



Santee School District

SCHOOLS:

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

Please note: The Board will meet with Principals at 6:00 p.m.

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

**BOARD OF EDUCATION
REGULAR MEETING
AGENDA
August 6, 2019**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

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A. OPENING PROCEDURES – 7:00 p.m.	5
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<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D. CONSENT ITEMS	12
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	

Superintendent

1.1. <u>Approval of Minutes</u>	13
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	

Business Services

- 2.1. Approval/Ratification of Travel Requests** 29
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Approval/Ratification of Expenditure Warrants** 31
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of June 2019.
- 2.3. Approval/Ratification of Purchase Orders** 33
It is recommended that the Board of Education approve and ratify purchase orders for the month of June as presented in the item.
- 2.4. Approval/Ratification of Revolving Cash Report** 41
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. Approval/Ratification of General Services Agreements** 43
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.
- 2.6. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 45
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of June 2019.
- 2.7. Approval/Ratification of Agreements for Mileage Reimbursement In Lieu of District Transportation** 50
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.
- 2.8. Authorization to Sell/Dispose of Surplus Items** 51
It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$100.00 and authorize the sale or disposal of them in accordance with the recommended terms.
- 2.9. Acceptance of Donations, Grants, and Bequests** 55
It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.

Educational Services

- 3.1. Approval of 2019-20 Contract with San Diego County Superintendent of Schools (SDCSS) for Professional Coaching Services** 56
It is recommended that the Board of Education approve the contract with San Diego County Superintendent of Schools for professional coaching services for the 2019-20 school year.
- 3.2. Approval of Nonpublic Agency Master Contract with ABA Education Foundation for Behavioral Support** 62
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with ABA Education Foundation for behavioral support for the term July 1, 2019 through June 30, 2020.
- 3.3. Approval of Nonpublic School Master Contract with San Diego Center for Nonpublic School Services** 63
It is recommended that the Board of Education approve the Nonpublic School Master Contract with San Diego Center for Children for three students for the term of July 1, 2019 through June 30, 2020.

3.4. Approval of Student Teaching Agreement with San Diego State University for Placement of Student Teachers 64

It is recommended that the Board of Education approve the proposed Student Teaching Agreement with San Diego State University for placement of student teachers for the term of July 1, 2019 through June 30, 2024.

3.5. Ratification of Nonpublic School Master Contract with Excelsior Academy for Nonpublic School Services 69

It is recommended that the Board of Education ratify the Nonpublic School Master Contract with Excelsior Academy for Nonpublic School Services for the term of July 1, 2019 through August 20, 2019.

Human Resource/Pupil Services

4.1. Personnel, Regular 70

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

4.2. Approval of Consultant Agreement 73

It is recommended that the Board of Education approve the consultant agreement.

4.3. Approval of Memorandum of Understanding (MOU) between Santee School District and Arising Counseling Center, Brenda Leon, LMFT for Mental Health Services 74

It is recommended that the Board of Education approve the memorandum of understanding between Santee School District and Arising Counseling Center, Brenda Leon, LMFT for Mental Health Services for the term of July 1, 2019 through June 30, 2022.

E. DISCUSSION AND/OR ACTION ITEMS 78

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

Superintendent

1.1. Appointment of Vice Principal 79

It is recommended that the Board of Education appoint the successful candidate for the role of vice principal in Santee School District effective August 7, 2019.

Business Services

2.1. 45 Day Budget Update 80

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

2.2. Approval of Agreement with Capitol Public Finance Group, LLC to Conduct a School Facilities Needs Analysis 82

It is recommended that the Board of Education approve the agreement with Capitol Public Finance Group, LLC to conduct a School Facilities Needs Analysis.

2.3. Approval of Second Amendment to Purchase and Sale Agreement for Former Santee School Site 88

It is recommended that the Board of Education approve the Second Amendment to Purchase and Sale Agreement for Former Santee School Site.

Human Resource/Pupil Services

3.1. Approval of Agreement with Unified Talent for Online Automation of Applicant Tracking 99

It is recommended that the Board of Education approve the agreement with Unified Talent for online automation of Applicant Tracking.

F.	BOARD POLICIES AND BYLAWS	102
1.1.	<u>Second Reading: Revised Board Policy 5148.3, Preschool/Early Childhood Education</u> Board Policy 5148.3, Preschool/Early Childhood Education, is being presented for a second reading. It is recommended that the Board of Education approve BP 5148.3.	103
1.2.	<u>First Reading: Board Policy 3515 Campus Security and Deletion of Board Policy 3515.3 Electronic Surveillance</u> Board Policy 3515, Campus Security and Deletion of Board Policy 3515.3 Electronic Surveillance, are being presented for a first reading. Action, if any, is at the discretion of the Board.	109
1.3.	<u>First Reading: Revised Board Policy 3000, Concepts and Roles</u> Revised Board Policy 3000, Concepts and Roles is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	114
1.4.	<u>First Reading: Revised Board Policy 3100, Budget; and Deletion of Board Policy 3101, Fund Balance</u> Revised Board Policy 3100, Budget; and Deletion of Board Policy 3101, Fund Balance, are presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	117
1.5.	<u>First Reading: Revised Board Policy 4119.21, 4219.21, 4319.21 Professional Standards</u> Revised Board Policy 4119.21, 4219.21, 4319.21, Professional Standards, is being presented for a First Reading, Action, if any is at the discretion of the Board of Education.	127
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	132
H.	CLOSED SESSION	132
1.	<u>Conference with Labor Negotiator</u> (Gov't. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent <i>Employee Organizations:</i> Santee Teachers Association (STA); and Classified School Employees Association (CSEA)	
2.	<u>Conference with Real Property Negotiators</u> (Gov't. Code § 54956.8) <i>Property:</i> Summit Site (Parcel #'s: 378 210 35, 378 220 07, and 378 210 13 - located North of Princess JoAnn & Summit Avenue in Santee, CA 92071) <i>Agency Negotiator:</i> Karl Christensen, Assistant Superintendent	
3.	<u>Public Employee Performance Evaluation</u> (Gov't. Code § 54957) <i>Superintendent</i>	
I.	RECONVENE TO PUBLIC SESSION	132
J.	ADJOURNMENT	132

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. The next regular meeting of the Board of Education is scheduled for August 20, 2019, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

Fox
 Burns
 Ryan
 Levens-Craig
 El-Hajj

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

1. Call to Order and Welcome
2. District Mission
*Providing an extraordinary education in an inspiring environment
with caring people*
3. Pledge of Allegiance
4. Approval of Agenda for the August 6, 2019, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Schedule of Upcoming Events
2. Spotlight: Report on 2019 Out-of-School Time Summer Camp Program
3. Spotlight: Speak Up Survey Results

**DEVELOPER FEES COLLECTION REPORT
2019-20
CUMULATIVE THROUGH AUGUST 6, 2019**

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	8343 O'Connell Rd	07/02/19	2,678	\$6,293.30	PD
TOTAL PAGE 1					\$6,293.30	

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

Schedule of Upcoming Events

Date	Event
August 6	Board Meeting; 7:00 p.m.
August 20	Board Meeting; 7:00 p.m.
August 21	First Day of School for the 2019-2020 School Year
September 2	Labor Day Holiday – No School/District Offices Closed
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 4 – 8	Parent/Teacher Conference Week <i>Schools on Modified Days</i>
November 11 (Monday)	Veterans' Day Holiday Schools and District Offices Closed
November 19	Board Meeting; 7:00 p.m.
November 25 – 29	Schools Closed for Thanksgiving Holiday
December 3	Board Meeting; 7:00 p.m.
December 17	Board Meeting; 7:00 p.m.
December 23 – January 3	Winter Break

Reports and Presentations Item B.2.

Spotlight: Report on 2019 Out-of-School
Time Summer Camp Program

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND

Tonight Ms. Pam Brasher, Director of Out-of-School Time Programs, will be providing a brief presentation on the highlights from the 2019 Summer Camp Programs.

Agenda Item B.2.

Reports and Presentations Item B.3.

Spotlight: Highlights from the Project
Tomorrow Speak Up Survey

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND

Tonight Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, will be providing a presentation on the highlights from the Project Tomorrow Speak Up Survey, Student Voices: How Santee students define digital learning.

Agenda Item B.3.

Item C. PUBLIC COMMUNICATION

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

Item D. CONSENT ITEMS

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

Consent Item D.1.1.
Prepared by Dr. Kristin Baranski
August 6, 2019

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- June 18, 2019, regular meeting minutes
- July 2, 2019, regular meeting minutes
- July 9, 2019, 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, 2019
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

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

Members present:

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

Administration present:

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

2. District Mission

President Fox invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Fox invited Boy Scout Troop #384 to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

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

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Spotlight: Santee School District Foundation Volunteers

The Board of Education recognized Mrs. Linda Vail, and Dr. Lisbeth Johnson, for being instrumental in forming the Santee School District Foundation and for their years of service the Santee students and community.

C. PUBLIC COMMUNICATION

President Fox invited members of the audience to address the Board about any item not on the agenda.

D. PUBLIC HEARING

1. Use of Education Protection Account Funds for 2019-20

President Fox opened the public hearing on the Use of Education Protection Account Funds for 2019-20. He explained the District estimates it will receive \$9,509,851 in Education Protection Account (EPA) funds for the 2019-20 fiscal year; and that these funds will be used for certificated non-management salaries. There were no comments. The public hearing was closed.

E. CONSENT ITEMS

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

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval/Ratification of General Services
- 2.7. Approval/Ratification of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.8. Authorization to Sell/Dispose of Surplus Items
- 2.9. Approval of 2019-20 Student Accident Insurance
- 2.10. Adoption of Resolution No. 1819-42 Designating Use of Education Protection Account Funds for 2019-20
- 2.11. Authorization to Purchase Vermeer Skidster for Grounds Department
- 3.1. Adoption of Resolution #1819-35 Designating Personnel and Approval of 2019-2020 Child Development Services Contract
- 3.2. Approval of Annual Evaluation of the Alternative Education School
- 3.3. Approval of Social Emotional Learning Pilot
- 3.4. Approval of Technology Service Agreement with Thrively
- 4.1. Personnel, Regular
- 4.2. Approval of Short-Term Summer Positions
- 4.3. Approval to Increase Work Hours for Identified Classified Non-Management Positions
- 4.4. Ratification of Consultant Agreement for Arts Attack Coordinator

Member El-Hajj moved approval of consent items.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. Approval of Management and Confidential Employee Salary Increase

Superintendent Baranski shared administration recommended a 2.25% salary increase retroactive to July 1, 2018. She noted this was the same increase received by the classified employees for the 2018-19 school year. Member El-Hajj moved approval.

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

1.2. Santee School District Student Profile

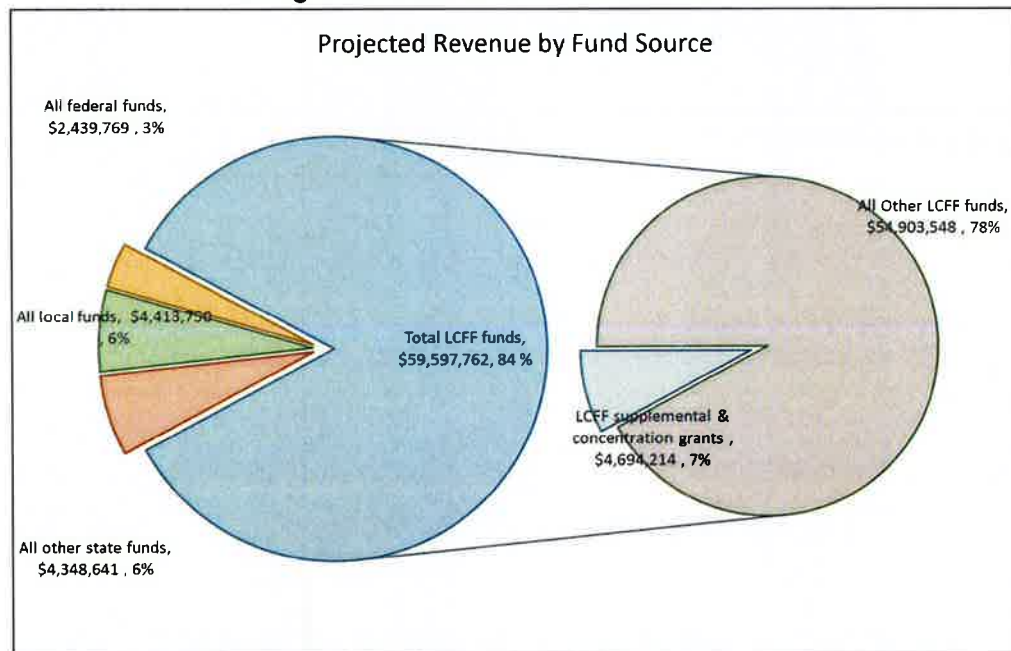
Superintendent Baranski explained the graduate profile subcommittee, of the strategic planning committee, met to define student behaviors for the creation of a District graduate profile. She shared a draft profile content for the Board's review and discussion. The Board provided feedback and asked that the item return for additional discussion and/or approval.

Educational Services

3.1. Adoption of the Local Control Accountability Plan Annual Update for 2019-20

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, shared legislation enacting the Local Control Funding Formula requires school districts to develop and adopt a three-year Local Control Accountability Plan (LCAP) and to update the plan every year. The LCAP is a strategic planning instrument involving significant engagement of stakeholders to inform decision-making for the formation of Goals and Action Steps. These Goals and Action Steps are to increase or improve services for all students, including significant sub-groups, and for unduplicated count students in proportion to the increase in Supplemental and Concentration Grant funding. LCAP Action Steps are then to be linked to specific budgeted resources within the district's Adopted Budget. Dr. Pierce shared the District's final LCAP for 2019-20 contains 3 Goals and 19 Action Steps. Six of the Action Steps pertain specifically to unduplicated count students. The LCAP Action Steps represent the commitment of \$71.2 million in 2019-20 within a \$72.0 million General Fund budget. 2019-20 is the final year of a three-year LCAP. Karl Christensen, Assistant Superintendent of Business Services, provided a budget overview for the 2019-20 LCAP Year. He explained the total revenue projected for Santee School District is \$70,799,922, of which \$59,597,762 is Local Control Funding Formula (LCFF), \$4,348,641 is other state funds, \$4,413,750 is local funds, and \$2,439,769 is federal funds. Of the \$59,597,762 in LCFF Funds, \$4,694,214 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

Budget Overview for the 2019-20 LCAP Year

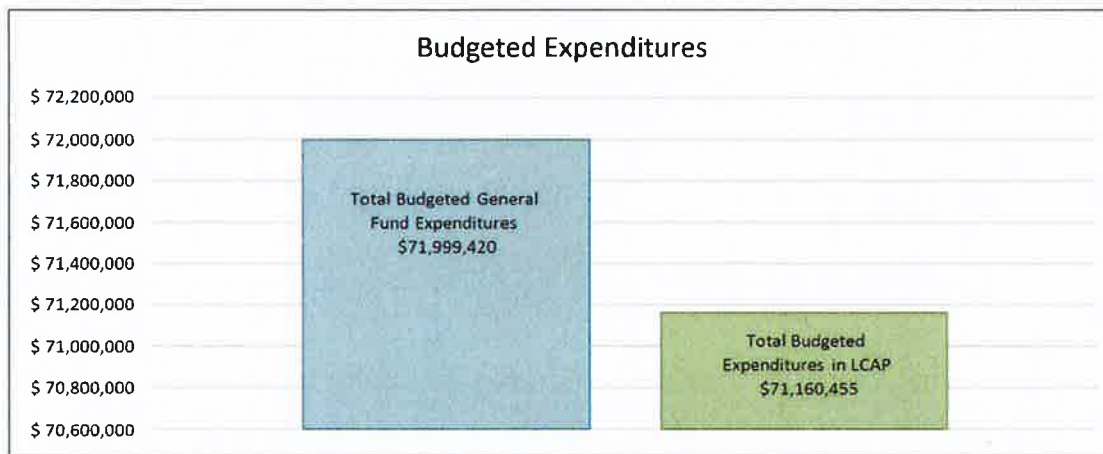


This chart shows the total general purpose revenue Santee School District expects to receive in the coming year from all sources.

The total revenue projected for Santee School District is \$70,799,922, of which \$59,597,762 is Local Control Funding Formula (LCFF), \$4,348,641 is other state funds, \$4,413,750 is local funds, and \$2,439,769 is federal funds. Of the \$59,597,762 in LCFF Funds, \$4,694,214 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

LCFF Budget Overview for Parents

The LCFF gives school districts more flexibility in deciding how to use state funds. In exchange, school districts must work with parents, educators, students, and the community to develop a Local Control and Accountability Plan (LCAP) that shows how they will use these funds to serve students.



This chart provides a quick summary of how much Santee School District plans to spend for 2019-20. It shows how much of the total is tied to planned actions and services in the LCAP.

Santee School District plans to spend \$71,999,420 for the 2019-20 school year. Of that amount, \$71,160,455 is tied to actions/services in the LCAP and \$838,965 is not included in the LCAP. The budgeted expenditures that are not included in the LCAP will be used for the following:

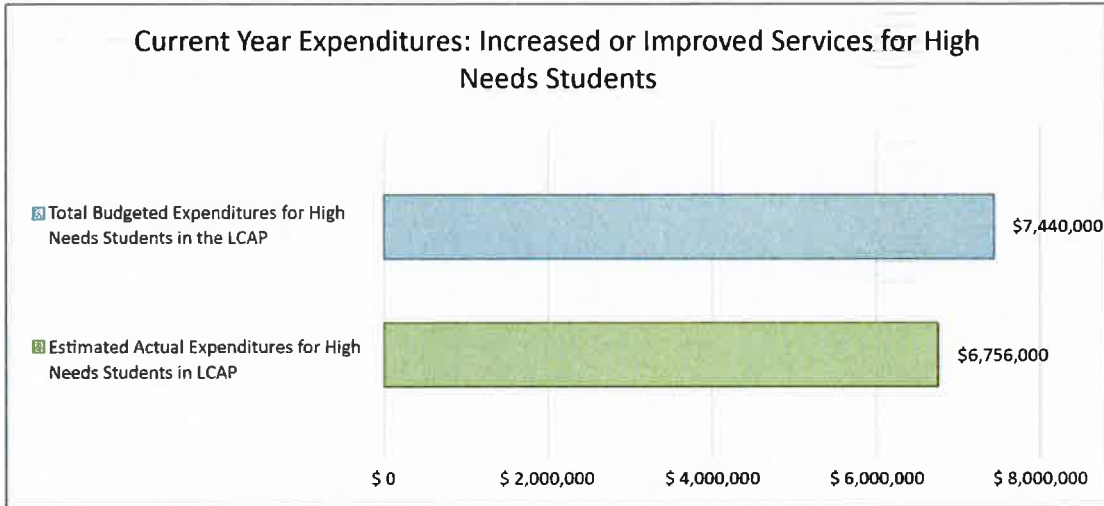
Resource Amount	Program
3010 \$148,056	Title I - Low Socio-Economic Students
4035 \$4,898	Title II - Professional Development
4201 \$15,440	Title III - Immigrant Education
4203 \$22,556	Title III - Limited English Proficient Students
5630 \$53,066	MediCAL Reimbursement
5810 \$73,886	Department of Defense Grant
6300 \$168,304	Prop 20 Lottery for Instructional Materials
6690 \$34,716	Tobacco Use Prevention Education (TUPE)
9065 \$318,043	After School Education and Safety Program (ASES)

Increased or Improved Services for High Needs Students in 2019-20

In 2019-20, Santee School District is projecting it will receive \$4,694,214 based on the enrollment of foster youth, English learner, and low-income students. Santee School District must demonstrate the planned actions and services will increase or improve services for high needs students compared to the services all students receive in proportion to the increased funding it receives for high needs students. In the LCAP, Santee School District plans to spend \$6,711,000 on actions to meet this requirement.

LCFF Budget Overview for Parents

Update on Increased or Improved Services for High Needs Students in 2018-19



This chart compares what Santee School District budgeted last year in the LCAP for actions and services that contribute to increasing or improving services for high needs students with what Santee School District estimates it has spent on actions and services that contribute to increasing or improving services for high needs students in the current year.

In 2018-19, Santee School District's LCAP budgeted \$7,440,000 for planned actions to increase or improve services for high needs students. Santee School District estimates that it will actually spend \$6,756,000 for actions to increase or improve services for high needs students in 2018-19.

The difference between the budgeted and actual expenditures of \$-684,000 had the following impact on Santee School District's ability to increase or improve services for high needs students: Although costs were lower than estimated for the actions and services for high needs students, all planned actions and services were provided at sufficient levels to make the expected impact.

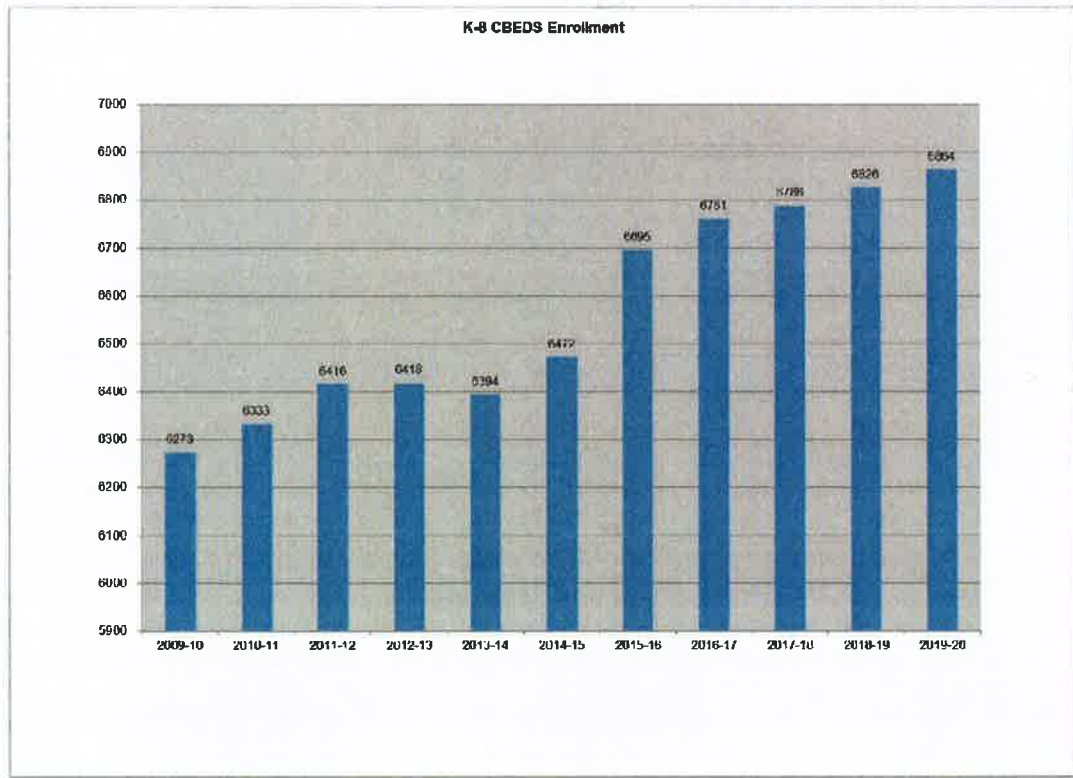
The Board expressed their appreciation to staff for their work. Member El-Hajj moved approval.

