



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 19, 2017**

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.

	<u>Page #:</u>
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1. Call to Order and Welcome	
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1. Superintendent's Report	
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2. Superintendent's State of the District Address for 2017	11
 <i>Following the Superintendent's State of the District Address, there will be a short break.</i>	
C. PUBLIC COMMUNICATION	12
<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
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<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	

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

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

Superintendent

- 1.1. **Approval of Minutes** 17
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

Business Services

- 2.1. **Approval/Ratification of Travel Requests** 27
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Expenditure Warrants** 29
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of August 2017.
- 2.3. **Approval/Ratification of Purchase Orders** 31
It is recommended that the Board of Education approve and ratify purchase orders for the month of August 2017 as presented in the item.
- 2.4. **Approval/Ratification of Revolving Cash Report** 42
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. **Acceptance of Donations** 44
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.6. **Approval of Consultants and General Service Providers** 45
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.7. **Approval/Ratification of Agreements for Mileage Reimbursement In Lieu of District Transportation** 47
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.
- 2.8. **Approval/Ratification of Memorandum of Understanding between the District, Joined by 40 Additional County School Districts Utilizing the New PeopleSoft Enterprise Resource Planning Solution, and the San Diego County Office of Education (SDCOE) to Resolve Current Issues Resulting from the PeopleSoft Implementation and to Develop a Strategy to Continue to Improve Performance Regarding the Same** 48
It is recommended that the Board of Education Approve/Ratify the MOU between the District, joined by 40 additional County school districts utilizing the new PeopleSoft Enterprise Resource Planning Solution, and the San Diego County Office of Education (SDCOE).
- 2.9. **Approval to Contract with Nyhart to Update Actuarial Valuation of Other Post Employment Retirement Benefits Required Under GASB 45 and GASB 75** 62
It is recommended that the Board of Education authorize administration to contract with Nyhart to conduct a revised actuarial valuation for GASB 75 Post Employment Retirement Benefits.

Educational Services

- 3.1. **Certification and Adoption of Resolution of Sufficiency of Instructional Materials 2017-18** 79
It is recommended that the Board of Education adopt Resolution #1718-08 and Certification of the Statement of Assurance to serve as assurance to the Superintendent of Public Instruction that the Santee Board of Education has complied with the requirements of Education Code Section 60119.

3.2.	<u>Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy Assessments</u>	82
	It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for up to 100 hours for an Occupational Therapist for the term of September 19, 2017 through June 30, 2018.	
Human Resource/Pupil Services		
4.1.	<u>Personnel, Regular</u>	83
	It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.	
4.2.	<u>Adoption of Resolution No. 1718-09 to Eliminate Identified Classified Non-Management Positions</u>	87
	It is recommended that the Board of Education adopt resolution no. 1718-09 to eliminate identified classified non-management positions.	
F.	DISCUSSION AND/OR ACTION ITEMS	89
	<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>Review of Board Advisory Committee Charges</u>	90
	It is recommended the Board of Education review the Board Advisory Committee Charges. Action is at the discretion of the Board.	
G.	BOARD POLICIES AND BYLAWS	95
1.1.	<u>Second Reading: Board Bylaw 9240, Board Development</u>	96
	This is a Second Reading of revised BB 9240, Board Development. Action, if any, is at the discretion of the Board.	
1.2.	<u>First Reading: Revised Board Policy and Administrative Regulation 5117, Interdistrict Attendance</u>	99
	This is a First Reading of revised BP 5117 and AR 5117, Interdistrict Attendance. Action, if any, is at the discretion of the Board.	
H.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	105
I.	CLOSED SESSION	105
1.	<u>Consideration of Student Matter</u> (Ed. Code § 48918)	
2.	<u>Conference with Labor Negotiator</u> (Gov't. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
3.	<u>Conference with Labor Negotiator</u> (Gov't. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	

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

- | | |
|---------------------------------------|------------|
| J. RECONVENE TO PUBLIC SESSION | 105 |
| K. ADJOURNMENT | 105 |

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 October 3, 2017 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:

___ Levens-Craig

___ El-Hajj

___ Fox

___ Burns

___ Ryan

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 19, 2017, 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. Superintendent's State of the District Address 2017

