title I Part A funds by entering a check in the Fund column.

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Santee Success Program	6120190	1	3	1	33.33	N	N	6	N		
Rio Seco Elementary	6085153	1	936	265	28.31	N	N	7	N		
Cajon Park Elementary	6040349	1	1036	292	28.19	N	N	8	N		
Carlton Oaks Elementary	6068159	1	879	207	23.55	N	N	9	N		
Sycamore Canyon Elementary	6040406	1	319	66	20.69	N	N	10	N		
Santee Alternative	6111041	1	32	6	18.75	N	N	11	N		

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2013-14 Other ESEA Nonprofit Private School Participation

The LEA must offer to provide equitable services that address the needs of nonprofit private school students, teachers, and other educational personnel under the programs listed below.

CDE Program Contact:

Laura Nelson, Private School List, lnelson@cde.ca.gov, 916-319-0229
 Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

The LEA must offer to provide equitable services that address the needs of nonprofit private school students, teachers, and other educational personnel under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify nonprofit status and the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

Note: The programs displayed below may vary based on Application for Funding selections.

Note: Elementary and high school districts that have applied for Title II funds have the option to add a shared attendance area nonprofit private school if they wish to share responsibility for that school's Title II equitable services.

Add shared attendance area school(s) No

This functionality allows elementary and high school districts that share an attendance area and decide to share responsibility for Title II A equitable services to add a nonprofit private school.

School Name	School Code	Enrollment	Title II Part A	Title III Part A LEP	School Added
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2013-14 Title I, Part A Nonprofit Private School Participation

The LEA shall provide, on an equitable basis, special educational services or other benefits to nonprofit private school eligible children.

CDE Program Contact:

Jyoti Singh, Title I Policy & Program Guidance, jysingh@cde.ca.gov, 916-319-0372
 Rina DeRose-Swinscoe, Title I Policy & Program Guidance, RDeroseswinscoe@cde.ca.gov, 916-323-0472

The LEA must offer to provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify nonprofit status and the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

Note:

The LEA of residence is responsible for providing Title I Part A services to all eligible students who reside in the LEA's Title I attendance area but attend a private non-profit school. This includes students who attend nonprofit private schools outside the LEA's boundaries.

Add non-attendance area school(s)

No

The LEA is electing to add nonprofit private schools outside of the district's attendance area.

School Name	School Code	Enrollment	Participating	Affirmation On File	Low Income Student Count	Direct Services	Contract Services	School Added

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2013-14 Title III, Part A LEP Proposed Obligations

This data collection captures proposed expenditures for the coming year, based on the projected entitlement amount.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
 Geoffrey Ndirangu, Language Policy & Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized LEP Sub-grantee Activities

Required

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

Proposed entitlement:	\$44,887
Object Code - Activity	
1000-1999 Proposed certificated personnel salaries	\$35,961
2000-2999 Proposed classified personnel salaries	\$0
3000-3999 Proposed employee benefits	\$8,041
4000-4999 Proposed books and supplies	\$4
5000-5999 Proposed services and other operating expenditures	\$0
Proposed administrative and indirect costs	\$881
Total proposed obligations	\$44,887

2013-14 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

CDE Program Contact:

Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

2013-14 Request for authorization	No
2012-13 Request for authorization (Retroactive to July 1, 2012)	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

2013-14 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca13asstoc.asp>.

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

LEA Plan

An LEA that receives Title III funds or any LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan.

State Board of Education approval date	7/11/2003
LEA Plan Web Site	http://www.santeesd.net

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	Stephanie Pierce
Authorized Representative's Title	Director II of Educational Services
Authorized Representative Signature Date	06/14/2013

2013-14 Application for Funding

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640


Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	07/02/2013
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District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Veronica Estrada 
DELAC review date	05/31/2013
Meeting minutes web address Please enter the web address of DELAC review meeting minutes. If a web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	http://www.santeesd.net/DELAC
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment.	

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Economic Impact Aid EC 54000 SACS 7090, 7091 By applying for Economic Impact Aid funds the LEA is agreeing to comply with the assurances posted at http://www.cde.ca.gov/fg/aa/co/ca12asstoc.asp .	Yes
Title I Part A (Basic Grant) ESEA Sec. 1111 et seq. SACS 3010	Yes
Title I Part D (Delinquent) ESEA Sec. 1401 SACS 3025	No
Title II Part A (Teacher Quality)	Yes

2013-14 Application for Funding

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

ESEA Sec. 2101 SACS 4035	
Title III Part A LEP	Yes
ESEA Sec. 3102 SACS 4203	

BACKGROUND:

In accordance with California Education Code Section 48916, students who are expelled must complete ordered elements of their rehabilitation plans and apply for readmission to regular student status. Confidential reports of the compliance of expelled students with each student's rehabilitation plan have been provided to the Board.

The Board must approve the readmission of expelled students in accordance with California Education Code Section 48916.

RECOMMENDATION:

The administration recommends that the Board of Education approve readmission of students #4-11 and #1-12.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact to the District general fund.

STUDENT ACHIEVEMENT IMPACT:

The students will return to regular status and realize the completion of their rehabilitation plans.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

Consent Item D.4.3. Approval of Service Learning Agreement with San Diego State University Social Work Internship Program

Prepared by Tim Larson
July 2, 2013

BACKGROUND:

For the past seven years, the Santee School District has participated with the San Diego State University College of Health and Human Services / Department of Social Work and Gerontology Program to provide an opportunity to for masters' level social work interns to work in our schools. It is required that the District have a masters level social worker who has completed training for supervision of interns from San Diego State University. Santee School District's social worker staff member will supervise the interns for this program. This program provides social, emotional or academic support for students and their families.

RECOMMENDATION:

Administration recommends the Board of Education approve this Service Learning agreement with San Diego State University to provide an opportunity for Santee to receive social work interns to work in our schools.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

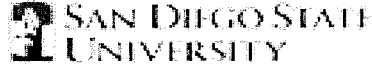
There is no cost to the school district other than to provide a school social worker to supervise the program.

STUDENT ACHIEVEMENT IMPACT:

Students who need and receive mental health support services are more likely to succeed academically in school.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.



**DEPARTMENT OF SOCIAL WORK AND
GERONTOLOGY PROGRAM
Service-Learning Agreement
University and Learning Activity Site**

This Agreement entered into and effective this ___ day of _____, ___ between the Trustees of the California State University on behalf of San Diego State University, College of Health and Human Services / Department of Social Work and Gerontology Program, referred to as "University," and _____, referred to as "Learning Activity Site."