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

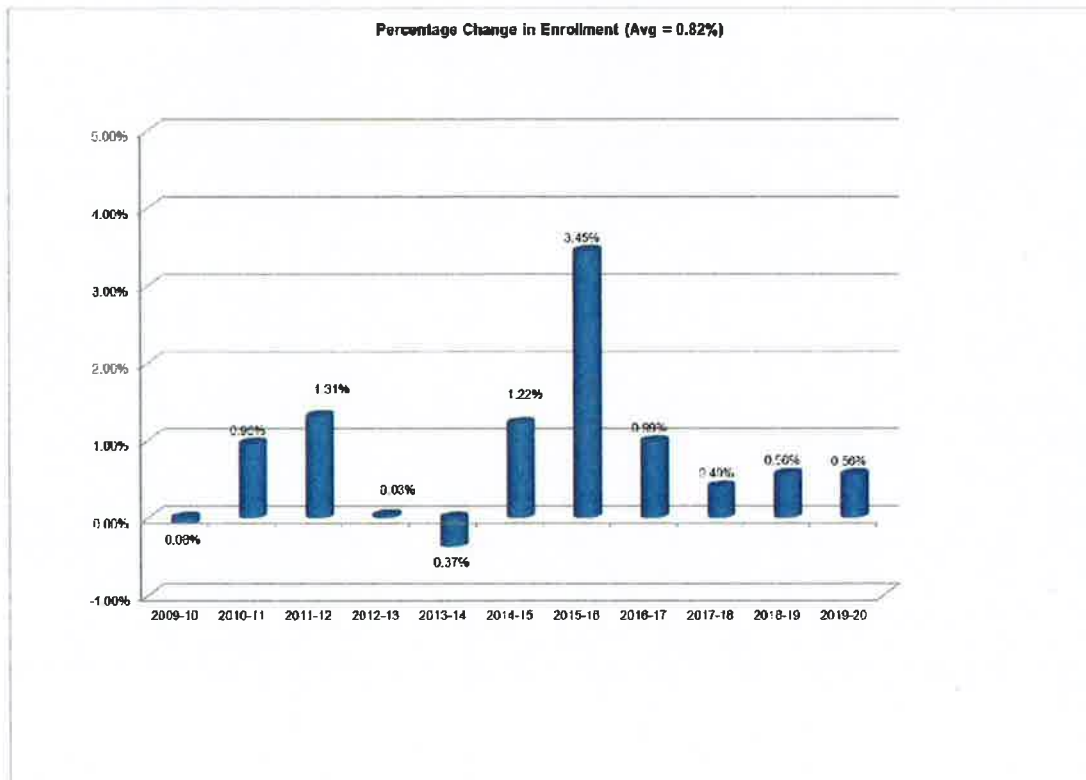
Business Services

3.1. Adoption of 2019-20 Budget

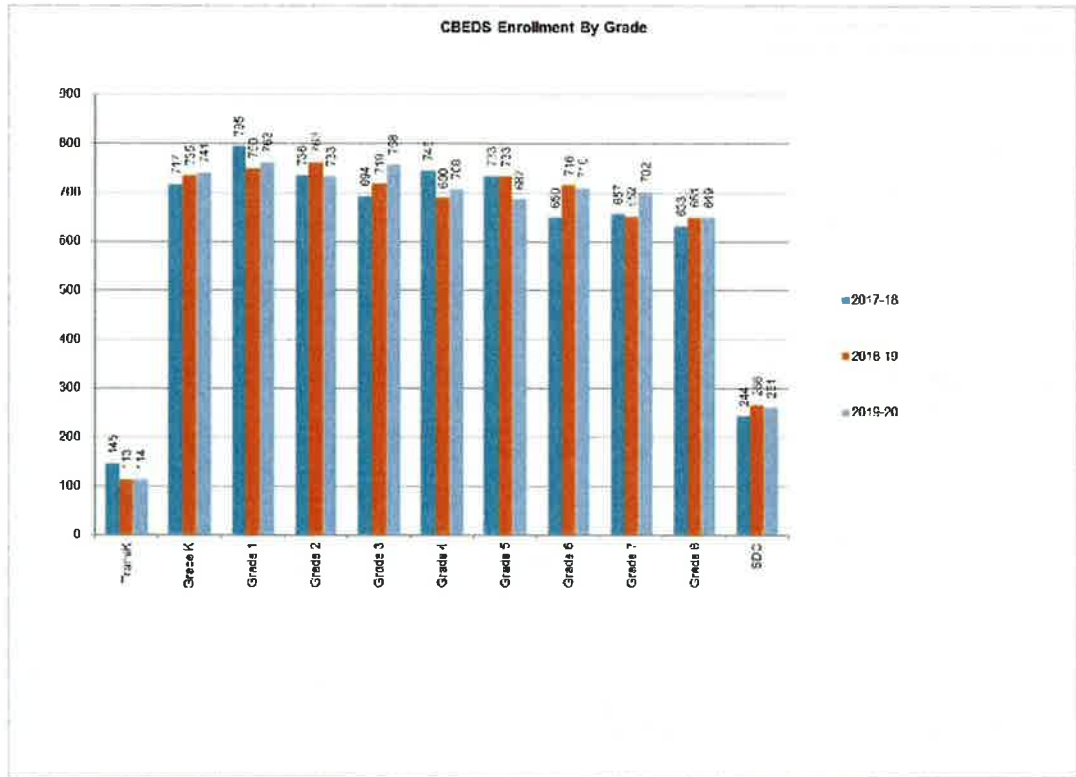
Karl Christensen, Assistant Superintendent of Business Services, provided an overview of the 2019-20 Santee School District budget and provided the Board with a user-friendly budget for review. He referenced K-8 CBEDS Enrollment (page 10); Percentage Change in Enrollment (page 11); CBED Enrollment by Grade (page 12); and Enrollment vs Average Daily Attendance (page 13).



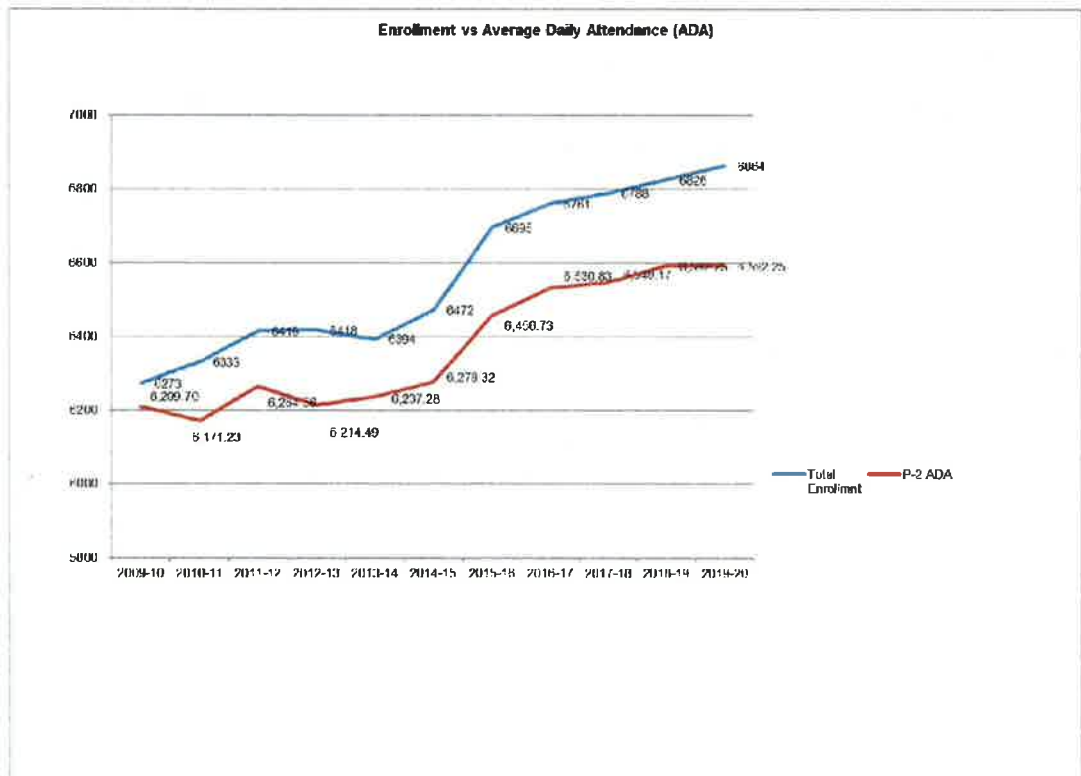
10



11



12



13

Mr. Christensen provided an enrollment comparison by grade level and explained Administration compares the number of exiting eighth grade students to the number of incoming kindergarten enrollments to establish a trend.

Mr. Christensen shared the snapshot of all funds showed the projected income, outgo, and change to the fund balance of each. He noted deficit spending, of \$1,199,498, on the combined (restricted and unrestricted) general fund. He clarified the General Fund totals only included the negotiated 2.25% salary increase for classified employees; and not confidential/management or STA.

Mr. Christensen noted the Child Development (Fund 12) showed a slight deficit; and the Cafeteria (Fund 13) showed a small structural deficit. The Deferred Maintenance Fund (Fund 14) showed a transfer of \$535,000, of which \$100,000 would be used. The remaining is being used for asphalt projects during the summer of 2020. The Special Reserve (Fund 40) showed a projected ending fund balance of \$4,296,805. Mr. Christensen shared Fund 40 is made up of the following sources (Hill Creek solar project, technology reserve, bus replacement reserve, and facility needs; and provided an overview of Capital Facilities Fund (Fund 25), County School Facilities Fund (Fund 35), and Enterprise Fund 63 (Yale and Project SAFE).

LNI	Description	General Fund			Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40
		Unrest	Rest	Ttl					
1	INCOME:								
2	LCFF Sources	59,597,762	346,073	59,943,835	0	0	0		
3	Federal Revenue	50,000	2,389,769	2,439,769	0	1,620,991	0		31,794
4	Other State Revenue	1,253,257	3,095,384	4,348,641	312,148	116,889	0		
5	Other Local Revenue	248,166	3,819,511	4,067,677	900	725,820	5,834	37,677	55,204
6	Interfund Transfers In	0	0	0	0	0	535,000		1,746,187
7	Other Sources	0	0	0	0	0	0		
8	Total Income	61,149,185	9,650,737	70,799,922	313,048	2,463,700	540,834	37,677	1,833,185
9	OUTGO:								
10	Certificated Salaries	26,341,231	6,316,904	32,658,135	78,803				
11	Classified Salaries	6,480,878	4,157,888	10,638,766	100,191	936,297	0		0
12	Employee Benefits	10,674,684	6,130,871	16,805,555	64,736	290,003	0		0
13	Books and Supplies	1,888,992	1,128,622	2,817,614	38,845	1,050,448	0		494,287
14	Services, Other Operating Expenses	2,915,429	2,827,890	5,743,319	11,060	77,809	100,000		44,070
15	Capital Outlay	234,908	0	234,908	15,000	115,000	0		1,255,091
16	Other Outgo	942,408	0	942,408	0		0		359,277
17	Transfers of Indirect/Direct Costs	-932,119	810,047	-122,072	13,526	108,546			
18	Interfund Transfers Out	1,746,187	535,000	2,281,187					
19	Other Uses	0	0	0					2
20	Contributions to Restricted Programs	12,210,862	-12,210,862	0	0	0			
21	Total Outgo	62,303,459	9,695,961	71,999,420	322,161	2,578,103	100,000	0	2,152,727
22	Change in Fund Balance	-1,154,274	-45,224	-1,199,498	-9,113	-114,403	440,834	37,677	-319,541
23	Projected Beginning Fund Balance	13,527,737	621,279	14,149,015	39,306	472,827	34,816	3,020,389	4,816,348
24	Projected Ending Fund Balance	12,373,462	576,056	12,949,517	30,193	358,424	475,650	3,058,066	4,296,805
25	Committed Fund Balance	0	0	0			475,650		
26	Non-Spendable Fund Balance	484,719		484,719		66,018			
27	Restricted Fund Balance	0	576,056	576,056	30,193	292,408			4,296,805
28	Assigned Fund Balance	295,037		295,037					
29	Unassigned - Economic Uncertainty	2,159,983	0	2,159,983					
30	Remaining Unassigned	9,433,723	0	9,433,722	0	0	0	3,058,066	0
								Solar:	212,790
								Tech:	2,814,592
								Bus:	889,559
								Fac Need:	379,865

LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Yale	Project SAFE
1	INCOME:						
2	LCOFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	0	448,661	0	3,484,450	972,554	2,511,896
6	Interfund Transfers In	0			0	0	0
7	Other Sources						
8	Total Income	0	448,661	0	3,484,450	972,554	2,511,896
9	OUTGO:						
10	Certificated Salaries				0		0
11	Classified Salaries		83,908		2,175,411	623,650	1,551,761
12	Employee Benefits		29,570		769,932	239,647	530,285
13	Books and Supplies	0	0		260,818	57,366	203,452
14	Services, Other Operating Expenses	0	15,000		262,364	58,543	203,821
15	Capital Outlay	0	2,578,800	0			
16	Other Outgo		398,505				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out		0		0		0
19	Other Uses				0	0	0
20	Contributions to Restricted Programs						
21	Total Outgo	0	3,105,783	0	3,468,525	979,206	2,489,319
22	Change in Fund Balance	0	-2,657,122	0	15,925	-6,652	22,577
23	Projected Beginning Fund Balance	0	4,709,066	0	1,413,816	478,787	935,029
24	Projected Ending Fund Balance	0	2,051,944	0	1,429,741	472,135	957,606
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	0	1,653,439	0	1,429,741	472,135	957,606
28	Assigned Fund Balance		398,505				
29	Unassigned - Economic Uncertainty						
30	Remaining Unassigned	0	0	0	0	0	0
			<i>Dev Fees:</i> 1,177,686				
			<i>Frmr RDA:</i> 401,589				
			<i>Land:</i> 472,669				

Mr. Christensen provided an overview of certificated staffing with a table that depicted projected certificated staffing levels for the budget year; and an overview of the Statutory Benefit Rates. The user-friendly budget can be viewed at <http://www.santeesd.net/Page/79>.

Member Burns moved approval.

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

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski discussed their legislative visit with Assemblyman Randy Voepel. She shared sharing some information from the Board's legislative goals; as Assemblyman Voepel not sits on the education committee. Superintendent Baranski shared information on the upcoming Employee Welcome Back event at Pathways Church, on Friday, August 16. Member Levens-Craig noted this year's Beatification Day is Saturday, August 17.

Member Ryan shared having five graduates in her family this year. The Board shared discussed attending the various promotion ceremonies. Member Burns commended Principal Simpson from Rio Seco for a well-organized and personable promotion. He mentioned the entire ceremony was under 45 minutes for 100 graduates. Member Burns shared attending his son's kindergarten promotion and it being a great event.

H. CLOSED SESSION

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

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

The Board entered closed session at 8:25 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:35 p.m., and no action was taken.

J. ADJOURNMENT

With no further business, the regular meeting of June 18, 2019 was adjourned at 10:35 p.m.

Barbara Ryan, Clerk

Dr. Kristin Baranski, Secretary

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

July 9, 2019
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Fox called the meeting to order at 3:30 p.m.

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services

B. PUBLIC COMMUNICATION

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

C. DISTRICT SAFETY AND SECURITY WORKSHOP

PBK-REDI provided the Board of Education with current and future safety and security trends, governance considerations, and best practices for school design related to campus security and safety. Any follow-up on items discussed will be at the discretion of the Board of Education.

D. ADJOURNMENT

With no further business, the special meeting of July 9, 2019 was adjourned at 6:30 p.m.

Barbara Ryan, Clerk

Dr. Kristin Baranski, Secretary

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

July 2, 2019
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

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

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
Krista D'Agostino, Administrative Secretary, Human Resources/Pupil Services

2. District Mission

President Fox invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Fox invited Tim Larson, Assistant Superintendent, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

President Fox presented the agenda for approval. Member Burns asked that discussion and/or action item 2.2. Preliminary Designs and Scope for the Chet F. Harritt School Capital Improvement Program Project be moved as the first item of discussion. He moved approval of the agenda.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Developer Fees and Collection Report
- 1.2. Schedule of Upcoming Events

C. PUBLIC COMMUNICATION

President Fox invited members of the audience to address the Board about any item not on the agenda.

D. CONSENT ITEMS

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

- 1.1. Approval/Ratification of Travel Requests
- 1.2. Approval/Ratification of Revolving Cash Report
- 1.3. Acceptance of Donations, Grants, and Bequests
- 1.4. Approval/Ratification of General Services Agreements

- 1.5. Approval/Ratification of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 1.6. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 1.7. Authorization to Sell/Dispose of Surplus Items
- 1.8. Approval of Agreement with Rincon Consultants Inc. for Phase II Cultural Resources Testing Study on the Former Santee School Site
- 1.9. Award of Bid #1920-075-001 for Asphalt Repairs at Carlton Hills School
- 1.10. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.1. Approval of Services Agreement with San Joaquin County Office of Education to Provide Claims Administration Services for the Medi-Cal Billing Option Program
- 2.2. Approval of Nonpublic School Master Contract with Asetline School for Nonpublic School Services
- 2.3. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Therapy, Occupational Therapy, Psycho-Educational Assessments
- 2.4. Approval of Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for Educationally Related Mental Health Services (ERMHS)
- 2.5. Approval of Nonpublic Agency Master Contract with Xcite Steps ABA Agency
- 2.6. Approval of Nonpublic Agency Master Contract with New Haven Youth Services for Therapeutic Behavioral Services
- 2.7. Approval of Nonpublic School Master Contract with The Institute for Effective Education Nonpublic School Services
- 3.1. Personnel, Regular

Member Burns moved approval of consent items.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. Santee School District Student Profile
 Superintendent Baranski shared a draft profile content for the Board's review and discussion. The Board provided feedback and asked that the document be modified and returned for further discussion and/or action.

Business Services

- 2.1. Approval of Monthly Financial Report
 Mr. Christensen mentioned the report includes cash and budget revision transactions through May 31. Mr. Christensen shared the District ended the month with a cash balance in the General Fund of \$15,303,031, sufficient to pay all our financial obligations for the fiscal year. He shared the budget revisions are similar to last months and explained the assumptions are based on the estimated actuals and the Governor's May revise, which has now changed. Estimates will be updated and brought forth to the September meeting. Member Ryan moved approval.

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

2.2. Preliminary Designs and Scope for the Chet F. Harritt School Capital Improvement Program Project

District staff and the District Architect of Record, StudioWC, have been diligently working on designs and plans for the three (3) remaining Capital Improvement Program projects in order to submit to the Division of State Architecture as soon as possible. Karl Christensen, Assistant Superintendent of Business Services, shared that this item was informational only and required only direction from the Board.

StudioWC presented some conceptual drawings for the three remaining projects, including renderings of building elevations. Preliminary estimates, for each of the scope elements for these projects, were presented to determine priorities to ensure alignment with budget.

Upon discussion, the Chet F. Harritt middle school design and build continues to be a programmatic and financial priority among the three remaining projects. Based on current available funding and anticipated project costs, administration recommended new renderings for Chet F. Harritt School to include a seven-classroom building. The Board expressed their appreciation of the esthetic sketches for all three projects and shared the importance of communication to the Chet F. Harritt parents and community regarding contents of the new middle school building. Administration and StudioWC were provided direction by the Board to design a seven-classroom building for Chet F. Harritt School with the design to include infrastructure should two additional classrooms be added to the building at-a-later date.

F. BOARD POLICIES AND BYLAWS

1.1. First Reading: Revised Board Policy 5148.3 Preschool Early Childhood Education

Revised Board Policy 5148.3, Preschool Early Childhood Education, was presented for a first reading.

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski shared Member Levens-Craig would serve as Rotary President for another term. The Board congratulated Member Levens-Craig for doing a great job.

Member Levens-Craig commended the CRTs for the professional development options being offered to staff.

H. CLOSED SESSION

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

- Conference with Legal Counsel – Existing Litigation** (Gov't. Code § 54956.9)
- OAH #: 2019050441
- Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board entered closed session at 8:15 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:35 p.m., and shared the Board reconvened to public session at 10:27 p.m. and reported a dispute arose regarding a student's special education program. It was moved by Member Ryan, seconded by Member El-Hajj to reach a settlement in special education dispute, OAH #: 2019050441, regarding a student's special education program. The agreement involved a release of potential District liability.

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

J. ADJOURNMENT

With no further business, the regular meeting of July 2, 2019 was adjourned at 10:35 p.m.

Barbara Ryan, Clerk

Dr. Kristin Baranski, Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
August 6, 2019

BACKGROUND:

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

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 \$2,428, and additional substitute costs of \$1,080, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - August 6, 2019

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Saturday, 08/03/19	Hope Baker	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Barbara Giddens	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Delia Salcido	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Summaya Mustafa	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Diane Murray	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Ilene Korhummel	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Kendra Williams	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Patricia Urbanski	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Nerette Krull	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Dori Holm	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Khawla Yaqob	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Linda Orsag	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Saturday, 08/03/19	Jessica Looney	YALE	Applebaum Training	Santee	\$0	\$50	YALE Preschool	Training on how to work with challenging behaviors.	2
Thursday, 08/29/19	Bryce Storm	Maint & Opers	How to Supervise People Seminar	San Diego	\$0	\$158	Maintenance & Operations	Training on supervision.	
Tuesday, 10/15/19	Alina Kleinhenz	Rio Seco	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Jason Pedro	Carlton Hills	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Mario Carillo	Special Education	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Brittany Ayers	Rio Seco	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Raechel Rodda	Cajon Park	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Joe Gulik	Carlton Oaks	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Jill McKinnon	Carlton Oaks	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Katie Moran	Rio Seco	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Tuesday, 10/15/19	Jessica Mars	Carlton Oaks	Self & Match System	San Marcos	\$120	\$180	Special Education	Systematic use of self-monitoring as a behavioral intervention.	2
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California									
(NONE)									

District Goals:

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

Consent Item D.2.2.
 Prepared by Karl Christensen
 August 6, 2019

Approval/Ratification of Expenditure Warrants

BACKGROUND:

Warrants issued by the District are required by law to be approved or ratified by the Board of Education.

Commercial Warrants issued for the period of June 2019:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
0100 General	14-553148 TO 14-566873	\$1,072,340.82
0900	N/A	
1200	14-563969 TO 14-566865	\$26,219.47
1300	14-554325 TO 14-566862	\$54,758.29
1400	14-553629 TO 14-553629	\$6,733.45
2109	N/A	
2139 / 2108	N/A	
2518	14-559370 TO 14-566869	\$119,781.00
2538	14-559370 TO 14-566867	\$156,749.00
3500	N/A	
4000	14-557070 TO 14-567727	\$2,919,002.56
6300	14-553157 TO 14-566865	\$24,955.23
TOTAL:		\$4,380,539.82

Student Body Warrants issued for the period of June 2019:

\$23,388.25

Payroll Warrants issued for the period of June 2019:

<u>Fund #/Name</u>		<u>Amount</u>
01 00	01 00	\$5,121,762.13
12 00	12 00	\$20,713.08
13 00	13 00	\$114,456.16
14 00	14 00	
25 18	25 18	\$10,877.64
63 00	63 00	\$227,012.03
		\$5,494,821.04

RECOMMENDATION:

It is recommended that the Board of Education approve the expenditure warrants for the month of June 2019 as presented.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$9,898,749.11 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of June 2019:

AMOUNT	LOCATION
\$ 15,612.60	PEPPER DRIVE SCHOOL
\$ 5,176.78	CARLTON HILLS SCHOOL
\$ 2,085.69	PROSPECT AVENUE SCH
\$ 2,714.00	CAJON PARK SCHOOL
\$ 11,477.38	CHET F HARRITT SCH
\$ 1,720.32	CARLTON OAKS SCHOOL
\$ 1,639.05	RIO SECO SCHOOL
\$ 3,286.99	HILL CREEK SCHOOL
\$ 150.04	ALTERNATIVE SCHOOL
\$ 1,659.38	SUPERINTENDENT DEPT
\$ 88,923.61	BUSINESS SERVICES
\$ 31,125.09	HUMAN RESOURCES
\$ 401.44	EDUCATIONAL SERVICES
\$ 5,892.92	SPECIAL EDUCATION
\$ 5,325.00	EDUCATIONAL PROJECTS
\$ 360.00	PUPIL SERVICES
\$ 8,248.44	PROJECT SAFE
\$ 2,507.99	TECHNOLOGY SERVICES
\$ 150.72	OPERATIONS/CUSTODIAL
\$ 18,182.74	MAINTENANCE
\$ 17,424.93	TRANSPORTATION
\$ 12,387.20	FACILITIES MODERNIZATION
\$ 460.50	WAREHOUSE
\$ 5,157.56	MAINTENANCE
\$ 111.89	CENTRAL KITCHEN
\$ 1,895.81	TECHNOLOGY SERVICES
\$ 244,078.07	Grand Total

RECOMMENDATION:

Administration recommends approval of purchase orders #0000008234 through 0000008413 issued June 1, 2019 through June 31, 2019.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$244,078.07 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

LOCATION LIST 2019-20

01	Santee School
02	Pepper Drive School
03	Carlton Hills School
04	Sycamore Canyon School
05	Prospect Avenue School
06	Cajon Park School
07	Chet F. Harritt School
08	Carlton Oaks School
09	Rio Seco School
10	Hill Creek School
11	Cajon Park Annex
12	Prospect Avenue Annex
26	Cajon Park Junior High
60	Board of Education
62	Superintendent
64	Business Services
65	Personnel
66	Educational Services
67	Special Education, Centralized
68	Special Projects, Centralized
69	Professional Development
70	Student Support Services
71	Library Media Services
72	Project SAFE
73	Technology
74	Operations
75	Maintenance

76	Transportation
78	Warehouse
90	Central Kitchen
92	Publications
97	District Wide
100	Summer School
108	Carlton Oaks Summer School
110	Hill Creek Summer School

