



Santee School District

SCHOOLS:

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

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

BOARD OF EDUCATION REGULAR MEETING AGENDA September 4, 2018

District Mission

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

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A. OPENING PROCEDURES – 7:00 p.m.

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

B. REPORTS AND PRESENTATIONS

- | | |
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| 1. Superintendent's Report | |
| 1.1. Developer Fees and Collection Report | 7 |
| 1.2. Use of Facilities Report | 8 |
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| 2. Spotlight: Recognition of Detective John Whiteman | 11 |
| 3. Spotlight: 9 th Annual Beautification Day Appreciation | 12 |
| 4. Spotlight: Business Services Department | 13 |

C. PUBLIC COMMUNICATION

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.

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 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.

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

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

Superintendent

- 1.1. **Approval of Minutes** 16
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

Business Services

- 2.1. **Approval/Ratification of Travel Requests** 21
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. **Acceptance of Donations, Grants, and Bequests** 23
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.
- 2.3. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 24
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of July 2018.
- 2.4. **Adoption of Resolution No. 1819-09 to Certify 2017-18 Gann Limit Appropriations Recalculation and an Estimated Limit for 2018-19** 28
It is recommended that the Board of Education adopt Resolution No. 1819-09 for the recalculation of appropriation limit and funds subject to the Gann Limit for the fiscal year 2017-18 and an estimate for 2018-19.
- 2.5. **Approval of Interdistrict Attendance Agreements** 30
It is recommended that the Board of Education approve the Interdistrict Attendance Agreements listed in the item.
- 2.6. **Approval of Increase for Lab and Construction Materials Testing Services for the Rio Seco and Pepper Drive Modular Classrooms** 32
It is recommended that the Board of Education approve increasing construction materials and test lab services with Ninyo & Moore for the Rio Seco and Pepper Drive Modular Classroom Building Construction.
- 2.7 **Approval/Ratification of General Service Agreements** 39
It is recommended that the Board of Education approve and ratify agreements with General Service Providers as presented.

Human Resource/Pupil Services

- 3.1. **Personnel, Regular** 40
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 3.2. **Approval to Increase Work Hours for Identified Classified Non-Management Position** 42
It is recommended that the Board of Education approve the increase in work hours for identified classified non-management position.
- 3.3. **Approval of Service Learning Agreement Amendment with San Diego State University School of Nursing** 43
It is recommended that the Board of Education approve the amendment to the Service-Agreement with San Diego State University School of Nursing.

E.	DISCUSSION AND/OR ACTION ITEMS	45
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	Superintendent	
1.1.	<u>Adoption of Resolution No. 1819-08 Declaring October 8-14, 2018 as Week of School Administrator</u>	46
	It is recommended that the Board of Education adopt Resolution No. 1819-08 declaring the week of October 8-14, 2018, as Week of the School Administrator.	
	Business Services	
2.1.	<u>Approval of 2017-18 Unaudited Actuals Report</u>	48
	It is recommended that the Board of Education approve the 2017-18 Unaudited Actuals with all required State forms.	
2.2.	<u>Update on Deferred Maintenance Program</u>	49
	This is an information item. Action, if any, is at the discretion of the Board of Education.	
F.	BOARD POLICIES AND BYLAWS	50
1.1.	<u>Second Reading: Board Policy Annual Review</u>	52
	<ul style="list-style-type: none">• BP 5116.1 Intradistrict Open Enrollment	
	Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policy. The above listed policy is submitted for a second reading and request for approval. Action, if any, is at the discretion of the Board of Education.	
1.2.	<u>Second Reading: Food Service Board Policies</u>	57
	<ul style="list-style-type: none">• BP 3551 Food Service Program (new)• BP 3553 Free and Reduced Price Meals (revise)• BP 3553.2 Emergency Lunches for Students (delete)• BP 3553.3 Unpaid Accounts for Child Nutrition Program (delete)	
	The above listed Board Policies are submitted for a second reading and it is recommended that the Board approve and adopt the proposed changes as presented. Any action is at the discretion of the Board.	
1.3.	<u>First Reading: Board Policy Annual Review</u>	70
	<ul style="list-style-type: none">• BP 1312.1 Complaints Concerning District Employees• BP 4116 Probationary/Permanent Status• BP 4315.1 Competence in Evaluation and Instructional Methodologies• BP 6145 Extracurricular and Cocurricular Activities	
	Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies are submitted for a second reading. Any action is at the discretion of the Board.	

- G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS** 78
- H. CLOSED SESSION** 78
1. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
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)
Purpose: Term for Land Sale
Property: 10335 Mission Gorge Road, Santee 92071
(formerly known as Santee School Site)
Agency Negotiator: Karl Christensen, Assistant Superintendent
 3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent
- I. RECONVENE TO PUBLIC SESSION** 78
- J. ADJOURNMENT** 78

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 September 18, 2018, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

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

1. Call to Order and Welcome
2. District Mission
Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.
3. Pledge of Allegiance
4. Approval of Agenda for the September 4, 2018, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events
2. Spotlight: Recognition of Detective John Whiteman
3. Spotlight: 9th Annual Beautification Day Appreciation
4. Spotlight: Business Services Department

Requests For Use Of Facilities - September 4, 2018						
Group	Location	Date	Days	Time	Attend	Fees Applied
Cajon Park						
AA Meetings (Santee Serenity)	Cajon Park Annex	9/5/18 - 12/25/18	Wednesday	6:30 pm - 8:00 pm	25 - 30	\$30.00/month
Carlton Hills						
PTA (Meetings)	Teachers Lounge	8/14/18 - 6/4/19	Tuesday	6:30 pm - 7:30 pm	20	
Tierra del Sol PTA Council (Meetings)	Teachers Lounge	8/15/18 - 6/5/19	Wednesday	6:00 pm - 8:00 pm	15	
YALE Preschool (Parent Orientation)	Multi-Purpose	8/16/18	Thursday	5:00 pm - 6:00 pm	50 - 60	
San Diego Basketball.com (Basketball Clinic)	Outside Basketball Courts	9/10/18 - 10/1/18	Monday	2:05 pm - 2:40 pm	10 - 15	\$145.00
PTA (Trunk or Treat)	Multi-Purpose	10/23/18 - 10/26/18	Tues - Fri	2:00 pm - 9:00 pm	150	
PTA (Trunk or Treat)	Multi-Purpose	10/27/18	Saturday	12:00 pm - 5:00 pm	150	TBD
PTA (Bingo Night)	Multi-Purpose	2/1/19	Friday	4:00 pm - 9:00 pm	150	
PTA (Family Day)	Lower Field	3/24/19	Sunday	10:00 am - 6:00 pm	150	TBD
Carlton Oaks						
San Diego Basketball.com (Basketball Clinic)	Outside Basketball Courts	9/4/18 - 9/25/18	Tuesday	2:50 pm - 3:20 pm	10 - 15	\$145.00
Girl Scout Troop 06506 (Troop Meetings)	Classroom	9/5/18 - 5/22/19	Wednesday	5:30 pm - 7:30 pm	12	
Hill Creek						
PTSA (Association Meeting)	Multi-Purpose	12/14/18	Wednesday	5:15 pm - 7:00 pm	150	
Pepper Drive						
PTA (Monthly Meetings)	Reading Lounge	9/10/18 - 6/3/19	Monday	5:00 pm - 6:00 pm	10	
PTA (Family Movie Night)	Lower Grass Field	9/28/18	Friday	6:30 pm - 8:30 pm	100	
PTA (Fall Festival)	Lower Playground/Field	10/26/18	Friday	3:00 pm - 9:00 pm	300+	TBD
AYSO (American Youth Soccer Organization 234)	Upper Field	8/1/18 - 11/30/18	Mon - Fri	4:00 pm - 7:30 pm	50	\$1,591/yr
AYSO (American Youth Soccer Organization 234)	Upper Field	8/1/18 - 11/30/18	Saturday	7:30 am - 7:00 pm	50	contract
AYSO (American Youth Soccer Organization 234)	Upper Field	8/1/18 - 11/30/18	Sunday	10:00 am - 7:00 pm	50	
PRIDE Academy Prospect Avenue						
San Diego Basketball.com (Basketball Clinic)	Outside Basketball Courts	9/6/18 - 9/27/18	Thursday	2:05 pm - 2:40 pm	10 - 15	\$145.00
California Fitness Fun - Heartlight San Diego Dance	Grass/Front Kinder Rooms	10/1/18 - 6/10/19	Monday	1:40 pm - 2:40 pm	20	
Sycamore Canyon						
YALE Preschool (Parent Orientation)	Multi-Purpose	8/16/18	Thursday	5:00 pm - 6:00 pm	50 - 60	
YALE Preschool (10 Year Anniversary Celebration)	Lower Field & Preschool	9/8/18	Saturday	3:00 pm - 7:00 pm	50 - 200	

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

Santee School District
ENROLLMENT REPORT
8/24/2018
Month 1 Week 1
School Week 1

SCHOOL	REGULAR ED														SPECIAL ED										Total All							
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	08/24/18	08/25/17	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	08/24/18	08/25/17	# Diff	% Diff	08/24/18	6/12/2018*	# Diff
Cajon Park		16	106	89	101	94	93	118	107	112	95	931	935	-4	-0.4%	1	5	11	6	6	4	12	8	13	68	75	-9	-12.0%	997	1010	-13	
Carlton Hills		22	72	63	70	70	74	54	56	66	62	609	597	12	2.0%	7	5	4	5	4	3	6	2	9	45	31	14	45.2%	654	640	14	
Carlton Oaks			81	81	81	90	73	70	88	95	125	794	781	13	1.7%	5	8	7	7	6	9	6	12	11	71	58	13	22.4%	865	820	45	
Chet F. Harritt		13	86	79	72	85	68	64	51	48	61	627	638	-11	-1.7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	627	657	-30
Hill Creek		23	81	98	86	86	81	80	76	81	66	738	733	5	0.7%	4	3	4	2	5	4	0	0	0	22	13	9	69.2%	760	772	-12	
Pepper Drive			100	106	113	105	91	137	111	102	106	971	967	4	0.4%	0	0	0	0	0	0	0	6	3	3	12	10	2	20.0%	983	973	10
Prospect Ave		22	56	69	70	88	64	59	76	45	47	576	568	8	1.4%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	576	572	4
Rio Seco			90	100	115	93	103	112	112	127	92	944	930	14	1.5%	4	5	6	2	2	6	11	11	7	54	57	-3	-5.3%	998	987	11	
Sycamore Canyon		20	81	65	54	35	44	45	29	0	0	353	382	-9	-2.5%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	353	374	-21	
SUBTOTAL	0	118	733	750	762	726	691	739	716	656	654	6643	6511	32	0.5%	0	21	26	32	22	23	26	41	36	43	270	244	26	10.7%	6613	6805	8
Alternative School			3	0	2	5	3	1	4	3	5	26	24	2	8.3%															26	32	-6
Santee Success										1	4	5	2	3	150.0%											0	0	0	0.0%	5	15	-10
NPS												6	0								1	2	3		6	12	-6	-50.0%	6	7	-1	
SUBTOTAL			3	0	2	5	3	1	4	4	9	31	26	5	16.2%	0	0	0	0	1	0	2	0	3	0	6	12	-6	-50.0%	37	54	-17
TOTAL	0	118	736	750	764	731	694	740	720	660	663	6574	6537	37	0.6%	0	21	26	32	23	23	28	41	39	43	276	256	20	7.8%	6850	6859	-9

* Last week of school year 17-18

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

	PK	EAK 4yo	Total All
Cajon Park	0	0	997
Carlton Hills	0	0	654
Chet F Harritt	0	0	627
Hill Creek	0	0	760
Prospect Ave	0	0	576
Sycamore Canyon	51	0	404
Total PK/EAK	51	0	