I. General Provisions

A. Program Activities

1. The Learning Activity Site will provide the University's student(s) with a student-focused learning experience that also meets the stated needs of the Learning Activity Site.
2. The Learning Activity Site and the University will meet as necessary to facilitate a mutually beneficial experience for all involved, or at the request of any of the parties involved.
3. The University will work closely with the Learning Activity Site to meet the expectations and priorities of the Learning Activity Site as well as the student outcomes.

B. Safe and Productive Learning Environment

1. To achieve its desire to provide a safe and productive environment for the University's student(s), the Learning Activity Site will:
 - a. Give student(s) a tour of the site as necessary and provide information regarding all emergency procedures.
 - b. Provide information on the unique nature of the population of the program.
 - c. If appropriate, discuss with students the reasonably foreseeable risks associated with the Learning Activity Site and the tasks and responsibilities the student(s) have been assigned.
 - d. Determine **IF** a student(s) must be fingerprinted. **If** fingerprinting is necessary, the Learning Activity Site will obtain the fingerprints, request criminal background clearance from the appropriate agency(ies), and maintain the confidentiality of any results as required by federal or state law.
 - e. Notify the University's Office of Risk Management (619-594-4664) and the supervising faculty as soon as is reasonably possible of any injury or illness to a student(s) participating in a learning activity offered by the Learning Activity Site.
2. University will advise the student(s) of following:
 - a. To abide by Learning Activity Site rules and regulations while on site and working with Learning Activity Site clients.

- b. That his/her interactions with clients are expected to be appropriate.
- c. To maintain the confidentiality of the Learning Activity Site’s proprietary information, records and information concerning its clients.

II. Structure and Support of Service-Learning Student(s)

- A. **Site Supervision.** Prior to the start of the learning activity, the Learning Activity Site will inform the student(s) who will be responsible for their supervision and safety while on site. The supervisor will meet with the student(s) as necessary to facilitate the student(s) learning experience and professional development, provide support and review progress on assignments and activities. The supervisor will communicate as necessary during the semester with the University staff or faculty member who assigned the learning activity.
- B. **Training and Orientation.** The Learning Activity Site will provide student(s) with a general orientation and any specific training needed prior to their working with clients or providing service.
- C. **Work Space.** Student(s) will have an appropriate space at the Learning Activity Site in which to conduct their assigned work. The Learning Activity Site will provide access and training for any and all equipment necessary for student(s) to fulfill their service role.
- D. **Evaluation.** The Learning Activity Site supervisor will fill out survey(s) regarding quality of service performance of the student(s) if requested by the University or the student.
- E. **Payment (If Applicable – For paid positions only)** – The LEARNING ACTIVITY SITE will pay student(s) according to applicable law including any required withholding and reporting whether payment is wage, stipend, or payment under a grant. If required by law, the LEARNING ACTIVITY SITE shall consider student(s) employees and, as such, shall provide workers’ compensation insurance.

III. Length of Agreement Term

This agreement shall become effective upon execution and shall continue until terminated by either party after giving the other party 30 days advance written notice of the intention to so terminate; provided further, however, that any such termination by LEARNING ACTIVITY SITE shall not be effective against any STUDENT who at the date of mailing of said notice by LEARNING ACTIVITY SITE was participating in said program until such STUDENT has completed the program as mutually agreed upon provided such student is performing satisfactorily. If either party wishes to terminate due to non-performance or failure to meet expectations, the party requesting termination shall consult with the other party to seek resolution prior to termination.

It is the responsibility of all parties to review the agreement annually to ensure that the agreement terms are current. Any changes to this agreement must be in writing via amendment and executed by all parties.

Notices

All notices and correspondence herein provided to be given, or which may be given by either party to the other, shall be sent to the following:

To the Learning Activity Site: _____

Attention _____

To SDSU :

San Diego State University
5500 Campanile Dr.
San Diego CA 92182-4119

Attention

Thom Reilly, Director
School of Social Work and Gerontology Program

The attached General Provisions, consisting of two pages, is incorporated by reference and made a part of this agreement.

This document reflects my understanding of the relationship.

LEARNING ACTIVITY SITE

SAN DIEGO STATE UNIVERSITY

5500 Campanile Dr.
San Diego, CA 92182

Authorized Signatory

Department Chair

Print Name, Title

Thom Reilly, Director

Print Name

Date

Date

Street Address

Associate Dean

City State Zip

Print Name

Phone

Date

Email

Contract and Procurement Management

Print Name

Date

General Provisions

Indemnification

The learning activity site shall be responsible for damages caused by the negligence of its directors, officers, agents, employees and duly authorized volunteers occurring in the performance of this agreement. San Diego State University shall be responsible for damages caused by the negligence of its directors, officers, employees and duly authorized volunteers occurring in the performance of this agreement. It is the intention of the Learning Activity Site and the University that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective directors, officers, employees and duly authorized volunteers.

Insurance

The Learning Activity Site shall procure and maintain General Liability Insurance, comprehensive or commercial form with \$1,000,000.00 minimum limit for each Occurrence and minimum limit of \$2,000,000.00 General Aggregate, as mutually agreed upon for this placement.

The California State University system has elected to be insured for its General Liability exposure through the self-insured CSU Risk Management Authority.

The State of California has elected to be self-insured for its vehicle liability and Workers' Compensation and property exposures. As a State agency, the California State University, Office of the Chancellor, the Trustees, and the CSU system of campuses are included in this self-insured program.

The University shall provide professional and personal general liability coverage for students performing community service or volunteer work for academic credit, through the Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). The coverage limits under this program are \$1,000,000.00 for each Loss and \$2,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

The University shall provide professional, personal general liability, and educator's errors and omissions liability coverage for students enrolled in Nursing, Allied Health, Social Work, or Education credential programs performing community service or volunteer work for academic credit, through the Student Professional Liability Insurance Program (SPLIP). The coverage limits under this program are \$1,000,000.00 for each Loss and \$3,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

Insurance International

In the event the Learning Activity Site is an international location, the above referenced SAFECLIP or SPLIP coverage for the students does not apply. The University will advise the student that they will be required to procure insurance. It will be the students responsibility to procure adequate insurance for the Learning Activity Site's experience. Information for obtaining insurance coverage may be obtained from the following web-site http://www.isc.sdsu.edu/study_abroad/health-insurance-prosp.html.

Status of Students

Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the University.

Governing Law

All contracts and purchase orders shall be construed in accordance with, and their performance governed by, the laws of the State of California. Further, Learning Activity Site shall comply with any state or federal law applicable to Learning Activity Site's performance under this Contract.

Assignments

Without written consent of the CSU, this agreement is not assignable by the Learning Activity Site either in whole or in part.