Fund Numbers

03 00	General - Unrestricted
06 00	General - Restricted
12 06	Child Development Fund
13 00	Cafeteria Fund
14 00	Deferred Maintenance Fund
17 42	Special Reserve - Other Than Cap/Out
21 09	Other Building Fund
21 10	Building Fund
25 18	Capital Facilities Account Fund
25 24	Capital Projects Fund
25 38	Capital Facilities Redevelopment
30 00	State School Building Fund (Modernization) and Lease/Purchase
40 00	Special Reserve Fund - Capital Projects
53 26	Tax Override Fund - SSBF
67 30	Deductible Ins Loss Fund

M = Monthly Blanket
A = Annual Blanket
L = Lottery

**PURCHASE ORDER EXCEEDED BY 10%
FOR THE MONTH OF JUNE 2019**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
7955	4/30/2019	0100	BOOMERS! EL CAJON	002	FIELD TRIP ADMISSIONS	\$1,514.99
					INCREASED FIELD TRIP ADMISSIONS	\$991.65
					NEW TOTAL	\$2,506.64

**PURCHASE ORDER LISTING
JUNE 2019
BY SITE**

PO Number	DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
000008236	6/3/2019	ORIENTAL TRADING COMPANY INC	SUPPLIES - PD	0100	\$ 294.97	002	PEPPER DRIVE SCHOOL
000008241	6/3/2019	LEXIA LEARNING SYSTEMS INC	LICENSES	0100	\$ 10,710.00	002	PEPPER DRIVE SCHOOL
000008260	6/4/2019	SUNDANCE STAGE LINES	OUTSOURCED BUS TRANS - PD	0100	\$ 2,554.00	002	PEPPER DRIVE SCHOOL
000008269	6/10/2019	FOOD 4 THOUGHT, LLC	FARMER'S MARKET ON CAMPUSES	0100	\$ 1,775.00	002	PEPPER DRIVE SCHOOL
000008275	6/10/2019	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR FOUNTAIN - PD	0100	\$ 20.31	002	PEPPER DRIVE SCHOOL
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 258.32	002	PEPPER DRIVE SCHOOL
			TOTAL		\$ 15,612.60	0	PEPPER DRIVE SCHOOL Total
000008269	6/10/2019	FOOD 4 THOUGHT, LLC	FARMER'S MARKET ON CAMPUSES	0100	\$ 1,775.00	003	CARLTON HILLS SCHOOL
000008270	6/10/2019	SUNDANCE STAGE LINES	OUTSOURCED TRANSPORTATION - CH	0100	\$ 3,217.50	003	CARLTON HILLS SCHOOL
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 184.28	003	CARLTON HILLS SCHOOL
			TOTAL		\$ 5,176.78	0	CARLTON HILLS SCHOOL Total
000008269	6/10/2019	FOOD 4 THOUGHT, LLC	FARMER'S MARKET ON CAMPUSES	0100	\$ 1,775.00	005	PROSPECT AVENUE SCH
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 310.69	005	PROSPECT AVENUE SCH
			TOTAL		\$ 2,085.69	0	PROSPECT AVENUE SCH Total
000008301	6/12/2019	SUNDANCE STAGE LINES	OUTSOURCED TRANS. - CP	0100	\$ 2,714.00	006	CAJON PARK SCHOOL
			TOTAL		\$ 2,714.00	0	CAJON PARK SCHOOL Total
000008235	6/3/2019	AMAZON.COM	DESKS	0100	\$ 689.56	007	CHET F HARRITT SCH
000008242	6/3/2019	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	0100	\$ 5,661.25	007	CHET F HARRITT SCH
000008259	6/4/2019	SUNDANCE STAGE LINES	OUTSOURCED BUS TRANS. - CFH	0100	\$ 1,456.00	007	CHET F HARRITT SCH
000008269	6/10/2019	FOOD 4 THOUGHT, LLC	FARMER'S MARKET ON CAMPUSES	0100	\$ 1,775.00	007	CHET F HARRITT SCH
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 155.57	007	CHET F HARRITT SCH
000008323	6/18/2019	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT SPECIFICATIONS - CFH	2518	\$ 1,740.00	007	CHET F HARRITT SCH
			TOTAL		\$ 11,477.38	0	CHET F HARRITT SCH Total
000008240	6/3/2019	YMCA - SANTEE	ADMISSIONS	0100	\$ 925.00	008	CARLTON OAKS SCHOOL
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 795.32	008	CARLTON OAKS SCHOOL
			TOTAL		\$ 1,720.32	0	CARLTON OAKS SCHOOL Total
000008264	6/5/2019	JUNIOR ACHIEVEMENT	ADMISSIONS	0100	\$ 46.00	009	RIO SECO SCHOOL
000008268	6/10/2019	MAINTEX INC	CUSTODIAL SUPPLIES - RS	0100	\$ 22.00	009	RIO SECO SCHOOL
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 435.03	009	RIO SECO SCHOOL
000008315	6/17/2019	ZOOLOGICAL SOCIETY OF SAN DIEGO	ADMISSIONS	0100	\$ 190.00	009	RIO SECO SCHOOL
000008362	6/25/2019	LAKESIDE EQUIPMENT SALES AND RENTALS	EQUIPMENT RENTAL - RS MARQUEE	0100	\$ 558.60	009	RIO SECO SCHOOL
000008363	6/25/2019	WHITE CAP/HD SUPPLY	SUPPLIES - RS MARQUEE INSTALL	0100	\$ 59.53	009	RIO SECO SCHOOL
000008364	6/25/2019	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES - RS MARQUEE INSTALL	0100	\$ 327.89	009	RIO SECO SCHOOL
			TOTAL		\$ 1,639.05	0	RIO SECO SCHOOL Total
000008237	6/3/2019	MEACOR SIGNS	SIGNS - HC	0100	\$ 721.93	010	HILL CREEK SCHOOL
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ (3.44)	010	HILL CREEK SCHOOL
000008300	6/12/2019	SUNDANCE STAGE LINES	OUTSOURCED TRANS. - HC	0100	\$ 2,568.50	010	HILL CREEK SCHOOL
			TOTAL		\$ 3,286.99	0	HILL CREEK SCHOOL Total
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$ 150.04	015	ALTERNATIVE SCHOOL
			TOTAL		\$ 150.04	0	ALTERNATIVE SCHOOL Total
000008272	6/10/2019	SUPERINTENDENT OF SCHOOLS	A-FRAMES - PD	4000	\$ 517.20	062	SUPERINTENDENT DEPT
000008273	6/10/2019	SUPERINTENDENT OF SCHOOLS	SSD ADMIN OF THE YEAR AWARD	0100	\$ 234.90	062	SUPERINTENDENT DEPT
000008327	6/19/2019	SANTEE-LAKESIDE ROTARY CLUB	MEMBERSHIP DUES	0100	\$ 234.00	062	SUPERINTENDENT DEPT
000008350	6/24/2019	CITI CARDS /	PURCHASES ON CITI BANK CD	0100	\$ 98.85	062	SUPERINTENDENT DEPT

000008350	6/24/2019	CITI CARDS /	PURCHASES ON CITI BANK CD	0100	\$	574.43	062	SUPERINTENDENT DEPT
				TOTAL	\$	1,659.38	0	SUPERINTENDENT DEPT Total
000008243	6/3/2019	DELL MARKETING L.P.	TONER - BUSINESS SVCS	0100	\$	84.95	064	BUSINESS SERVICES
000008311	6/17/2019	THE NYHART COMPANY, INC.	GASB 75 REPORT VALUATION	0100	\$	2,050.00	064	BUSINESS SERVICES
000008343	6/21/2019	WELLS FARGO BANK	COPS FEES	4000	\$	1,800.00	064	BUSINESS SERVICES
000008354	6/24/2019	CALSTRS - CENTRAL SERVICES	EXCESS SICK LEAVE	0100	\$	84,791.92	064	BUSINESS SERVICES
000008355	6/24/2019	LYNN'S LOCKSMITH SERVICE	VAULT SAFE COMBINATION SVC	0100	\$	125.00	064	BUSINESS SERVICES
000008356	6/24/2019	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL SERVICES	0100	\$	71.74	064	BUSINESS SERVICES
				TOTAL	\$	88,923.61	0	BUSINESS SERVICES Total
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	133.46	065	HUMAN RESOURCES
000008326	6/18/2019	CSEBA	MEDICAL PREMIUMS - 2018	0100	\$	30,991.63	065	HUMAN RESOURCES
				TOTAL	\$	31,125.09	0	HUMAN RESOURCES Total
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	54.14	066	EDUCATIONAL SERVICES
000008314	6/17/2019	SUPERINTENDENT OF SCHOOLS	SCIENCE MATERIALS - DROPS	0100	\$	120.68	066	EDUCATIONAL SERVICES
000008334	6/20/2019	PEARSON	PROTOCOLS	0100	\$	97.37	066	EDUCATIONAL SERVICES
000008350	6/24/2019	CITI CARDS /	PURCHASES ON CITI BANK CD	0100	\$	29.04	066	EDUCATIONAL SERVICES
000008350	6/24/2019	CITI CARDS /	PURCHASES ON CITI BANK CD	0100	\$	100.21	066	EDUCATIONAL SERVICES
				TOTAL	\$	401.44	0	EDUCATIONAL SERVICES Total
000008254	6/4/2019	DELL MARKETING L.P.	DRUM KIT - ERC	0100	\$	153.53	067	SPECIAL EDUCATION
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	54.90	067	SPECIAL EDUCATION
000008302	6/12/2019	ASELTINE SCHOOL	NPS	0100	\$	1,308.12	067	SPECIAL EDUCATION
000008310	6/13/2019	SPENCER WETTER	INDEPENDENT EDU. EVAL'S	0100	\$	3,500.00	067	SPECIAL EDUCATION
000008334	6/20/2019	PEARSON	PROTOCOLS	0100	\$	876.37	067	SPECIAL EDUCATION
				TOTAL	\$	5,892.92	0	SPECIAL EDUCATION Total
000008313	6/17/2019	GROSSMONT UNION HIGH SCHOOL DISTRICT	SELPA TRANSPORTATION	0100	\$	525.00	068	EDUCATIONAL PROJECTS
000008365	6/25/2019	HEINEMANN	PROFESSIONAL TRAINING	0100	\$	4,800.00	068	EDUCATIONAL PROJECTS
				TOTAL	\$	5,325.00	0	EDUCATIONAL PROJECTS Total
000008320	6/17/2019	AUDIOMETRICS	EQUIP. CALIBRATION & TESTING	0100	\$	360.00	070	PUPIL SERVICES
				TOTAL	\$	360.00	0	PUPIL SERVICES Total
000008234	6/3/2019	DELL MARKETING L.P.	TONER - OOST	0100	\$	278.40	072	PROJECT SAFE
000008265	6/5/2019	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	6300	\$	500.00	072	PROJECT SAFE
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	6300	\$	314.75	072	PROJECT SAFE
000008304	6/12/2019	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	368.05	072	PROJECT SAFE
000008305	6/13/2019	TOTAL KIDS ENTERTAINMENT	ENTERTAINMENT AT PROJ. SAFE	0100	\$	70.00	072	PROJECT SAFE
000008305	6/13/2019	TOTAL KIDS ENTERTAINMENT	ENTERTAINMENT AT PROJ. SAFE	6300	\$	630.00	072	PROJECT SAFE
000008307	6/13/2019	SMART & FINAL	SUMMER SNACKS - PROJ. SAFE	6300	\$	500.00	072	PROJECT SAFE
000008308	6/13/2019	SMART & FINAL	SUMMER SUPPLIES - OSTP CAMP	6300	\$	500.00	072	PROJECT SAFE
000008309	6/13/2019	SMART & FINAL	SUMMER SUPPLIES - OSTP	6300	\$	500.00	072	PROJECT SAFE
000008350	6/24/2019	CITI CARDS /	PURCHASES ON CITI BANK CD	6300	\$	1,235.12	072	PROJECT SAFE
000008350	6/24/2019	CITI CARDS /	PURCHASES ON CITI BANK CD	6300	\$	3,352.12	072	PROJECT SAFE
				TOTAL	\$	8,248.44	0	PROJECT SAFE Total
000008271	6/10/2019	BARCODES LLC	LABELS FOR IPADS	0100	\$	2,331.74	073	TECHNOLOGY SERVICES
000008306	6/13/2019	SEHI COMPUTER PRODUCTS INC	SUPPLIES FOR FIREWALL	0100	\$	176.25	073	TECHNOLOGY SERVICES
				TOTAL	\$	2,507.99	0	TECHNOLOGY SERVICES Total
000008317	6/17/2019	KIMBALL MIDWEST	CUSTODIAL SUPPLIES	0100	\$	150.72	074	OPERATIONS/CUSTODIAL
				TOTAL	\$	150.72	0	OPERATIONS/CUSTODIAL Total
000008238	6/3/2019	KIRK PAVING, INC	ASPHALT REPAIRS - SC	0100	\$	6,850.00	075	MAINTENANCE
000008239	6/3/2019	DECKER EQUIPMENT	LOCK SUPPLIES	0100	\$	202.98	075	MAINTENANCE
000008244	6/3/2019	MEACOR SIGNS	SIGNS - SC	0100	\$	26.94	075	MAINTENANCE

000008245	6/3/2019	COUNTY OF SAN DIEGO	HAZMAT WASTE PERMIT FEES	0100	\$	859.00	075	MAINTENANCE
000008262	6/4/2019	ABC SUPPLY CO INC	SUPPLIES FOR ROOFING REPAIRS	0100	\$	276.04	075	MAINTENANCE
000008263	6/4/2019	PACIFIC HVAC SERVICE	HVAC REPAIRS	0100	\$	641.16	075	MAINTENANCE
000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	0100	\$	81.87	075	MAINTENANCE
000008288	6/12/2019	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	0100	\$	216.11	075	MAINTENANCE
000008319	6/17/2019	EMEDCO INC	SIGNS & SIGN SUPPLIES	0100	\$	392.44	075	MAINTENANCE
000008321	6/17/2019	SCHOOL HEALTH CORPORATION	AED BATTERIES	0100	\$	310.88	075	MAINTENANCE
000008344	6/21/2019	HOME DEPOT COMMERCIAL ACCOUNT	VANDALISM REPAIRS - SC	0100	\$	46.84	075	MAINTENANCE
000008346	6/21/2019	AMS	SUPPLIES FOR REPAIRS	0100	\$	432.39	075	MAINTENANCE
000008347	6/21/2019	DFS FLOORING	REPLACE CARPET - PA	0100	\$	3,867.00	075	MAINTENANCE
000008348	6/21/2019	WESTERN ENVIRONMENTAL & SAFETY	SEWAGE SAMPLING - PA	0100	\$	1,225.00	075	MAINTENANCE
000008349	6/21/2019	DUNN EDWARDS CORPORATION	VANDALISM REPAIRS - SC	0100	\$	241.57	075	MAINTENANCE
000008351	6/24/2019	24-HOUR ELEVATOR, INC.	WHEELCHAIR LIFT REPAIRS - CP	0100	\$	280.00	075	MAINTENANCE
000008353	6/24/2019	HOUSE OF AUTOMATION, INC	REPAIRS TO GATE AT M&O YD	0100	\$	2,232.52	075	MAINTENANCE
			TOTAL		\$	18,182.74	0	MAINTENANCE Total
000008246	6/3/2019	SC FUELS	OIL RECYCLING FEES	0100	\$	2,213.51	076	TRANSPORTATION
000008247	6/3/2019	LAWSON PRODUCTS	BUS PAINT	0100	\$	58.12	076	TRANSPORTATION
000008248	6/3/2019	EAST COUNTY TRANSMISSIONS	REPAIRS	0100	\$	507.85	076	TRANSPORTATION
000008249	6/3/2019	O'REILLY AUTO PARTS	PARTS FOR REPAIRS	0100	\$	46.70	076	TRANSPORTATION
000008250	6/3/2019	DION INTERNATIONAL TRUCKS LLC	REPAIRS	0100	\$	532.06	076	TRANSPORTATION
000008251	6/3/2019	ROADONE	TOWING SERVICES	0100	\$	270.00	076	TRANSPORTATION
000008252	6/3/2019	MASON'S SAW & LAWNMOWER SERVICE, INC.	SMALL ENGINE REPAIRS	0100	\$	216.85	076	TRANSPORTATION
000008277	6/10/2019	WAYNE MILLER'S MOBILE TIRE INC	PARTS & REPAIRS FOR VEHICLES	0100	\$	14.93	076	TRANSPORTATION
000008277	6/10/2019	WAYNE MILLER'S MOBILE TIRE INC	PARTS & REPAIRS FOR VEHICLES	0100	\$	2,001.01	076	TRANSPORTATION
000008278	6/10/2019	MASON'S SAW & LAWNMOWER SERVICE, INC.	SMALL EQUIP SUPPLIES - REPAIRS	0100	\$	335.26	076	TRANSPORTATION
000008279	6/10/2019	O'REILLY AUTO PARTS	PARTS FOR REPAIRS	0100	\$	284.42	076	TRANSPORTATION
000008280	6/10/2019	HAWTHORNE MACHINERY CO	REPAIR SERVICES	0100	\$	1,495.44	076	TRANSPORTATION
000008322	6/17/2019	VALLEY TRACTOR & EQUIPMENT	EQUIPMENT RENTAL	0100	\$	52.84	076	TRANSPORTATION
000008325	6/18/2019	KIRKS RADIATOR	REPAIR SERVICES	0100	\$	725.20	076	TRANSPORTATION
000008328	6/19/2019	EXPRESS PERFORMANCE CENTER	SUPPLIES FOR REPAIRS	0100	\$	64.60	076	TRANSPORTATION
000008329	6/19/2019	EAST COUNTY TRANSMISSIONS	REPAIR SERVICES	0100	\$	3,334.88	076	TRANSPORTATION
000008330	6/19/2019	O'REILLY AUTO PARTS	SUPPLIES FOR REPAIRS	0100	\$	314.53	076	TRANSPORTATION
000008331	6/19/2019	CREATIVE BUS SALES INC	SUPPLIES FOR REPAIRS	0100	\$	242.68	076	TRANSPORTATION
000008332	6/19/2019	ROADONE	TOWING SERVICES	0100	\$	405.00	076	TRANSPORTATION
000008333	6/19/2019	PENSKE FORD	PARTS FOR REPAIRS	0100	\$	186.32	076	TRANSPORTATION
000008404	6/27/2019	HORSMAN AUTOMOTIVE	VEHICLE REPAIRS	0100	\$	1,597.35	076	TRANSPORTATION
000008405	6/27/2019	O'REILLY AUTO PARTS	PARTS FOR REPAIRS	0100	\$	952.93	076	TRANSPORTATION
000008406	6/27/2019	EXPRESS PERFORMANCE CENTER	PARTS FOR REPAIRS	0100	\$	19.34	076	TRANSPORTATION
000008407	6/27/2019	WAYNE MILLER'S MOBILE TIRE INC	TIRE DISPOSAL FEES	0100	\$	12.50	076	TRANSPORTATION
000008408	6/27/2019	KIRKS RADIATOR	REPAIR SERVICES	0100	\$	123.60	076	TRANSPORTATION
000008409	6/27/2019	UNITY SCHOOL BUS PARTS	PARTS FOR REPAIRS	0100	\$	302.30	076	TRANSPORTATION
000008410	6/27/2019	INTERSTATE BATTERY OF SAN DIEGO INC	PARTS FOR REPAIRS	0100	\$	923.76	076	TRANSPORTATION
000008411	6/27/2019	THOMAS INDUSTRIAL WATER	BUS WASHER STATION SERVICES	0100	\$	105.00	076	TRANSPORTATION
000008412	6/27/2019	ZONAR SYSTEMS	SUPPLIES FOR BUS	0100	\$	32.78	076	TRANSPORTATION
000008413	6/27/2019	A-Z BUS SALES, INC.	PARTS FOR REPAIRS	0100	\$	53.17	076	TRANSPORTATION
			TOTAL		\$	17,424.93	0	TRANSPORTATION Total
000008257	6/4/2019	SHIFFLER EQUIPMENT SALES INC	REMOVE LOCKERS TO STORAGE	2518	\$	4,620.00	077	FACILITIES MODERNIZATION
000008258	6/4/2019	PORTABLE STORAGE CORP	2 C-TAINERS FOR STORAGE - CFH	2518	\$	6,378.80	077	FACILITIES MODERNIZATION
000008266	6/6/2019	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR ON-SITE REPAIRS	0100	\$	32.66	077	FACILITIES MODERNIZATION

0000008267	6/10/2019	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFFS	2518	\$	255.20	077	FACILITIES MODERNIZATION
0000008274	6/10/2019	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR CO LIVE-ON	0100	\$	889.76	077	FACILITIES MODERNIZATION
0000008276	6/10/2019	SO CAL AIR CONDITIONING SUPPLY CO	SUPPLIES FOR LIVE-ON - CO	0100	\$	156.92	077	FACILITIES MODERNIZATION
0000008356	6/24/2019	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL SERVICES	0100	\$	53.86	077	FACILITIES MODERNIZATION
			TOTAL		\$	12,387.20	0	FACILITIES MODERNIZATION Total
0000008267	6/10/2019	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFFS	0100	\$	460.50	078	WAREHOUSE
			TOTAL		\$	460.50	0	WAREHOUSE Total
0000008316	6/17/2019	KRC ROCK INC	GROUNDS SUPPLIES - CH	0100	\$	63.58	080	MAINTENANCE
0000008318	6/17/2019	HAWTHORNE MACHINERY CO	EQUIPMENT RENTAL	0100	\$	336.76	080	MAINTENANCE
0000008324	6/18/2019	NUTRIEN AG SOLUTIONS INC	PEST CONTROL SUPPLIES	0100	\$	809.64	080	MAINTENANCE
0000008345	6/21/2019	KRC ROCK INC	GROUNDS SUPPLIES - CO	0100	\$	140.08	080	MAINTENANCE
0000008352	6/24/2019	CABLE, PIPE & LEAK DETECTION,	LEAK DETECTION	0100	\$	3,807.50	080	MAINTENANCE
			TOTAL		\$	5,157.56	0	MAINTENANCE Total
0000008281	6/11/2019	OFFICE DEPOT INC	OFFICE SUPPLIES	1300	\$	111.89	090	CENTRAL KITCHEN
			TOTAL		\$	111.89	0	CENTRAL KITCHEN Total
0000008312	6/17/2019	AMAZON.COM	ADAPTERS	0100	\$	1,895.81	091	TECHNOLOGY SERVICES
			TOTAL		\$	1,895.81	0	TECHNOLOGY SERVICES Total
					\$	244,078.07	0	Grand Total

Consent Item D.2.4. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
August 6, 2019

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve checks #226144 through #226145 on the \$20,000 Revolving Cash Account.