Total Enrollment Including PK
6901

Schedule of Upcoming Events

Date	Event
Monday, September 3	Labor Day Holiday – No School/District Offices Closed
September 4	Board Meeting; 7:00 pm
September 11	Strategic Planning Focus Group #1; 6:00 – 7:30 pm, ERC
Saturday, September 15	A Salute to Teachers – 8:00 pm, Balboa Theatre Santee School District Teacher Honoree: Gilly Ryan, PRIDE Academy
September 18	Board Meeting; 7:00 pm
October 1	Communication Committee; 3:30 pm, ERC
October 2	Board Meeting; 7:00 pm
October 11	District Advisory Committee (DAC); 6:00 pm, ERC
October 12	District English Learner Advisory Committee (DELAC); 9:00 am, ERC
October 15	Special Education Advisory Committee; 6:00 pm, ERC
October 16	Board Meeting; 7:00 pm
October 18	Budget Advisory Committee; 6:00 pm, Charles E. Skidmore Administrative Center, Conference Room
October 22	Wellness Advisory Committee; 3:30 pm, ERC
October 23	Strategic Planning Focus Group #2; 6:00 – 7:30 pm, ERC
October 25	Character Education and School Climate Advisory Committee; 5:00 pm, ERC
November 6	Board Meeting; 7:00 pm
November 9 – 16	Parent/Teacher Conference Week - <i>Schools on Modified Days</i>
Monday, November 12	Veterans' Day Holiday - Schools and District Offices Closed
November 19 -23	Schools Closed for Thanksgiving Holiday
November 20	Board Meeting; 7:00 pm
November 29	Character Education and School Climate Advisory Committee; 5:00 pm, ERC
December 3	Communication Committee; 3:30 pm, ERC
December 4	Organizational Board Meeting for 2019; 7:00 pm
December 13	<ul style="list-style-type: none"> • Budget Advisory Committee; 6:00 pm, Charles E. Skidmore Administrative Center, Conference Room • District Advisory Committee (DAC); 6:00 pm, ERC
December 14	District English Learner Advisory Committee (DELAC); 9:00 am, ERC
December 18	Board Meeting; 7:00 p.m.
December 11	Strategic Planning Focus Group #3; 6:00 – 7:30 pm, ERC
December 24 – January 4	Winter Break

Reports and Presentations B.2.
Prepared by Dr. Kristin Baranski
September 4, 2018

Spotlight: Recognition of Detective John
Whiteman

BACKGROUND:

Detective John Whiteman began his service in the Police Academy in 1989. In December 1993, he was assigned to the Santee Patrol station. Although Detective Whiteman served in various roles during his tenure in law enforcement, his career as a school resource officer began in September 1999. Since then, he has been instrumental in keeping our schools, students, and community safe. Detective Whiteman retired in August 2018.

Tonight, the Board of Education would like to formally recognize Detective John Whiteman for his dedication and invaluable service to the Santee School District students, staff, and the Santee community.

Reports and Presentations B.3. Spotlight: 9th Annual School Beautification Day
Prepared by Karl Christensen
September 4, 2018

BACKGROUND:

For the past nine years, Pathways Community Church has coordinated an annual volunteer effort to provide valuable service to Santee schools. This annual day has come to be known as School Beautification Day.

The event for this year occurred on Saturday, August 11, 2018. Pathways Community Church again coordinated completion of numerous projects at all nine of the District's schools. The volunteers were highly organized in completing numerous projects to make schools ready for opening.

Tonight, the Board of Education and Administration would like to formally recognize the efforts of Pathways Church, Riverview Church, and the many volunteers; and express appreciation for their contributions to maintaining the visual appeal and quality of Santee schools.

FISCAL IMPACT:

Estimated value of labor, materials, tools, and supplies provided at no cost = \$40,000.

Agenda B.3.

Reports and Presentations Item B.4.
Prepared by Karl Christensen
September 4, 2018

Spotlight: Business Services Department

BACKGROUND:

The Business Services Department, consisting of 10 staff members, provides valuable budgetary, accounting, and fiscal services to schools and departments. Tonight, Administration will highlight the work of the Business Services Office including significant accomplishments and current goals and objectives.

Agenda Item B.4.

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
September 4, 2018

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- August 21, 2018, regular 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**

August 21, 2018
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 7:00 p.m.

Members present:

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

Administration present:

Dr. 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 El-Hajj invited the audience to recite the District Mission.

3. Pledge of Allegiance

President El-Hajj invited Angelo Benedetto, Vice Principal at Cajon Park, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

Member Fox moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Spotlight on Education: Extended School Year and Summer Bridge Program

Superintendent Baranski shared the District offered a Summer Bridge Program and Extended School Year (ESY) for students with special needs. These programs were offered to support students academically in order to maintain literacy and numeracy skills. The Summer Bridge Program was included as part of the LCAP.

Vice Principal Angelo Benedetto and Director of Special Education Mimi McGinty highlighted student learning during these summer programs.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

President El-Hajj invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Acceptance of Donations, Grants, and Bequests
- 2.5. Approval of Consultants and General Service Providers
- 2.6. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.7. Authorization to Submit Application for 2018-19 Mandated Cost Black Grant
- 2.8. Authorization/Ratification to File Notice of Completion and Approval of Change Orders and Final Contract Amount for A.O. Reed & Co. for Bid #1819-006-ERC, Roofing and HVAC Replacement at the ERC
- 2.9. Adoption of Resolution No. 1819-06 for Emergency Waiver of Competitive Bidding Requirements for Gas Line Repairs at Pepper Drive School
- 3.1. Approval of Agreement with San Diego County Superintendent of Schools for Leadership Transition
- 3.2. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy
- 4.1. Personnel, Regular
- 4.2. Approval of Memorandum of Understanding with San Diego Youth Services (SDYS) for Community Assessment Team (CAT)
- 4.3. Approval of Scholarship Program with Brandman University
- 4.4. Approval to Extend Short Term Positions
- 4.5. Approval of Memorandum of Understanding between Santee School District and Managed Health Network (MHN) Government Services LLC for Military Family Life Counseling Program (MFLC) and Support Services for Military Students at PRIDE Academy and Sycamore Canyon Schools
- 4.6. Adoption of Resolution No. 1819-07 to Eliminate Classified Non-Management Positions

Member Ryan moved approval of Consent Items.

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

E. BOARD POLICIES AND BYLAWS

President El-Hajj shared Items 1.1. and 1.2. were first readings, and asked that the Board contact Administration with any questions. With one motion, Member Burns moved to approve Items 1.3., 1.4., and 1.5., second readings.

1.1. First Reading: Board Policy Annual Review

- BP 5116.1 Intradistrict Open Enrollment

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policy. Revised Board Policy 5116.1 was presented as a first reading; and will return to the next meeting for a second reading and request for approval.

1.2. First Reading: Food Service Board Policies

- BP 3551 Food Service Program (new)
- BP 3553 Free and Reduced Price Meals (revise)
- BP 3553.2 Emergency Lunches for Students (delete)

- BP 3553.3 Unpaid Accounts for Child Nutrition Program (delete)

The above listed Board Policies were submitted for a first reading. Board Policies will return to the next meeting for a second reading and request for approval.

1.3. Second Reading: Revised Board Policy 5141.52, Suicide Prevention

Revised Board Policy 5141,52, Suicide Prevention was presented for a second reading. Member Burns moved approval.

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

1.4. Second Reading: Revised Board Policy 5144, Discipline

Revised Board Policy 5144, Discipline was presented for a second reading. Member Burns moved approval.

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

1.5. Second Reading: Revised Board Policy 5144.1, Suspension and Expulsion/Due Process

Revised Board Policy 5144.1, Suspension and Expulsion/Due Process was presented for a second reading. Member Burns moved approval.

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

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Member Burns shared his excitement on his son, Jon, starting kindergarten at Cajon Park this year. He read a poem Jon received from his teacher in preparation for his first day; and shared the school has been in constant communication through SchoolMessenger. Member Burns shared the Cajon Park staff, upon their return, were outside the school for a few days with signs and banners welcoming and acknowledging the return of their students. He commended the Cajon Park staff for their gracious efforts to welcome and make students feel at-ease on their return to school. Member Burns mentioned there are currently 15 member of his family attending Cajon Park.

Member Fox shared his granddaughter was promoting from Cajon Park this year and he shared calling her to let her know he would be calling attention to her during promotion.

Member El-Hajj apologized for not being to participate in School Beautification Day. She shared the Employee Welcome Back was well attended; and heard nothing but positive comments from staff.

Member Levens-Craig mentioned the backpack giveaway at the Santee Library by Santee Mobilehome Owners Action Committee, Inc. (SMOAC) was a great success. She shared it was great to see the students' faces when they received their backpack and school supplies. Member Levens-Craig mentioned the event was very well attended by community businesses offering their services free of charge (i.e. free library books, haircuts, etc.). She shared SMOAC collected gift cards for teachers and wanted to present them to the District at a Board meeting. Member Levens-Craig asked the Executive Assistant to request one membership form to join all school PTAs again this year.

Superintendent Baranski expressed her gratitude towards SMOAC for their hard work in collecting the back to school supplies for the students; and projected pictures of the event. She shared SMOAC collected 1,200 backpacks to give to the Santee community.

Superintendent shared a list of proposed strategic planning participants; and a list of participants from 2012 for comparison. She inquired if there were any specific staff, parents, and or community members

that she should invite to participate. Upon discussion, the Board provided some additional stakeholders to invite to participate in the District's strategic planning.

Superintendent Baranski shared a draft of Santee Magazine. Upon discussion, the Board provided suggestions for the article (i.e. QR code, different pictures, etc.)

Superintendent Baranski mentioned she wanted to share publicly that in addition to the Board members running unopposed, there was no argument filed against Measure S, the bond reauthorization measure going on the November 6 ballot.

Superintendent Baranski shared her excitement for the first day of school.

I. CLOSED SESSION

President El-Hajj announced that the Board would meet in closed session for:

1. **Conference with Legal Counsel - Anticipated Litigation** (Gov't. Code § 54956.9)
- *One Case*

2. **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)

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

The Board entered closed session at 7:38 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:55 p.m. No action was taken.

K. ADJOURNMENT

With no further business, the regular meeting of August 21, 2018 was adjourned at 9:55 pm.

Dustin Burns, Clerk

Kristin Baranski, Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
September 4, 2018

BACKGROUND:

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$9,739, and substitute costs of \$1,380, 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 21, 2018