Agreement Alterations & Integration

No alteration or variation of the terms of the agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Endorsement

Nothing contained in this Agreement shall be construed as conferring on any party hereto any right to use the other party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore nothing in this Agreement shall be construed as endorsement of any commercial product or service by the University, its officers or employees.

Survival

Upon termination of this contract for any reason, the terms, provisions, representations and warranties contained in this agreement shall survive expiration or earlier termination of this agreement.

Severability

If any provision of this agreement is held invalid by any law, rule, order of regulation of any government or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.

Entire Agreement

This agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior agreements, arrangements, and understandings with respect thereto. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied herein, and no party shall be bound by or liable for any alleged representation, promise, inducement, or statement not set forth herein.

BACKGROUND:

Grossmont Union High School District works closely with Santee School District in placing incoming freshman students appropriately following major student discipline incidents and/or expulsion hearing orders during 7th and 8th grades.

Grossmont Unified School District has requested that all incoming 9th graders under an expulsion or suspended expulsion order with a rehabilitation plan have their rehabilitation plan requirements due by August 15, 2013. The rehabilitation plans for the following students that will be attending Grossmont Union High School District next year are currently ordered for completion by September 1, 2013:

#3-12
#4-12

#5-12
#6-12

#7-12
#8-12

Revising the ordered completion dates for these students' rehabilitation plans will allow ample time to notify Grossmont Union High School District of the students' status so they can determine the appropriate placement for each student for the 2013-14 school year. Students will not be placed or receive a class schedule for high school until it has been determined that their expulsion order has been lifted.

RECOMMENDATION:

Administration recommends that the Board of Education approve revising the ordered rehabilitation plan completion date for students #3-12, #4-12, #5-12, #6-12, #7-12, and #8-12 from September 1, 2013 to August 15, 2013. Students who satisfactorily complete their rehabilitation plans will satisfy the suspended expulsion orders and will be readmitted per Board action.

FISCAL IMPACT:

There is no fiscal impact to the District general fund.

STUDENT ACHIEVEMENT IMPACT:

Taking an active role in student discipline and rehabilitation helps foster student character and social/emotional well-being and provides students with a personalized learning environment to help them achieve academic and social success.

DISCUSSION AND/OR ACTION ITEMS Item E.

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

Agenda Item E.

Discussion and Action Item E.1.1.
Prepared by Dr. Cathy Pierce
July 2, 2013

Approval to Submit Department of Defense
Military Connected Local Educational Agencies
for Academic and Support Programs
Consortium Grant

BACKGROUND:

The United States Department of Defense Education Activity (DODEA) has issued a request for proposal for Military-Connected Local Educational Agencies for Academic and Support Programs Consortium Grant. Fifteen million dollars (\$15,000,000) has been set aside to fund the grant. The grant requires two or more school districts to work with community partners to address outcomes for military connected students. Each school district must have at least 8% military connected students. This grant is designed to provide resources to military connected school districts to ease the challenges military students face, support the social and emotional needs of students, encourage family, school and community engagement, and increase professional development opportunities for educators.

Santee School District has 9.6% documented military connected students and our consortium consists of San Diego Unified School District, West Ed, and the University of California Department of School, Family, and Mental Health Profession. The grant will award up to six million dollars (\$6,000,000) over four years. Santee School District will be the lead applicant. San Diego Unified School District and Santee School District will share the funding equally and it is estimated each will receive \$2,595,000 over the four years. West Ed is estimated to receive \$430,000, USD \$140,000, and Hoffman Association (the evaluator) \$240,000.

The grant does not allow LEAs to take in-direct costs or pay administrative salaries. It also requires a limit on salaries for full time staff to 25% of the total.

The Consortium has established two priorities for this grant:

1. Family, School and Community Engagement - Improve Kindergarten through eighth grade student social/emotional well-being for all military and civilian students
2. Academic Achievement - Increase academic achievement in fifth through eighth grade students using career technical education programs that use technology

Below are strategies for addressing each priority:

Family, School, Community Engagement Strategies:

1. Professional development for teachers, counselors, special education and mental health staff on school connectedness, military culture and working with families on Common Core State Standards, Career Technical Education, and technology.
2. Counselors to provide services and support to military and civilian students; work with interns from the University of San Diego to support students and families

3. Family and community engagement through school partnerships and specifically designed activities to recognize and showcase military culture; provide parent education and training opportunities

Academic Achievement Strategies

1. Professional Development for teachers to increase their understanding of Common Core State Standards and Career Technical Education (CTE) connections; create and use both online and face-to-face professional learning communities to support teachers advancing academic achievement of students and parent involvement
2. Integrated Common Core State Standards and Career Technical Education through technology projects and/or courses; provide planning opportunities for teachers to focus on Career and Technical Education with the implementation of the Common Core State Standards; provide field trips and opportunities for students to engage in learning on campus, online and in the community
3. Summer Institute for fifth through eighth grade students to enhance their learning of both Common Core State Standards and Career Technical Education

The program will be administered by the District military liaison and school principals.

RECOMMENDATION:

Administration recommends that the Board of Education approve the submission of a DODEA Consortium grant with San Diego Unified School District, West Ed, and USD for the Military-Connected Local Educational Agencies for Academic and Support Programs Consortium Grant.

This program addresses the strategic planning area of increasing student learning, student well-being, and community connections.

FISCAL IMPACT:

This grant provides Santee School District with an estimated \$648,750 each year over four years for implementing the program, totaling \$2,595,000. The grant does not allow any funding to be spent on an indirect costs or administration. The grant requires that no more than 25% be spent on full-time staff salaries.

STUDENT ACHIEVEMENT:

By linking support and services to parents, schools will be able to more effectively provide education and support for all students.

Motion:		Second:		Vote:		Agenda Item E.1.1.
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DRAFT