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 fiscal impact is \$698.49 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

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

Date	Number	Name	Memo	Amount
07/11/19	22644	California Dept of Tax and Fee Administration	Exempt Bus Operator Diesel	46.93
07/17/19	22645	East County Christian Preschool	Preschool Applebaum Training	650.00

Total Checks Written **\$696.93**

May Bank Fees 0.73
June Bank Fees 0.83

Total to be Reimbursed **\$698.49**

Total to Deduct from Future Reimbursement

BACKGROUND:

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

Approval of the following General Services Agreements is requested:

Vendor Name	Description of Services	Date(s) of Service	Amount	Funding
LIFT Enrichment, Inc.	Healthy Cooking Classes	08/26/19 – 11/12/19	\$4,800.00 (not to exceed)	Out of School Time Program
Cocal AAC Therapy	Independent Educational Evaluations	06/10/19	\$1,500.00 (not to exceed)	Special Education
Camfel Productions	Educational Assemblies	07/11/19 – 6/30/20	\$4,400.00 (not to exceed)	Pupil Services
Jill Weckerly, Ph.D.	Independent Educational Evaluations	07/11/19 – 10/01/19	\$1,500.00 (not to exceed)	Special Education
Marjorie Block	Occupational Therapy Evaluations	07/11/19 – 10/01/19	\$1,500.00 (not to exceed)	Special Education
Teri Crimson	Speech & Language Evaluations	07/24/19 – 06/30/20	\$2,200.00 (not to exceed)	Special Education
Patricia Hodge	External Evaluator (DODEA Grant Requirement)	07/01/19 – 06/30/20	\$5,000.00 (not to exceed)	DODEA Grant
Zoological Society of San Diego	Assembly	05/28/19	\$375.00	Sycamore Canyon
Spencer Wetter, Ph.D.	Independent Educational Evaluations	07/01/19 – 06/30/20	\$3,500.00 (not to exceed)	Special Education
Donica Dohrenwend, Ph.D.	Independent Educational Evaluations	07/30/19 – 6/30/20	\$3,500.00 (not to exceed)	Special Education

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

Consent Item D.2.6. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 August 6, 2019

BACKGROUND:

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

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period June 1, 2019 through June 30, 2019.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There were 173 transactions totaling \$21,098.02 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190605	ABEL,CATHY	CHILD NUTRITION	DOMYOWN.COM	45.51	Fly trap glueboards
20190605	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	3.14	Facial mask
20190605	ABEL,CATHY	CHILD NUTRITION	DOLLAR TREE	17.44	Cleaner
20190617	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT #0673	35.83	Cleaning supplies
				<u>101.92</u>	
20190602	ALBERT,DIANN L	CHEF F. HARRITT	PANDA EXPRESS #739 T	402.99	8th grade dinner dance food
20190607	ALBERT,DIANN L	CHEF F. HARRITT	ACT SANTEERECREATION	177.56	Rental fee for 8th grade dinner dance
				<u>580.55</u>	
20190604	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	117.56	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD 204874	113.70	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANTEE LAKES RECREATIO	381.00	Safety Patrol luncheon
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	375.00	Exec Assistant's registration to attend CSBA Conference
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	2,750.00	CSBA conference expenses for Board and Superintendent
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	550.00	CSBA conference expenses for Board and Superintendent
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	12.92	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	23.68	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	4.99	Board meeting supplies
20190611	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMZN MKTP US AMZN.COM/	(56.59)	Returned merchandise
20190616	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	64.56	PLT name badges
20190618	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	24.75	Board meeting supplies
20190619	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	80.24	Board meeting food
20190620	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	62.89	Board meeting supplies
20190627	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BASKIN #354764 ONLINE	28.99	Board meeting supplies
				<u>4,533.69</u>	
20190614	AVILA,EVONN	BUSINESS SERVICES	VCN*ELCAJON SDCO	64.50	Notary Bond Recording and Oath filing
20190614	AVILA,EVONN	BUSINESS SERVICES	ALBERTSONS 3202	10.98	Meeting supplies
20190617	AVILA,EVONN	BUSINESS SERVICES	OFFICE DEPOT #908	24.77	Office supplies
20190618	AVILA,EVONN	BUSINESS SERVICES	NNA SERVICES LLC	50.26	Notary supplies
20190618	AVILA,EVONN	BUSINESS SERVICES	MICHAELS STORES 3256	81.11	Trophy case supplies
				<u>231.62</u>	
20190604	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	28.02	Glass votives, marble stones, charger plates
20190604	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	55.80	Staff Appreciation dinner plants
20190605	BAKER,HOPE	OST PROGRAMS	SPROUTS FARMERS MARK	19.96	Staff Appreciation cookies
20190606	BAKER,HOPE	OST PROGRAMS	LAKESHORE LEARNING #04	80.64	Paper, scissors, toy animals, border for YALE summer
20190607	BAKER,HOPE	OST PROGRAMS	IKEA SAN DIEGO	47.28	Storage cabinets for classroom for YALE
20190614	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	18.10	Decorations for classroom for YALE
20190617	BAKER,HOPE	OST PROGRAMS	LAKESHORE LEARNING #04	205.94	Wood critters, magnifiers for YALE
20190617	BAKER,HOPE	OST PROGRAMS	WAL-MART #1700	242.27	Area rug, pen holder, hand prints, felt, pen holder
20190618	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	142.96	Liners, runner, area rug, tarp for YALE supplies
20190618	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	32.72	Danimals snacks for YALE
20190618	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	6.47	Battery operated tooth brushes for class activity for YALE
20190621	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	(34.42)	Refund on card for supplies for YALE
20190624	BAKER,HOPE	OST PROGRAMS	SORIANA'S MEXICAN FOOD	17.55	Walking field trip for MS Project SAFE
20190630	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	48.41	Classroom supplies for YALE
				<u>911.70</u>	
20190607	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	24.72	Water and cookies
20190612	BENEDETTO,ANGELO	CAJON PARK	TOLLS WEST - PARKIN	25.00	Parking (admin chaperone) at Disneyland for 8th grade trip
20190613	BENEDETTO,ANGELO	CAJON PARK	AMAZON.COM*M675B8V12 A	130.48	Materials for professional development
				<u>180.18</u>	
20190602	BONSER,KRISTEN	PRIDE ACADEMY	99 CENTS ONLY STORES #	34.92	Food for Staff Appreciation
20190602	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	18.52	Food for Staff Appreciation
20190603	BONSER,KRISTEN	PRIDE ACADEMY	VONS #1897	17.97	Food for Staff Appreciation
				<u>71.41</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190604	BRASHER,PAMELA	OST PROGRAMS	SOULPLANTATION 3 Q02	300.32	Souplantation for Staff Appreciation dinner
20190611	BRASHER,PAMELA	OST PROGRAMS	LITTLE CAESARS 3154-00	113.14	Pizza party for Carlton Hills OSTP
20190617	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #5996	78.93	Folders, yarn, skurs, clothes pins, bubbles
20190617	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 360	66.58	Brown bags
20190617	BRASHER,PAMELA	OST PROGRAMS	99 CENTS ONLY STORES #	12.93	Rubber bands, combs fpr summer camp
20190617	BRASHER,PAMELA	OST PROGRAMS	99 CENTS ONLY STORES #	104.42	Plastic balls, combs, backpacks for summer OSTP
20190619	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 360	102.82	Sall, red vines, seeds for projects and rewards for summer camp
20190624	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3851	86.67	Craft sticks, skill sticks for summer camp
20190625	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	235.92	Summer camp supplies, cards, games puzzles, cookie cutters
20190625	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	371.64	Walking ropes with rings for Kinder Camp
20190625	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	306.12	Summer camp sunscreen, craft sticks, thimble
20190626	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #5140	400.76	Sunscreen for Summer Camp
20190626	BRASHER,PAMELA	OST PROGRAMS	GROSSMONT CINEMA	345.00	Snack for movies for Summer Camp field trip
20190627	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 398	48.93	Apple slices for summer camp project
20190628	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 360	20.97	Summer Camp apples for project
				<u>2,595.15</u>	
20190628	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	VENNGAGE.COM	19.00	Monthly infographic design service
				<u>19.00</u>	
20190605	BROWN,TIFFANI	PEPPER DRIVE	MICHAELS STORES 3256	6.47	Promotion Ceremony materials
20190606	BROWN,TIFFANI	PEPPER DRIVE	TARGET 00003046	31.77	Materials for end of year staff meeting
				<u>38.24</u>	
20190612	D'AGOSTINO,KRISTA	HUMAN RESOURCES	ASS CAL SCH ADMIN	529.00	2019 ACSA Personnel Institute registration
				<u>529.00</u>	
20190610	DOBBINS,TIMOTHY	CAJON PARK	7708 DOMINOS PIZZA	18.83	Student engagement/behavior rewards
20190611	DOBBINS,TIMOTHY	CAJON PARK	DOMINO'S 7708	154.81	Student attendance rewards
20190618	DOBBINS,TIMOTHY	CAJON PARK	THE UPS STORE #4287	10.17	Mailing services
				<u>183.81</u>	
20190603	FORSTER,CHASITY	HILL CREEK	SMART AND FINAL 929	59.97	8th grade luncheon candy bars
20190603	FORSTER,CHASITY	HILL CREEK	DOLLAR TREE	12.93	8th grade luncheon decorations
20190603	FORSTER,CHASITY	HILL CREEK	PARTY CITY 441	17.22	8th grade luncheon decorations
20190604	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*M68MM1T21	7.64	Starfish decorations
20190610	FORSTER,CHASITY	HILL CREEK	DOLLAR TREE	5.39	Decorations/supplies for 8th grade luncheon
20190610	FORSTER,CHASITY	HILL CREEK	MICHAELS STORES 3256	64.55	Film for 8th grade luncheon
20190611	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*M60P071N2	54.93	Certificate holders
20190611	FORSTER,CHASITY	HILL CREEK	INSTACART	105.76	Food for 8th grade luncheon
20190611	FORSTER,CHASITY	HILL CREEK	WAL-MART #1917	6.47	Ice for 8th grade luncheon
20190613	FORSTER,CHASITY	HILL CREEK	THE HOME DEPOT #0673	15.06	Batteries for microphone
20190613	FORSTER,CHASITY	HILL CREEK	GIANT PIZZA KING #10	237.03	8th grade luncheon
				<u>586.95</u>	
20190602	HICKS,TYLENE	CHET F. HARRITT	AWARDS BY NAVAJO ENGRA	252.38	Trophies for Promotion
20190603	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*M61MU8JX1	5.38	Sheet protects for Art Coordinator
20190603	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM*M67O13381	50.90	CD Organizer
20190604	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*M69CJ8JT1	7.59	Metal ring hooks for custodial keys
20190604	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	113.14	Supplies for "Lunch with the Principal".
20190605	HICKS,TYLENE	CHET F. HARRITT	LITTLE CAESARS 1872-00	80.81	Food for "Lunch with the Principal"
20190610	HICKS,TYLENE	CHET F. HARRITT	LOWES #01661*	23.17	Supplies needed to level the shipping containers
20190614	HICKS,TYLENE	CHET F. HARRITT	LOWES #01661*	56.01	Bolt Cutter
20190616	HICKS,TYLENE	CHET F. HARRITT	LOWES #01661*	29.43	Supplies for the chicken coup
20190617	HICKS,TYLENE	CHET F. HARRITT	ALS SPORT SHOP	10.00	Deposit for new name plaques for our new office employees
20190617	HICKS,TYLENE	CHET F. HARRITT	MICHAELS STORES 3256	59.20	Variety of storage containers
20190617	HICKS,TYLENE	CHET F. HARRITT	OFFICE DEPOT #908	288.72	4 drawer cabinet for the office
				<u>976.73</u>	
20190607	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*M683S3JW2	134.95	8th Grade Promotion awards
				<u>134.95</u>	
20190612	JOHNSTON,ANDREW	CARLTON OAKS	ILP*INSECT LORE	(61.56)	Science Materials (credit)
				<u>(61.56)</u>	

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20190605	ABEL,CATHY	CHILD NUTRITION	DOMYOWN.COM	45.51	Fly trap glueboards
20190605	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	3.14	Facial mask
20190605	ABEL,CATHY	CHILD NUTRITION	DOLLAR TREE	17.44	Cleaner
20190617	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT #0673	35.83	Cleaning supplies
				<u>101.92</u>	
20190602	ALBERT,DIANN L	CHEF F. HARRITT	PANDA EXPRESS #739 T	402.99	8th grade dinner dance food
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				<u>580.55</u>	
20190604	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	117.56	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD 204874	113.70	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANTEE LAKES RECREATIO	381.00	Safety Patrol luncheon
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	375.00	Exec Assistant's registration to attend CSBA Conference
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	2,750.00	CSBA conference expenses for Board and Superintendent
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CSBA	550.00	CSBA conference expenses for Board and Superintendent
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	12.92	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	23.68	Board meeting supplies
20190605	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	4.99	Board meeting supplies
20190611	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMZN MKTP US AMZN.COM/	(56.59)	Returned merchandise
20190616	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	64.56	PLT name badges
20190618	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	24.75	Board meeting supplies
20190619	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	80.24	Board meeting food
20190620	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	62.89	Board meeting supplies
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				<u>231.62</u>	
20190604	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	28.02	Glass votives, marble stones, charger plates
20190604	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	55.80	Staff Appreciation dinner plants
20190605	BAKER,HOPE	OST PROGRAMS	SPROUTS FARMERS MARK	19.96	Staff Appreciation cookies
20190606	BAKER,HOPE	OST PROGRAMS	LAKESHORE LEARNING #04	80.64	Paper, scissors, toy animals, border for YALE summer
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20190617	BAKER,HOPE	OST PROGRAMS	WAL-MART #1700	242.27	Area rug, pen holder, hand prints, felt, pen holder
20190618	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	142.96	Liners, runner, area rug, tarp for YALE supplies
20190618	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	32.72	Danimals snacks for YALE
20190618	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	6.47	Battery operated tooth brushes for class activity for YALE
20190621	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	(34.42)	Refund on card for supplies for YALE
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20190607	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	24.72	Water and cookies
20190612	BENEDETTO,ANGELO	CAJON PARK	TOLLS WEST - PARKIN	25.00	Parking (admin chaperone) at Disneyland for 8th grade trip
20190613	BENEDETTO,ANGELO	CAJON PARK	AMAZON.COM*M675B8V12 A	130.48	Materials for professional development
				<u>180.18</u>	
20190602	BONSER,KRISTEN	PRIDE ACADEMY	99 CENTS ONLY STORES #	34.92	Food for Staff Appreciation
20190602	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	18.52	Food for Staff Appreciation
20190603	BONSER,KRISTEN	PRIDE ACADEMY	VONS #1897	17.97	Food for Staff Appreciation
				<u>71.41</u>	

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20190617	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #5996	78.93	Folders, yarn, skurs, clothes pins, bubbles
20190617	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 360	66.58	Brown bags
20190617	BRASHER,PAMELA	OST PROGRAMS	99 CENTS ONLY STORES #	12.93	Rubber bands, combs fpr summer camp
20190617	BRASHER,PAMELA	OST PROGRAMS	99 CENTS ONLY STORES #	104.42	Plastic balls, combs, backpacks for summer OSTP
20190619	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 360	102.82	Sall, red vines, seeds for projects and rewards for summer camp
20190624	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3851	86.67	Craft sticks, skill sticks for summer camp
20190625	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	235.92	Summer camp supplies, cards, games puzzles, cookie cutters
20190625	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	371.64	Walking ropes with rings for Kinder Camp
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20190627	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 398	48.93	Apple slices for summer camp project
20190628	BRASHER,PAMELA	OST PROGRAMS	SMART AND FINAL 360	20.97	Summer Camp apples for project
				<u>2,595.15</u>	
20190628	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	VENNGAGE.COM	19.00	Monthly infographic design service
				<u>19.00</u>	
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20190606	BROWN,TIFFANI	PEPPER DRIVE	TARGET 00003046	31.77	Materials for end of year staff meeting
				<u>38.24</u>	
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				<u>529.00</u>	
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20190611	DOBBINS,TIMOTHY	CAJON PARK	DOMINO'S 7708	154.81	Student attendance rewards
20190618	DOBBINS,TIMOTHY	CAJON PARK	THE UPS STORE #4287	10.17	Mailing services
				<u>183.81</u>	
20190603	FORSTER,CHASITY	HILL CREEK	SMART AND FINAL 929	59.97	8th grade luncheon candy bars
20190603	FORSTER,CHASITY	HILL CREEK	DOLLAR TREE	12.93	8th grade luncheon decorations
20190603	FORSTER,CHASITY	HILL CREEK	PARTY CITY 441	17.22	8th grade luncheon decorations
20190604	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*M68MM1T21	7.64	Starfish decorations
20190610	FORSTER,CHASITY	HILL CREEK	DOLLAR TREE	5.39	Decorations/supplies for 8th grade luncheon
20190610	FORSTER,CHASITY	HILL CREEK	MICHAELS STORES 3256	64.55	Film for 8th grade luncheon
20190611	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*M60P071N2	54.93	Certificate holders
20190611	FORSTER,CHASITY	HILL CREEK	INSTACART	105.76	Food for 8th grade luncheon
20190611	FORSTER,CHASITY	HILL CREEK	WAL-MART #1917	6.47	Ice for 8th grade luncheon
20190613	FORSTER,CHASITY	HILL CREEK	THE HOME DEPOT #0673	15.06	Batteries for microphone
20190613	FORSTER,CHASITY	HILL CREEK	GIANT PIZZA KING #10	237.03	8th grade luncheon
				<u>586.95</u>	
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20190603	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*M61MU8JX1	5.38	Sheet protects for Art Coordinator
20190603	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM*M67OI3381	50.90	CD Organizer
20190604	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*M69CJ8JT1	7.59	Metal ring hooks for custodial keys
20190604	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	113.14	Supplies for "Lunch with the Principal".
20190605	HICKS,TYLENE	CHET F. HARRITT	LITTLE CAESARS 1872-00	80.81	Food for "Lunch with the Principal"
20190610	HICKS,TYLENE	CHET F. HARRITT	LOWES #01661*	23.17	Supplies needed to level the shipping containers
20190614	HICKS,TYLENE	CHET F. HARRITT	LOWES #01661*	56.01	Bolt Cutter
20190616	HICKS,TYLENE	CHET F. HARRITT	LOWES #01661*	29.43	Supplies for the chicken coup
20190617	HICKS,TYLENE	CHET F. HARRITT	ALS SPORT SHOP	10.00	Deposit for new name plaques for our new office employees
20190617	HICKS,TYLENE	CHET F. HARRITT	MICHAELS STORES 3256	59.20	Variety of storage containers
20190617	HICKS,TYLENE	CHET F. HARRITT	OFFICE DEPOT #908	288.72	4 drawer cabinet for the office
				<u>976.73</u>	
20190607	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*M683S3JW2	134.95	8th Grade Promotion awards
				<u>134.95</u>	
20190612	JOHNSTON,ANDREW	CARLTON OAKS	ILP*INSECT LORE	(61.56)	Science Materials (credit)
				<u>(61.56)</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190607	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*M62J034Q0	11.84	USB Memory Drive for Preschool Assessment Files
20190612	LOCKE,SUMMER	SYCAMORE CANYON	BSN SPORTS LLC	44.22	PE/Recess equipment (second half of order billed on 5/19/19)
20190612	LOCKE,SUMMER	SYCAMORE CANYON	WAL-MART #1917	8.04	Attendance incentives (popsicles)
20190613	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*M608800U0	17.72	Chicken materials (Shavings for coop)
20190614	LOCKE,SUMMER	SYCAMORE CANYON	TIM*TIME FOR KIDS MAG	118.80	Time Magazine for students
20190618	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*M67FG86U2 A	26.93	Clipcase clipboard
20190619	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*M66M35DA2	47.26	Chicken coop supplies
20190619	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*M643Z9B00	67.95	Chick heating plate kit
20190619	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*M60AF6B50	259.90	Incubators and supplies for kinder science - DROPS
20190626	LOCKE,SUMMER	SYCAMORE CANYON	APL* ITUNES.COM/BILL	52.00	Fraudulent use of card - to be reversed
				654.66	
20190606	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	MW *PSUG EVENTS LLC	599.00	Powerschool university training
20190607	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	15.25	VGA cable M/M 25', slim
20190607	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	16.29	SS wallplate VGA, AV, 3.5mm
20190607	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SMART AND FINAL 929	108.39	Hefty OneZip 2.5 gallon bags
20190613	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*M63I34HY1	151.92	USBC to ethernet adapters
20190616	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	OFFICE DEPOT #908	36.62	Labels
20190619	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE	24.99	Security system
				952.46	
20190610	MARTIN,SUZANNE	HILL CREEK	STAPLES 00113076	8.93	Blue dots for level system in reading room
20190611	MARTIN,SUZANNE	HILL CREEK	ALBERTSONS 2783	55.95	Student reward incentives for essay competition
20190613	MARTIN,SUZANNE	HILL CREEK	DOMINO'S 7708	45.64	Student incentive for 7th grade promotion ambassadors
20190613	MARTIN,SUZANNE	HILL CREEK	GUITAR CENTER #112	17.34	Microphone holder for mic stand
20190613	MARTIN,SUZANNE	HILL CREEK	AWARDS BY NAVAJO ENGRA	51.53	Awards for promotion, Original Bulldog
				179.39	
20190607	MCGINTY,MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #908	22.83	Office supplies-pens tape
20190617	MCGINTY,MIRIAM	SPECIAL EDUCATION	LEARNING ALLY	135.00	App for student iPad
				157.83	
20190604	MCKINNON,KATHY	EDUCATIONAL SERVICES	INT*IN *EC NAMEPLATE	250.52	ERC Admin - supplies - medals/ribbons
				250.52	
20190609	MINUTELLI,DAWN	EDUCATIONAL SERVICES	ALBERTSONS 3202	18.72	Title III - supplies/food - GLAD training
20190610	MINUTELLI,DAWN	EDUCATIONAL SERVICES	VONS #1897	35.90	Title III - supplies/food - GLAD training
20190610	MINUTELLI,DAWN	EDUCATIONAL SERVICES	VONS #1897	10.37	Title III - supplies/food - GLAD training
20190611	MINUTELLI,DAWN	EDUCATIONAL SERVICES	DONUTOPOLIS	23.68	Title III - supplies/food - GLAD training
20190612	MINUTELLI,DAWN	EDUCATIONAL SERVICES	STARBUCKS STORE 05912	35.90	Title III - supplies/food - GLAD training
20190626	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AYRES HOTEL SEAL BEACH	150.34	Lodging - OpenSci Ed - Ducharme
20190626	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AYRES HOTEL SEAL BEACH	150.34	Lodging - OpenSci Ed - Jennings
				425.25	
20190606	PEZONE,MELYNDA	CARLTON OAKS	7708 DOMINOS PIZZA	89.42	Student incentive for Talent Show
				89.42	
20190616	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	SKILLPATH / NATIONAL	1,512.00	Prof. Dev. - Travel/School Secretaries
				1,512.00	
20190609	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*M66L5AB2	40.19	Three-piece portable speaker set for ERC A/V cart
20190610	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	WALMART.COM	252.75	Computer monitor for educational services
20190618	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	ALS SPORT SHOP	98.27	Printed badges for cybersecurity program
20190618	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	ALS SPORT SHOP	552.76	Printed badges to support ERC programs
20190619	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*M63YZ06M2 A	35.56	"Ambitious Science Teaching" book
				979.53	
20190626	RIFFEL,MEREDITH	PUPIL SERVICES	VONS #1897	72.00	Bus passes for homeless
20190626	RIFFEL,MEREDITH	PUPIL SERVICES	VONS #1897	40.00	Bus passes for homeless
				112.00	
20190610	SAUNDERS,LEAH	CARLTON HILLS	SMART AND FINAL 581	32.97	End of the year safety patrol incentives
20190610	SAUNDERS,LEAH	CARLTON HILLS	99 CENTS ONLY STORES #	17.24	Supplies Jr. High end of year activities
20190612	SAUNDERS,LEAH	CARLTON HILLS	SMART AND FINAL 581	53.94	End of the year Jr. High Activity supplies
20190618	SAUNDERS,LEAH	CARLTON HILLS	USPS PO 0570200071	20.80	Postage to return Disneyland and Aquatica tickets for refund
20190618	SAUNDERS,LEAH	CARLTON HILLS	TARGET 00009977	30.88	Summer School office supplies
20190627	SAUNDERS,LEAH	CARLTON HILLS	SMART AND FINAL 581	49.93	Student Attendance Incentives
20190630	SAUNDERS,LEAH	CARLTON HILLS	OFFICE DEPOT #908	96.94	Summer School instructional supplies
				302.70	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20190602	SHEEN,KRISTINA D	OST PROGRAMS	0187 ROUND TABLE PIZZA	63.43	Site reward party for Hill Creek fundraiser
20190605	SHEEN,KRISTINA D	OST PROGRAMS	FOX'S PIZZA DEN - SANT	38.05	Pizza for Carlton Oaks OSTP fundraiser
20190605	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	756.33	Supplies for summer, beach toys, baseball bats, yarn, yarn needles, puzzles
20190616	SHEEN,KRISTINA D	OST PROGRAMS	DOLLAR TREE	31.25	Dry erase markers, timers, globes for summer camp 2019
20190617	SHEEN,KRISTINA D	OST PROGRAMS	99 CENTS ONLY STORES #	36.72	Umbrellas, wood pins, floss, batteries, blocks for summer projects for OSTP
20190617	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #2253	488.07	Scissors, key rings, table covers for summer supplies of OSTP
20190617	SHEEN,KRISTINA D	OST PROGRAMS	OFFICE DEPOT #908	64.98	Binders and stickers for summer supplies
20190620	SHEEN,KRISTINA D	OST PROGRAMS	PADRES BALLPARK PARKIN	26.00	Parking for Kristi Sheen Padre game field trip
20190623	SHEEN,KRISTINA D	OST PROGRAMS	EL RANCHO	21.58	Summer Camp middle school walking field trip to El Rancho
20190624	SHEEN,KRISTINA D	OST PROGRAMS	WM SUPERCENTER #2253	158.59	Summer Camp supplies
20190624	SHEEN,KRISTINA D	OST PROGRAMS	DOLLAR TREE	40.95	Craft supplies for Summer Camp
20190624	SHEEN,KRISTINA D	OST PROGRAMS	TST* SOMBRERO MEXICAN	4.63	Middle school Summer Camp walking field trip
20190624	SHEEN,KRISTINA D	OST PROGRAMS	TST* SOMBRERO MEXICAN	30.03	Middle school Summer Camp walking field trip
20190626	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #5140	20.42	Middle school party cutlery
20190626	SHEEN,KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	27.71	Summer Camp - oil for making soap
20190628	SHEEN,KRISTINA D	OST PROGRAMS	GROSSMONT CINEMA	18.00	Movie combos for field trip
20190628	SHEEN,KRISTINA D	OST PROGRAMS	GROSSMONT CINEMA	297.00	Movie combos for field trip
20190628	SHEEN,KRISTINA D	OST PROGRAMS	CHUCK E CHEESE 441	1,024.81	Lunch field trip to Chuck E Cheese
20190628	SHEEN,KRISTINA D	OST PROGRAMS	CHUCK E CHEESE 441	90.10	Lunch field trip to Chuck E Cheese
20190630	SHEEN,KRISTINA D	OST PROGRAMS	GROSSMONT CINEMA	159.00	Movie combos for field trip
20190630	SHEEN,KRISTINA D	OST PROGRAMS	GROSSMONT CINEMA	441.00	Movie field trip for Summer Camp
				<u>3,838.65</u>	
20190604	SIMKO,JOHANNA	PRIDE ACADEMY	AMAZON.COM*M65610AN1	132.52	Problem solving - college preparedness
20190605	SIMKO,JOHANNA	PRIDE ACADEMY	SMART AND FINAL 931	8.94	Student incentives
20190605	SIMKO,JOHANNA	PRIDE ACADEMY	AMZN MKTP US*M600A5CLO	10.20	Student incentives
20190616	SIMKO,JOHANNA	PRIDE ACADEMY	SANDWICH BAGS	66.27	Interview panel lunch
20190627	SIMKO,JOHANNA	PRIDE ACADEMY	AMZN MKTP US	(240.00)	Return of heat seeking camera
				<u>(22.07)</u>	
20190605	SIMPSON,DEBRA	RIO SECO	TEACHERSPAYTEACHERS.CO	14.00	Materials for notebooks for classroom assistant training
				<u>14.00</u>	
20190603	SOUTHCOTT,STEPHANIE	CARLTON HILLS	VONS #2784	5.49	Student incentives for ROAR awards
				<u>5.49</u>	
20190610	STARKEY,MARK	INFORMATION TECHNOLOGY	THE HOME DEPOT 673	(353.42)	4 in 1 hand truck
20190619	STARKEY,MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*M64VA1UA1	175.79	Fortinet transceiver module
20190621	STARKEY,MARK	INFORMATION TECHNOLOGY	THE UPS STORE #4287	146.78	Ipad shipping
20190621	STARKEY,MARK	INFORMATION TECHNOLOGY	WAL-MART #1917	63.70	USB flash drives
				<u>32.85</u>	
				<u>21,098.02</u>	