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Tuesdays, 08/28/18 - 04/18/19	Beth Treglio	Chet F. Harritt	Reading Recovery Year-Long Training	SDCOE	\$0	\$1,000	Title I	Year-long training (Tuesday nights) focused on student literacy.
Tuesdays, 08/28/18 - 04/18/19	Kelcie Orsinelli	Chet F. Harritt	Reading Recovery Year-Long Training	SDCOE	\$0	\$1,000	Title I	Year-long training (Tuesday nights) focused on student literacy.
Tuesdays, 08/28/18 - 04/18/19	Hannah Giblin	Chet F. Harritt	Reading Recovery Year-Long Training	SDCOE	\$0	\$1,000	Title I	Year-long training (Tuesday nights) focused on student literacy.
Tuesdays, 08/28/18 - 04/18/19	Meghan Snable	Chet F. Harritt	Reading Recovery Year-Long Training	SDCOE	\$0	\$1,000	Title I	Year-long training (Tuesday nights) focused on student literacy.
Friday, 09/14/18	Mike Olander	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Friday, 09/14/18	Meredith Riffel	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Friday, 09/14/18	Mia Morales	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Friday, 09/14/18	Ed Giqioti	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Friday, 09/14/18	Tracie F. Perez	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Friday, 09/14/18	Stacy Rawson	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Friday, 09/14/18	Kirsten Stretton	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Friday, 09/14/18	Carrie Thompson	Educational Services	Assessing Suicidal Students	San Diego	\$0	\$64	Professional Development	How to conduct suicide risk assessments.
Tuesday, 09/18/18	Deborah Meeder	Child Nutrition Services	Premier Food Safety	San Diego	\$0	\$152	Child Nutrition Services	Training on food safety.
Tues-Wed, 09/25/18 - 09/26/18	Brienne Downing	Educational Services	Nonviolent Crisis Intervention Training Program	Santee	\$0	\$879	Professional Development	Two-day training on nonviolent crisis intervention.
Tues-Wed, 09/25/18 - 09/26/18	Thor Stibor	Educational Services	Nonviolent Crisis Intervention Training Program	Santee	\$0	\$879	Professional Development	Two-day training on nonviolent crisis intervention.
Tuesday, 09/25/18	Hannah Rainbolt	Educational Services	Crisis Prevention Intervention Training	El Cajon	\$0	\$31	Professional Development	Workshop on crisis prevention intervention.
Tuesday, 09/25/18	Julie Lloyd	Rio Seco	Teach Social Skills to Children with Special Needs	San Marcos	\$115	\$57	Professional Development	Focus on fostering social skills of children with special needs.
Wednesday, 09/26/18	Mike Olander	Educational Services	Armed Assailant Situations Training of Trainers	SDCOE	\$0	\$78	Pupil Services	Learn options-based responses for armed assailant situations.
Wednesday, 09/26/18	JoHanna Simko	PRIDE Academy	Armed Assailant Situations Training of Trainers	SDCOE	\$0	\$78	Pupil Services	Learn options-based responses for armed assailant situations.
Wednesday, 09/26/18	Chasity Forster	Hill Creek	Armed Assailant Situations Training of Trainers	SDCOE	\$0	\$78	Pupil Services	Learn options-based responses for armed assailant situations.
Friday, 09/28/18	Corinne Reid	Caion Park	Patterns of Strengths and Weaknesses	El Cajon	\$115	\$36	Special Education	PSW training for SAI teachers.
Friday, 09/28/18	Erin Asahara	Carlton Oaks	Patterns of Strengths and Weaknesses	El Cajon	\$115	\$36	Special Education	PSW training for SAI teachers.
Tuesday, 10/09/18	Hannah Rainbolt	Educational Services	Self/Match Training, Advanced	San Marcos	\$0	\$215	Professional Development	Self-monitoring & motivational systems as behavior interventions.
Friday, 10/12/18	Mike Olander	Educational Services	Annual Summit on Student Engagement/Attendance	San Diego	\$0	\$68	Pupil Services	Focus on student engagement, attendance, and school climate.
Tues-Wed, 10/16/18 - 10/17/18	Lindsay Oaden	Sycamore Canyon	Building Positive Behavioral Interventions & Supports	San Diego	\$0	\$133	SC/Santee Ready for Life	Two-day workshop on building positive behavioral supports.
Tues-Wed, 10/16/18 - 10/17/18	Lauren Babbush	Sycamore Canyon	Building Positive Behavioral Interventions & Supports	San Diego	\$230	\$133	SC/Santee Ready for Life	Two-day workshop on building positive behavioral supports.
Tues-Wed, 10/16/18 - 10/17/18	Hannah Mallard	Sycamore Canyon	Building Positive Behavioral Interventions & Supports	San Diego	\$230	\$133	SC/Santee Ready for Life	Two-day workshop on building positive behavioral supports.
Friday, 10/26/18	Julie Lloyd	Rio Seco	Teachers as Coaches to Instructional Assistants	San Diego	\$115	\$87	Professional Development	Workshop training on coaching instructional assistants.
Tuesday, 10/30/18	Hannah Rainbolt	Educational Services	Defensible Data Collection Strategies	San Marcos	\$0	\$57	Professional Development	Learn data collection systems and their importance.
Tuesday, 10/30/18	Julie Lloyd	Rio Seco	Defensible Data Collection Strategies	San Marcos	\$115	\$57	Professional Development	Learn data collection systems and their importance.
Wednesday, 12/05/18	Corinne Reid	Caion Park	Mindful Practices: Promote Executive Functioning	San Marcos	\$115	\$52	Special Education	Learn mindfulness practices that promote executive functioning.
Tuesday, 02/05/19	Hannah Rainbolt	Educational Services	First Frontier: Tier 1 Positive Behavior Supports	San Marcos	\$0	\$80	Professional Development	Workshop on positive behavior support strategies.
Thursday, 03/28/18	Corinne Reid	Caion Park	Behavior is Communication	San Marcos	\$115	\$41	Special Education	Workshop on behavior communication.
Thursday, 03/28/18	Myrtle Hoskins	Caion Park	Behavior is Communication	San Marcos	\$115	\$41	Special Education	Workshop on behavior communication.
Thursday, 03/28/18	Hannah Rainbolt	Educational Services	Behavior is Communication	San Marcos	\$0	\$80	Professional Development	Workshop on behavior communication.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Wednesday, 10/15/18	Karl Christensen	Business Services	CASH School Facility Mitigation Agreements	Newport Beach	\$0	\$417	Business Services	Workshop on negotiating school facility mitigation agreements.
Wed-Fri, 10/15/18 - 10/17/18	Christina Becker	Maint/Opers/Facs	CASH Conference	Newport Beach	\$0	\$1,329	Facilities	Three-day conference on school facilities and funding.

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			
Supplies for "Teaching with Tech" Project (Brownell)	\$373.43	DonorsChoose.org	Rio Seco School
Supplies for "Novels Needed! Way of the Warrior Kid" Project (Tindle)	\$232.00	DonorsChoose.org	PRIDE Academy
GRANTS			
(None)			
BEQUESTS			
(None)			
TOTAL RECEIVED	\$605.43		

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 \$605.43.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Consent Item D.2.3. Approval/Ratification of Expenditure Transactions
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
September 4, 2018

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 July 1, 2018 through July 31, 2018.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There were 128 transactions totaling \$20,030.23 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20180710	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	89.44	64 oz Dispenser jars for dressings
20180715	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT #0673	184.17	Power washer for central kitchen cleaner
20180716	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	28.53	Tape for label machine
20180720	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT #0673	26.92	Maintenance supplies
20180725	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	732.87	1 Qt Store 'N Pour, 64oz dispenser jars, cooling rack/pan grate
20180725	ABEL,CATHY	CHILD NUTRITION	TARGET.COM *	9.21	Sink storage drying rack, fitted sheets, breakfast and express cart covers
20180725	ABEL,CATHY	CHILD NUTRITION	TARGET.COM *	4.76	Sink storage drying rack, fitted sheets - breakfast and express cart covers
20180726	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	15.91	File organizer, laminating sheets
20180730	ABEL,CATHY	CHILD NUTRITION	TARGET.COM *	46.15	Expandable colanders
				<u>1,137.96</u>	
20180712	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	75.32	PLT name badges
20180715	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	TM *TICKETMASTER TICKT	391.55	Admission A Salute to Teachers event
20180718	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	16.54	Board meeting supplies
20180722	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	TLF*TELEFLORACOM PICKS	70.35	Board meeting supplies
20180722	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS PO 0570207500	50.00	Purchase of postage
20180725	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PAPER MART	29.64	Supplies for PLT retreat
20180725	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	THE WRAPSHACK	54.21	Board meeting supplies
20180726	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	14.99	Special Board meeting supplies
20180727	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ASS CAL SCH ADMIN	650.00	Registration for Dr. Baranski to attend the Superintendent Symposium
20180727	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL93110809317	56.64	Supplies for PLT Retreat
20180729	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PARTY CITY	25.94	PLT meeting supplies
20180731	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SAN DIEGO COUNTY SUPER	1,125.00	Registration for staff to attend Alan November workshop
				<u>2,560.18</u>	
20180719	AVILA,EVONN	BUSINESS SERVICES	BEST BUY MHT 00011452	226.26	CFH Apple TV & mount
20180719	AVILA,EVONN	BUSINESS SERVICES	BEST BUY MHT 00011452	226.25	CO Apple TV & mount
20180719	AVILA,EVONN	BUSINESS SERVICES	HARLAND CLARKE CHECK P	79.32	Check supply
				<u>531.83</u>	
20180710	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	252.64	YALE Summer supplies, box files, puppets, decorated word, activity book
20180710	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	58.73	YALE Summer supplies, sequins, pencils painter tape, crayons, otter pops
20180715	BAKER,HOPE	OST PROGRAMS	PARTY CITY	7.49	YALE Summer supplies for multi culture festival week-decorative kits in variety of colors
20180716	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	19.37	YALE Summer supplies, box file, tape, beachball
20180716	BAKER,HOPE	OST PROGRAMS	KMART 3678	105.74	YALE Summer supplies, ink, karaoke coding labels
20180716	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	52.85	YALE Summer supplies, memo clipboard, card stock
20180716	BAKER,HOPE	OST PROGRAMS	TJ MAXX #963	60.24	YALE Summer Supplies, toys and books
20180716	BAKER,HOPE	OST PROGRAMS	TEACHERSPAYTEACHERS.CO	40.50	YALE Summer supplies, calm down behavior kits, handwriting activities, bingo matching
20180716	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	32.00	YALE Summer supplies, posterboard, kraft paper, die cut coloring book, foil coloring book, binder clips, river rocks, gems
20180717	BAKER,HOPE	OST PROGRAMS	THE HOME DEPOT #0673	3.17	YALE paint sticks, one gallon paint stick
20180720	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	61.42	Classroom supplies for YALE Summer program, playsand
20180720	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	41.85	Supplies for YALE Summer program, stationary items
20180731	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	105.60	Jigsaw puzzles, party banner, toys for YALE Preschool Summer program
				<u>841.60</u>	
20180703	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	ROBERT BROOKE & ASSOCI	28.92	Hardware/door lock supplies - repairs
				<u>28.92</u>	
20180704	BONSER,KRISTEN	PRIDE ACADEMY	DENVER FABRICS	(55.25)	Fabric choice unavailable. Credit applied
20180711	BONSER,KRISTEN	PRIDE ACADEMY	JEFFYSHIRTS.COM US L.P	232.96	Staff PPIS shirts
				<u>177.71</u>	
20180704	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	143.04	Summer supplies for OSTP styrofoam balls, elmers glue
20180704	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	99.39	Summer supplies for OSTP shave cream, swabs, kids tent, masks
20180704	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	74.46	Summer supplies tennis balls, rubber bands, pencil sharpeners
20180704	BRASHER,PAMELA	OST PROGRAMS	DOLLAR TREE	45.26	Coloring books, tape, glitter glue, color and play sets
20180705	BRASHER,PAMELA	OST PROGRAMS	SMARTNFINAL36010803609	21.63	Vanilla pudding for summer project for OSTP students
20180706	BRASHER,PAMELA	OST PROGRAMS	SMARTNFINAL39810803989	28.84	Pudding for summer OSTP project with students
20180709	BRASHER,PAMELA	OST PROGRAMS	AMAZON.COM AMZN COM/BI	123.30	Where the Wild Things Are books for summer program at OSTP
20180711	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	63.51	Summer projects for OSTP program, paper bags, bubbles, zip lock baggies
20180712	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	(0.87)	Item that Walmart com must have deducted
20180713	BRASHER,PAMELA	OST PROGRAMS	DOLLAR TREE	12.93	Foam dice and games for summer program OSTP
20180713	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	36.84	Cards, dice, games for summer OSTP program
20180715	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	717.86	OSTP for Summer, sunscreen, baby oil, salt, tennis balls, yarn for projects
20180715	BRASHER,PAMELA	OST PROGRAMS	GO GET YOGURT	39.90	Walking field trip for middle school OSTP program
20180715	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	34.33	Crayons for Summer program OSTP
20180719	BRASHER,PAMELA	OST PROGRAMS	TEACHERSPAYTEACHERS.CO	54.00	Behavior kit for the OSTP children for Summer
20180719	BRASHER,PAMELA	OST PROGRAMS	SANTEE LAKES RECREATIO	400.00	Field trip admissions to spray grounds at the lakes
20180719	BRASHER,PAMELA	OST PROGRAMS	SANTEE LAKES RECREATIO	80.00	Field trip to Spray Grounds at Santee Lakes for OSTP students
20180719	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #5996	29.06	Summer program OSTP project items, canning jars, tacky glue
20180729	BRASHER,PAMELA	OST PROGRAMS	LITTLE CAESARS 3154-00	80.81	OSTP Summer camp pizza field trip
				<u>2,084.29</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20180723	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	AMAZON COM	190.65	Purchase of books for PLT professional development
20180729	BROGAN-BARANSKI,K	SUPERINTENDENT'S OFFICE	ALASKA AIRLINES INC.	232.01	Airfare for Dr. Baranski to attend the Superintendent Symposium
				<u>422.66</u>	
20180711	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT #0673	96.24	Replacement parts to fix site extractor
20180718	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT #0673	7.48	Scraper blades for custodian
20180719	HICKS,TYLENE	CHET F. HARRITT	WRISTBANDCOMWRISTBAND	132.00	Wristbands for student incentives
20180720	HICKS,TYLENE	CHET F. HARRITT	INT*IN *MARIDEN, INC	43.10	Graphic design for new logo
20180720	HICKS,TYLENE	CHET F. HARRITT	BEST BUY 00001842	102.77	New hard drive and case to store photos for school and district events
20180723	HICKS,TYLENE	CHET F. HARRITT	TEACHERSPAYTEACHERS.CO	46.99	STEAM and substitute curriculum
20180726	HICKS,TYLENE	CHET F. HARRITT	THE HOME DEPOT 673	494.51	New power washer and hoses
20180730	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	5.32	Ice for the water for staff appreciation
20180730	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	32.21	Water and candy for staff appreciation
				<u>960.62</u>	
20180704	HOOKS.TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS W	164.24	Custodial supplies
20180706	HOOKS.TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	71.98	Storage shed
20180709	HOOKS.TED A	PEPPER DRIVE	CPM EDUCATIONAL PROGRA	260.63	Math Elective materials
20180716	HOOKS.TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	44.99	Storage for Arts Attack
20180731	HOOKS.TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	29.82	Storage for Kindergarten
				<u>571.66</u>	
20180731	LOCKE,SUMMER	SYCAMORE CANYON	INT*IN *SHORE OFFICE W	645.42	Desk for office
				<u>645.42</u>	
20180709	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT #0673	13.81	Wall plate repair parts
20180720	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security system
20180720	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS W	180.97	Ergonomic equipment
20180722	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE FLAMINGO HOTELS	282.69	Resort fees for PowerSchool User Group
20180722	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE FLAMINGO HOTELS	357.64	Resort fees for PowerSchool User Group
20180722	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE FLAMINGO HOTELS	(48.00)	Resort fees for PowerSchool User Group
20180723	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT #0673	8.39	Nuts and bolts for speaker install
20180727	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS W	45.99	TV Mount
20180727	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN.COM/BI	20.45	Video cable - CFH
20180727	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN.COM/BI	20.45	Video cable - CO
20180727	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN.COM/BI	20.45	Video cable - CO
20180727	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN.COM/BI	20.45	Video cable - CO
20180727	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON COM AMZN.COM/BI	20.47	Video cable - Technology
20180730	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT #0673	5.92	Electrical tape
				<u>974.67</u>	
20180718	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZONPRIME MEMBERSHIP	(106.67)	Refund of Amazon Prime membership
20180722	MCGINTY,MIRIAM	SPECIAL EDUCATION	WALMART.COM	32.82	ESY classroom supplies
20180723	MCGINTY,MIRIAM	SPECIAL EDUCATION	WPS	132.75	OT Protocols
				<u>58.90</u>	
20180717	MCKINNON,KATHY	EDUCATIONAL SERVICES	THE WRAPSHACK	199.98	Prof. Development - supplies/food - Summer trainings
20180718	MCKINNON,KATHY	EDUCATIONAL SERVICES	AMAZON.COM	274.40	Prof. Development - supplies/books
20180718	MCKINNON,KATHY	EDUCATIONAL SERVICES	O'S AMERICAN KITCH	194.81	Prof. Development - supplies/food - Summer trainings
20180719	MCKINNON,KATHY	EDUCATIONAL SERVICES	SANDWICH BAGS	130.00	Prof. Development - supplies/food - Summer trainings
				<u>799.19</u>	
20180725	MINUTELLI,DAWN	EDUCATIONAL SERVICES	AMAZON.COM	622.75	DROPS Grant - supplies/books
20180730	MINUTELLI,DAWN	EDUCATIONAL SERVICES	SAGE PUBLICATIONS	791.57	Prof. Development - supplies/books
				<u>1,414.32</u>	
20180704	MONTLER,BONNER M	EDUCATIONAL SERVICES	REI*GREENWOODHEINEMANN	640.04	Benchmark Assessment System Student Folders. District reading assessment record keeping
20180725	MONTLER,BONNER M	EDUCATIONAL SERVICES	REI*GREENWOODHEINEMANN	550.60	Common Core Lesson Book, K-5: Working with Increasingly Complex Lit. for Instructional Leadership team for prof dev
20180726	MONTLER,BONNER M	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS W	465.60	Common Core Companion: The Standards Decoded, Grades 6-8 for Instructional Leadership team prof dev
20180727	MONTLER,BONNER M	EDUCATIONAL SERVICES	CPM EDUCATIONAL PROGRA	79.27	College Preparatory Mathematics Integrated I(CPM) blackline master for student unit packets.
				<u>1,735.51</u>	
20180703	ORTEGA,KAREN	HUMAN RESOURCES	AWARDS BY NAVAJO	5.36	Retirement bell engraving
				<u>5.36</u>	
20180716	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	HOLIDAY INNS	966.75	Prof. Development - Travel/Lodging - School Counselors
20180716	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	HOLIDAY INNS	970.39	Prof. Development - Travel/Lodging - School Counselors
				<u>1,937.14</u>	
20180724	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS W	15.99	Apple TV remote
20180725	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	WAL-MART #1917	10.60	Storage containers for printed teacher badges
20180727	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	THE HOME DEPOT 673	387.81	Storage shelving for the visually impaired program
20180729	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	THE HOME DEPOT 673	86.07	Casters for storage shelving for V.I. program
				<u>500.47</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20180708	RIFFEL, MEREDITH	PUPIL SERVICES	VIDEO CONTINUING EDUCA	50.00 <u>50.00</u>	Video class for Beth Hoffman
20180702	SHEEN, KRISTINA D	OST PROGRAMS	COTIJAS MEXICAN FOOD	93.89	Field trip
20180706	SHEEN, KRISTINA D	OST PROGRAMS	SMARTNFINAL92910809291	93.35	Field trip items for Summer for OSTP ice cream, cherries, whip cream, bowls
20180716	SHEEN, KRISTINA D	OST PROGRAMS	SAMBA SMOOTHIES	32.50	Field trip Summer program middle school walked to get smoothies
20180716	SHEEN, KRISTINA D	OST PROGRAMS	7-ELEVEN 19006	41.96	Field trip for middle school Summer OSTP program to 7-11 for slurpees
20180720	SHEEN, KRISTINA D	OST PROGRAMS	BELMONT PARK	23.90	Field trip Summer camp tickets
20180720	SHEEN, KRISTINA D	OST PROGRAMS	BELMONT PARK	597.50 <u>883.10</u>	field trp Summer camp tickets
20180711	SIMPSON, DEBRA	RIO SECO	AMAZON.COM AMZN.COM/BI	17.19 <u>17.19</u>	Professional learning book
20180711	STARKEY, MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	558.00	55" television, TV mount and Apple TV for CFH
20180711	STARKEY, MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	493.36	55" television and Apple TV for CO
20180711	STARKEY, MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	558.00	55" television, TV mount, Apple TV for CO IEP room
20180711	STARKEY, MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	161.62	Apple TV for Luke Town's classroom @ CO
20180711	STARKEY, MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	331.72	55" Television for technology
20180713	STARKEY, MARK	INFORMATION TECHNOLOGY	THE HOME DEPOT #0673	9.60	Glass scrapers for iPad cleanup
20180718	STARKEY, MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	(226.25)	Refund for TV mount and Apple TV for CFH
20180718	STARKEY, MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	(226.25)	Refund for TV mount and Apple TV for CO IEP room
20180719	STARKEY, MARK	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS W	20.98	Wrap around labels for student iPad charging cables
20180729	STARKEY, MARK	INFORMATION TECHNOLOGY	THE HOME DEPOT #0673	10.75	Microfiber wipes for student iPad cleanup
				<u>1,691.53</u>	
				<u>20,030.23</u>	