	A	B	C	D
1	Military Consortium with SDUnified, Santee, West Ed, USD			
2				
3	Contracts			
4			Yearly Budget	Per District Yearly
5	San Diego Unified	\$ 2,595,000.00	\$ 648,750.00	
6	Santee	\$ 2,595,000.00	\$ 648,750.00	
7	West Ed Tech Assistance	\$ 430,000.00	\$ 107,500.00	
8	USD Counseling Student Support/Research to sustain programs	\$ 140,000.00	\$ 35,000.00	
9	Evaluator	\$ 24,000.00	\$ 6,000.00	
10				
11	Total	\$ 5,784,000.00	\$ 1,446,000.00	
12				
13	FTE 25%	\$ 1,500,000.00	\$ 375,000.00	\$ 187,500.00
14				
15	Year 1 Grantee Mtg	\$ 5,000.00		
16				
17	Budget Catagories			
18		Total Request	Request	Yearly Match
19	Personnel (FTE and stipends)			
20	Project Manager 1 FTE	\$ 15,000.00	\$ 3,750.00	\$ 65,000.00
21	2.45FTE Counselors	\$ 735,000.00	\$ 183,750.00	\$ 41,250.00
22	Classified Staff Stipend for Professional Development		\$ 4,000.00	
23	Special Ed Stipend for culture training		\$ 15,000.00	
24	Technology Support/Data Specialist Stipend		\$ 10,000.00	
25	Site Teacher Linked Learning Coordination		\$ 30,000.00	
26	Common Core and CTE Conection Stipend Teacher Learning		\$ 50,000.00	
27	Certificated Coordinator Tech/Assessment Stipend		\$ 10,000.00	
28	Summer Academy Costs		\$ 80,000.00	
29				
30	Benefits			
31	Coordinator Benefits 23%		\$ 862.50	\$ 14,950.00
32	Counselor Benefits 14%		\$ 25,725.00	\$ 29,400.00
33	Health Insurance		\$ 17,640.00	
34	Fringe for stipends 15%		\$ 17,250.00	
35	Fringe for classified stipends 23%		\$ 920.00	
36				
37	Travel/Training for Staff			
38	JS2S Training for additional schools		\$ 30,000.00	
39	Required 1st Year Training		\$ 2,500.00	
40	Field Trips for each campus CTE		\$ 11,000.00	
41	Teachers institutes externships, additional trg.		\$ 25,000.00	
42	Mileage Coordinator, Counselors		\$ 1,425.00	\$ 1,000.00
43				
44	Equipment			
45	Learning Management System		\$ 20,500.00	
46				
47	Supplies			
48	Computer/iPads		\$ 40,000.00	
49	Office Supplies		\$ 4,725.00	
50	Student Incentives		\$ 8,702.50	
51	Counseling Curriculum (Second Step/ Why Try?)			
52	District Contracts			
53	Printing		\$ 6,000.00	
54				
55	Other			
56	Technology Grants		\$ 50,000.00	\$ 50,000.00
57				
58	TOTAL		\$ 648,750.00	\$ 201,600.00

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
San Diego Unified School District
AND
Santee School District

This is a memorandum of Understanding between San Diego Unified School District (SDUSD) and the Santee School District (SSD). This Memorandum of Understanding is a voluntary agreement to execute the Department of Defense Educational Activities Consortium Grant Program in the cities of San Diego and Santee.

PURPOSE: To maintain a formal partnership between the Districts' fiscal management, as related to the DODEA Consortium.

TERM: This MOU shall begin on July 1, 2013 and extend through September 30, 2017.

SPECIFIC PROVISIONS:

Grantee District, Santee School District – SSD shall:

- Maintain all financial records on behalf of the Consortium according to generally accepted accounting principles in accordance with OMB Circular A-110.
- Provide banking services regarding funds received, and pay outstanding invoices as submitted.
- Acknowledge and reimburse all subcontractors/consultants, as authorized by the Consortium including: SDUSD, West Ed, the University of San Diego, School of Leadership and Education Sciences, and Hoffman Clark and Associates.
- Prepare and submit all fiscal reports as required by the funding source.
- Provide Income and Expense report to SDUSD designee regarding the total spending of the grant.
- In coordination with the San Diego Unified School District (SDUSD) designee, prepare and submit other financial documentation to meet continuation and/or carry-over reports and/or requests, as required by the funding source.
- Exercise a pre-emptive veto on behalf of the Consortium when expenditures or related activities are deemed illegal, expenditures are not pursuant to the goals and objectives of the Consortium approved budget, or requests are made of the Grantee to authorize invoices or reimburse expenditures that are not in compliance with accepted accounting practices and principals.
- Ensure clear communications between SSD and SDUSD via mutually agreed upon points of contact/representative for each party.
- Maintain and make available to the Consortium, upon request all books, records, documents and other evidence pertaining to the costs and expenses relating to this Agreement.
- Commit to open and transparent communication between the SSD and SDUSD.

Consortium District, San Diego Unified School District - SDUSD shall:

- Prepare and submit, on time and according to the grant requirements, all programmatic reports and annual continuance request. Both school districts shall

coordinate with each other to ensure annual budgets are in compliance with program goals, objectives and work plans as submitted to the funding source.

- Formulate goals and objectives in compliance with the funding source.
- Oversee the daily operation of SDUSD DODEA activities and programs.
- Jointly create, approve and follow the DODEA budget in compliance with the requirements of the funding source.
- Provide appropriate office space, communications and other resources necessary, within the Consortium service area to ensure that Consortium staff and volunteers may perform their duties.
- Ensure that all training and DODEA grantee meeting requirements are met as defined by the DODEA.
- Participate regularly together to coordinate, where applicable, the responsibilities of the SSD and SDUSD, West Ed and USD-SOLE.
- Commit to open and transparent communication between the SDUSD and SSD.
- Share the funding equally at an estimated \$648,750 per year for an estimated total of \$2,595,000 over four years to complete grant activities.

COMPENSATION:

- No compensation is provided for the fiduciary responsibilities of this grant. Compensation for this grant will be provided to each District as outline in the approved budget narrative

LIABILITY AND INSURANCE

- Each party shall defend, indemnify and hold the other party, its officers, employees, and agents harmless from and against any and all liability loss, expense (including court costs and attorney fees), and claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury (including death) or damages are caused by or result from negligent or intentional acts or omissions of the indemnifying party, its officers, employees, or agents

EQUAL OPPORTUNITY:

- SDUSD and SSD mutually agree to be bound by and abide by all applicable anti-discrimination statues, regulations, policies, and procedures as may be applicable under any Federal or State contracts, statues, or regulations, or otherwise as presently or hereinafter adopted.

ENTIRE AGREEMENT:

- This document contains the entire agreement of the parties, and no representation, provision, warranty, term, condition, promise, duty or liability, expressed or implied, shall be binding upon applied to either party, except as herein stated. No amendment or modification of any term, provision or condition of this contract shall be binding or enforceable unless in writing and signed by each of the parties.

TERMINATION:

- This Agreement may be terminated by either party, for any reason, by giving a 180-day written notice delivered via U.S. Mail. Electronic notice does not meet this requirement.

On behalf of the Santee School District:

Cathy A. Pierce Ed.D., Superintendent

Date

On behalf of the San Diego Unified School District

July 30, 2013
Date

MEMORANDUM OF UNDERSTANDING
BETWEEN
University of San Diego School of Leadership and Education Sciences
Department of School, Family and Mental Health Professionals
AND
Santee School District
San Diego Unified School District

This is a Memorandum of Understanding between the Santee School District and San Diego Unified School District (SSD/SDUSD) Partnership and the University of San Diego School of Leadership and Education Sciences Department of School, Family, and Mental Health Professions (USD-SOLES). This Memorandum indicates a voluntary agreement to implement the service delivery plan for the Santee community designed by the aforementioned parties.