Consent Item D.2.7.
 Prepared by Karl Christensen
 August 6, 2019

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

BACKGROUND:

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

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

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Carlton Hills School	5	199	\$0.58	\$577.10
Pepper Drive School	7	199	\$0.58	\$807.94
Rio Seco School	7.4	19	\$0.58	\$81.55
Total:				\$1,466.59

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$1,466.59 is paid in lieu of District provided transportation.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

BACKGROUND:

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

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

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

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

The items to declare surplus are described below:

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Site</u>	<u>Storage Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
1	Each	ABDick 9810 XC Print Press	Tech	Warehouse	Functioning	\$100.00
1	Each	Plate Washing Sink	Tech	Warehouse	Functioning	\$0
1	Each	AmerGraph Plate Developer	Tech	Warehouse	Functioning	\$0
1	Each	Plate Developing Light Table	Tech	Warehouse	Functioning	\$0
1	Each	Konica Copier	Transportation	Transportation Office	Broken	\$0

10	Each	Student Chairs	PRIDE	PRIDE Academy	Broken	\$0
1	Each	Table	PRIDE	PRIDE Academy	Broken	\$0
2	Each	Bookshelf	PRIDE	PRIDE Academy	Broken	\$0

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

Type	Method	Option? (X)
Obsolete Instructional Materials	Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy	
	Sell to any organization that agrees to use the materials for educational purposes	
	Mutilate so as not to be salable and sold for scrap	
	Destroy beyond any economical means	
Other Personal Property	Value insufficient to defray costs of arranging a sale: Donate to charitable organization deemed appropriate by the Board	
	Value insufficient to defray costs of arranging a sale: Discard/Scrap	X
	Value \$2,500 or less: Sell without advertising	X
	Advertise for Bids (including on-line services)	
	Conduct Public Auction (including on-line services)	
	Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law with sale price to equal cost of property plus estimated cost of purchasing, storing, and handling	
	Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district with price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools	

RECOMMENDATION:

It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$100.00 and authorize the sale or disposal of them in accordance with the recommended terms.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

Income estimated at \$100.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.

Consent Item D.2.9.
 Prepared by Karl Christensen
 August 6, 2019

Acceptance of Donations, Grants, and Bequests

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
DONATIONS			
Funds to Support the Employee Welcome Back Event	\$500.00	Mission Federal Credit Union	Districtwide
GRANTS			
(None)			
BEQUESTS			
(None)			
TOTAL RECEIVED	\$500.00		

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The donations, grants, and/or bequests listed above are valued at \$500.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

Consent Item D.3.1.

Approval of 2019-20 Contract with San Diego County Superintendent of Schools (SDCSS) for Professional Coaching Services

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND:

Developing the best educational leaders possible is critical in creating high quality of learning environments in schools. Leadership development is a prerequisite for healthy school operations and substantive student achievement. Leadership coaching is a powerful and cost-effective means for developing school leaders, in conjunction with other leadership development strategies and by itself. By engaging in personalized coaching services, a school leader invests in the most important lever for school improvement available: oneself.

The San Diego County Office of Education has a positive reputation for providing personalized coaching services for school leaders. In conjunction with District administration, the San Diego County Superintendent of Schools (SDCSS) will provide support in building capacity and expertise of site principals through professional coaching services in the following key areas: (1) analysis of instruction, (2) informal classroom feedback to promote instructional improvement, (3) strengthening stakeholder communication, and (4) site professional learning support.

SDCSS Services shall include:

- i. Quarterly planning and coordination meetings with Assistant Superintendent
- ii. Each principal (9 sites) shall receive 12 hours of embedded individual coaching from a SDCSS Executive Leadership Coach
- iii. One SDCSS Executive Leadership Coach will facilitate a District Principal Triad teams using group coaching activities and each Principal Triad team receives 3 sessions of up to 3 hours.

The term of this agreement shall be for the 2019-20 school year, ending June 30, 2020.

RECOMMENDATION:

It is recommended that the Board of Education approve the contract with San Diego County Superintendent of Schools for professional coaching services.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The total cost for the coaching services shall be \$20,250 from the professional development budget.

STUDENT ACHIEVEMENT:

Creating a coherent system of high quality teaching and learning leads to improving student outcomes as evidenced through research.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

**SERVICE AGREEMENT BETWEEN
SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS
AND
SANTEE SCHOOL DISTRICT**

This Agreement is made and entered into by the Santee School District, hereinafter referred to as **DISTRICT**, and San Diego County Superintendent of Schools, hereinafter referred to as **SDCSS**.

I. PURPOSE & SCOPE

The purpose of the proposed partnership is to support DISTRICT in creating a coherent system of highly quality teaching and learning that results in every student succeeding through development in the following key areas: (1) Strengthen instructional leadership practices including observation and analysis of teaching and learning; (2) Continue to create a shared vision of high quality teaching and learning using an instructional framework; (3) Strengthen site leaders feedback to teachers regarding instructional practice that supports student learning.

II. MEASURES OF SUCCESS (District Picture)

- Ongoing structure and opportunity for site administrator professional learning and development.
- Site principals are organized in cohorts for targeted small group learning and support.
- District has embraced the 5 Dimensions of Teaching and Learning as their instructional framework.
- Beginning to build Impact Teams to determine how to best meet the needs of all students.

III. SDCSS and DISTRICT RESPONSIBILITIES UNDER THIS MOU

SDCSS and DISTRICT agrees to undertake the following activities:

Support	Targeted Purpose	Outcome	Scope	Deliverable
Job-embedded coaching for site principals	Build capacity and expertise of site principals through coaching in the following key areas: <ul style="list-style-type: none"> • Develop expertise with observation skills and analysis of teaching and learning • Strengthen skills for communicating feedback to teachers in support of instructional improvement • Leverage leadership voice to strengthen communication with all stakeholders and create clarity of focus and direction 	Principals will self-identify a coaching goal that supports their growth as a Lead Learner. Principals will provide targeted feedback to teachers aligned to professional learning in order to move teacher practice forward. Principals will engage in evidence-based conversations with coach that support actionable next steps aligned to goals.	Each site administrator will receive individual coaching	Individual coaching for 9 site principals, six (6) times during the year, 2-hour sessions

Support	Targeted Purpose	Outcome	Scope	Deliverable
Cohort Coaching for Principal Triads	Build capacity and coherence through calibrating shared vision of high quality teaching and learning. Targeted professional development focused on the needs of the triad related to high leverage practices.	Principals will host, organize and coordinate, one triad visit aligned with site professional learning, annual goals, and or instructional focus. Improve site leaders' skills with observation, analysis and feedback to teachers focused on improving student learning.	Each Principal Triad will participate in three (3) facilitated walk throughs.	Three administrator cohort classroom walk through sessions
Consultation with Asst. Superintendent	Plan coaching focus and coordination of supports.	Create coherence across leadership learning and application to improve teacher practice and student learning.	SDCOE lead will meet with Asst. Superintendent quarterly to review and plan.	

IV. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. Agreement Terms and Conditions

- A. The Term of Agreement shall be for the 2019-2020 school year, beginning August 1, 2019 ending June 30, 2020.
- B. DISTRICT agrees to pay SDCSS in **quarterly** payments due:
 - 1. September 30, 2019 in the amount of \$5,250
 - 2. December 31, 2019 in the amount of \$5,000
 - 3. March 30, 2020 in the amount of \$5,000
 - 4. June 30, 2020 in the amount of \$5,000
- C. The quarterly amount due for services provided to DISTRICT under the terms of this agreement, within 30 days of receipt of quarterly invoice. The total cost of agreement shall be **\$20, 250**

2 Cancellation of Agreement

- A. This Agreement may be cancelled prior to June 30, 2020, upon mutual written agreement between DISTRICT and SDCSS. In the event of cancellation of this Agreement, payment of fees for services provided will be immediately due and payable to SDCSS.
- B. This is a joint venture. The parties understand that each of the parties and its employees, agents, officers, and associates are an independent contractor and not an employee, agent, officer, or associate of the other party. Funds will be used for administrative costs. Neither party will provide fringe benefits, including health insurance, holidays, paid vacation, workers compensation or any other employee

benefit, for the benefit of the other party or its employees, agents, officers, and associates.

- C. Each party hereby agrees to indemnify, defend and hold the other party, including its officers, agents and employees, harmless from any claim, demand, loss, claim, or damage (including attorney fees) to the indemnified party, or to other persons or property arising out of this Agreement, or the services to be performed hereunder, to the extent that the claim, demand, loss, claim or damage is caused by the indemnifying party's breach of any obligation contained in this Agreement or the intentional or negligent act of the indemnifying party or its officers, agents, and/or employees. This indemnity shall survive termination of this Agreement.

TOBACCO-FREE FACILITY

SDCSS is a tobacco-free facility. Tobacco use (smoked or smokeless) is prohibited at all times on all areas of SDCSS property.

GOVERNING LAW/VENUE SAN DIEGO

In the event of litigation, the Agreement and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate State or Federal court located in San Diego County.

FINAL APPROVAL

This Agreement is of no force or effect until approved by signature by the San Diego County Superintendent of Schools or his designee, the Assistant Superintendent of Business Services.

ENTIRE AGREEMENT

This Agreement represents the entire Agreement and understandings of the parties hereto and no prior writings, conversations or representations of any nature shall be deemed to vary the provisions hereof. This Agreement may not be amended in any way except by a writing duly executed by both parties hereto.

[SIGNATURE PAGE FOLLOWS]

**SDCSS AND SANTEE SCHOOL DISTRICT
CONTACT INFORMATION**

Erin Richison, Ed. D.
Senior Director
Learning and Leadership Services
San Diego County Office of Education
6401 Linda Vista Road, 321N
San Diego, CA 92111-7399
858-569-5446
erin.richison@sdcoe.net

Stephanie Pierce, Ed. D.
Assistant Superintendent
Educational Services
Santee School District
9625 Cuyamaca Street
Santee, CA 92071
619-258-2351
stephanie.pierce@santee.net

I. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of **SDCSS and DISTRICT** authorized officials. It shall be in force from August 1, 2019 to June 30, 2020. **SDCSS and DISTRICT** indicates agreement to this MOU by their signatures.

IN WITNESS WHERE OF, the parties hereto have executed this Agreement.

**San Diego County Superintendent
of Schools**

Santee School District

Signature

Signature

Michael Simonson, Assistant Superintendent
Name /Title

Stephanie Pierce, Ed.D. Assistant Superintendent
Name /Title

Business Services
Department

Educational Services
Department

Date

Date

Consent Item D.3.2.

Approval of Nonpublic Agency Master Contract
with ABA Education Foundation for Behavioral
Support

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND:

At times, students with disabilities require behavioral support to demonstrate educational progress at school. ABA Education Foundation provides behavioral support to students with developmental disabilities, autism, other pervasive developmental disorders, and behavior challenges based on the principles of Applied Behavior Analysis (ABA). We have contracted with this agency for behavioral support services in past years.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with ABA Education Foundation for behavioral support for the term of July 1, 2019 through June 30, 2020. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated cost for behavioral support through ABA Education Foundation for the 2019-20 school year should not exceed \$25,000. The hourly rate is \$75 per hour.

STUDENT ACHIEVEMENT:

Some students require behavioral support to increase student learning and appropriate interpersonal relationships.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.3.3.

Approval of Nonpublic School Master Contract with San Diego Center for Nonpublic School Services

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. Three students with disabilities require enrollment at the San Diego Center for Children for the 2019-20 school year to address their unique needs.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic School Master Contract, Appendix A, Individual Service Agreements (3) and Appendix C Residential Care Contract (1) with San Diego Center for Children School for three students for the term of July 1, 2019 through June 30, 2020.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The terms of the Master Contract is as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day/Mo.	Total Cost
San Diego Center for Children	3 students	7/1/19 - 6/30/20 including ESY instruction (210 days)	\$220.44	\$138,877.72
Room/Board/Mental Health Services	1 student	7/1/19 – 6/30/20	\$14,920.00	\$179,040.00
			TOTAL	\$317,917.72

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

Consent Item D.3.4.

Approval of Student Teaching Agreement with San Diego State University for Placement of Student Teachers

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND:

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers. Santee School District has received a Student Teaching Agreement with San Diego State University for this purpose. The terms of the agreement shall commence on July 1, 2019 and continue through June 30, 2024.

RECOMMENDATION:

Administration recommends that the proposed Student Teaching Agreement with San Diego State University for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

San Diego State University shall pay the District for field laboratory classroom placement of student teachers at the rate of \$16.67 per quarter unit, and \$25.00 per semester unit for each full-time student teacher. This money is designated to the Master Teacher.

STUDENT ACHIEVEMENT IMPACT:

This agreement supports student learning by placing a student teacher in the classroom for directed teaching and provides students with an additional instructional resource.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.4.

STUDENT TEACHING AGREEMENT

This Agreement entered into by and between the Trustees of the California State University on behalf of San Diego State University, referred to as "University", noted below, and the School District, noted below, hereinafter called the "District";

WITNESSETH

WHEREAS, The District is authorized to enter into agreements with the University, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the University; and

WHEREAS, any such agreement may provide for the payment for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District; and

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the District to the supervising teacher as compensation for and recognition of services performed for the student teacher in the supervisory teacher's charge;

SPECIAL PROVISIONS

NOW, THEREFORE, it is mutually agreed between the University and the District as follows:
The University and the District are as follows:

SAN DIEGO STATE UNIVERSITY;

SANTEE SCHOOL DISTRICT of SAN DIEGO COUNTY.

THE TERM of the Agreement is from JULY 1, 2019 to JUNE 30, 2024.

The SERVICES to be provided by District to University shall include 600 Semester Units of Practice Teaching or ----- Quarter Units of Practice Teaching.

The University shall pay District for such services at the RATE AND AMOUNT of \$16.67 per quarter unit, and \$25.00 per semester unit.

This Agreement may be increased/decreased by written approval from the University.

GENERAL TERMS

1. The District shall provide University students practice teaching experience in schools /classes of the District not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in schools/classes of the District, and under the direct supervision and instruction of employees of the District, as the District and University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for practice teaching any student of the University assigned to practice teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of the University to practice teaching in the District.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. The University will pay the District for the performance by the District of all services required to be performed under this agreement at the rates set forth in the Special Provisions for each semester or quarter unit of practice teaching.

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. A quarter unit of practice teaching is two-thirds (2/3) of a semester unit. For community colleges and/or adult schools, a semester unit is approximately twenty (20) minutes of practice teaching daily three (3) days a week for eighteen (18) weeks during regular session.

3. An assignment of a student of the University to practice teach in schools or classes of the District shall be, at the discretion of the University, either for approximately nine (9) weeks or for approximately eighteen (18) weeks, but a student may be given more than one assignment by the University to practice teaching in such schools or classes.

The assignment of a student of the University to practice teach in the District shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

In the event the assignment of a student of the University to practice teach is terminated by the University for any reason, the District shall receive payment on account of such student except that if such assignment is terminated before the end of the ninth week of the term of the assignment, the District shall receive payment for an assignment for nine (9) weeks only. If a student is assigned by the University to another teacher of the District after an assignment has become effective, this shall be considered for payment purposes as an entirely new and separate assignment.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

4. Within a reasonable time following the close of each semester or quarter of the University, the District shall submit an invoice to the University for payment, at the rate provided herein, for all units of practice teaching provided by the District under and in accordance with this agreement during said semester or quarter. The District shall attach to the invoice a certificate executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such practice teaching an amount not less than the amount of the invoice. The University will pay the amount of such invoice from moneys made available for such purpose by or pursuant to the laws of the University.

5. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of the total sum set forth in the Special Provisions.

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

STATE OF CALIFORNIA
Trustees of The California State University

Michelle Tanner, Buyer III Date

SCHOOL DISTRICT

Signature Date

Name (Please print)

Title (Superintendent or Designee)

School District

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____, 20____.
(Month, Day)

"It was moved, seconded and carried that the attached contract with the Trustees of the California State University, whereby the University may assign students to the Schools in the School District for practice teaching, be approved; and the District is hereby authorized to execute the same."

District

County

Signature Date

(Clerk or Secretary of the Governing Board of the School District)

Name (Please print)

INTERNAL NOTES:	
44001-000-66045-0000-1006-2401-0000 (2019/2020)	\$3,000.00
44001-000-66045-0000-1006-2401-0000 (2020/2021)	\$3,000.00
44001-000-66045-0000-1006-2401-0000 (2020/2022)	\$3,000.00
44001-000-66045-0000-1006-2401-0000 (2022/2023)	\$3,000.00
44001-000-66045-0000-1006-2401-0000 (2023/2024)	\$3,000.00

COLLEGE OF EDUCATION - SCHOOL OF TEACHER EDUCATION / ALYSSA ANCHETA;
COLLEGE OF HEALTH & HUMAN SCIENCES - SCHOOL OF SPEECH LANGUAGE AND HEARING SCIENCES / JANET PARK

General Provisions

Indemnification

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

The University 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, 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 \$2,000,000.00 for each Loss and \$4,000,000.00 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.

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, District shall comply with any state or federal law applicable to community-based organization's performance under this Contract.

Assignments

Without written consent of the CSU, this agreement is not assignable by the District 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.

Consent Item D.3.5.

Ratification of Nonpublic School Master Contract with Excelsior Academy for Nonpublic School Services

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. One student with disabilities requires enrollment at Excelsior Academy from July 1, 2019 to August 20, 2019. The student will transfer to Rio Seco School on August 21, 2019.

RECOMMENDATION:

Administration recommends the Board of Education ratify the Nonpublic School Master Contract with Excelsior Academy for one student for the period of July 1, 2019 through August 20, 2019. The contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The terms of the Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Excelsior Academy	1 student	34 days of instruction	\$174.23	\$5623.82

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.5.

Consent Item D.4.1. Personnel, Regular
 Prepared by Tim Larson
 August 6, 2019

BACKGROUND:

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

Certificated Staff

A. New Appointments:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Hohimer, Karen	Pepper Drive	Vice Principal MGMT 05 + MA+30 #10323605	\$0.00	\$115,864.00	07-31-19
2. Nelson, Rebecca	Chet F. Harritt	Vice Principal MGMT 01 #10323601	\$0.00	\$95,322.00	07-31-19
3. Rogers, Christopher	Rio Seco	Vice Principal MGMT 03 #30001805	\$0.00	\$105,092.00	07-31-19

B. Temporary Rehires:

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

C. Change of Status/Location:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Chisholm, Holly	Special Education	District Nurse IV-11 to <i>Coordinator of Health and Nursing Services</i> MGMT 01 #30012589	\$71,299.00	\$95,322.00	07-01-19

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Brownell, Sara	Rio Seco	IV-11	Moving out of state	06-13-19

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Killpack, Tamara	Business Services	Accounting Assistant III 28 A / 8.0 hrs #30007669	\$0.00	\$3,976.27	07-15-19
2. Looney, Jessica	Sycamore Canyon	Early Childhood Assistant II 18 A / 3.75 hrs #10326410	\$0.00	\$1,144.12	07-01-19
3. Quezada, Maria	PRIDE Academy	Custodian II 23 A / 4.0 hrs #10325103	\$0.00	\$1,558.27	07-12-19

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Avila, Micaela	Chet F. Harritt	Project SAFE Assistant 17 C + PGI #1 / 3.5 hrs to 17 C + PGI #2 / 3.5 hrs #30006261	\$1,034.63	\$1,039.13	07-01-19
2. Canada, Adam	Pepper Drive to Chet F. Harritt	Out-of-School Time Site Leader 22 C / 5.75 hrs to 22 C / 6.0 hrs #10325006	\$2,370.30	\$2,472.40	07-01-19
3. Champlin, Marshall	Chet F. Harritt	Project SAFE Assistant 17 C / 3.75 hrs / 11 mos to 17 C / 3.75 hrs / 12 mos #30006554	\$1,103.00	\$1,201.00	07-01-19
4. Cruz, Edward	PRIDE Academy to Rio Seco	Custodian II 23 E / 4.0 hrs to 23 E / 8.0 hrs #10326410	\$1,969.41	\$3,938.83	07-01-19
5. Martin, Steven	Chet F. Harritt to Sycamore Canyon	Custodian II 23 D / 6.0 hrs to 23 D / 8.0 hrs #10326433	\$2,705.30	\$3,607.07	07-22-19
6. Schwartz, Julie	Child Nutrition Services	Food Services Worker V 26 E / 8.0 hrs / 10 mos to 26 E / 8.0 hrs / 11 mos #10326351	\$4,529.29	\$4,734.29	08-21-19
7. Van Scoy, Paulina	Rio Seco	Out-of-School-Time Site Leader 22 E +PGI #1 / 6.0 hrs to 22 E +PGI #2 / 6.0 hrs #10325016	\$2,718.80	\$2,732.30	07-01-19

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

Classified Staff continued

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Holland, Kobie	Cajon Park	Project SAFE Assistant	Resignation	08-01-19
2. Smith, Ximena	Carlton Oaks	Instructional Assistant, Limited English Proficient Services	Resignation	06-13-19
3. Van Scoy, Paulina	Rio Seco	Out-of-School-Time Site Leader	Beginning Master's Program	08-03-19

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date
1. Legaspi, Willin	Chet F. Harritt	Custodian II	07-17-19
2. Puz, Anna	Cajon Park	Project SAFE Assistant	07-09-19

RECOMMENDATION:

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

Consent Item D.4.2.
Prepared by Tim Larson
August 6, 2019

Approval of Consultant Agreement

BACKGROUND:

From time to time, the District contracts with individuals to provide various types of general services. Some services are on an as-needed basis billed on an hourly or daily rate, while other services are billed by the job.

RECOMMENDATION:

It is recommended that the Board of Education approve the following consultant agreements:

Vendor Name	Description of Services	Date(s) of Service	Amount	Funding
Sara Treptow	DODEA Grant Counseling Services	8/1/19 to 6/30/20 18 hours / week	\$10,000	Pupil Services

FISCAL IMPACT:

The fiscal impact is detailed in the table above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

Consent Item D.4.3.

Approval of Memorandum of Understanding (MOU) between Santee School District and Arising Counseling Center, Brenda Leon, LMFT for Mental Health Services

Prepared by Tim Larson
August 6, 2019

BACKGROUND:

The purpose of the MOU is to provide students in the Santee School District access to mental health evaluation and psychotherapy services with Arising Counseling Center (Brenda Leon, LMFT) as may be appropriate.