Consent Item D.2.4.
Prepared by Karl Christensen
September 4, 2018

Adoption of Resolution No.1819-09 to Certify 2017-18
Gann Limit Appropriations Recalculation and an
Estimated Limit for 2018-19

BACKGROUND:

In 1979, California voters approved a spending limit for State and local government agencies including school districts. California State Constitution, Article XIII B, requires that each district annually prepare a resolution for Board approval which reflects the funds subject to the Gann Limit Appropriation for fiscal year 2017-18 and an estimate for fiscal year 2018-19.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1819-09 for the recalculation of appropriation limit and funds subject to the Gann Limit for the fiscal year 2017-18 and an estimate for 2018-19.

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 2017-18 appropriations subject to the Gann limitation are \$40,342,058.41 and the 2018-19 appropriations subject to the Gann limitation are estimated to be \$41,822,611.95.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

**RESOLUTION NO. 1819-09
RESOLUTION OF THE SANTEE SCHOOL DISTRICT
TO CERTIFY THE 2017-18 GANN LIMIT APPROPRIATIONS RECALCULATION
AND AN ESTIMATED LIMIT FOR 2018-19**

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

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2017-18 fiscal year and a projected Gann Limit for the 2018-19 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2017-18 and 2018-19 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2017-18 and 2018-19 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

PASSED AND ADOPTED by the Santee School District Board of Education on the 4th day of September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

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

Dustin Burns, Clerk of the Board of Education

Consent Item D.2.5. Approval of Interdistrict Attendance Agreements
 Prepared by Karl Christensen
 September 4, 2018

BACKGROUND:

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

Alpine Union	7/1/16 – 6/30/21 (5yrs)	Mountain Empire Unified	7/1/16 – 6/30/21 (5yrs)
Cajon Valley Union	7/1/16 – 6/30/21 (5yrs)	Murrieta Valley Unified	7/1/16 – 6/30/21 (5yrs)
Carlsbad Unified	7/1/16 – 6/30/21 (5yrs)	Oceanside Unified	7/1/16 – 6/30/21 (5yrs)
Chula Vista Elementary	7/1/18 – 6/30/19 (1 yr)	Poway Unified	7/1/16 – 6/30/21 (5 years)
Coronado Unified	7/1/16 – 6/30/21 (5yrs)	Ramona Unified	7/1/16 – 6/30/21 (5 years)
Dehesa	7/1/18 – 6/30/23 (5 yrs)	San Diego Unified	7/1/14 – 6/30/19 (5yrs)
Del Mar	7/1/16 – 6/30/21 (5 years)	San Dieguito Union	7/1/16 – 6/30/21 (5 yrs)
Escondido Union	7/1/16 – 6/30/21 (5yrs)	San Ysidro	7/1/16 – 6/30/21 (5yrs)
Fallbrook Union	7/1/16 – 6/30/21 (5yrs)	Solana Beach	7/1/15 – 6/30/20 (5yrs)
Jamul-Dulzura Union	7/1/16 – 6/30/21 (5yrs)	South Bay Union	7/1/15 – 6/30/20 (5yrs)
Julian Union	7/1/16 – 6/30/21 (5yrs)	Sweetwater Union	7/1/16 – 6/30/21 (5yrs)
Lakeside Union	7/1/18 – 6/30/22 (4 yrs)	Temecula Valley Unified	7/1/16 – 6/30/21 (5yrs)
La Mesa-Spring Valley	7/1/16 – 6/30/21 (5yrs)	Vista Unified	7/1/16 – 6/30/21 (5yrs)
Lemon Grove	7/1/15 – 6/30/20 (5yrs)	Warner Unified	7/1/16 – 6/30/21 (5 yrs)
Administration recommends that the Interdistrict Attendance Agreements for the Districts listed below be approved for the term noted:			
Perris Elementary	7/1/18 – 6/30/19 (1 yr)		

RECOMMENDATION:

It is recommended that the Board of Education approve the Interdistrict Attendance Agreement with Perris Elementary School District as listed above.

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 attendance shall be credited to the district of attendance with the district of attendance assuming all costs of education.

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.
Prepared by Karl Christensen
September 4, 2018

Approval of Increase for Lab and Construction
Materials Testing Services for the Rio Seco and
Pepper Drive Modular Classrooms

BACKGROUND:

On November 21, 2017, the Board approved Ninyo and Moore to provide testing services for the portable building replacement projects at Pepper Drive and Rio Seco. Due to modular buildings being assembled off-site, Amendment 1 was approved by the Board May 15, 2018 to provide In-Plant Inspection Services at the building manufacturer's location.

This Amendment 2 is for additional soils testing and engineering due to added scope of work for the following

- Turf and running track at Pepper Drive
- Replacement of ramps and stairs at Pepper Drive
- Poor soils conditions in the parking lot and a fire lane of Rio Seco that required additional test lab services

RECOMMENDATION:

It is recommended that the Board of Education approve increasing construction materials and test lab services with Ninyo & Moore for the Rio Seco and Pepper Drive Modular Classroom Building Construction.

This recommendation supports the following District goal:

Learning Environment

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

FISCAL IMPACT:

Costs are as follow to be funded from State Grant funds for a total increase of \$17,300.

- **Rio Seco Modular Classrooms**
Ninyo & Moore, estimated cost proposal \$8,900
- **Pepper Drive Modular Classrooms:**
Ninyo & Moore, estimated cost proposal \$8,400

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.