I. Purpose: The purpose of the Memorandum of Understanding is to maintain the effective working relationship established with the USD and SSD/SDUSD to complete the Military Consortium Project

II. Term: This Memorandum of Understanding shall begin on July 1, 2013 through August 31, 2017.

III. Description of Project: The Consortium Project has two goals:

1. To improve the social/emotional well-being for students by providing professional development of counselors, teacher and other staff in military culture. The climate will be further impacted by counseling services on campus and family and community engagement to integrate military connected families into the school community.
2. Increase middle school student's achievement in core academic content areas by expanding learning opportunities through the integration of career technical programs and technology.

IV. USD will:

- Coordinate intern placement and supervision within school settings for our School Counseling trainees. Provide fiscal support through the grant to fund a supervisor with specific expertise in military family issues.
- Host and coordinate Professional Development/Continuing Education opportunities at USD to train students, as well as community and education providers in service delivery to active military and military families.
- Partner with the Santee School District, SDUSD, and West Ed to pursue research on the project – including research on the sustainability of grant funded activities beyond the term of the demonstration funding.
- Develop curriculum focused on service to military families.

V. SSD/SDUSD

- Complete these strategies for improving school climate in each District.
 - Professional development in military culture for school staff including school counselors, clinicians, special education staff
 - School counseling/social work services
 - Family and community engagement
- Complete these strategies to increase middle school student’s achievement in core academic content areas by expanding learning opportunities through integration of career technical education programs
- Work with USD SOLES to provide field experience sites for masters-level school counselors and other at school sites in each district
- Complete all aspects of the military consortium project
- Provide fiscal management to this project –SSD
- Share evaluation results with partners to further enhance the project and increase outcomes for students

VI. **Fiscal:** SSD/SDUSD will pay the USD SOLES for the costs associated with this project up to \$35,000 per year for each of the four years for a total of \$140,000.

VII. **Termination:** This Agreement may be terminated by either party, for any reason, by giving 30-days written notice.

Cathy A. Pierce, Ed.D., Superintendent
Santee School District

Dr. Ann Garland
University of San Diego – SOLES
Department of School, Family
and Mental Health Professions

Discussion and/or Action Item E.1.2. Board Goal on Increasing Effective Communication
Prepared by Cathy A. Pierce, Ed.D.
July 2, 2013

BACKGROUND

On January 24, 2013, the Board held a workshop to discuss ways to enhance the effectiveness of the governance team. Board Members focused on working collaboratively to enhance the effectiveness and quality of governance and leadership for Santee School District.

Board Bylaw 9400 provides for a Board self-evaluation to occur annually and states, “the Board shall develop strategies for strengthening Board performance and shall establish priorities and objectives for the following year’s evaluation. Board Members discussed developing measurable goals that will establish certain priorities and objectives and assist them in the self-evaluation process.

In April the Board began discussion about developing a goal regarding effective and increased communication to all stakeholders. Part of this discussion included establishing ways to measure an increase in communication as it pertains to effective governance of the Board as a whole. On May 7, 2013, the Board requested this discussion return during summer months for continued discussion by Board members.

RECOMMENDATION:

It is recommended that the Board further discuss the development and setting of measurable goals in effective and increased communication to all stakeholders. Developing a measurable goal is a productive and effective means of focused governing and to use as a tool in the Board self-evaluation process in January 2014.

FISCAL IMPACT:

There is no known fiscal impact to item.

STUDENT ACHIEVEMENT:

Effective governance supports the Vision and Mission to provide a quality education to the students in Santee School District.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.2.

Communication Ideas

Developed by the Professional Leadership Team

May 2, 2013

Effective Methods of Communication	
30% (Parent Community)	70% (Community At Large)
<ol style="list-style-type: none"> 1. Facebook 2. Twitter 3. Insta-gram (Social networking) 4. Newsletter 5. Email 6. Street Banners 7. Website 8. Video Marquee 9. Santee Patch 10. School Messenger <ol style="list-style-type: none"> a. Board meetings, back to school nights, parent conference, 11. Site Newsletters 12. Town Hall Meetings 13. Campus visitations 14. Parent Conferences 15. Student Portfolios 16. School Programs 17. School Messenger (Email-not voice mail) 18. PTA newsletters 19. Marquees 20. Traveling Board meetings 21. Schools websites, not district 22. Greeters 23. F2F (Friend to Friend) 24. Greeters 	<ol style="list-style-type: none"> 1. Street Fair, Car Show, etc. (Community events) 2. Churches 3. Sports opening days 4. Announcements through Chamber of Commerce 5. Santee Patch 6. Personal connections 7. Print media 8. Community groups (Kiwanis, Rotary, churches) (send district rep to announce needs and news) 9. Video Marquee at DO 10. Town Center Sign-Marketing 11. East County Herald 12. Street Banners/Posters 13. Facebook 14. Twitter 15. Town Hall meetings 16. Board meetings 17. Mailings 18. News/Press releases 19. Realtors 20. Community Collaboration with other public agencies 21. Coffees, meet & greets, "kissing babies" 22. City of Santee promotion of the district 23. A PR firm might give us some ideas.

Key Messages For Parents and the Community

We care about students AND our community

We need community support and involvement to keep our schools strong

School activities information and highlights

Create activities/volunteer activities for community involvement

Kinds of innovative things our district/schools do to benefit our community

What schools do to generate/produce programs that benefit our community

Education that can also benefit the community

Acknowledge what community partners do for our schools

Producing good citizens

PUBLIC RELATIONS

Land development (What are we planning for Santee School property.)

Fiscal status of District

Bond money expenditures and results

Personal and individual recognitions (Highlights of students and schools) (Recognitions)

Connections that the district has made with community groups (Kiwanis)

Display of care/interest in your site and of the community

Communicate the needs of the district

Highlight strengths or positive vents/practices as schools

Parents are partners in learning. Community is a partner of the district.

Decisions that affect the community, i.e. Construction, financial stability, priorities,

Showcase innovation

Message about "big ticket" items (vs. County or surrounding district issues)

Understanding that Santee is not part of Grossmont High School District or San Diego Unified.

We are awesome!

We raise responsible citizens

We are preparing students for tomorrow (global economy)

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report
Prepared by Karl Christensen
July 2, 2013

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period May 1, 2013 through May 31, 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 \$1,666,200; cash receipts of \$3,820,150; and disbursements of \$3,966,128 are reflected for the period of May 1, through May 31, 2013 resulting in an ending cash balance of \$1,520,222 as of May 31, 2013.