Arising Counseling Center (Brenda Leon, LMFT) will provide mental health therapy for students and their families. Services may include individual, group, and family evaluation and therapy on Santee School District school campuses and/or at the Arising Counseling Center location at 2424 Hoover Avenue, National City, CA. 91950. Therapy sessions would be held as Ms. Leon deems necessary and with parent/guardian permission. Services could take place either before, during, or after school hours. Services will be paid for through private student health-care benefits such as Aetna and/or other private insurance carriers. Families may also contract with Ms. Leon to pay for services out-of-pocket should they decide to do so. Any payment, including co-payments, would be collected by Ms. Leon and would not be the responsibility of the school district.

RECOMMENDATION:

It is recommended that the Board of Education approve the MOU between Santee School District and the Arising Counseling Center (Brenda Leon, LMFT) for use of mental health services from July 1, 2019 through June 30, 2022.

FISCAL IMPACT:

There is no cost to participate in this program.

STUDENT ACHIEVEMENT IMPACT:

This agreement will support mental health services among students and their families.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

MEMORANDUM OF UNDERSTANDING
Between
Arising Counseling Center, Brenda Leon MA, LMFT
And
Santee School District

This is a Memorandum of Understanding (MOU) between **Arising Counseling Center (Brenda Leon, LMFT)** and the **Santee School District (SSD)** is entered into and executed as of **July 1, 2019** through **June 30, 2022**. This MOU indicates a voluntary agreement to offer mental health services to SSD students and their families. Parent(s) and/or Guardian(s) will retain the right to accept or decline services for their child or family.

I. Purpose: The purpose of the MOU is to provide students in the SSD access to mental health evaluation and psychotherapy services with Arising Counseling Center (Brenda Leon, LMFT) as may be appropriate.

II. Term: This agreement shall be effective from July 1, 2018 through June 30, 2020.

III. Description of Project: Arising Counseling Center (Brenda Leon, LMFT) will provide mental health therapy for students and their families. Services may include individual, group, and family evaluation and therapy on SSD school campuses and/or at the Arising Counseling Center location at 2424 Hoover Avenue, National City, CA. 91950. Therapy sessions would be held as Ms. Leon deems necessary and with parent/guardian permission. Services could take place either before, during, or after school hours. Services will be paid for through private student health-care benefits such as Aetna and/or other private insurance carriers. Families may also contract with Ms. Leon to pay for services out-of-pocket should they decide to do so. Any payment, including co-payments, would be collected by Ms. Leon and would not be the responsibility of the school district.

IV. Arising Counseling Center (Brenda Leon, LMFT) will:

- Provide individual, group, and family evaluation and therapy on school campuses or at Arising Counseling Center office.
- Be fully responsible for her own self-employment, federal and state income taxes, and indemnifies the SSD for the payment of these taxes
- Be compensated for performance of these services by insurance companies and/or student families and not by SSD
- Maintain her clinical license in good standing and provide proof of negative TB test and fingerprint background clearance to SSD
- Maintain malpractice insurance with the limits of coverage at least at \$1,000,000/\$3,000,000
- Maintain appropriate clinical records for each student with whom he has a clinical relationship
- Keep in close communication with school staff assisting families with community-based support services and facilitating appropriate referrals

V. SSD will:

- Provide students/families information about Arising Counseling Center (Brenda Leon, LMFT) as a provider choice for the parents of students seeking mental health services
- Provide confidential space as available for therapy sessions and family meetings
- Provide access to school support staff who facilitate families' access to community based support services

VI. Confidentiality

The parties agree that all information and records obtained in the course of providing services pursuant to this agreement shall be subject to confidentiality and disclosure provisions of applicable Federal and State statutes and regulations including but not limited to California Welfare and Institutions Code Section 5328. Any services provided to students will not be part of his/her school record.

VII. Insurance

With respect to the performance of work under this Agreement, Arising Counseling Center (Brenda Leon, LMFT) shall maintain insurance as described below:

- (a) Worker's compensation insurance with statutory limits as required by the Labor Code of the State of California. Said policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the Santee School District".
(N/A since provider is a sole practitioner of Arising Counseling Center Services)
- (b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage utilizing an occurrence policy form, in an amount no less than \$1,000,000 combined single limit for each occurrence. Said insurance shall include, but not be limited to: premises and operations liability, independent contractor liability, professional liability (errors and omissions) insurance, and personal injury liability.
- (c) Professional Liability (Errors and Omissions) Insurance for all activities of Arising Counseling Center (Brenda Leon, LMFT) arising out of or in connection with this Agreement is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to SSD.

Each said comprehensive or commercial general liability insurance policy shall be endorsed with the following specific language:

- (1) SSD, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.

- (2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies have been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
- (3) The insurance provided herein is primary coverage to SSD with respect to any insurance or self-insurance programs maintained by SSD and no insurance held or owned by SSD shall be called upon to contribute to a loss.
- (4) This policy shall not be canceled or materially changed without first giving thirty (30) days written notice to SSD.

Documentation: The following documentation shall be submitted to SSD: Properly executed Certificates of Insurance clearly evidencing all coverages, limits, and endorsements required above. Said certificates shall be submitted prior to the execution of this Agreement.

Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this Agreement.

VIII. Indemnification

The provider agrees to defend, indemnify, and save free and harmless the SSD, its Board of Trustees, officers, agents, and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from or alleged to have arisen from provider's performance or lack thereof, under this agreement.

SSD agrees to defend, indemnify, and save free and harmless the provider and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from or alleged to have arisen from SSD's performance or lack thereof, under this agreement.

The parties entering into this MOU furthermore agree that SSD shall not assume any financial liability for any of the services rendered by the provider under terms of this agreement regardless of whether or not those services are reimbursed.

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

Provider: Arising Counseling Center (Brenda Leon, LMFT)

Signature: _____ Date: _____

District: Santee School District, Kristin Baranski, Ed.D. Superintendent

Signature: _____ Date: _____

Item E. DISCUSSION AND/OR ACTION ITEMS

Agenda Item E.

Discussion and/or Action Item E.1.1.
Prepared by Dr. Kristin Baranski
August 6, 2019

Appointment of Vice Principal

BACKGROUND:

Due to a recent vice principal vacancy, Administration will be conducting interviews to select a highly qualified candidate on Monday, August 5 and Tuesday, August 6. Based on immediate timeline needs to fulfill this vacancy, Administration will be prepared to recommend a final candidate at the Board of Education this evening. Pending Board of Education approval of the successful candidate, the vice principal will begin his or her appointment effective August 7, 2019.

RECOMMENDATION:

Administration recommends the Board of Education appoint the successful candidate for the role of vice principal in Santee School District effective August 7, 2019.

FISCAL IMPACT:

The vice principal appointee will be provided with a salary and benefits package commensurate to the District's posted salary schedule and his/her experience level.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide essential staffing to support the transitions in education for students, staff, and parents.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

BACKGROUND:

Pursuant to Ed Code 42127(h), "Not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act."

The 2019-20 Budget Act was officially signed by the Governor on June 27, 2019. The major changes between the May Revise and the Adopted State Budget that require revenue and expenditure revisions are enumerated in the attached table.

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	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:

\$72 million General Fund budget revised to \$72.4 million.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

**Comparison of Adopted Budget To Revised Budget
2019-20**

45 Day Budget Update

Type	Description	Adopted Budget			Revised Budget			Difference			Notes	
		Unrest	Rest	Total	Unrest	Rest	Total	Unrest	Rest	Total	Unrest	Rest
Income	LCFF Revenue	59,597,762	346,073	59,943,835	59,597,762	360,497	59,958,259	0	14,424	14,424		(1)
	Federal Revenue	50,000	2,389,769	2,439,769	50,000	2,389,769	2,439,769	0	0	0		
	Other State Revenue	1,253,257	3,095,384	4,348,641	1,267,102	3,999,798	5,266,900	13,845	904,414	918,259	(2)	(3)
	Local Revenue	248,166	3,819,511	4,067,677	248,166	4,023,338	4,271,504	0	203,827	203,827		(4)
	Transfers In	0	0	0	0	0	0	0	0	0		
	Total	61,149,185	9,650,737	70,799,922	61,163,030	10,773,402	71,936,432	13,845	1,122,665	1,136,510		
Outgo	Certificated Salaries	26,341,231	6,316,904	32,658,135	26,433,794	6,323,963	32,757,757	92,563	7,059	99,622	(5)	(5)
	Classified Salaries	6,480,878	4,157,688	10,638,566	6,514,172	4,191,882	10,706,054	33,294	34,194	67,488	(5)	(5),(6)
	Employee Benefits	10,674,684	6,130,871	16,805,555	10,433,863	6,056,207	16,490,070	(240,821)	(74,664)	(315,485)	(7)	(7)
	Books & Supplies	1,688,992	1,128,622	2,817,614	2,324,739	1,128,622	3,453,361	635,747	0	635,747	(8)	
	Services & Oth Oper Exp	2,915,429	2,827,690	5,743,119	2,934,295	2,827,690	5,761,985	18,866	0	18,866	(8)	
	Capital Outlay	234,908	0	234,908	234,908	0	234,908	0	0	0		
	Other Outgo	942,408	0	942,408	799,942	0	799,942	(142,466)	0	(142,466)	(9)	
	Trsfrs Indirect/Direct Costs	(932,119)	810,047	(122,072)	(929,732)	807,660	(122,072)	2,387	(2,387)	0		
	Transfers Out	1,746,187	535,000	2,281,187	1,746,187	535,000	2,281,187	0	0	0		
	Other Uses	0	0	0	0	0	0	0	0	0		
	Contributions	12,210,862	(12,210,862)	0	11,040,950	(11,040,950)	0	(1,169,912)	1,169,912	0	(10)	(10)
	Total	62,303,459	9,695,961	71,999,420	61,533,118	10,830,074	72,363,192	(770,342)	1,134,114	363,772		
Fund Bal	Change in Fund Balance	(1,154,274)	(45,224)	(1,199,498)	(370,088)	(56,672)	(426,760)	784,187	(11,449)	772,738		
	(1) Special Ed property tax increase											
	(2) Lottery increase											
	(3) New Special Ed Preschool State Grant											
	(4) Increase to Special Education AB602 funding											
	(5) Management/Confidential 2018-19 compensation increase											
	(6) Additional Instructional Aides for Special Education											
	(7) Reduction in STRS and PERS rates with State Adopted Budget											
	(8) Expenditure of 2018-19 carryovers											
	(9) Reduction in General Fund portion of COPS payment due to higher former RDA revenue received in 2018-19											
	(10) Reduction in Contributions to Spec Ed and RRMA due to lower STRS and PERS rates, new Special Ed Preschool Grant, and increased AB602 funding											

BACKGROUND:

Education Code Section 17620 authorizes school districts to levy a fee, charge, dedication or other form of requirement against any development project for the construction or reconstruction of school facilities provided that the district can demonstrate justification for levying fees. These are generally known as “Developer Fees.”

There are three (3) levels of Developer Fees allowed by law, each with their own set of conditions and criteria:

- Level 1 fees are the current statutory fees (also referred to as “Stirling Fees”) allowed under Education Code section 17620. The amount of these fees is subject to adjustment in even numbered years by action of the State Allocation Board (“SAB”). The fees were last adjusted in 2018 and will be considered again for adjustment by the SAB in January 2020. Santee currently levies the Level 1 fee and shares it with Grossmont High School District in a 62%/38% arrangement, with Santee receiving the higher amount. The current fees collected by Santee are as follows:
 - \$2.35 per square foot for residential
 - \$0.38 per square foot for commercial/industrial

- Level 2 fees are outlined in Government Code section 65995.5, and allow school districts to impose higher fees on residential construction if certain conditions are met. This level of developer fees is subject to a School Facility Needs Analysis (“SFNA”) based on Government Code section 65995.6. From 2008 through 2011, the District imposed Level 2 fees but reverted to Level 1 in 2012 since it no longer met the conditions. In addition to conducting an SFNA, school districts desiring to levy Level 2 fees must meet at least 2 of the following 4 criteria:

Criterion	Current Status	Criteria Met?
1. Multi-Track Year Round Enrollment.	The District does not operate multi-track year round	No
2. Local general obligation bond measure placed on the ballot in the past four years which received at least 50% plus one vote cast	Measure S, a \$15.3 million bond reauthorization, was passed by the voters in November 2018 with a 60.66% passage rate	Yes
3. Issued debt or incurred obligations for capital outlay totaling 15% of the local bonding capacity, including indebtedness repaid from property taxes, parcel taxes, general fund, special taxes, Mello-Roos funds approved by	For the 2018-19 fiscal year, the District's assessed valuation was \$6,756,479,150. The District's legal bonding capacity is 1.25% of that amount, or \$84.46 million. The District's outstanding bonded	Yes

registered voters, Mello-Roos funds approved by landowners prior to November 4, 1998. If Mello-Roos funds approved by landowners after November 4, 1998 are included, the debt percentage increases from 15% to 30%.	indebtedness as of June 30, 2019 is \$84.44 million, or nearly 100% of its bonding capacity, well above the 15% requirement.	
4. At least 20% of the teaching stations are relocatable	Currently, less than 7% of the District's teaching stations are relocatable	No

- Level 3 developer fees are outlined in Government Code section 65995.7, and may be implemented by a district if the State certifies that there is no money available for facilities

Since the District now meets the criteria for levying Level 2 Developer Fees, Administration recommends conducting an SFNA. Capitol Public Finance Group has been conducting these and similar studies for the District for many years.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement with Capitol Public Finance Group, LLC to conduct a School Facilities Needs Analysis.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact is \$11,000 from Developer Fees.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

Santee School District

Proposal for Developer Fee Justification Study

July 3, 2019

Prepared by:



Capitol | PFG

Capitol Public Finance Group, LLC
2436 Professional Drive, Suite 300
Roseville, CA 95661
T (916) 641 2734
F (916) 921 2734
www.capitolpfg.com

INTRODUCTION

Capitol Public Finance Group, LLC, ("Capitol PFG") is pleased to present the Santee School District ("the District") with this proposal to provide services related to the creation of a School Facilities Needs Analysis ("SFNS"). Our team is well qualified and able to provide the District with the services needed to effectively develop and create a SFNA to meet the needs and goals of the District.

Capitol PFG is a full service, independent public finance consulting firm based in Roseville. We provide comprehensive financial consulting services to public agencies located in California to help them achieve the best financial solutions for their community. Capitol PFG has extensive experience advising government agencies with a wide range of facilities planning activities as well as bond and note financings.

Many local government agencies need financial and facility planning support services because they do not have the resources in-house or the ability to hire full-time employees with expertise to respond to their internal needs or the needs of their citizens. Situations that give rise to the need for financial and facility planning support services include:

- Timing of revenues and expenditures;
- Growing or declining population or tax bases;
- Improving existing facilities or upgrading existing equipment;
- Replacing aging facilities and equipment;
- Responding to requests from developers who seek public financing for public infrastructure such as roads, schools, parks and open space, libraries, fire stations, water and sewer systems, public administration buildings and other public facilities;
- Responding to existing taxpayers wishing to pay for additional services or improvements to public infrastructure.

Capitol PFG has assisted its local government clients with strategic consulting services related to: asset management, bond measure preparation, development mitigation, development impact fee study preparation, facilities utilization analysis, facilities and financial planning, Mello-Roos and assessment district formation, construction project delivery methods, and site acquisitions.

Our goal is to provide our clients with quality financial analysis and sound financial advice. For more information concerning Capitol PFG, including letters of recommendation and news stories, please visit our website: www.capitolpfg.com. Our clients are pleased with our level of service and commitment to meet their needs. Thank you for the opportunity to work with you on this endeavor.

SERVICES PROVIDED BY CAPITOL PFG

Capitol PFG provides comprehensive financial consulting services for our clients to help them achieve the best solutions for their community. Our services include:

Strategic Consulting Services
Asset Management
Bond and Developer Fee Expenditure Tracking
Bond and Tax Measure Planning and Analysis
Capital Improvement Financial Planning
Construction Project Delivery Method Selection
Debt Administration
Debt/Bond Issuance Committee Formation and Support
Development Impact Fee Study Preparations
Development Mitigation
Facility Master Planning
Facility Use Fee Study Preparation
Financial Communication Strategies and Presentations
General Financial Analysis
Mello-Roos District Formation
Property Tax Analysis
Redevelopment Analysis
Renewable Energy and Conservation Project Analysis
Site Acquisition Negotiations

Debt Issuance Services
Capital Financings: <i>General Obligation Bonds, Certificates of Participation, Revenue Bonds, Special Tax Bonds, Assessment Bonds, Tax Allocation Bonds, Lease-Purchases, Qualified School Construction Bonds, Qualified Zone Academy Bonds, etc.</i>
Cash Flow Financings: <i>Tax and Revenue Anticipation Notes, Bond Anticipation Notes, Grant Anticipation Notes, etc.</i>
Specialty Energy Financings: <i>Clean Renewable Energy Bonds, Qualified Energy Conservation Bonds, California Energy Commission Loans, etc.</i>
Debt-Related Services: <i>Bond Pricing, Continuing Disclosure, Best Practices, Refinance Monitoring, etc.</i>

Over the years, our staff has assisted numerous California public agencies in achieving their goals. We are happy to provide references at your request.

SCOPE OF SERVICES FOR SANTEE SCHOOL DISTRICT

School districts are able to collect fees from new development within their boundaries in order to mitigate the capital facilities impacts of such development. To do so, a school district must justify the need for such fees, identify the nexus between the new development and the impact fee, and calculate the amount of the fee. This impact fee justification is typically done through a formal fee study that meets the requirements of the Mitigation Fee Act (Government Code Section 66000 et. seq.) and the Education Code.

Traditionally, school impact fees are statutorily set by the State of California (referred to as "Level 1" fees), but under certain circumstances, school districts may be able to charge a fee on residential new construction above the statutory limit if certain conditions are met and the district conducts a School Facility Needs Analysis ("SFNA") using a prescribed fee calculation methodology. These alternative fees are often referred to as "Level 2" fees. The purpose of an SFNA is to establish the need for new school facilities for unhoused students which are attributable to new residential development within a district over a projected five-year period. The SFNA takes into account current capacity, surplus capacity, and dedicated local funding sources. In addition to an SFNA, a traditional statutory fee study is completed to justify an impact fee for commercial/industrial new construction as districts are not able to charge Level 2 fees on such properties.

Completing an SFNA for the District

Since it is anticipated that the District is eligible to levy Level 2 fees, Capitol PFG can prepare a SFNA on behalf of the District. As part of the process, Capitol PFG would perform each of the services as outlined below:

- Evaluate need for mitigation fees for new residential and commercial/industrial construction
- Evaluate fee structure for mitigation fees for residential and commercial/industrial construction
- Evaluate and prepare all needed reports to justify district developer fee rates
- Evaluate and report student generation rates for new construction of residential housing units
- Evaluate impact of all new development on district enrollment projections
- Evaluate and review all capital revenue sources available to the district
- Evaluate and review City and County master planning and the impact on the district
- Inventory existing land and facilities owned by the district
- Evaluate current district facilities and available capacity

A SFNA is required to be adopted by resolution at a public hearing after it has been made available to the public for a period of not less than 30 days. The Level 2 fees are adopted by a resolution of the governing board as part of the adoption of the SFNA. The Level 2 fees authorized by the resolution take effect immediately and are in effect for a maximum of one year, at which time a new SNFA is required to continue to levy such fees.

To complete the SFNA on behalf of the District in order to justify the levy of Level 2 developer fees, Capitol PFG would charge a flat fee of \$11,000.

Discussion and/or Action Item E.2.3.
Prepared by Karl Christensen
August 6, 2019

Second Amendment to Purchase and
Sale Agreement for Former Santee
School Site

BACKGROUND:

On October 16, 2018, the District entered into a Purchase Agreement with Cameron Brothers Construction Co., L.P (“Developer”) for sale of the Former Santee School Site (“Site”). Escrow opened on October 19, 2018.

A geotechnical evaluation revealed substantial rock formations in the eastern 2.8 acres of the Site just below the surface. This condition makes it infeasible to construct necessary footings to support the planned building in this location without significant alteration. Consequently, the Developer requested an extension of the Initial Contingency Period in order to conduct further analysis and identify possible solutions.

On March 19, 2019, the Board approved Amendment #1 to the Purchase Agreement to allow the Developer two, separate, 90 day extension periods for the Initial Contingency Period contingent upon the Developer providing a list of actions to be taken and milestone dates relative to the reasons given for requesting an extension. The District retained the sole prerogative to grant or deny an extension request; with or without explanation.

Without further amendment, the Purchase Agreement escrow closing for the transaction would need to occur no later than May 12, 2020. Although development of the eastern 2 to 3 acres (“Site Section 2”) is uncertain at this time making this timeframe for closing improbable, the District and Developer have a mutual interest in trying to close escrow on the remaining 10 to 11 acres (“Site Section 1”) within the timeframe of the Purchase Agreement and Amendment #1.

The Second Amendment (“Amendment #2”) bifurcates the Site into two sections, each with different Extended Contingency Periods, Purchase Prices, and escrow closing dates. Furthermore, Amendment #2 incorporates an incentive to close escrow on Site Section 1 no later than January 31, 2020 by allowing the Initial Deposit paid when escrow was opened to be applicable to the Purchase Price. Under the existing terms, when the Extended Contingency Period is invoked, the Initial Deposit becomes non-refundable and not applicable to the Purchase Price.

RECOMMENDATION:

It is recommended that the Board of Education approve the Second Amendment to Purchase and Sale Agreement for Former Santee School Site.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$9,357,124 is the full purchase price prorated for each section based on gross acreage

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.

**SECOND AMENDMENT TO PURCHASE AGREEMENT
AND ESCROW INSTRUCTIONS**

THIS SECOND AMENDMENT TO PURCHASE AGREEMENT AND ESCROW INSTRUCTIONS (“Second Amendment”) is entered into as of August 6, 2019, between the SANTEE SCHOOL DISTRICT, a public school district organized and existing under the laws of the State of California (“Seller”), and CAMERON BROTHERS CONSTRUCTION CO., L.P., a California limited partnership (“Buyer”), with reference to the following:

RECITALS:

A. Seller and Buyer are parties (“Parties”) to a Purchase Agreement and Escrow Instructions dated effective as of October 16, 2018 (“Original Agreement”). Pursuant to the Original Agreement, the Parties established Escrow No. 98822DD (“Escrow”) with Chicago Title Company in San Diego, California (“Escrow Holder”) for the sale of property owned by the Seller consisting of 13.21 gross acres and formerly the location of the Santee Elementary School site identified as Assessor Parcel Nos. 384-091-01, -13 and -14 (“Property”). The Original Agreement sets forth certain time periods regarding the Initial Contingency Period, Extended Contingency Period and the closing of Escrow. Attached hereto and incorporated herein as Exhibit “A”, is the Purchase Agreement Timeline.

B. The Parties entered into an Amendment to Purchase Agreement and Escrow Instructions dated as of March 19, 2019 (“Amendment”). The Amendment extended the Initial Contingency Period to allow Buyer additional time to evaluate certain unanticipated subsurface conditions on the Property. Attached hereto and incorporated herein as Exhibit “B” is the “Amendment to Purchase Agreement - Amended Timeline” providing the modified dates, which are shown in red, related to the Initial Contingency Period as set forth in the Amendment.

C. Since execution of the Amendment, Buyer completed a Phase I Cultural Resources Study (“Study”) which classified a portion of the Property as “moderate to high” relative to Cultural Resources sensitivity and “moderate to high” for the potential to find buried deposits. The findings from the Study require conducting a more extensive Phase II testing study to fully document the features identified on the Property, complete subsurface testing to identify the limits and extent of potentially buried deposits, if any, and to evaluate them for the California Register of Historical Resources.

D. Buyer desires additional time to analyze approximately 2-3 acres of the Property’s subsurface condition and potential impacts on cultural resources in order to determine the feasibility and strategy for future development of that portion of the Property. Accordingly, Buyer desires to divide the Property into two sections for purposes of completing the Close of Escrow on approximately 10-11 acres (“Preliminary Purchase Property”), and postponing the completion of the Close of Escrow on the remaining approximate 2-3 acres (“Remainder Property”), as set forth herein.

E. Capitalized terms not otherwise defined in this Second Amendment have the same meanings as set forth in the Original Agreement or in the Amendment.

NOW THEREFORE, in consideration of the mutual promises and covenants set forth herein, the Parties agree as follows:

1. Incorporation of Recitals and Exhibits. The Recitals and Exhibits set forth in this Second Amendment are true and correct and are hereby incorporated into and are an effective part of the Original Agreement, the Amendment and this Second Amendment.

2. Purchase Price for Property. Section 1.2 of the Agreement is amended to divide the Purchase Price for the Property between two (2) sections, the Preliminary Purchase Property and the Remainder Property. The Purchase Price shall be based upon the amount of gross acreage, or portion thereof, included within each section of the Property. The Purchase Price for each section shall be determined by multiplying the ratio of gross acreage of the applicable section of the Property to the total gross acreage of the Property (13.21 acres) by the Purchase Price of Nine Million Three Hundred Fifty Seven Thousand One Hundred Twenty Four and 00/100 Dollars (\$9,357,124). The Purchase Price for the Remainder Property may be subject to future adjustment based upon completion of Buyer's analysis of the Remainder Property if mutually agreed to by the Parties in writing and set forth in a subsequent amendment to the Agreement.