Geotechnical & Environmental Sciences Consultants

August 22, 2018
Project No. 108516002

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Budget Amendment Request for
Geotechnical, Special Inspection, and Materials Testing Services
Pepper Drive School Relo Replacement Project
1935 Marlinda Way, El Cajon, California
DSA Application #04-116350

Dear Ms. Becker:

We have been and are continuing to provide geotechnical, special inspection, and materials testing services for the project in accordance with the project plans, specifications, and the requests of the Project Inspector, Mr. Todd Hendrix. The fees associated with the geotechnical, special inspection, and materials testing services have exceeded the current authorized amount. The budget overage is related to costs associated with out-of-scope services and the exceedance of our estimated services. Accordingly, this budget amendment request has been prepared to request additional budget to cover the noted services and to continue our geotechnical, special inspection, and materials testing services through projected completion in the end of August 2018. Discussion of the out-of-scope services and the exceedance of our estimated services are presented herein.

OUT OF SCOPE SERVICES

During construction of the project, our personnel were requested to provide out-of-scope services due to various reasons. These reasons include:

- The accrual of charges for the times when our technician/inspector was scheduled for the day and upon arrival at the site the work had been canceled last minute without notification.
- Reinspection and retesting of the earthwork operations by our field engineer and field technician due to the rework of foundation excavations.
- The contractor working an extended work day and on a Saturday that led to the accumulation of overtime surcharges by our inspector due to Prevailing Wage overtime requirements.
- The project also included the addition of a new ADA ramp and wall system that also needed geotechnical observation and testing services.

A breakdown of the fees relating to these out-of-scope services is presented in the attached Table 1.

EXCEEDED SERVICES

At the time of our original proposal, a construction schedule was not available for our review. Therefore, during our proposal preparation, we had estimated that the special inspection during field welding of the newly installed relocatable buildings would take two days. However, the field welding of the newly installed relocatable buildings was performed by one welder that took approximately eight days to perform, or six more days beyond what was originally estimated. A breakdown of the fees associated with the exceeded services relating to the special inspection of field welding is presented in the attached Table 1.

CONTRACT SUMMARY

Based on the discussion and items presented above, we request a budget amendment of approximately \$8,400 (Eight Thousand Four Hundred Dollars) for the additional services. A breakdown of the additional fees associated with this request is provided in the attached Table 1. For convenience, the contract history for this project is as follows:

Initial Budget (October 24, 2017)	\$	13,140
In-Plant Inspector Services (with 5% markup)	\$	10,240
This Budget Amendment Request	\$	8,400
New Requested Budget Amount	\$	31,780

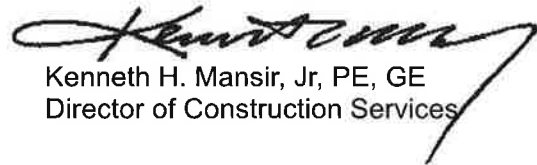
The estimate provided for this budget amendment request is based upon a review of the original proposal and our services provided to date.

We appreciate this opportunity to be of service on this project and look forward to our continued working relationship. If you are in agreement with this budget amendment request, please forward to us your contract documents for execution.

Respectfully submitted,
NINYO & MOORE



Jeffrey T. Kent, PE, GE
Principal Engineer



Kenneth H. Mansir, Jr, PE, GE
Director of Construction Services

JTK/KHM/gg

Attachment: Table 1 – Breakdown of Additional Fees

Distribution: (1) Addressee (via e-mail)

Table 1 – Breakdown of Additional Fees**Out-of-Scope Services**

Senior Staff Engineer/Geologist - Rework	8 hours @	\$141.00 /hour	\$	1,128.00
Field Technician - Rework	8 hours @	\$95.00 /hour	\$	760.00
Field Technician - Cancellation	4 hours @	\$95.00 /hour	\$	380.00
Structural Steel/Welding, Special Inspector - Cancellation	4 hours @	\$95.00 /hour	\$	380.00
Field Technician - Wall and Ramp	6.5 hours @	\$95.00 /hour	\$	617.50
Strucural Steel/Welding, Special Inspector - OT Surcharge	12 hours @	\$47.50 /hour	\$	570.00
		Subtotal	\$	3,835.50

Exceeded Services

Structural Steel/Welding, Special Inspector	48 hours @	\$95.00 /hour	\$	4,560.00
		Subtotal	\$	4,560.00

TOTAL ADDITIONAL FEE			\$	8,395.50
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Geotechnical & Environmental Sciences Consultants

August 22, 2018
Project No. 108516001

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Second Budget Amendment Request for
Geotechnical, Special Inspection, and Materials Testing Services
Rio Seco Elementary School Child Care Addition
9545 Cuyamaca Street, Santee, California
DSA Application #04-116363

Dear Ms. Becker:

We have been and are continuing to provide geotechnical, special inspection, and materials testing services for the project in accordance with the project plans, specifications, and the requests of the Project Inspector, Mr. Todd Hendrix. The fees associated with the geotechnical, special inspection, and materials testing services have exceeded the current authorized amount. The budget overage is primarily related to costs associated with the grading and construction of the parking lot and fire lane access road. Discussion of the exceeded and out-of-scope services is presented herein.

EXCEEDED SERVICES

As part of the preparation of our initial budget request from May 15, 2018, we were requested to include a couple of days of field technician time to accommodate some improvements to a parking lot at the Rio Seco School campus. However, the geotechnical observation and testing services associated with the parking lot construction resulted in the accumulation of approximately two weeks of time due to the yielding subgrade conditions at the site. The yielding subgrade conditions led to the contractor removing clayey site soils in some areas, stabilizing the soils using a blend of asphalt concrete (AC) grindings in others, and also performing soil-cement mixing at others. To assist with the site conditions, we provided supplemental recommendations and additional laboratory testing for the noted soil-cement mixing at the request of the project architect. A breakdown of the additional fees associated with these exceeded services is presented in the attached Table 1.

OUT-OF-SCOPE SERVICES

During construction of the project, our personnel were requested to provide out-of-scope services due to a couple of reasons. One reason for the out-of-scope services included the accrual of overtime surcharges for when the contractor elected to work on a Saturday resulting in Prevailing Wage overtime requirements. Also, there were instances for the need of reinspection and retesting of the earthwork operations by our field engineer to the rework of subgrade soils at the amphitheater area. A breakdown of the fees relating to these out-of-scope services is presented in the attached Table 1.

CONTRACT SUMMARY

Based on the discussion and items presented above, we request a budget amendment of \$8,900 (Eight Thousand Nine Hundred Dollars). A breakdown of the additional fees associated with this request is provided in the attached Table 1. For convenience, the contract history for this project is as follows:

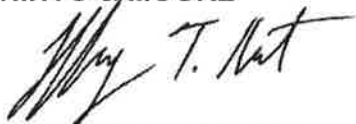
Initial Budget (October 24, 2017)	\$	10,598
In-Plant Inspector Services (with 5% markup)	\$	6,000
Initial Budget Amendment Request (May 15, 2018)	\$	10,092
This Second Budget Amendment Request	\$	8,900
New Requested Budget Amount	\$	35,590

The estimate provided for this budget amendment request is based upon a review of the original proposal and our services provided to date.

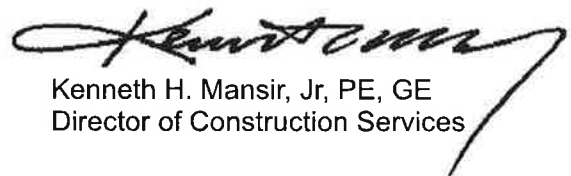
We appreciate this opportunity to be of service on this project and look forward to our continued working relationship. If you are in agreement with this budget amendment request, please forward to us your contract documents for execution.

Respectfully submitted,

NINYO & MOORE



Jeffrey T. Kent, PE, GE
Principal Engineer



Kenneth H. Mansir, Jr, PE, GE
Director of Construction Services

JTK/KHM/gg

Attachment: Table 1 – Breakdown of Additional Fees

Distribution: (1) Addressee (via e-mail)

Table 1 – Breakdown of Additional Fees

Exceeded Services

Principal Engineer/Geologist	1.75 hours @	\$168.00 /hour	\$	294.00
Field Technician	80 hours @	\$95.00 /hour	\$	7,600.00
Proctor Density	1 test @	\$200.00 /test	\$	200.00
		Subtotal	\$	8,094.00

Out-of-Scope Services

Field Technician - Rework	4.5 hours @	\$95.00 /hour	\$	427.50
Field Technician - OT Surcharge	8 hours @	\$47.50 /hour	\$	380.00
		Subtotal	\$	807.50

TOTAL ADDITIONAL FEE **\$ 8,901.50**

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
Clint Darr – You Gotta Laugh LLC	Professional Development Workshop	09/14/18	\$750.00	Out-of-School Time

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact 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.2.7.

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. Baranov, Ashley	Cajon Park	IV-01 #10321127	\$0.00	\$50,504.00	08-16-18 to 06-12-19
2. Mays, Caitlin	Carlton Oaks / Rio Seco	III-01 #30009832	\$0.00	\$50,504.00	08-29-18 to 06-12-19

B. Temporary Rehires:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Accardi, Robyn	Sycamore Canyon	V-09 to VI-09 #10324243	\$71,434.00	\$76,897.00	08-15-18

C. Change of Status/Location:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Droegemeier, Joanna	Hill Creek	III-03 to IV-03 #30002862	\$50,504.00	\$53,786.00	08-15-18
2. Orsinelli, Kelcie	Chet F. Harritt	V-04 to VI-04 #10321279	\$58,879.00	\$64,291.00	08-15-18
3. Rosati, Helen	Chet F. Harritt	V-14 to VI-14 #10321252	\$82,990.00	\$89,503.00	08-15-18

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Chavez, Alessandra	Carlton Hills	Campus Aide CA A / 2.0 hrs #30003561	\$0.00	\$476.67	08-27-18
2. Conway, Adam	Maintenance and Operations	Grounds Maintenance Worker I 23.5 A / 8.0 hrs #30003480	\$0.00	\$3,097.67	08-11-18

Classified Staff continued

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Boyles, Ursula	Carlton Hills to <i>PRIDE Academy</i>	Custodian II 23 E / 8.0 hrs #10326427	\$3,679.42	\$3,679.42	08-20-18
2. Green, Jody	Cajon Park to <i>PRIDE Academy</i>	Food Service Worker I-A 20 A / 1.5 hrs to <i>Food Service Worker III</i> 22 A / 3.75 hrs #10326337	\$488.39	\$1,348.50	08-22-18
3. Little, Deborah	Cajon Park to <i>Carlton Hills</i>	Instructional Assistant, Special Ed II 21 E / 6.0 hrs	\$3,002.40	\$3,002.40	08-22-18
4. McLarney, Denise	Cajon Park to <i>Carlton Hills</i>	Instructional Assistant, Special Ed II 21 E / 6.0 hrs	\$2,702.16	\$2,702.16	08-22-18
5. Permetti, Victoria	Rio Seco	Campus Aide CA B / 2.0 hrs to <i>Instructional Assistant,</i> <i>Special Ed I</i> 20 A / 6.25 hrs #30009023	\$500.50	\$2,034.83	08-22-18
6. Roessler, Nannette	Carlton Hills to <i>Carlton Oaks</i>	Project SAFE Assistant 17 A / 3.5 hrs to 17 A / 3.75 hrs #10325011	\$1,196.16	\$1,281.74	08-22-18
7. Somers, Carmen	Pride Academy to <i>Hill Creek</i>	Project SAFE Assistant 17 D / 3.5 hrs #10325036	\$1,139.58	\$1,139.58	08-22-18
8. Swan, Raydina	Carlton Hills to <i>PRIDE Academy</i>	Instructional Assistant, Special Ed II 21 A / 6.0 hrs #30002183	\$2,050.56	\$2,050.56	08-23-18
9. Whiteman, Kristen	Cajon Park to <i>Carlton Hills</i>	Instructional Assistant, Special Ed II 21 E / 3.25 hrs	\$1,355.42	\$1,355.42	08-22-18

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Mohammad, Shadia	Carlton Oaks	Project SAFE Assistant	Resignation	08-29-18
2. Smith, Wendy	Hill Creek	Student Support Assistant	Accepted outside employment	06-13-18

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Consent Item D.3.2.

Approval to Increase Work Hours for Identified
Classified Non-Management Position

Prepared by Tim Larson
September 4, 2018

BACKGROUND:

Recently, the medically fragile program was combined to one site reducing a 5.5-hour Licensed Vocational Nurse. After reviewing the program, administration has determined that an additional hour is needed to complete the daily responsibilities.

The employee currently working in this position will receive the opportunity to transfer into the increased hours.