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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Monthly Financial Report - May

1

CASH REPORT FOR MAY

		Actual	Projected*
Beginning Cash Balance as of April 30, 2013		\$1,666,200	\$743,904
INCOME			
A. Revenue Limit Sources			
State Aid			
Property Taxes	\$ 1,261,381	1,261,381	
B. Federal Income			
Federal Funding	117,218	117,218	
C. State Income			
Unres. State Funding	195,619		
EIA	68,716		
HTS Transportation	23,530		
Spec Ed Transportation	42,994	330,859	
D. Local Income			
Other Local Income	77,032		
Spec Ed	695	77,727	
E. Due to/Due from other funds		2,032,965	
F. Debt Proceeds		-	
TOTAL INCOME		\$3,820,150	\$1,240,608
Beginning Balance Plus Income		\$5,486,350	\$1,984,512
DISBURSEMENTS			
G. Commercial Warrants	\$ 3,592,416		
H. Payroll Warrants	320,586		
I. Statutory Employee Benefits	-		
J. Health & Welfare	-		
K. Other Outgo	35,626		
L. Interfund Borrowing Out	17,500		
TOTAL DISBURSEMENTS		\$3,966,128	\$4,091,696
Ending Cash Balance as of May 31, 2013		\$1,520,222	-\$2,107,184

* Based on Cash Flow Projection at Budget Development - May 31, 2013

Budget Revisions
Through May 31, 2013
2012-13 Revised Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	8,858,416	274,581	9,132,997
Estimated Income	33,974,521	11,848,763	45,823,284
Estimated Expenditures	33,887,633	11,913,923	45,801,556
Change in Fund Balance	86,888	(65,160)	21,728
Projected Ending Fund Balance	8,945,304	209,421	9,154,725
Less: Restricted Program Carryovers	-	209,421	209,421
Less: Non-Spendable			
Prepaid Expenses	375,665	-	375,665
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	50,327	-	50,327
Less: Assigned			
Vacation Carry-Over	209,040	-	209,040
Textbook Fund Carryover	-	-	-
Less: Economic Uncertainty Reserve	1,374,047	-	1,374,047
Uncommitted/Unassigned/Unappropriated Fund Balance	6,921,225	-	6,921,225
Fund 17 Projected End of Year Fund Balance	2,864,269	-	2,864,269
Total Projected Reserves	<u>11,159,541</u>	<u>-</u>	<u>11,159,541</u>
Reserves As a % of Total General Fund Outgo	24.36%		
Multi-Year Projection:	<u>Percent</u>		<u>\$ Amount</u>
* Projected Reserve 2013-14	24.57%		11,227,010
* Projected Reserve 2014-15	21.80%		10,194,836
* Projected Reserve 2015-16	17.84%		8,465,627

* Based on Multi-Year Projection at 2013-14 Adopted Budget - May 31, 2013

Discussion and/or Action Item E.2.2.
Prepared by Karl Christensen
July 2, 2013

Adoption of Environmental Categorical
Exemption for an Irrigation Water Well
System at Hill Creek School

BACKGROUND:

The Fiscal Accountability Strategic Action Plan includes a goal to reduce operational costs. Under that goal, the Strategic Action Team developed an Action Step to implement a plan to construct water wells to save on irrigation water costs at certain sites. Staff recommends moving forward with Hill Creek School at this time.

Hill Creek is the best candidate because this school incurs the highest cost for irrigation water. Below is a summary of water costs for irrigation at Hill Creek:

<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
\$22,145	\$22,251	\$28,835

With an estimated cost of \$120,000, the development of an irrigation water well system could pay for itself within four years and ultimately save hundreds of thousands of general fund dollars. However, there is an inherent risk in this endeavor as the District could incur roughly ½ of that cost to engineer and dig the well and potentially not find adequate water. Nonetheless, Administration believes the rewards outweigh the risk since similar wells are producing for local high schools.

The California Environmental Quality Act (CEQA) requires an analysis of potential adverse environmental impacts for projects planned by public agencies. Generally, there are three (3) options for responses to the analysis:

- **Exemption:** 14 Calif. Code of Regulations Sec. 15061(b)(3) provides in part that “Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.” There are 2 broad categories for exemption; statutory and categorical. Notices of Exemption are filed with the County Clerk and must be available for inspection within 24 hours and remain posted for a minimum of 30 days. The filing of the notice with the County Clerk begins a 35 day statute of limitations time period for legal challenges.
- **Negative Declaration:** A negative declaration may be adopted when there is no substantial evidence in light of the whole record that the project may result in a significant adverse environmental effect. This includes projects for which a potential effect was identified, but revisions or mitigation measures imposed on the project will avoid the effect or reduce it to a level of insignificance (mitigated negative declaration). This level requires publication in a newspaper, posting of notices in various locations, and direct mailings to interested parties.
- **Environmental Impact Report (EIR):** When significant adverse impacts to the environment are expected, the public entity may determine that a complete Environmental Impact Report is necessary. An EIR requires more substantial notification and public input requirements over a longer period of time.

Staff has consulted with the District's attorney and determined that a categorical exemption for new construction of small structures is appropriate. The amount of water to be pumped for the planned irrigation water well at Hill Creek is negligible compared to the amount of water available in the aquifer. Staff has discussed the District's intention for filing an exemption for this project with Padre Dam. Padre Dam has indicated that they will write a formal letter in response to the exemption filing to provide clarifying information but will not actively oppose the District's planned project.

Staff requests Board approval to adopt a determination of Environmental Categorical Exemption for New Construction of Small Structures Sec. 15303.

The tentative schedule for this project is as follows:

Board Adoption of Categorical Exemption	July 2, 2013
30-Day Filing/Waiting Period	July 3 thru August 1, 2013
Board Initiation of RFP Process	August 6, 2013
Public Dissemination of RFP	August 8, & August 15, 2013
RFP Submittals Due Date	August 23, 2013
Board Approval of Contract	September 3, 2013
Design/Construction/Drilling	October, 2013
Pump System/Operation Completion	November, 2013

RECOMMENDATION:

It is recommended that the Board of Education approve an Environmental Categorical Exemption for deep irrigation water well system engineering, design, and construction at Hill Creek School and authorize staff to file a Notice of Exemption with the County Clerk.

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 cost of filing the Notice of Exemption is \$50.00. Estimated cost of project is approximately \$120,000 to be funded from irrigation cost savings in the General Fund if the project moves forward.

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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BOARD POLICIES AND BYLAWS Item F.

Agenda Item F.