3. Approval of Initial Contingency Period Extensions. Section 1 of the Amendment amended Section 2.5 of the Original Agreement and provided Buyer with the right to extend the Initial Contingency Period for up to two (2) separate ninety (90) day periods subject to certain conditions, if approved by Seller. Seller agreed to Buyer's request for Initial Contingency Period Extension 1. Seller also agreed to Buyer's request for the Initial Contingency Period Extension 2. The approval of the two Initial Contingency Period Extensions shall extend the Initial Contingency Period to October 14, 2019. Attached hereto and incorporated herein as Exhibit "C" is the Second Amendment to Purchase Agreement – Amended Timeline" providing the amended dates, which are shown in red, and which relate to the Initial Contingency Period, Extended Contingency Period, Close of Escrow and incentives for Close of Escrow as set forth in this Second Amendment.

4. Extension of the Extended Contingency Period. Section 2.6 of the Original Agreement provides for an Extended Contingency Period subject to certain conditions. The Amendment, by extending the Initial Contingency Period, effectively changed the beginning and ending dates for the Extended Contingency Period. Provided Buyer requests and Seller approves invocation of the Extended Contingency Period, the Extended Contingency Period would expire for the Property on April 11, 2020 and the Close of Escrow would occur within thirty (30) days thereafter, or, on or before May 11, 2020 (Exhibit "C"). Section 2.6 of the Agreement is hereby amended to add the following at the end of the Section:

“(a) Extended Contingency Period for the Remainder Property.

At least ten (10) days prior to expiration of the Extended Contingency Period , Buyer may request, in writing, to extend the Extended Contingency Period for the Remainder Property for up to three (3) separate ninety (90) day periods (“Extended Contingency Period Extension 1”, “Extended Contingency Period Extension 2” and “Extended Contingency Period Extension 3”, respectively). Buyer's request shall describe the reasons for the particular extension request and include a description of actions to be taken and the milestone dates for such actions. Seller shall have the sole prerogative to grant a request or deny it for any reason; with or without explanation. Buyer's request to invoke Extended Contingency Period Extensions 2 and 3 shall be made at least ten (10) days prior to expiration of the prior Extended Contingency Period

Extension. If granted, Buyer shall use reasonable efforts to provide evidence to the Seller of milestones completed that are related to the reasons for requesting the extension. The revised dates for the Extended Contingency Period for the Remainder Property are delineated in red on Exhibit "C".

5. Partial and Early Close of Escrow. Section 2.7 of the Original Agreement is amended to add the following at the end of the Section:

“(a) Close of Escrow for Preliminary Purchase Property.

Buyer shall have the right for a separate Close of Escrow for the Preliminary Purchase Property and a separate Close of Escrow for the Remainder Property. The Close of Escrow for the Preliminary Purchase Property shall occur on or before thirty (30) days following expiration of the Initial Contingency Period Extension 2 (i.e. Closing Date of November 13, 2019) or thirty (30) days following the Extended Contingency Period (i.e. Closing Date of May 11, 2020) (“Preliminary Purchase Property Closing Date”).

(b) Early Close of Escrow for Preliminary Purchase Property.

Buyer shall have the right to the early Close of Escrow for the Preliminary Purchase Property. Provided Buyer is not in breach of the Original Agreement or the Amendments, Buyer shall be granted an incentive to complete the Close of Escrow for the Preliminary Purchase Property no later than January 31, 2020 (“Preliminary Purchase Property Early Closing Date”). Should Buyer elect to complete the purchase of the Preliminary Purchase Property on or before the Preliminary Purchase Property Early Closing Date, the Initial Deposit will be applied to the payment of the Purchase Price for the Preliminary Purchase Property as set forth in Section 6 herein.

(c) Close of Escrow for Remainder Property.

In the event Buyer has been granted extensions of the Extended Contingency Period with respect to the Remainder Property, the Close of Escrow for the Remainder Property will occur no later than thirty (30) days following expiration of the last approved Extended Contingency Period. This would be August 9, 2020 for the Close of Escrow following Extended Contingency Period Extension 1, November 7, 2020 for the Close of Escrow following Extended Contingency Period Extension 2, and February 5, 2021 for the Close of Escrow following Extended Contingency Period Extension 3.”

6. Applicability of Initial Deposit to the Purchase Price for the Preliminary Purchase Property. Section 1.3(iii) of the Original Agreement is amended to add the following at the end of the Section:

“(a) Incentive for Buyer’s Compliance with the Preliminary Purchase Property Early Closing Date.

In the event Buyer is successful in completing the Close of Escrow for the Preliminary Purchase Property by the Preliminary Purchase Property Early Closing Date, the Initial Deposit, although continuing to be non-refundable, shall be credited against the payment of the Purchase Price for the Preliminary Purchase Property. In the event Close of Escrow for the Preliminary Purchase Property occurs after the Preliminary Purchase Property Early Close Date, all original terms of

this Section 1.3(iii) of the Agreement shall apply and the Initial Deposit shall be both non-refundable and not applicable to the payment of the Purchase Price. This provision is intended to create an incentive to Buyer to close Escrow on the Preliminary Purchase Property early and thereby provide Seller with timely cash needed for its “Capital Improvement Program”.”

7. Applicability of the Additional Deposit to the Purchase Price for the Remainder Property. Section 1.3(ii) of the Agreement is amended to add the following at the end of the Section:

“(a) Incentive for Buyer’s Close of Escrow for the Remainder Property.

In the event Buyer completes the Close of Escrow for the Remainder Property on or before February 5, 2021, the Additional Deposit shall be applied to the payment of the Purchase Price for the Remainder Property. If the Close of Escrow for the Remainder Property has not occurred by May 11, 2020, and does not occur by February 5, 2021, then, except in the event of Seller’s default, a prorated portion of the Additional Deposit will be non-refundable to Buyer, calculated as the ratio of the gross acreage of the Remainder Property to the total gross acreage of the Property (13.21 acres) multiplied by the Additional Deposit.”

8. Other Provisions. This Second Amendment may be executed in any number of counterparts, each of which will be deemed to be an original, but all of which together will constitute one instrument. Facsimile and emailed signatures will be binding and effective.

9. Remaining Provisions. Except to the extent expressly set forth herein, all provisions of the Original Agreement and Amendment shall remain in full force and effect. Effective upon the date of this Second Amendment, any reference to the “Agreement”, shall be deemed to mean the Original Agreement, as amended.

IN WITNESS OF THE FOREGOING, the undersigned execute this Second Amendment on behalf of Buyer and Seller.

Seller:

SANTEE SCHOOL DISTRICT

Date: _____, 2019

By: _____
Dr. Kristin Baranski
Superintendent

Buyer:

CAMERON BROTHERS CONSTRUCTION
CO., L.P., a California limited partnership

By: William Cameron Family Management
Co., Inc., a California corporation, its
General Partner

Date: 8/1 _____, 2019

By: Waneta Lee
Waneta Lee, Vice President *W*

Approved as to Form By:

Atkinson, Andelson, Loya, Ruud & Romo

Date: _____, 2019

By: _____
Wendy H. Wiles, Legal Counsel for Seller

EXHIBIT "A"

PURCHASE AGREEMENT TIMELINE

Deposit	72 hours after Opening Escrow \$187,142.48
Initial Contingency Period	180 days from Opening Escrow
Extended Contingency Period	If 10 days prior to expiration of Initial Contingency Buyer requests extension and Seller approves, Buyer will have an additional 180 days
If Extended Contingency invoked, Additional Deposit required	\$187,142.48 Additional Deposit due within 1 business day following expiration of Initial Contingency Period
Effect of invoking Extended Contingency Period	If Buyer invokes Extended Contingency Period and makes Additional Deposit, the Initial Deposit is released to Seller and is non-refundable and is not credited against the payment of the Purchase Price unless Seller defaults
Close of Escrow	30 days after expiration of Initial Contingency Period or Extended Contingency Period

EXHIBIT "B"

AMENDMENT TO PURCHASE AGREEMENT - AMENDED TIMELINE

Deposit	72 hours after Opening Escrow \$187,142.48
Initial Contingency Period	180 days from Opening Escrow
If 10 days prior to expiration of Initial Contingency Period, Buyer requests extension of Initial Contingency Period and Seller approves	Initial Contingency Period shall be extended for up to 2 separate 90 day periods (<i>i.e.</i> , Initial Contingency Period Extension 1 and Initial Contingency Period Extension 2). If Buyer requests the Initial Contingency Period Extension 2, it must be made at least 10 days prior to the expiration of Initial Contingency Period Extension 1.
Extended Contingency Period	If 10 days prior to expiration of Initial Contingency Buyer requests extension and Seller approves, Buyer will have an additional 180 days
If Extended Contingency invoked, Additional Deposit required	\$187,142.48 Additional Deposit due within 1 business day following expiration of Initial Contingency Period
Effect of invoking Extended Contingency Period	If Buyer invokes Extended Contingency Period and makes Additional Deposit, the Initial Deposit is released to Seller and is non-refundable and is not credited against the payment of the Purchase Price unless Seller defaults
Close of Escrow	30 days after expiration of Initial Contingency Period or Extended Contingency Period

EXHIBIT "C"

SECOND AMENDMENT TO PURCHASE AGREEMENT - AMENDED TIMELINE

Deposit	72 hours after Opening Escrow \$187,142.48
Initial Contingency Period	180 days from Opening Escrow
If 10 days prior to expiration of Initial Contingency Period, Buyer requests extension of Initial Contingency Period and Seller approves	Initial Contingency Period shall be extended for up to 2 separate 90 day periods. If Buyer requests the Second Initial Contingency Period extension, it must be made at least 10 days prior to the expiration of the Initial Contingency Period extension
Buyer has requested the first extension of Initial Contingency Period	Extension of the first Initial Contingency Period extension to July 16, 2019 (also referred to as "Initial Contingency Period Extension 1")
Buyer has requested the second extension of Initial Contingency Period	Extension of the second Initial Contingency Period extension to October 14, 2019 (also referred to as "Initial Contingency Period Extension 2")
Extended Contingency Period	If 10 days prior to expiration of the Initial Contingency Period extensions, Buyer requests the Extended Contingency Period and Seller approves, Buyer will have an additional 180 days to April 11, 2020
If Extended Contingency invoked, Additional Deposit required	\$187,142.48 Additional Deposit due within 1 business day following expiration of Initial Contingency Period
Effect of invoking Extended Contingency Period	If Buyer invokes Extended Contingency Period and makes Additional Deposit, the Initial Deposit is released to Seller and is non-refundable and is not credited against the payment of the Purchase Price unless Seller defaults
Division of Property into Two Sections	Property shall be divided into two sections; "Preliminary Purchase Property" consisting of approximately 10 to 11 acres, and "Remainder Property" consisting of approximately 2 to 3 acres; each with a separate Purchase Price and Close of Escrow. Purchase Price of each section of property to be calculated by first determining the ratio of gross acreage of each section to the total gross acreage of the Property (13.21) then multiplying this ratio by the Purchase Price of Nine Million Three Hundred Fifty Seven Thousand One Hundred Twenty Four and 00/100 Dollars (\$9,357,124).

Close of Escrow	30 days after expiration of Initial Contingency Period Extension 2 (i.e., Closing Date of November 13, 2019) or the Extended Contingency Period (i.e. Closing Date of May 11, 2020)
Incentive for Close of Escrow on Preliminary Purchase Property on or before January 31, 2020	If Preliminary Purchase Property closes Escrow on or before January 31, 2020, Initial Deposit will be applied to Purchase Price
Extension of Extended Contingency Period for Remainder Property	If Buyer requests an extension of the Extended Contingency Period for the Remainder Property, it must do so at least 10 days prior to the expiration of the Extended Contingency Period which is on April 11, 2020. If approved by Seller, Buyer will be granted 3 additional 90-day extensions of the Extended Contingency Period for the Remainder Property. The first extension (i.e. Extended Contingency Period Extension 1) would run until July 10, 2020. The second extension (i.e. Extended Contingency Period Extension 2), if granted, would run until October 8, 2020. The third extension (i.e. Extended Contingency Period Extension 3), if granted would run until January 6, 2021
Effect of invoking Extended Contingency Period for Remainder Property	If Buyer invokes the Extended Contingency Periods for the Remainder Property, a prorated portion of the Additional Deposit applicable to the Remainder Property, using the same proration method used to determine the Purchase Price, shall be non-refundable, but the entire Additional Deposit shall be credited against the Purchase Price unless Seller defaults
Purchase Price of Remainder Property	The resulting Purchase Price for the Remainder Property may be subject to adjustment for conditions unforeseen at the time the Agreement was executed, if mutually agreed to by the Parties in writing by subsequent Amendment to the Agreement.
Close of Escrow for Remainder Property	If Buyer has been granted extensions of the Extended Contingency Period as to the Remainder Property, the Close of Escrow will occur 30 days following the expiration of the final Extended Contingency Period for the Remainder Property (i.e. on August 9, 2020 if after Extended Contingency Period 1, on November 7, 2020 if after Extended Contingency Period 2, and on February 5, 2021 if after Extended Contingency Period 3)

Discussion & Action Item E.3.1. Approval of Agreement with Unified Talent for Online Automation of Applicant Tracking

Prepared by Tim Larson
August 6, 2019

BACKGROUND:

On June 6, 2017, the Board of Education approved an agreement between PeopleAdmin and the Santee School District to develop an electronic personnel system, referred to as "TalentEd Onboarding & Managing". The Human Resources department began processing new employees electronically using the TalentEd system in September 2017 allowing for digital retention of all personnel records, thereby eliminating the need for paper personnel files. Since Phase II of PeopleAdmin, known as "TalentEd Perform" the company has merged with PowerSchool and it is now referred to as PowerSchool Unified Talent.

Phase III of the Unified Talent system, known as "Applicant Tracking", will provide online tracking of the application process, candidate self-service, and interview management.

Unified Talent will provide software, configuration training, and customer support for building, testing, and successfully launching the program.

The PowerSchool Unified Talent, Applicant Tracking agreement will be for 39-months and will automatically renew for successive 12 month terms. Either party can terminate the agreement for any reason, with at least forty-five (45) days' prior written notice.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement with PowerSchool Unified Talent for online automation of the applicant tracking process.

FISCAL IMPACT:

An initial one-time set up fee for Unified Talent Applicant Tracking will be \$9,200. The annual subscription fee of \$6,200 will begin on September 27, 2019 and paid by the General Fund.

STUDENT ACHIEVEMENT:

This is a personnel item.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.



PowerSchool Group LLC
 150 Parkshore Dr, Folsom, CA 95630
 Quote #: Q-209851-3

Quote Expiration Date: 8/16/2019

Prepared By: Nolan Vaught

Customer Contact: Tim Larson

Customer Name: Santee School District

Title: Asst. Superintendent-Human Resources

Enrollment: 6,761

Address: 9625 Cuyamaca Street Santee

of Schools: 11.00

City:

Contract Term: 36 Months

State/Province: California

Start Date: 9/27/2019

Zip Code: 92071

End Date: 9/26/2022

Phone #: 619-258-2308

Product Description	Quantity	Unit	Unit Price	Extended Price
License and Subscription Fees				

UT Applicant Tracking	6,761.00	Students	USD 0.92	USD 6,200.00
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License and Subscription Totals: **USD 6,200.00**

Professional Services and Setup Fees				
UT Applicant Tracking Implementation Remote	6,761.00	Students	USD 0.44	USD 3,000.00

Professional Services and Setup Fee Totals: **USD 3,000.00**

Quote Total	
Year One Total	USD 9,200.00

Annual Ongoing Fees				
UT Applicant Tracking	6,761.00	Students	USD 0.92	USD 6,200.00

Annual Ongoing Fees Total: **USD 6,200.00**

Fees for subsequent years within the term bound by the Start Date and End Date detailed on this quote will be equal to the 'Annual Ongoing Fees' amount uplifted by 3.0% in each following year.

On-Going PowerSchool Subscription/Maintenance & Support Fees are invoiced at then current rates & enrollment per terms of the Licensed Product and Services Agreement, which may be subject to an annual increase after the first year for non-multi-year contracts and/or enrollment increases.

Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order.

In the event that this quote includes promotional pricing, such promotional pricing may not be valid for the entire period stated on this quote.

All invoices shall be paid within thirty (30) days of the date of invoice.

All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and shall not impact the terms or conditions reflected in this quote and the applicable PowerSchool Licensed Product and Services Agreement.

This quote is subject to and incorporates the terms and conditions of the PowerSchool Licensed Product and Services Agreement found at <https://www.powerschool.com/customer-contract-terms-and-conditions-us-6-2-17/> ; and the supplemental terms for the applicable product(s) in this quote located at: <https://www.powerschool.com/additional-documentation-for-peopleadmin-talented-and-performance-matters/>.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Santee School District

Signature:



Signature: _____

Printed Name: Gregg Clevenger

Printed Name: _____

Title: Chief Financial Officer

Title: _____

Date: 6-15-2019

Date: _____

Item F. BOARD POLICIES AND BYLAWS

Agenda Item F.

Board Policies and Bylaws Item F.1.1.

Second Reading: Revised Board Policy 5148.3, Preschool/Early Childhood Education

Prepared by Dr. Stephanie Pierce
August 6, 2019

BACKGROUND:

Attached is revised Board Policy 5148.3, Preschool/Early Childhood Education, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

RECOMMENDATIONS:

This evening administration is presenting revised Board Policy 5148.3, Preschool/Early Childhood Education, for a secondt reading. Administration recommends Board approval of revised Board Policy 5148.3.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

There is strong evidence that high-quality pre-Kindergarten experiences have significant short- and long-term impacts on children.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

PRECHOOL/EARLY CHILDHOOD EDUCATION

The Governing Board recognizes ~~that~~ the value of high-quality preschool experiences for children ages 3-5 help them develop to enhance children's social-emotional development, knowledge, skills, abilities, and attributes necessary to be for a successful in school and provide for a smooth transition into the elementary education program. Such programs should ~~The Board desires to provide children ages 3-4 years access to developmentally appropriate activities in a safe, well-supervised, and cognitively rich environment.~~

~~Collaboration with Community Programs~~

The Superintendent or designee shall collaborate with the local child care and development planning council, the county office of education, other public agencies, organizations, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a comprehensive districtwide and/or communitywide plan to increase children's access to high-quality preschool programs.

The Superintendent or designee shall provide information about preschool options in the community shall be provided to parents/guardians upon request.

~~The Superintendent or designee shall establish partnerships with feeder preschools to facilitate articulation of the preschool curriculum with the district's elementary education program.~~

District Preschool Programs

When the Board determines that it is feasible, the district may contract with the California Department of Education (CDE) to provide preschool services in facilities at or near district schools, either directly or through a subcontract with a public or private provider.

District preschool programs shall comply with all health and safety laws and regulations, including, when applicable, licensure requirements pursuant to 22 CCR 101156.

The Board shall approve, for the district's preschool program, a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation.

The Board shall set priorities for establishing or expanding services as resources become available. ~~In so doing, the Board shall give, giving~~ consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing district schools.

~~On a case-by-case basis, the Board shall determine whether the district shall directly administer preschool programs or contract with public or private providers to offer such programs.~~

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

~~Facilities for~~ Preschool classrooms needs shall be addressed in the district's ~~comprehensive facilities~~ master plan, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options for preschool classrooms and/or facilities available through partnering organizations.

~~To enable children of working parents/guardians to participate in the district's preschool program, the Superintendent or designee shall recommend strategies to provide a full-day program and/or to link to other full-day child care programs in the district or community to the extent possible.~~

~~Inasmuch as~~ Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning.

~~The Board Superintendent or designee shall adopt standards which identify the knowledge, skills, and experience that students will be expected to attain in~~ coordinate the district's preschool program, transitional kindergarten program (TK), and elementary education program in order to be prepared for the early primary grades, including but not be limited to, development of language, cognitive, social, emotional, and physical skills. to provide a developmental continuum that builds upon children's growing skills and knowledge.

~~The district's preschool program shall provide culturally and linguistically appropriate services and support the needs of English learners. The program also shall provide appropriate services for students with disabilities, including but not limited to early screening to identify special needs among preschool students and intervention services to assist students identified with special needs in accordance with law. be aligned with preschool learning foundations and curriculum frameworks developed by CDE which identify the knowledge, skills, and competencies that children typically attain as they complete their first or second year of preschool. The program shall be designed to facilitate children's development in essential skills in the areas of language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.~~

The district's preschool program shall provide appropriate services to support the needs of at-risk children.

To maximize the ability of children to succeed in the preschool program, the program staff shall support students' health through proper nutrition and physical activity and shall provide or make referrals to available health and social services as needed.

~~Program staff~~ The district shall encourage volunteerism in the program and shall communicate frequently with parents/guardians of enrolled students children regarding their child's progress.

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

The Superintendent or designee shall ensure that administrators, teachers, and paraprofessionals in district preschool programs possess the appropriate credential(s) or permit(s) issued by the Commission on Teacher Credentialing, ~~and~~ meet any additional qualifications established by the Board, and participate in professional development opportunities designed to continually enhance their knowledge and skills.

Preschool admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a health examination requirement.

The Superintendent or designee shall ensure that subsidized preschool is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8263 and 5 CCR 18106.

The Superintendent or designee shall recommend strategies to link the district's preschool program with other available child care and development programs in the district or community in order to assist families whose child care needs extend beyond the length of time that the district's part-day preschool program is offered.

The Superintendent or designee shall develop and implement an annual plan of evaluation which conforms to state requirements.

The district's Williams uniform complaint procedures, with modifications as necessary, shall be used to investigate and resolve complaints alleging violation of applicable health or safety requirements for license-exempt programs operating under the California State Preschool Program. However, licensed programs shall refer complaints alleging health and safety violations to the California Department of Social Services.

~~He/she~~ The Superintendent or designee shall regularly report to the Board regarding enrollments in district preschool programs and the effectiveness of the programs in preparing preschoolers ~~students~~ for transition into the elementary education program.

Legal Reference: (see next page)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)*Legal Reference:*EDUCATION CODE*8200-84988499.10 Child Care and Development Services Act, especially:**8200-8209 General provisions for child care and development services**8230-8233 Migrant Child Care and Development Program**8235-82378239.1 California State Preschool Programs**8240-8244 General child care and development programs**8250-8252 Programs for children with special needs**8263 Eligibility and priorities for subsidized child development services**8263.3 Disenrollment of families due to reduced funding levels**8264.8 Center-based child care programs, staffing ratios**8273.1 Family fees**8360-8370 Personnel qualification**8400-8409 Contract, administrative appeal procedure**8493-8498 Facilities, capital outlay**8499.3-8499.7 Local child care and development planning councils**44065 Interchange between certificated and classified positions**44256 Credential types**48000 Transitional kindergarten**48985 Notification, primary language other than English**54740-54749 Cal-SAFE program for pregnant/parenting students and their children*HEALTH AND SAFETY CODE*1596.70-1596.895 California Child Day Care Act**1596.90-1597.21 Day care centers**120325-120380 Immunization requirements*CODE OF REGULATIONS, TITLE 5*4680-4687 Williams uniform complaint procedures**18000-1812218434 General provisions, general Child care and development programs, especially:**18130-18136 California State Preschool Program**18180-18192 Federal and State-Based Migrant Programs**18210-18213 Severely Handicapped Program**18270-18281 Program quality, accountability**18290-18292 Staffing ratios**18295 Waiver of qualifications for site supervisor**18300-18308 Appeals and dispute resolution**80105-80125 Permits authorizing service in child development programs*CODE OF FEDERAL REGULATIONS, TITLE 22*101151-101239.2 General requirements, licensed child care centers, including especially:**101151-101163 Licensing and application procedures**101212-101231 Continuing requirements**101237-101239.2 Facilities and equipment*UNITED STATES CODE, TITLE 20*1400-1482 Individuals with Disabilities Education Act**6311-6322 Title I, relative to preschool**6319 Qualifications for teachers and paraprofessionals**6371-6376 Early Reading First**6381-6381k Even Start family literacy programs**6391-6399 Education of migratory children**Legal Reference continued: (see next page)*

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

Legal Reference: (continued)

UNITED STATES CODE, TITLE 42

9831-9852c *Head Start programs*

~~98589857-9858qr~~ *Child Care and Development Block Grant*

CODE OF FEDERAL REGULATIONS, TITLE 45

1301-13401305.2 *Head Start*

Management Resources:

CSBA PUBLICATIONS

Expanding Access to High-Quality Preschool Programs: A Resource and Policy Guide for School Leaders, 2005

What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016

CDE CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Preschool Learning Foundations

Dream Big for Our Youngest Children: Final Report of the California Early Learning Quality Improvement System Advisory Committee, 2010

Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2nd ed., 2009

Prekindergarten Learning Development Guidelines, 2000

First Class: A Guide for Early Primary Education, 1999

CDE MANAGEMENT BULLETINS

01-06 The Desired Results for Children and Families System, May 31, 2004

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Policy Statement on Expulsion and Suspension Policies in Early Childhood Settings, 2016

Good Start, Grow Smart, April 2002

WEB SITES

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

California Association for the Education of Young Children: <http://www.caeyc.org>

California Children and Families Commission: <http://www.cefe.ca.gov>

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

California Head Start Association: <http://caheadstart.org>

California Preschool Instructional Network: <http://www.cpin.us>

Child Development Policy Institute: <http://www.cdpi.net>

Cities, Counties, and Schools Partnership: <http://www.ccpartnership.org>

First 5 Association of California: <http://www.f5ae.org> <http://www.ccfc.ca.gov>

National Institute for Early Education Research: <http://nieer.org>

National School Boards Association: <http://www.nsba.org>

Preschool California: <http://www.preschoolcalifornia.org>

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

Policy
adopted: August 17, 2010
revised:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item F.1.2.
Prepared by Dr. Kristin Baranski
August 6, 2019

First Reading: Revised Board Policy 3515
Campus Security and Deletion of Board
Policy 3515.3 Electronic Surveillance

BACKGROUND:

The District adopted Board Policy and Administrative Regulation 3515.3 in December 2009 to address the use of electronic surveillance equipment at the District Office compound. Since this time, the California School Board Association has modified Board Policy 3515.3, District Police/Security Department, and this policy is no longer applicable to the District.