RECOMMENDATION:

It is recommended that the Board of Education approve to increase work hours for the following position effective September 5, 2018:

- Increase one (1) Licensed Vocational Nurse position from 6.0 hours to 7.0 hours

FISCAL IMPACT:

The annual cost to increase work hours for the Licensed Vocational Nurse position will be \$5,393 and will be paid by special education funding.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.3.3. Approval of Service Learning Agreement Amendment with San Diego State University School of Nursing

Prepared by Tim Larson
September 4, 2018

BACKGROUND:

San Diego State University Nursing program currently has a Memorandum of Understanding in place with Santee School District providing a section of their Nursing 415 Community/Public Health Nursing class since 2016. These student nurses are registered nurses completing their Bachelor of Science in nursing.

As part of their fieldwork in public health nursing, the nursing students are available on campus weekly as service learners to provide parent education, information and referral for parents on health issues, classroom instruction on health topics such as hygiene, help with attendance concerns, infectious diseases, health promotion, and home visits.

This Service Learning Agreement Amendment will expand their service learners program and offer Health and Human Services.

RECOMMENDATION:

It is recommended that the Board of Education approve the Service-Agreement Amendment with San Diego State University School of Nursing.

FISCAL IMPACT:

There is no fiscal impact to the Santee School District. All material will be provided by SDSU nursing students.

STUDENT ACHIEVEMENT:

By providing support for students, these students will be better prepared to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

Service-Learning Agreement Amendment University and Learning Activity Site

This Amendment No. 1 is entered into by and between the Trustees of the California State University on behalf of San Diego State University, referred to as "University", and Santee School District, referred to as "Learning Activity Site",
(Legal entity name)
and amends Service Learning Agreement No. 40089623, dated 8/1/2018, referred to as "Agreement". All terms used herein shall have the meaning ascribed to them in the Agreement, unless otherwise specifically defined herein. Whenever the terms of this Amendment No. 1 are inconsistent with the Agreement, the terms of this Amendment No. 1 shall be controlling.

The Agreement is hereby amended as follows:

1. The following College/Department(s) shall be added to this Service Learning Agreement:
 - a. College Health and Human Services / Department(s) School of Nursing
 - b. Each Program added by this Amendment shall develop a Learning Plan and shall have completed the Internship Site questionnaire specific to their program.
2. Other than the modifications set forth above, the Agreement remains unchanged.

This amendment shall become effective upon execution.

The parties acknowledge they have read the referenced Agreement and this Amendment No. 1, understand them, and agree to be bound by their terms and conditions.

LEARNING ACTIVITY SITE

Learning Activity Site Name

Authorized Signatory

Print Name

Date

Street Address

City State Zip

Email

Phone

Fax

SAN DIEGO STATE UNIVERSITY
5500 Campanile Dr.
San Diego, CA, 92182

Elena Jarin
(Date signed: Jul 24, 2018)

Department Internship Contact Signature

Elena Jarin

Print Name
Jul 24, 2018

Date

Department Chair Signature

Print Name

Date

Associate Dean Signature

Print Name

Date

Contract & Procurement Management Signature

Print Name

Date

Item E. DISCUSSION AND/OR ACTION ITEMS

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

Discussion and/or Action Item E.1.1.
Prepared by Kristin Baranski
September 4, 2018

Adoption of Resolution No. 1819-08
Declaring October 8-14, 2018, as
Week of School Administrator

BACKGROUND:

Research has repeatedly shown that quality school leadership is essential to student success. There is no better time to honor the school site leaders who make our schools great than during Week of the School Administrator, October 8-14, 2018.

Section 44015.1 states: "In observance of the importance of educational leadership at the school, school district, and county levels, the second full week in the month of October of each year shall be designated as 'Week of the School Administrator.' Schools, school districts, and county superintendents of schools are encouraged to observe the week with public recognition of the contribution that school administrators make to successful pupil achievement."

Santee School District would like to honor and recognize our outstanding school site leadership, consisting of nine (9) principals and eight (8) vice principals. Our school site leaders work very hard to provide exceptional educational leadership at their schools.

Executive Council would like to join with the Board of Education to honor the school site leaders during the dedicated week and show appreciation for the passion and value they bring to public education. Staff and parents will be encouraged to do the same.

RECOMMENDATION:

Administration recommends the Board of Education adopt Resolution No. 1819-08 declaring October 8-14, 2018, as Week of the School Administrator.

FISCAL IMPACT:

The fiscal impact to recognize our 17 school administrators will be approximately \$150 and will be paid from the Superintendent's budget.

STUDENT ACHIEVMENT:

Quality school site leadership is essential to effectively increase student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

**RESOLUTION 1819-08 OF THE BOARD OF EDUCATION
SANTEE SCHOOL DISTRICT**

**WEEK OF SCHOOL ADMINISTRATOR
October 8 – 14, 2018**

WHEREAS, Leadership matters for California’s public education system and the more than 6 million students it serves;

WHEREAS, the title “School Administrator” is a term used to define specific school site leadership, which includes principals and vice principals; and

WHEREAS, School Administrators are passionate, lifelong learners who believe in the value of quality public education, and

WHEREAS, providing quality service for student success is paramount for the profession; and

WHEREAS, most school administrators began their careers as teachers; and

WHEREAS, the average administrator has served in public education for more than a decade; and

WHEREAS, such experience is beneficial in their work to effectively and efficiently lead schools and improve student achievement; and

WHEREAS, public schools operate with lean management systems, employing fewer managers and supervisors than most public and private sector industries; and

WHEREAS, research shows great schools are led by great principals and vice principals; and

WHEREAS, the future of California’s public education system depends upon the quality of its leadership; and

WHEREAS, the State of California has declared the second full week of October as the “Week of the School Administrator” in Education Code 44015.1; now therefore

BE IT RESOLVED, by the Santee School District Governing Board that all school site administrators be commended for the contributions they make to successful student achievement and that October 8-14, 2018, be declared as the Week of the School Administrator in Santee School District.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 4th day of September 2018, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated: September 4, 2018

Dustin Burns, Clerk
Board of Education

Discussion and/or Action Item E.2.1. Approval of 2017-18 Unaudited Actuals Report
Prepared by Karl Christensen
September 4, 2018

BACKGROUND:

State Law requires the Board of Education to submit its annual financial results to the County Office of Education (COE) by September 15 of each year. The financial results for the fiscal year ending June 30, 2018 are summarized in the District's 2017-18 Unaudited Actuals Report. This report includes all required State forms and schedules.

The District's 2017-18 Unaudited Actuals are submitted and reviewed by the County Office of Education ("COE") in accordance with State law. The District expects an opinion letter on the District's Unaudited Actuals Report from the COE sometime in September. Additionally, the Unaudited Actuals are subject to audit by the District's independent auditor. The auditor's opinion is due in December.

Administration will provide a brief report highlighting financial results for the 2017-18 fiscal year and the updated Multi-Year Projection.

RECOMMENDATION:

It is recommended that the Board of Education approve the 2017-18 Unaudited Actuals with all required State forms.

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:

Financial results for the 2017-18 fiscal year and revised projections for the two subsequent years will be provided at the Board meeting.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

BACKGROUND:

Prior to 2008-09, the State provided an annual allocation each year for replacement of the 8 major building systems listed below. This program, known as the Deferred Maintenance program, required the District to match the State's allocation:

- Floor Covering
- Painting
- Electrical/Lighting
- Roofing
- Plumbing
- HVAC
- Walls
- Paving/Hardscape

In 2008-09, when the Great Recession hit, the State suspended the Deferred Maintenance allocation and the requirements of the program. In 2013-14 when the Local Control Funding Formula (LCFF) was implemented, most categorical programs, including Deferred Maintenance, were rolled into the LCFF and the requirements of these programs were eliminated.

Although the Deferred Maintenance program was eliminated by the State, the needs addressed by this program were not. Consequently, the District has continued to set funds aside in the Deferred Maintenance Fund to address facility repair needs. In 2013-14, the annual set-aside was established at \$535,000 and has continued since then. For 2018-19, an additional \$728,000 transfer was made in order to replace roofs at Cajon Park and Sycamore Canyon schools and paint the exterior of buildings at Hill Creek, Rio Seco, and Sycamore Canyon schools.

Tonight, Administration will provide a brief overview of Deferred Maintenance and facility related needs and is seeking Board direction on possible future projects.

RECOMMENDATION:

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

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

None at this time

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

Item F. BOARD POLICIES AND BYLAWS

Agenda Item F.

BACKGROUND:

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the Board Policy listed below. The Board Policy have been reviewed by Administration and are submitted to the Board for a first reading.

Policy	Policy Title
BP 5116.1	Intradistrict Open Enrollment

The listed Board Policy was last reviewed on August 15, 2017. BP 5116.1 Intradistrict Open Enrollment was revised to bring the policy in line with CSBA language.

RECOMMENDATION:

It is recommended that the Board of Education review the listed Board Policy submitted for a first reading. This Board Policy will return for a second reading and request for approval.

FISCAL IMPACT:

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

STUDENT ACHIEVMENT IMPACT:

Effective governance has a positive impact on student achievement.

INTRADISTRICT OPEN ENROLLMENT

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

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

The Board shall annually review this policy.

Enrollment Priorities

~~Priority for attendance~~ The Superintendent or designee shall grant priority to any district student to attend another district school, including a charter school, outside a student's attendance area ~~shall be given~~ as follows:

1. ~~If a district school receiving Title I funds is identified for program improvement, corrective action, or restructuring, all students enrolled in that school shall be provided an option to transfer to another district school or charter school.~~ Any student enrolled in a district school that has been identified on the state's Open Enrollment Act list (Education Code 48354)
2. ~~If while on school grounds a student becomes the victim of a violent criminal offense, he/she shall be provided an option to transfer to another district school or charter school.~~ Any student who is a victim of a violent crime while on school grounds (20 USC 7912)
3. ~~If a student attends a school~~ Any student enrolled in a district school designated by the California Department of Education as "persistently dangerous," ~~he/she shall be provided an option to transfer to another district school or charter school.~~ (20 USC 7912; 5 CCR 11992)
4. ~~The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers~~ Upon a finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, ~~Including~~ Special circumstances include, but are not limited to, threats of bodily harm or threats to the emotional stability of the student. Any such student may transfer to a district school that is at capacity and otherwise closed to transfers. To grant priority under these circumstances, the Superintendent or designee must have received either: (Education Code 35160.5)

INTRADISTRICT OPEN ENROLLMENT

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

- a. A written statement from a representative of an appropriate state or local agency such as, but not necessarily limited to, a law enforcement official, social worker, or a properly licensed or registered professional, such as a psychiatrist, psychologist, or marriage and family therapist
 - b. A court order, including a temporary restraining order and injunction
5. ~~Priority may be given to~~ Any siblings of students already in attendance in that school.
 6. ~~Priority may be given to~~ Any student whose parent/guardian is assigned to that school as his/her primary place of employment.

Application and Selection Process

In order to ensure that priorities for enrollment in district schools are implemented in accordance with law, applications for intradistrict open enrollment shall be submitted between March 15 – June 30; of the school year preceding the school year for which the transfer is requested.