Board Policies and Bylaws Item F.1.1. Second Reading: Revised Board Policy 6163.4, Student Use of Technology

Prepared by Dr. Stephanie Pierce
July 2, 2013

BACKGROUND:

Attached is the revised BP 6163.4, Student Use of Technology, based upon California School Board Association's (CSBA) sample Board Policy. The current Board Policy on student use of technology was updated June 15, 2010; however, advancements in technology, and its role in the classroom, has led to the need for an updated policy.

The revised policy includes language that supports a Bring Your Own Device (BYOD) program in classrooms. Students, when permitted by teachers, will be allowed to use a Personal Electronic Device (PED) to advance student learning.

RECOMMENDATIONS:

This evening administration is presenting the revised Board Policy 6163.4, Student Use of Technology, for a second reading. It is recommended that the Board of Education approve the revised Board Policy 6163.4.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

BYOD aligns with the district strategic goals of: 21st Century Learning and Personalized Learning Environments, as well as enhancing the implementation of Common Core State Standards. This supports the Board goal to "assure the highest level of educational achievement for all students."

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

STUDENT USE OF TECHNOLOGY

The Governing Board intends that technological resources provided by the district be used in a safe, responsible, and proper manner in support of the instructional program and for the advancement of student learning.

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district computers, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with district regulations and the district's ~~Student Consent and Waiver for Internet, Network, and "Cloud Computing" Access~~ **Acceptable Use Policy**.

Before a student is authorized to use the district's technological resources, the student and his/her parent/guardian shall sign and return the ~~Student Consent and Waiver for Internet, Network, and "Cloud Computing" Access~~ **Acceptable Use Policy** specifying user obligations and responsibilities. In that agreement, the student and his/her parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence. They shall also agree to indemnify and hold harmless the district and district personnel for any damages or costs incurred.

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update this policy, the accompanying administrative regulation, and other relevant procedures to enhance the safety and security of students using the district's technological resources and to help ensure that the district adapts to changing technologies and circumstances.

Student use of district computers to access **unauthorized** social networking sites is prohibited. To the extent possible, the Superintendent or designee shall block access to such sites on district computers with Internet access.

Use of Personal Electronic Devices for Online Services/Internet Access

The Governing Board supports the use of Personal Electronic Devices to help create a sustainable, equitable instructional program and to advance student learning.

A Personal Electronic Device (PED) is any electronic device owned by the student or his/her family used in the school for educational purposes. These devices may take photographs; record audio or video data; store, transmit, receive or display voice, messages, data or images; or provide a connection to the Internet. PEDs include, but are not limited to: cellular telephones, including smartphones; digital audio players (iPods or MP3 players); laptop computers; tablet computers (iPads, eReaders, etc); portable game players; and/or any new technology developed with similar capabilities.

Use of District Computers for Online Services/Internet Access

The Superintendent or designee shall ensure that all district computers ~~devices on the district network~~ have a technology protection measure that blocks or filters Internet access to visual depictions that are obscene, contain child pornography, or are harmful to minors and that the operation of such measures is enforced.

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. Staff shall supervise students while they are using online services and may have teacher aides, student aides, and volunteers assist in this supervision.

The Superintendent or designee also shall establish regulations to address the safety and security of students and student information when using email, chat rooms, and other forms of direct electronic communication.

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting personal information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

Legal Reference:

EDUCATION CODE

51006 Computer education and resources

51007 Programs to strengthen technological skills

51870-51874 Education technology

60044 Prohibited instructional materials

PENAL CODE

313 Harmful matter

502 Computer crimes, remedies

632 Eavesdropping on or recording confidential communications

UNITED STATES CODE, TITLE 20

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

6777 Internet safety

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate)

CODE OF FEDERAL REGULATIONS, TITLE 16

312.1-312.12 Children's online privacy protection

CODE OF FEDERAL REGULATIONS, TITLE 47

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

Management Resources:

CSBA PUBLICATIONS

Cyberbullying: Policy Considerations for Boards, Governance and Policy Services Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

K-12 Network Technology Planning Guide: Building the Future, 1995

CALIFORNIA DEPARTMENT OF EDUCATION PROGRAM ADVISORIES

1223.94 *Acceptable Use of Electronic Information Resources*

MY SPACE.COM PUBLICATIONS

The Official School Administrator's Guide to Understanding MySpace and Resolving Social Networking Issues

WEB SITES

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

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

California Coalition for Children's Internet Safety: <http://www.cybersafety.ca.gov>

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

Center for Safe and Responsible Internet Use: <http://csriu.org> and <http://cyberbully.org>

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

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

Web Wise Kids: <http://www.webwisekids.org>

Policy
adopted: June 15, 2010

SANTEE SCHOOL DISTRICT
Santee, California

STUDENT USE OF TECHNOLOGY

The principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits on their use. All ~~instructional~~ staff shall ~~receive a copy of~~ **have access to** this administrative regulation, the accompanying Board policy, and the district's Acceptable Use Agreement describing expectations for appropriate use of the system and shall also be provided with information about the role of staff in supervising student use of technological resources. All students using these resources shall receive instruction in their proper and appropriate use.

Teachers, administrators, and/or ~~library media specialists~~ **Instructional Media Technicians** shall prescreen technological resources and online sites that will be used for instructional purposes to ensure that they are appropriate for the intended purpose and the age of the students.

Online/Internet Services: User Obligations and Responsibilities

Students are authorized ~~to use district equipment~~ to access the Internet or other online services in accordance with Board policy, the user obligations and responsibilities specified below, and the district's Acceptable Use Agreement.

1. The student in whose name an online services account is issued is responsible for its proper use at all times. Students shall keep personal account numbers and passwords private and shall only use the account to which they have been assigned.
2. Students shall use the district's system safely, responsibly, and primarily for educational purposes.
3. Students shall not access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors.

4. Unless otherwise instructed by school personnel, students shall not disclose, use, or disseminate personal identification information about themselves or others when using email, chat rooms, or other forms of direct electronic communication. Students also shall be cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians.

Personal information includes the student's name, address, telephone number, Social Security number, or other personally identifiable information.

5. Students shall not use the system to encourage the use of drugs, alcohol, or tobacco, nor shall they promote unethical practices or any activity prohibited by law, Board policy, or administrative regulations.
6. Students shall not use the system to engage in commercial or other for-profit activities.
7. Students shall not use the system to threaten, intimidate, harass, or ridicule other students or staff.
8. Copyrighted material shall be posted online only in accordance with applicable copyright laws. Any materials utilized for research projects should be given proper credit as with any other printed source of information.
9. Students shall not intentionally upload, download, or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking."
10. Students shall not attempt to interfere with other users' ability to send or receive email, nor shall they attempt to read, delete, copy, modify, or use another individual's identity.
11. Students shall report any security problem or misuse of the services to the teacher or principal.