In order to maintain language for the use electronic surveillance equipment in the District, Revised Board Policy 3515 – Campus Security was updated to reflect current CSBA Board Policy model language on the use of a surveillance system.

RECOMMENDATION:

Revised Board Policy 3515 Campus Security and Deletion of Board Policy 3515.3 Electronic Surveillance is being presented as a first reading. Action is at the discretion of the Board.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact to this item.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____

Second: _____

Vote: _____

Agenda Item F.1.2.

CAMPUS SECURITY

The Governing Board is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

The Superintendent or designee shall ensure that campus safety procedures are developed which are consistent with the goals and objectives of the district's safety and site-level safety plans. In order to secure buildings and educational personnel from trespassers or persons who may pose a threat or who may disrupt the school's educational climate and culture, procedures such as visitor registration and requiring staff or student identification tags on school district property may be invoked.

In order to secure the campus perimeter and provide for facility safety upkeep, procedures may be implemented to prevent criminal activity. These strategies shall include on-going and systematic inspection as provided by district policies and the Education Code, analysis of the building security system, lighting system, and campus fencing.

Additional considerations in implementing these strategies include accessing control of facility keys and other school inventory, reducing the probability of faulty equipment, guarding against the chance of electrical shock, protecting against vandalism and burglary, discouraging and covering graffiti, recovering property that is lost or stolen as is optimum, maintaining and preventing facility defacement, and minimizing fire hazards. In addition, parking lot design, including methods to encourage through traffic, as well as campus beautification may be studied and strategies implemented as funds are available to beautify the buildings and surrounding district property.

Surveillance Systems

The Board believes that reasonable use of surveillance cameras will help the district achieve its goals for campus security. In consultation with the safety planning committee and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

(cf. 5131.1 - Bus Conduct)

(cf. 5145.12 - Search and Seizure)

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur and shall state whether the district's system is actively monitored by school personnel. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where

CAMPUS SECURITY

surveillance may occur, explaining that the recordings may be used in disciplinary proceedings, and that matters captured by the camera may be referred to local law enforcement, as appropriate.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

Legal Reference: (see next page)

CAMPUS SECURITY

Legal Reference:

EDUCATION CODE

32020 Access gates

32211 Threatened disruption or interference with classes

32280-32288 School safety plans

35160 Authority of governing boards

35160.1 Broad authority of school districts

38000-38005 Security patrols

49050-49051 Searches by school employees

49060-49079 Student records

PENAL CODE

469 Unauthorized making, duplicating or possession of key to public building

626-626.10 Disruption of schools

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

COURT DECISIONS

New Jersey v. T.L.O. (1985) 469 U.S. 325

ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 257 (2000)

75 Ops.Cal.Atty.Gen. 155 (1992)

Management Resources:

CSBA PUBLICATIONS

Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

NATIONAL INSTITUTE OF JUSTICE PUBLICATIONS

The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and

Law Enforcement Agencies, 1999

WEB SITES

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

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lss>

National Institute of Justice: <http://www.ojp.usdoj.gov/nij>

Policy
adopted: March 3, 2009
Revised:

SANTEE SCHOOL DISTRICT
Santee, California

ELECTRONIC SURVEILLANCE

The Board of Education is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board of Education recognizes the importance and responsibility to maintain security, order, and discipline on all district property, including but not limited to, the District office, school buildings, school grounds, and school vehicles. The Superintendent or designee shall develop campus security procedures which are consistent with the goals and objectives of the district's comprehensive safety plan and site level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

The students and staff of the District recognize that their security and safety depend upon the capacity of the District to maintain discipline and order and, consequently, supervision over and the ability to impose certain conditions on the activities of students is assumed and expected. Nevertheless, the District recognizes established privacy interests of its students and staff, and is committed to protect the confidentiality of students' and staff's records maintained by the district to the extent authorized by law.

The District has determined that electronic surveillance systems are beneficial for monitoring activity on district and school property, and in school vehicles in order to protect the health, welfare and safety of its students, staff, and other authorized occupants. Accordingly, the District authorizes the use of electronic surveillance in the form of video camera surveillance on the District office, District school grounds, and in its transportation vehicles as detailed in AR 3515.3.

Legal References:

EDUCATION CODE:

- 35160-35160.1 — Authority of Governing Boards*
- 32228-32254 — School Safety and Violence Prevention Act*
- 44031 — Personnel File Contents and Inspection*
- 49060-49079, 44031 — Pupil Records; Rights of Parents; Privacy*
- 51512 — Prohibited Use of Electronic Listening Device*

GOVERNMENT CODE:

- 6250-6270 — California Public Records Act*

PENAL CODE:

- 632 — Eavesdropping on Confidential Communications*

CALIFORNIA CONSTITUTION:

- Article I, Sections 1 Declaration of Rights*
- Article I, Section 13 — Searches and Seizures*
- Article I, 28(e) — Right to Safe Schools*

CALIFORNIA CASE LAW:

- Evans v. Superior Court (1999), 77 Cal.App.4th 320*

FEDERAL LAW:

- 18 U.S.C. Sections 2510-2521, Electronic Communications Privacy Act of 1986*
- 20 U.S.C. Section 1232(g), Family Educational Rights and Privacy Act*

Policy
adopted: December 15, 2009

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws F.1.3.
Prepared by Karl Christensen
August 6, 2019

First Reading: Revised Board Policy 3000,
Concepts and Roles

BACKGROUND:

Board Policy 3000 pertains to the concepts and roles of the business and other noninstructional operations of the District. Revisions to Board Policy 3000 incorporate various changes to the Legal Reference and Management Resources sections of the document that are included in the latest version of the California School Boards' Association's policy.

RECOMMENDATION:

Revised Board Policy 3000, Concepts and Roles is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

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

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

FISCAL IMPACT:

This is a policy item. There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.3.

CONCEPTS AND ROLES

The Governing Board recognizes that the business and other noninstructional operations of the district support the educational program by maximizing and prioritizing resources and providing a safe and healthy environment for students and staff. The Superintendent or designee shall ensure that the district's business and noninstructional operations are efficient and responsive to the needs of students, parents/guardians, staff, and the community.

The district shall maintain high standards of safety in the operation of facilities, equipment, and services. The Superintendent or designee shall establish a risk management program that promotes safety and protects district resources.

In the development of a district budget, the Board and the Superintendent or designee shall establish a calendar that reflects the full budget cycle and a process that satisfies the requirements of law, including opportunities for public input. The Superintendent or designee shall provide fiscal data and prepare a proposed budget document within the budget priorities and parameters set by the Board. The Board shall adopt a budget that is aligned with the district's vision and goals and enables the district to meet its fiscal obligations.

The Board expects sound fiscal management from the administration. The Superintendent or designee shall administer the adopted budget in accordance with Board policies and accepted business practices.

The Board shall monitor financial operations so as to ensure the district's fiscal integrity and accountability to the community. The Superintendent or designee shall complete all required financial reports, facilitate the independent audit process, recommend financial plans for meeting program needs, and keep the Board informed about the district's fiscal and noninstructional operations.

Legal Reference: (see next page)

CONCEPTS AND ROLES (continued)

Legal Reference:

EDUCATION CODE

- 35035 Powers and duties of superintendent*
- 35160 Authority of governing boards*
- 35160.1 Broad authority of school district*
- 35161 Powers and duties of governing boards*
- 44518-44519.2 Chief business officer training program*

Management Resources:

CSBA PUBLICATIONS

- ~~*Maximizing School Board Governance: Understanding California's Public School Finance System, 2006*~~
- ~~*Maximizing School Board Governance: Budget Planning and Adoption, 2006*~~
- ~~*Maximizing School Board Governance: Understanding District Budgets, 2006*~~
- ~~*Maximizing School Board Governance: Fiscal Accountability, 2006*~~
- ~~*School Finance CD-ROM, 2005*~~

WEB SITES

- CSBA: <http://www.csba.org>*
- California Association of School Business Officials: <http://www.casbo.org>*
- California Department of Education: <http://www.cde.ca.gov>*
- Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>*
- School Services of California: <http://www.sscal.com>*

Board Policies and Bylaws F.1.4.
Prepared by Karl Christensen
August 6, 2019

First Reading: Revised Board Policy 3100,
Budget; and Deletion of Board Policy 3101,
Fund Balance

BACKGROUND:

Board Policy 3100 pertains to the development of the District's budget and adoption process. Proposed revisions to Board Policy 3100 incorporate various changes that are included in the latest version of the California School Boards' Association policy. The proposed revisions include the addition of content on fund balance. Therefore, Board Policy 3101, Fund Balance, is obsolete and may be deleted.

RECOMMENDATION:

Revised Board Policy 3100, Budget; and Deletion of Board Policy 3101, Fund Balance, are presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

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

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

FISCAL IMPACT:

This is a policy item. There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.4.

BUDGET

The Governing Board recognizes its critical responsibility for adopting a sound budget each fiscal year which is aligned with and reflects the district's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The district budget shall guide ~~administrative~~ decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Budget Development and Adoption Process

~~The Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year.~~

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff ~~at all levels~~ in the development of budget projections.

The Board encourages public input in the budget development process and shall hold public hearings and meetings in accordance with Education Code 42103 and 42127 a public hearing on the proposed budget in accordance with Education Code 42103 and 42127. The hearing shall occur at the same meeting as the public hearing on the district's LCAP and the local control funding formula (LCFF) budget overview for parents/guardians. (Education Code 42103, 42127, 52062, 52064.1).

~~The Superintendent or designee shall ensure that the proposed district budget is clearly presented and effectively communicated to the Board, staff, and public. He/she may adapt or supplement the format prescribed by the Superintendent of Public Instruction (SPI) as necessary for these purposes. However, the budget that is formally adopted by the Board shall be in the state required format. The budget that is presented at the public hearing as well as the budget formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42126, 42127)~~

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

BUDGET

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file the adopted district budget with the County Superintendent of Schools. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127).

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to the County Superintendent's recommendations at a regular public meeting on or before October 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127).

Budget Advisory Committee

The Board ~~shall~~ may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

The committee shall develop recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board, ~~Superintendent or designee.~~

Budget Criteria and Standards

~~In developing the district budget, the Superintendent or designee shall analyze criteria and standards adopted by the State Board of Education which address estimation of funded average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected revenue limit, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, fund balance, and reserves. The budget review shall also identify supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, and the status of labor agreements. (Education Code 33127, 33128, 33129; 5 CCR 15440-15451)~~ The district budget shall be developed in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, LCFF revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, fund balance, and reserves. In addition, the Superintendent or designee shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33129, 42127.01; 5 CCR 15440-15451)

~~The Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of 5 CCR 15450.~~

BUDGET

The district budget shall provide for increased or improved services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students in accordance with 5 CCR 15496. Unduplicated students are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.
3. Committed fund balance includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period (June 30), although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. Assigned fund balance includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent shall have discretion to further delegate the authority to assign funds.

5. Unassigned fund balance includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

BUDGET

The Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability and to protect the district against unforeseen circumstances.

If the assigned and unassigned fund balance falls below the level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Reserve Balance

The district budget shall include a minimum reserve balance for economic uncertainties that is consistent with the percentage or amount specified in 5 CCR 15450.

In any year following the fiscal year in which the district is notified by the SPI that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds, unless the requirement is waived in accordance with Education Code 42127.01. (Education Code 42127.01)

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

The Board may approve a plan for meeting the district's long-term obligations to fund contributions to the California Public Employees' Retirement System (CalPERS) which, to the extent possible, minimizes significant increases in annual general fund expenditures towards pension obligations. The plan may include prefunding required pension contributions through the California Employers' Pension Prefunding Trust Program pursuant to Government Code 21710-21716.

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

~~When~~ the Superintendent or designee shall annually presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, ~~the Board shall disclose~~, as a separate

BUDGET

agenda item at the same meeting, the Board shall disclose whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

~~When~~ the Superintendent or designee shall annually presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, and the actuarial reports upon which the estimated costs are based, the Board shall disclose, as a separate agenda item at the same meeting, the Board shall disclose, whether ~~or not~~ it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

Budget Amendments

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when the state budget is adopted, collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

33127-33131 Standards and criteria for local budgets and expenditures

35035 Powers and duties of superintendent

35161 Powers and duties, generally, of governing boards

42103 Public hearing on proposed budget; requirements for content of proposed budget

421220-42129 Budget requirements

42132 Resolutions identifying estimated appropriations limit

42130-42134 Financial certifications

42140-42142 Disclosure of fiscal obligations

BUDGET*Legal Reference (continued):*

42238-42251 Apportionments to districts, especially:
42238.01-42238.07 Local control funding formula
 42602 Use of unbudgeted funds
 42610 Appropriation of excess funds and limitation thereon
 44518-44519.2 Chief business officer training program
 45253 Annual budget of personnel commission
 45254 First year budget of personnel commission
GOVERNMENT CODE
 7900-7914 Appropriations limit
21710-21716 California Employer's Pension Prefunding Trust Program
CODE OF REGULATIONS, TITLE 5
 15060 Standardized account code structure
 15440-15451 Criteria and standards for school district budgets
 15494-15497 Local control funding formula, supplemental and concentration grant expenditures

*Management Resources:*CSBA PUBLICATIONSMaximizing School Board Governance: Budget Planning and Adoption, 2006Maximizing School Board Governance: Understanding District Budgets, 2006School Finance CD-ROM, 2005CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSCalifornia School Accounting ManualNew Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONSFiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, December 2015GOVERNMENT FINANCE OFFICERS ASSOCIATIONBest Practice: Fund Balance Guidelines for the General Fund, September 2015Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006GOVERNMENTAL ACCOUNTING STANDARDS BOARDStatement 34, Basic Financial Statements and Management's Discussion and Analysis—For State and Local Governments, June 1999Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004Statement 75, Accounting and Financial Reporting for Post-employment Benefits Other Than Pensions, June 2015Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, February 2009WEB SITESCSBA: <http://www.csba.org>Association of California School Administrators: <http://www.acsa.org>California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>California Department of Finance: <http://www.dof.ca.gov>Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>Government Finance Officers Association: <http://www.gfoa.org>Governmental Accounting Standards Board: <http://www.gasb.org>Legislative Analyst's Office: <http://www.lao.ca.gov>School Services of California, Inc.: <http://www.sscal.com>

Policy adopted: March 3, 2009

Policy revised:

SANTEE SCHOOL DISTRICT

Santee, California

FUND BALANCE

The Governmental Accounting Standards Board (GASB) issued Statement 54 (GASB 54) that goes into effect for fiscal year 2010-11 financial statements. This statement considerably alters the categories and terminology used to describe the components that compose fund balance. These changes are intended to enhance how fund balance information is reported by establishing new classifications that are easier to understand.

The District hereby establishes and will maintain components of Fund Balance, as defined herein, in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. This policy shall only apply to the District's governmental funds.

Fund Balance information is used to identify the available resources to repay long-term debt, reduce property taxes, add new governmental programs, expand existing ones, or enhance the financial position of the District, in accordance with policies established by the Board of Education.

Fund balance reporting is unique to governmental fund accounting. It has traditionally been broken into reservations and designations with the remainder being reported as undesignated/unreserved/unappropriated. GASB 54 implements a five-tier fund balance classification based on spending constraints on the use of these resources. The five classifications are:

1. Non-Spendable fund balance
2. Restricted fund balance
3. Committed fund balance
4. Assigned fund balance
5. Unassigned fund balance

Definitions

Fund Balance — refers to the difference between assets and fund liabilities in the governmental funds balance sheet and is referred to as fund equity.

Non-Spendable Fund Balance — Amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory, pre-paid expenses, and revolving cash fund amounts.

Restricted Fund Balance — Amounts that can be spent only for the specific purposes stipulated by external resource providers (such as grantors), or enabling legislation. Restrictions may be changed or lifted only with the consent of the resource providers.

Committed Fund Balance — Amounts subject to internal constraints self-imposed by the District's highest level of decision-making authority. Commitments may be changed or lifted only by the Board of Education taking the same formal action that imposed the constraint originally.

Assigned Fund Balance—Amounts the District intends to use for a specific purpose. Assignments may be established by the governing board or by a designee of the Board. Examples include site carry-overs and accrued vacation.

Unassigned Fund Balance—Amounts representing the residual balance in the General Fund that has not been assigned to other funds and that are not in the other classifications. The Reserve For Economic Uncertainty falls into this classification.

Classification of Fund Balance Amounts

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first unless legal requirements disallow it.

When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications can be used, committed amounts should be reduced first, followed by assigned amounts and then unassigned amounts; unless the Board of Education has provided otherwise in its commitment or assignment actions.

Authority to Commit Funds

The Board of Education shall have the sole authority to commit funds. Any funds set aside as Committed Fund Balance requires the passage of a resolution by a simple majority vote. The passage of a resolution must take place prior to June 30th of the applicable fiscal year. If the actual amount of the commitment is not available by June 30th, the resolution must state the process or formula necessary to calculate the actual amount as soon as information is available.

Authority to Assign Funds

The Superintendent and Assistant Superintendent Business Services shall have authority to assign amounts of fund balance to a specific purpose; however, before expenditure, amounts must be appropriated by the Board of Education.

The Board of Education has the authority to set aside funds as Assigned Fund Balance with a simple majority vote. The same action is required to change or remove the assignment.

Minimum Level of Unassigned Fund Balance

The District is committed to maintaining a prudent level of financial resources to ensure adequate cash and protect against the need to reduce service levels because of temporary revenue shortfalls or unanticipated expenditures. The District's minimum fund balance policy requires a reserve for economic uncertainties consisting of unassigned amounts equal to 3% of general fund operating expenses and other financing uses.

Legal Reference: (see next page)

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools
33127-33131 Standards and criteria for local budgets and expenditures
35035 Powers and duties of superintendent
35161 Powers and duties, generally, of governing boards
42103 Public hearing on proposed budget; requirements for content of proposed budget
42120-42129 Budget requirements
42132 Resolutions identifying estimated appropriations limit
42602 Use of unbudgeted funds
42610 Appropriation of excess funds and limitation thereon
44518-44519.2 Chief business officer training program
45253 Annual budget of personnel commission
45254 First year budget of personnel commission

GOVERNMENT CODE

7900-7914 Appropriations limit

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure
15440-15451 Criteria and standards for school district budgets

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Budget Planning and Adoption, 2006
Maximizing School Board Governance: Understanding District Budgets, 2006
School Finance CD-ROM, 2005

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

Statement 34, Basic Financial Statements and Management's Discussion and Analysis—For State and Local Governments, June 1999

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits

Other Than Pensions, June 2004

WEB SITES

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

Association of California School Administrators: <http://www.aesa.org>

California Department of Education, Finance and Grants: <http://www.ede.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.femat.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

Legislative Analyst's Office: <http://www.lao.ca.gov>

School Services of California, Inc.: <http://www.sseal.com>

Board Policies and Bylaws Item F.1.5.
Prepared by Tim Larson
August 6, 2019

First Reading: Revised Board Policy
4119.21, 4219.21, 4319.21, Professional
Standards

BACKGROUND:

Revised Board Policy 4119.21, Professional Standards was updated to reflect CSBA language.

RECOMMENDATION:

Revised Board Policy 4119.21, Professional Standards is being presented as a first reading. Action is at the discretion of the Board.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact to this item.

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

All Personnel

BP 4119.21(a)
4219.21
4319.21

PROFESSIONAL STANDARDS

Public education is a cooperative venture involving the services of many people. The district functions best when there is a spirit of cooperation among all employees--when the employees have confidence in and respect for the rights and responsibilities of others.

The Governing Board considers district employment as the employee's primary job regardless of social or business commitments. All employees have an obligation to perform duties consistent with the standards of the district and are subject to the policies of the Board, administrative regulations, applicable laws, and current employee agreements. No staff member shall be released during the work day for employment in any activity for which the employee shall receive remuneration.

Certificated employees are required to report to duty 30 minutes before the time school commences.

The Board authorizes the Superintendent or designee to make exceptions to the 30 minutes rule in cases where it will be beneficial to the school's educational program.

The Board expects district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, and abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct ~~should that~~ enhances the integrity of the district, ~~and~~ advances the goals of the district's educational programs, and contributes to a positive school climate.

Each employee ~~should make a commitment~~ is expected to acquire the knowledge and skills necessary to fulfill his/her responsibilities and ~~should focus on his/her contribution to~~ contribute to the learning and achievement of district students.

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

~~All employees should attempt to conduct themselves in a manner that will serve as a good example to youth. They should also seek to learn as much as possible about the total program of the schools, for they will be called upon frequently to answer questions about the schools and to interpret the school program to the community.~~

Inappropriate Conduct

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon

All Personnel

BP 4119.21(b)
4219.21
4319.21

PROFESSIONAL STANDARDS

2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting district or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records

10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information

11. Using district equipment or other district resources for the employee's own commercial purposes or for political activities

12. Using district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of district technological resources at any time without the employee's consent.

All Personnel

BP 4119.21(c)
4219.21
4319.21

PROFESSIONAL STANDARDS

13. Causing damage to or engaging in theft of property belonging to students, staff, or the district

14. Wearing inappropriate attire

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the district's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the district's complaint process shall be subject to discipline.

Notifications

The section(s) of the district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district web sites. (Education Code 44050)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

44050 Employee code of conduct; interaction with students

44242.5 Reports and review of alleged misconduct

48980 Parental notifications

PENAL CODE

11164-11174.4 Child Abuse and Neglect Reporting Act

CODE OF REGULATIONS, TITLE 5

80303 Reports of dismissal, resignation and other terminations for alleged misconduct

80331-80338 Rules of conduct for professional educators

All Personnel

BP 4119.21(d)
4219.21
4319.21

PROFESSIONAL STANDARDS

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

California Professional Standards for Educational Leaders, February 2014

California Standards for the Teaching Profession, 2009

CDE PUBLICATIONS

California Professional Standards for Educational Leaders, 2001

COUNCIL OF CHIEF STATE SCHOOL OFFICERS PUBLICATIONS

Professional Standards for Educational Leaders, 2015

Standards for School Leaders, 1996

NATIONAL EDUCATION ASSOCIATION PUBLICATIONS

Code of Ethics of the Education Profession, 1975

WESTED PUBLICATIONS

Moving Leadership Standards into Everyday Work: Descriptions of Practice, 2003

WEB SITES

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

CDE: <http://www.cde.ca.gov>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Association of California School Administrators: <http://www.acsa.org>

California School Leadership Academy: <http://www.csla.org>

Council of Chief State School Officers: <http://www.ccsso.org>

California Teachers Association: <http://www.cta.org>

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

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

Policy
adopted: May 5, 2009
Revised: August 17, 2010
August ____, 2019

SANTEE SCHOOL DISTRICT
Santee, California

Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item H. CLOSED SESSION

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

The Board will go into Closed Session to discuss:

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

2. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
Property: Summit Site (Parcel #'s: 378 210 35, 378 220 07, and
378 210 13 - located North of Princess JoAnn &
Summit Avenue in Santee, CA 92071)
Agency Negotiator: Karl Christensen, Assistant Superintendent

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

Item I. RECONVENE TO PUBLIC SESSION

Item J. ADJOURNMENT

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