~~For all other applications for enrollment from outside a school's attendance area~~ The Superintendent or designee shall use calculate each school's capacity in a nonarbitrary manner using student enrollment and available space. (Education Code 35160.5)

Except for priorities listed above, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests that are in excess of the school's capacity. ~~A school's capacity shall be calculated in a nonarbitrary manner using student enrollment and available space.~~

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

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

INTRADISTRICT OPEN ENROLLMENT

Transportation

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

Legal Reference:

EDUCATION CODE

200 Prohibition against discrimination

35160.5 District policies; rules and regulations

35291 Rules

35351 Assignment of students to particular schools

46600-46611 Interdistrict attendance agreements

48200 Compulsory attendance

48204 Residency requirements for school attendance

48300-48316 Student attendance alternatives, school district of choice program

48350-48361 Open Enrollment Act

48980 Notice at beginning of term

CODE OF REGULATIONS, TITLE 5

11992-11994 Definition of persistently dangerous schools

UNITED STATES CODE, TITLE 20

6311 State plans

6316 Transfers from program improvement schools

7912 Transfers from persistently dangerous schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.36 Dissemination of information

200.37 Notice of program improvement status, option to transfer

200.39 Program improvement, transfer option

200.42 Corrective action, transfer option

200.43 Restructuring, transfer option

200.44 Public school choice, program improvement schools

200.48 Transportation funding for public school choice

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

ATTORNEY GENERAL OPINIONS

85 Ops. Cal. Atty. Gen. 95 (2002)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Public School Choice FAQs

Every Student Succeeds Act - Update #8, July 14, 2017

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016

Unsafe School Choice Option, May 2004

Public School Choice, February 2004

WEB SITES

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

California Department of Education, Unsafe School Choice Option:

<http://www.cde.ca.gov/ss/se/useco.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

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

Students

BP 5116.1 (d)

INTRADISTRICT OPEN ENROLLMENT

Policy adopted: August 17, 2010
Reviewed: May 3, 2011; June 15, 2012; June 4, 2013
January 20, 2015; July 7, 2015; July 5, 2016;
August 15, 2017 Revised: August ____, 2018

SANTEE SCHOOL DISTRICT
Santee, California

BACKGROUND:

Over the last several years, there have been significant changes to regulations related to Food Service Programs. The most notable are the changes enacted by Senate Bill 250, effective January 1, 2018, to end so called “meal shaming” activities. In addition to these changes, other board policies and administrative regulations pertaining to Food Service were reviewed and compared with the latest versions from the California School Boards Association (CSBA). In accordance with that review, the following changes are proposed:

1. Add new Board Policy 3551 – Food Service Program which, among other things, incorporates new laws related to SB 250
2. Revise Board Policy 3553 – Free and Reduced Priced Meals to be consistent with CSBA
3. Delete Board Policy 3553.2 – Emergency Lunches for Students as this procedure is obsolete
4. Delete Board Policy 3553.3 – Unpaid Child Nutrition Accounts as the procedures in this policy are superseded by those in new Board Policy 3551

RECOMMENDATION:

BP 3551, BP 3353, BP 3553.2, and BP 3553.3 are submitted to the Board of Education for a second reading and it is recommended that the Board approve and adopt the proposed changes as presented. Any action is at the discretion of the Board.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is unknown at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.

FOOD SERVICE PROGRAM OPERATIONS/CAFETERIA FUND

The Governing Board intends that school food services shall be a self-supporting, nonprofit program. To ensure program quality and increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of foods and supplies, the planning of menus, and the auditing of all food service accounts for the district.

The Superintendent or designee shall ensure that all food service personnel possess the required qualifications and receive ongoing professional development related to the effective management and implementation of the district's food service program in accordance with law.

At least once each year, food service administrators, other appropriate personnel who conduct or oversee administrative procedures, and other food service personnel shall receive training provided by the California Department of Education (CDE). (42 USC 1776)

Meal Sales

Meals may be sold to students, district employees, Board members, and employees or members of the fund or association maintaining the cafeteria. (Education Code 38082)

In addition, meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are on campus for a legitimate purpose. Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture (USDA) foods.

Meal prices, as recommended by the Superintendent or designee and approved by the Board, shall be based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760.

The Superintendent or designee shall establish strategies and procedures for the collection of meal payments, including delinquent meal payments. Such procedures shall conform with 2 CFR 200.426 and any applicable CDE guidance. The Superintendent or designee shall clearly communicate these procedures to students and parents/guardians, and shall make this policy and the accompanying administrative regulation available to the public.

The Superintendent or designee shall ensure that a student whose parent/guardian has unpaid school meal fees is not overtly identified, shamed, treated differently, or served a meal that differs from the meal served to other students. (Education Code 49557.5)

Students who are enrolled in the free or reduced-price meal program shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation. Such students shall not be overtly identified or treated differently from other students.

Cafeteria Fund

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code 38103)

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

Contracts with Outside Services

With Board approval, the district may enter into a contract for food service consulting services or management services in one or more district schools. (Education Code 45103.5; 42 USC 1758; 7 CFR 210.16)

Procurement of Foods, Equipment and Supplies

To the maximum extent practicable, foods purchased for use in school meals by the district or by any entity purchasing food on its behalf shall be domestic commodities or products. Domestic commodity or product means an agricultural commodity that is produced in the United States and a food product that is processed in the United States substantially using agricultural commodities that are produced in the United States. (42 USC 1760; 7 CFR 210.21)

A nondomestic food product may be purchased for use in the district's food service program only as a last resort when the product is not produced or manufactured in the United States in sufficient and reasonable quantities of a satisfactory quality, or when competitive bids reveal the costs of a United States product are significantly higher than the nondomestic product. In such cases, the Superintendent or designee shall retain documentation justifying the use of the exception.

Furthermore, the district shall accept a bid or price for an agricultural product grown in California before accepting a bid or price for an agricultural product grown outside the state, if the quality of the California-grown product is comparable and the bid or price does not exceed the lowest bid or price of a product produced outside the state. (Food and Agriculture Code 58595)

Bid solicitations and awards for purchases of equipment, materials, or supplies in support of the district's child nutrition program, or for contracts awarded pursuant to Public Contract Code 2000, shall be consistent with the federal procurement standards in 2 CFR 200.318-200.326. Awards shall be let to the most responsive and responsible party. Price shall be the primary consideration, but not the only determining factor, in making such an award. (Public Contract Code 20111)

Program Monitoring and Evaluation

The Superintendent or designee shall present to the Board, at least annually, financial reports regarding revenues and expenditures related to the food service program.

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by the CDE to ensure compliance of the district's food service program with federal requirements related to maintenance of the nonprofit school food service account, meal charges, paid lunch equity, revenue from non-program goods, indirect costs, and USDA foods.

Legal Reference:

EDUCATION CODE

38080-38086 Cafeteria, establishment and use

38090-38095 Cafeterias, funds and accounts

38100-38103 Cafeterias, allocation of charges

42646 Alternate payroll procedure

45103.5 Contracts for management consulting services; restrictions

49490-49493 School breakfast and lunch programs

49500-49505 School meals

49554 Contract for services

49550-49564.5 Meals for needy students

49580-49581 Food recovery program

FOOD AND AGRICULTURE CODE

58595 Preference for California-grown agricultural products

HEALTH AND SAFETY CODE

113700-114437 California Retail Food Code

PUBLIC CONTRACT CODE

2000-2002 Responsive bidders

20111 Contracts

CODE OF REGULATIONS, TITLE 5

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch programs

1771-1791 Child nutrition, including:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 2

200.56 Indirect costs, definition

200.318-200.326 Procurement standards

200.400-200.475 Cost principles

200 Appendix VII Indirect cost proposals

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

250.1-250.70 USDA foods

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Storage and Inventory Management of U.S. Department of Agriculture Foods, NSD Management Bulletin, FDP-01-2018, January 2018

Unpaid Meal Charges: Local Meal Charge Policies, Clarification on Collection of Delinquent Meal Payments, and Excess Student Account Balances, NSD Management Bulletin, SNP-03-2017, April 2017

Clarification for the Use of Alternate Meals in the National School Lunch and School Breakfast Programs, Bad Debt Policies, and the Handling of Unpaid Meal Charges, NSD Management Bulletin, USDA-SNP-06-2015, May 2015

Cafeteria Funds--Allowable Uses, NSD Management Bulletin, NSD-SNP-07-2013, May 2013

Paid Lunch Equity Requirement, NSD Management Bulletin, USDA-SNP-16-2012, October 2012

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, NSD Management Bulletin 00-111, July 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

FAQs About School Meals

Unpaid Meal Charges: Guidance and Q&A, SP 23-2017, March 2017

Indirect Costs: Guidance for State Agencies and School Food Authorities SP 60-2016, September 2016

Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools, September 2016

Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016

Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program, SP 24-2016, February 2016

Discretionary Elimination of Reduced Price Charges in the School Meal Programs, SP 17-2014, January 2014

WEB SITES

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California School Nutrition Association: <http://www.calsna.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, CA

FREE AND REDUCED PRICE MEALS

~~The district shall participate in the National School Lunch Program, receive commodities donated by USDA and accept responsibility for providing free and reduced price meals to eligible children in the schools under its jurisdiction as outlined below.~~

- ~~1. All students from families whose income is at or below the eligibility levels established in the current year's California Eligibility Scale for Free and Reduced Price Meals shall be furnished meals in accordance with their eligibility classification.~~
- ~~2. There will be no physical segregation, nor any other form of discrimination practiced against any child because of inability to pay full price for the meal. The names of the children eligible to receive free or reduced price meals shall not be published, posted, or announced in any manner, and there shall be no overt identification of any such children by use of special tokens or tickets or any other means. Children eligible for free or reduced price meals shall not be required to work for their meals, use a separate lunch room, go through a separate serving line, enter the lunch room through a separate entrance, eat meals at a different time, or eat a meal different from the one sold to children paying full price.~~
- ~~3. There shall be no discrimination in the furnishing of free and reduced price meals because of race, sex, color or national origin.~~
- ~~4. The collection system utilized in each of the various schools for paying students and the system used to account for free and/or reduced price meals shall be such that the anonymity of students receiving free or reduced price meals will be protected in the lunch room, classroom, and/or other environment in which the students may interact.~~
- ~~5. All children from the same family may receive the same benefits.~~
- ~~6. Any family that enrolls a child after the start of the school year will receive a letter or notice to parents/guardians containing information regarding the National School Lunch Program and an application form to be completed for their children's participation in the program.~~
- ~~7. District employees will be able to use individual records of students participating in the free and reduced price meal program for the purpose of disaggregation of academic achievement data. For example, in order to evaluate the performance of students in compensatory education programs, such as Title I, districts must determine the achievement level of students by income. One method to determine low-income status is through eligibility for free and reduced price meals. In addition, the CDE will be using participation in this program to disaggregate data for the Standardized Testing and Reporting (STAR) program. The Governing Board authorizes the Superintendent to designate employees to use individual records pertaining to student participation in any free and reduced price meal program solely for the purpose of disaggregation of academic achievement data.~~

FREE AND REDUCED PRICE MEALS (continued)*Legal Reference:*EDUCATION CODE*48980 Notice at beginning of term**49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001**49490-49494 School breakfast and lunch programs**49500-49505 School meals**49510-49520 Nutrition**49530-49536 Child Nutrition Act of 1974**49547-49548.3 Comprehensive nutrition service**49550-49561 Meals for needy students*CODE OF REGULATIONS, TITLE 5*15510 Mandatory meals for needy students**15530-15535 Nutrition education**15550-15565 School lunch and breakfast programs*UNITED STATES CODE, TITLE 20*1232g Federal Educational Rights and Privacy Act**6301-6514 Title I programs*UNITED STATES CODE, TITLE 42*1751-1769h School lunch program**1771-1791 Child nutrition, especially:**1773 School breakfast program*CODE OF FEDERAL REGULATIONS, TITLE 7*210.1-210.31 National School Lunch Program**220.10-220.21 National School Breakfast Program**245.1-245.13 Determination of eligibility for free and reduced-price meals and free milk**Management Resources:*CSBA PUBLICATIONS*Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, October 2007**Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007**Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006*CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS*06-103 Conditions for Summer School Meal Waivers and Saturday School Meal Criteria, January 2006**04-103 Implementation of Final Rule on Verification of Applications for Free and Reduced-Price Meals, August 2004**98-101 Confidentiality of Free and Reduced-Price Eligibility Information, February 1998*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*Feed More Kids: Improve Program Participation*U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS*Provision 2 Guidance: National School Lunch and School Breakfast Programs, Summer 2002**Eligibility Guidance for School Meals Manual, August 2001*WEB SITES*CSBA: <http://www.csba.org>**California Department of Education, Nutrition Services Division: <http://www.ede.ca.gov/lis/nu>**California Healthy Kids Resource Center: <http://www.californiahealthykids.org>**California Project LEAN (Leaders Encouraging Activity and Nutrition):**<http://www.californiaprojectlean.org>**U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/end>*

The Governing Board recognizes that adequate nutrition is essential to the development, health, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of students from low-income families in the district's food service program.

The district shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria. (Education Code 49550, 49552)

To provide optimal nutrition and reduce the administrative burden of food service operations, the Superintendent or designee shall assess the eligibility of district schools to provide breakfast and/or lunch free of charge to all students at the school under a federally funded universal meal service provision, such as Provision 2 or the Community Eligibility Provision, pursuant to 42 USC 1759a.

If any district school meets the criteria for a "very high poverty school" through its eligibility for the federal Community Eligibility Provision reimbursement rate pursuant to 42 USC 1759a, the district shall apply to the California Department of Education (CDE) to operate a universal meal service, unless the Board adopts a resolution stating that the district is unable to comply with this requirement due to fiscal hardship. The resolution shall be part of the public agenda for at least two consecutive Board meetings, first as an information item and then as an action item. The Board shall reconsider the resolution at least once every four years. (Education Code 49564; 42 USC 1759a)

The Superintendent or designee shall ensure that meals provided through the free and reduced-price meals program meet applicable state and/or federal nutritional standards in accordance with law, Board policy, and administrative regulation.