The district reserves the right to monitor use of the district's systems for improper use without advance notice or consent. Students shall be informed that ~~computer files and electronic communications, including email,~~ any electronic files they create, store, send, receive or display on or over the district's network are not private and may be accessed by the district for the purpose of ensuring proper use.

If school officials have reasonable suspicion that this policy, other relevant district policies, regulations, rules, procedures, and laws are being or have been violated by the student's use of a Personal Electronic Device (PED), and that the use of this device materially and substantially disrupt the school's atmosphere, the device may be searched in accordance with law, and/or the device may be turned over to law enforcement, when warranted.

Whenever a student is found to have violated Board policy, administrative regulation, or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

Regulation
approved: June 15, 2010

SANTEE SCHOOL DISTRICT
Santee, California



STUDENT USE OF TECHNOLOGY**~~STUDENT CONSENT AND WAIVER FOR
INTERNET, NETWORK, AND "CLOUD-COMPUTING" ACCESS ACCEPTABLE
USE POLICY~~**

The following form must be read and signed by you and your parent/guardian. By signing the ~~Consent and Waiver~~ **Acceptable Use** form, I _____ (print name) and my parents/guardians agree to abide by the following restrictions. I have discussed these rights and responsibilities with my parents/guardians.

Further, my parents/guardians and I have been advised that the district does not have control of the information on the Internet, although it attempts to provide prudent and available barriers when utilizing technological resources on a school campus. Other sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate or potentially offensive to some people. While the district's intent is to make Internet access available to further its educational goals and objectives, account holders will have the ability to access other materials as well.

The district believes that the benefits to educators and students from access to the Internet, in the form of information resources and opportunities for collaboration, far exceed any disadvantages of access. Ultimately, the parents/guardians of minors are responsible for setting and conveying the standards that their student should follow. To that end, the district supports and respects each family's right to decide whether or not to apply for district network access.

Besides classroom technological resources, students in ~~grades 3-8~~ will ~~receive~~ **have** access to ~~"Cloud-Computing."~~ **Online services.** ~~"Cloud-Computing"~~ **Online services** provides students with the ability to access their educational applications, content, and documents from any Internet-accessible device, no matter the location. While students are physically on district grounds, an Internet filter is in place, providing prudent barriers to inappropriate sites. The filter does not function when the student is outside district property, so close parental monitoring is strongly advised. Any questions should be directed to the Superintendent or designee.

The specific conditions and services that are offered will change from time to time. In addition, the district makes no warranties with respect to the district network service, and it specifically assumes no responsibilities for:

1. The content of any advice or information received by a student from a source outside the district, or any costs or charges incurred as a result of seeing or accepting such advice;
2. Any costs, liability or damages caused by the way the student chooses to use his/her district network access;
3. Any consequences of service interruptions or changes, even if these disruptions arise from circumstances under the control of the district.

STUDENT USE OF TECHNOLOGY (continued)

By signing this form I agree to the following terms:

1. My use of the Santee School District's network must be consistent with the Santee School District's primary goals.

~~I will not use the Santee School District network for illegal purposes of any kind. I will use the Santee School District's network with honesty and integrity, engaging in activities that are lawful and school appropriate.~~

- 2.

3. ~~I will show responsibility by avoiding all inappropriate materials, such as those that are I will not use the Santee School District network to transmit or view threatening, obscene, or harassing materials. The district will not be held responsible if I participate in such transmit or view such materials activities. If I mistakenly access inappropriate information, I will notify a teacher or staff person immediately.~~

4. ~~I will show kindness in all my digital activities by avoiding cyberbullying, and reporting any that I see. I will not participate in cyberbullying.~~ Cyberbullying is defined as intentional harm inflicted through electronic media and includes, but is not limited to, the sending or posting on the Internet, social networking sites, or other digital technologies harassing messages, direct threats, socially cruel, intimidating, terrorizing, or otherwise harmful text or images, as well as breaking into another person's account and assuming that person's identity for harmful purposes.

5. ~~I will not use the Santee School District network to interfere or disrupt network users, services, or equipment. I will exercise reasonable judgment to ensure that no equipment or software is destroyed, modified, or abused in any way.~~ Disruptions include, but are not limited to, distribution of unsolicited advertising, propagation of computer worms and viruses, and using the network to make unauthorized entry to any other machine accessible via the network.

6. It is assumed that information and resources accessible via the Santee School District network are private to the individuals and organizations which own or hold rights to those resources and information unless specifically stated otherwise by the owners or holders of rights. ~~Therefore, I will not use the Santee School District network to access information or resources unless permission to do so has been granted by the owners or holders of rights to those resources or information. Therefore, I will respect another individual's work, file, passwords and programs, and only use that to which I have been given permission.~~

7. ~~My password is private, and I will be careful to keep it secure at all times. I will not share my Cloud Computing password with anyone, or use anyone else's password. If I become aware of another individual's password, I will inform a teacher or administrator.~~

8. Parents/Guardians accept full responsibility for supervision when my child is using his/her Cloud Computing access online services at home or in other non-school settings.

In addition, if using a Personal Electronic Device (PED), I agree to the following terms:

1. I take full responsibility for my device. The school is not responsible for loss or theft of the device.
2. I am responsible for the proper care of the device, including any costs of repair, replacement or any modifications needed to use the device at school.
3. The school reserves the right to inspect my device if there is reason to believe that I have violated Board policies, administrative procedures, school rules or have engaged in other misconduct while using my device.
4. Violations of any Board policies, administrative procedures or school rules involving my device may result in the loss of use of the device in school and/or disciplinary action.
5. I may not use the devices to record, transmit or post photos or video of a person or persons on campus, nor can any images or video recorded at school be transmitted or posted at any time without the express permission of school personnel.
6. I will only use my device to access relevant files.
7. I will use the district's secured wireless network only. Use of 3G and 4G wireless connections is not allowed.

***Student Consent and Waiver for Internet, Network, and "Cloud Computing" Access
Acceptable Use Policy***

(Please detach and return to your child's teacher.)

Student Name: _____ Student Signature: _____

School: _____ Grade: _____ Date: _____

Parent/Guardian Name: _____ Signature: _____

Exhibit
version: June 15, 2010

SANTEE SCHOOL DISTRICT
Santee, California

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item G.

Agenda Item G.

CLOSED SESSION Item H.

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

The Board will go into Closed Session to discuss:

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

2. **Public Employee Evaluation** (Govt. Code § 54957)
Superintendent

RECONVENE TO PUBLIC SESSION Item I.

ADJOURNMENT Item J.