Schools participating in the Special Milk Program pursuant to 42 USC 1772 shall provide milk at no charge to students who meet federal eligibility criteria for free or reduced-price meals.

The Board shall approve, and shall submit to the CDE for approval, a plan that ensures that students eligible to receive free or reduced-price meals and milk are not treated differently from other students. (Education Code 49557)

Confidentiality/Release of Records

All applications and records related to eligibility for the free and reduced-price meal program shall be confidential and may not be released except as provided by law and authorized by the Board or pursuant to a court order. (Education Code 49558)

The Board authorizes designated employees to use individual records pertaining to student eligibility for the free and reduced-price meal program for the following purposes: (Education Code 49558)

1. Disaggregation of academic achievement data
2. Identification of students eligible for services under the federal Elementary and Secondary Education Act pursuant to 20 USC 6301-6576

If a student transfers from the district to another district, charter school, county office of education program, or private school, the Superintendent or designee may share the student's

meal eligibility information to the other educational agency to assist in the continuation of the student's meal benefits.

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to another school district, charter school, or county office of education that is serving a student living in the same household for purposes related to program eligibility and data used in local control funding formula calculations. (Education Code 49558)

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to the Superintendent of Public Instruction for purposes of determining allocations under the local control funding formula and for assessing accountability of that funding. (Education Code 49558)

The Superintendent or designee may release information on the school lunch program application to the local agency that determines eligibility for participation in the Medi-Cal program if the student has been approved for free meals or, if included in the agreement with the local agency, for reduced-price meals. He/she also may release information on the school lunch application to the local agency that determines eligibility for CalFresh or another nutrition assistance program authorized under 7 CFR 210.1 if the student has been approved for free or reduced-price meals. Information may be released for these purposes only if the student's parent/guardian consents to the sharing of information and the district has entered into a memorandum of understanding with the local agency which, at a minimum, includes the roles and responsibilities of the district and local agency and the process for sharing the information. After sharing information with the local agency for purposes of determining eligibility for that program, no further information shall be shared unless otherwise authorized by law. (Education Code 49557.2, 49557.3, 49558)

Legal Reference:

EDUCATION CODE

48980 Notice at beginning of term

49430-49434 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49494 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act of 1974

49547-49548.3 Comprehensive nutrition service

49550-49564.5 Meals for needy students

CODE OF REGULATIONS, TITLE 5

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 20

1232g Federal Educational Rights and Privacy Act

6301-6576 Elementary and Secondary Education Act

UNITED STATES CODE, TITLE 42

1751-1769j School lunch program

1771-1791 Child nutrition, especially:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.10-220.21 National School Breakfast Program

245.1-245.13 Determination of eligibility for free and reduced-price meals and free milk

Management Resources:

CSBA PUBLICATIONS

Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, 2012

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, 2012

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Direct Certification Implementation Checklist Free and Reduced-Price Meals: Universal Meal Service,

Nutrition Services Division Management Bulletin SNP-01-2018, January 2018

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Eligibility Manual for School Meals: Determining and Verifying Eligibility, July 2015

Provision 2 Guidance: National School Lunch and School Breakfast Programs, Summer 2002

WEB SITES

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

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California Food Policy Advocates: <http://cfpa.net>

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

~~EMERGENCY LUNCHES FOR STUDENTS~~

~~The Governing Board believes that every student should have the opportunity to eat lunch at a prescribed time daily. Furthermore, the Board recognizes that this food may be provided from any of the following sources:~~

- ~~1. Food prepared by the Central Kitchen and served at individual school sites.~~
- ~~2. Food served in the student's home or home designated by the parent/guardian.~~
- ~~3. Food prepared in the home and sent to school with or for the child to consume as a meal.~~

~~The Board directs the administration to develop procedures which will ensure the availability of a lunch for every student.~~

~~UNPAID ACCOUNTS FOR CHILD NUTRITION PROGRAM~~

~~The Board of Education believes that the provision of healthy and nutritious meals in the Child Nutrition Program is an essential element for maximizing classroom instruction and student learning. Procedures and processes shall be developed to ensure parents/guardians of students are informed of the availability of free and reduced price meals, meal service opportunities in school cafeterias, and methods for meal prepayment.~~

~~The Child Nutrition Program shall operate in a self-sufficient manner generating sufficient revenue to cover all its operating expenditures, including direct and indirect costs. Procedures and processes shall be developed to maximize qualification for, and receipt of, Federal and State revenue in conformance with established laws and regulations. In addition, adequate and appropriate procedures and processes shall be developed and consistently followed to ensure collection of all amounts owed by parents/guardians for reduced price and full pay meals and a la carte food items.~~

~~Procedures for Low and Negative Balance Accounts~~

~~The process for managing and following up on low and negative balance accounts shall include the following progressive actions:~~

- ~~• Written notice provided to student/parent/guardian whenever the balance on a student's account falls below an amount equivalent to two (2) full price lunches~~
- ~~• Email and/or phone call communication from Child Nutrition Department, at least weekly, to urge payment when an account has a balance at or below \$0~~
- ~~• *For students who are in full pay status only*, additional charging to an account of meals on the regular menu shall be disallowed whenever the account has an amount owed equivalent to three (3) or more full price lunches. In this case, regular menu meals may continue to be served to the student as long as sufficient cash payment is provided for each meal at the time of service. If cash payment is not made for a regular menu meal, an alternate meal shall be substituted consisting of food items with bread/grain, protein, and dairy components. The parents/guardian shall have been given advance notice of these pending actions before invoking for a student.~~
- ~~• Personal contact from school Principal or Vice Principal, at least weekly, to urge payment when an account has an amount owed equivalent to at least four (4) full price lunches~~
- ~~• Letter of Delinquency mailed to home address of parent/guardian to urge payment and provide notification of pending restrictive actions to occur within five (5) school days when an account has an amount owed equivalent to six (6) full price lunches. Restrictive actions shall include:
 - ~~○ Suspension of discretionary recreational activities sponsored by the school, ASB, or PTA~~~~
- ~~• Suspension of discretionary recreational activities for students whose accounts have an amount owed equivalent to six (6) or more full price lunches and no payments are received in response to the Letter of Delinquency within five (5) school days of it being sent~~

- ~~○ Discretionary recreational activities include, but are not limited to; trips to Disneyland, school dances, carnivals, ASB sponsored events, or sports activities not associated with the Physical Education program. This action shall not include any curricular or extra-curricular educational field trips or activities.~~
- Referral to a collection agency, or similar method, for collecting on delinquent accounts with an unpaid balance of \$50.00 or more for which no payments have been received for at least thirty (30) calendar days subject to the following provisions:
 - ~~○ The cost to the District for referral to a collection agency shall be added to the unpaid balance of the account~~
 - ~~○ In the event an account is paid in full through a collection agency and a parent/guardian subsequently requests reinstatement of a Child Nutrition account for student meal service, to maintain the account in good standing, a deposit of at least four (4) meals (breakfast and lunch combined if both are accessed) shall be maintained on the account at all times.~~
 - ~~○ In the event a reinstated account for full price meals has no balance remaining, the alternate meal provision shall be immediately invoked.~~

Legal Reference:

Education Code Sections: 49516, 49530, 49557

California Department of Education Management Bulletin USDA-SNP-01-2008

Title 7 Code of Federal Regulations Section 210.10

Board Policies and Bylaws Item F.1.3. First Reading: Board Policies for Annual Review
Prepared by Dr. Kristin Baranski
September 4, 2018

BACKGROUND:

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the Board Policies listed below. These Board Policies have been reviewed by Administration and are submitted to the Board for a first reading.

Policy	Policy Title
BP 1312.1	Complaints Concerning District Employees
BP 4116	Probationary/Permanent Status
BP 4315.1	Certification of Competence in Evaluation and Instructional Methodologies
BP 6145	Extracurricular and Cocurricular Activities

The listed Board Policies were last reviewed on August 15, 2017.

RECOMMENDATION:

It is recommended that the Board of Education review the listed Board Policies submitted for a first reading. These Board Policies will return for a second reading and request for approval.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Item F.1.3.

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

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

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

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

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

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

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

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

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

This Board shall annually review this policy.

Legal Reference: (see next page)

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

Legal Reference:

EDUCATION CODE

33308.1 *Guidelines on procedure for filing child abuse complaints*

35146 *Closed sessions*

44031 *Personnel file contents and inspection*

44811 *Disruption of public school activities*

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

48987 *Child abuse guidelines*

GOVERNMENT CODE

54957 *Closed session; complaints re employees*

54957.6 *Closed session; salaries or fringe benefits*

PENAL CODE

273 *Cruelty or unjustifiable punishment of child*

11164-11174.3 *Child Abuse and Neglect Reporting Act*

WELFARE AND INSTITUTIONS CODE

300 *Minors subject to jurisdiction of juvenile court*

Policy adopted: February 17, 2009
Policy reviewed: December 15, 2009, May 3, 2011;
June 15, 2012; June 4, 2013; January 20, 2015;
July 7, 2015; July 5, 2016

SANTEE SCHOOL DISTRICT
Santee, California

PROBATIONARY/PERMANENT STATUS

Probationary Status

Probationary employees shall receive training, assistance and evaluations consistent with their needs as new teachers. Such training and assistance may consist of inservice training and/or meetings with the employee's evaluator to discuss areas of strength and areas requiring improvement. Inservice training may be provided during school hours as part of a comprehensive staff development program.

The performance of each probationary employee shall be evaluated and assessed at least once every school year.

(cf. 4115 - Evaluation/Supervision)
(cf. 4131 - Staff Development)

Permanent Status

Granting of permanent status shall be based on completion of the probationary period in accordance with applicable law. Employees granted permanent status acquire specific rights under the Education Code, including those relating to discipline and dismissal. (Education Code 44932-44988)

(cf. 4117.4 - Dismissal)
(cf. 4117.6 - Decision Not to Rehire)

Legal Reference:

EDUCATION CODE

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

Policy adopted: February 18, 1986
Policy revised: May 5, 2009, January 20, 2015
Policy reviewed: December 15, 2009, May 3, 2011; June 15, 2012
June 4, 2013; January 20, 2015; July 7, 2015; July 5, 2016

SANTEE SCHOOL DISTRICT
Santee, California

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

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

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

Academic Qualifications

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

Experience

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

Credential

1. Possession of valid California Administrative Credential

Professional Knowledge and Skills

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

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

Legal Reference: (see next page)

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

Legal Reference:

EDUCATION CODE

33039 *Guidelines for teacher evaluation*

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

44681-44689 *Administrator training and evaluation*

GOVERNMENT CODE

3543.2 *Scope of representation (re evaluation procedures)*

Policy adopted: June 19, 1984

Policy amended: December 4, 2007

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

June 15, 2012; June 4, 2013; January 20, 2015; July 7, 2015; July 5, 2016

SANTEE SCHOOL DISTRICT
Santee, California

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES

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

Prerequisites for participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. No extracurricular or cocurricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases.

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

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

Eligibility Requirements

Junior High social activities and Eighth Grade Excursion Day are subject to academic, effort, and citizenship requirements as specified in AR 6145.

To be eligible to participate in extracurricular and cocurricular activities, students in grades 7-8 must demonstrate satisfactory educational progress in the previous grading period, including, but not limited to maintenance of a minimum of 2.0 grade point average on a 4.0 scale in all enrolled classes.

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

Student Conduct at Extracurricular/Cocurricular Events

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

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

Annual Policy Review

The Board shall annually review this policy and implementing regulations.

Legal Reference:

EDUCATION CODE

35145 Public meetings

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

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

48850 Participation of homeless students and foster youth in extracurricular activities and interscholastic sports

48930-48938 Student organizations

49010-49013 Student fees

49024 Activity Supervisor Clearance Certificate

49700-49704 Education of children of military families

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

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

5531 Supervision of extracurricular activities of pupils

UNITED STATES CODE, TITLE 42

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

COURT DECISIONS

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

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

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

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC), Coded Correspondence 10-11, July 20, 2010

WEB SITES

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

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

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

California Interscholastic Federation: <http://www.cifstate.org>

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

Policy adopted: August 17, 2010

Reviewed: May 3, 2011; June 15, 2012; July 7, 2015;

July 5, 2016

Revised: June 4, 2013; January 20, 2015, October 17, 2017

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

2. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
Purpose: Term for Land Sale
Property: 10335 Mission Gorge Road, Santee 92071
(formerly known as Santee School Site)
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