Requests For Use Of Facilities - September 19, 2017

Group	Location	Date	Days	Time	Attend.	Fees Applied
Cajon Park						
Cajon Park RoboFalcons First Lego League Robotics Team #5971	Classroom	8/31/17 - 6/7/18	Thursday	3:30 pm - 5:30 pm	15 - 30	
Cajon Park Robotics Team (Robotics Meetings)	Classroom	9/6/17 - 6/6/18	Wednesday	6:00 pm - 8:00 pm	10	
Sonshine Haven (Higher Ground Club)	Classroom	9/14/17 - 6/7/18	Thursday	2:15 pm - 3:45 pm	20	
Sonshine Haven (Sonshine Club)	Multi-Purpose	9/14/17 - 5/31/18	Thursday	1:35 pm - 3:00 pm	50	
PTSA (Fall Carnival)	Jr High	10/21/17	Saturday	9:00 am - 9:00 pm	1,000	TBD
Carlton Hills						
PTA (Meetings)	Teacher's Lounge	8/8/17 - 6/5/18	Tuesday	6:30 pm - 7:30 pm	16	
Tierra Del Sol Council (PTA Meetings)	Teacher's Lounge	8/16/17 - 6/6/18	Wednesday	6:00 pm - 8:00 pm	16	
PTA (Legacy Quilters Guild Meetings)	Multi-Purpose	9/21/17 - 5/17/18	Thursday	6:00 pm - 9:00 pm	40	
PTA (Father/Son Event)	Lower Fields	10/1/17	Sunday	1:00 pm - 7:00 pm	200	
CFF Heartlight San Diego (After School Dance Classes)	Multi-Purpose	10/3/17 - 6/5/18	Tuesday	1:35 pm - 2:35 pm	20	
Carlton Oaks						
PTA (Welcome Back Teacher Lunch)	Multi-Purpose	8/18/17	Friday	10:30 am - 1:30 pm	50	
Girl Scouts Troop 6215 (Meetings)	Classroom	8/30/17 - 6/6/18	Wednesday	6:30 pm - 8:30 pm	10 - 15	
Pickwick Players (Theatre Rehearsals)	Auditorium	9/10/17 - 11/14/17	Mon - Thurs	6:30 pm - 10:00 pm	30	
Pickwick Players (Theatre Rehearsals)	Auditorium	9/10/17 - 11/14/17	Saturday	9:00 am - 2:00 pm	30	
Sonshine Haven (Higher Ground Club)	Classroom	9/13/17 - 6/6/18	Wednesday	2:46 pm - 4:00 pm	15	
Girl Scouts Troop 5350 (Meetings)	Classroom	9/14/17 - 6/7/18	Thursday	6:00 pm - 8:00 pm	13	
PTA (Momentum Tutoring)	Classroom	9/18/17 - 5/24/18	Mon - Thurs	2:00 pm - 4:00 pm	10 - 25	
Girl Scouts Troop 5871 (Meetings)	Classroom	9/20/17 - 5/16/18	Wednesday	6:00 pm - 7:30 pm	10	
Chet F. Harritt						
Girl Scouts Troop 5147 (Meetings)	Classroom	9/6/17 - 6/6/18	Wednesday	6:00 pm - 7:30 pm	20 - 25	
Santee Cub Scouts Pack 383 Den 5	Classroom	9/11/17 - 6/11/18	Monday	5:00 pm - 7:00 pm	10	
Sonshine Haven (Higher Ground Club)	Classroom	9/26/17 - 6/5/18	Tuesday	2:15 pm - 3:45 pm	15	
CFF Heartlight San Diego (After School Dance Classes)	Kinder Yard	10/4/17 - 6/6/18	Wednesday	1:35 pm - 2:35 pm	20	
Pepper Drive						
Sonshine Haven (After School Club)	Classroom	9/13/17 - 5/23/18	Wednesday	2:20 pm - 3:40 pm	30	
Sonshine Haven (Higher Ground Club)	Classroom	9/15/17 - 6/8/18	Friday	2:45 pm - 4:00 pm	20	
PTA (Fall Festival)	MPR/Lunch/Fields	10/27/17	Friday	4:00 pm - 10:00 pm		
PRIDE Academy (Prospect Avenue)						
Girl Scouts Troop 5146 (Meetings)	Classroom	8/31/17 - 6/7/18	Thursday	5:00 pm - 7:00 pm	35 - 40	
Rio Seco						
Reflections (Art Show/Judging Breakfast)	Multi-Purpose	10/31/17 - 11/3/17	Tues - Fri	8:00 am - 8:30 pm	80 - 90	
Sycamore Canyon						
PTA (Meetings)	Media Center	9/7/17 - 6/1/18	Wednesday	6:00 pm - 7:00 pm	10 - 20	
PTA (Family Movie Night)	Front Lawn	9/15/17	Friday	7:30 pm - 9:00 pm	40 - 60	
PTA (Fall Carnival Preparation)	Media Ctr/Grounds	10/20/17	Friday	5:00 pm - 8:30 pm		
PTA (Fall Carnival)	Media Ctr/Grounds	10/21/17	Saturday	11:00 am - 9:00 pm	400	TBD

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

Santee School District
 ENROLLMENT REPORT
 9/8/2017
 Month 2 Week 1
 School Week 3

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	09/08/17	09/09/16	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	09/08/17	09/09/16	# Diff	% Diff	09/08/17	09/09/16	# Diff	
Cajon Park		13	82	114	100	93	109	114	107	91	110	933	934	-1	-0.1%	6	11	7	6	5	11	7	15	7		75	74	1	1.4%	1008	1010	-2	
Carlton Hills		24	65	80	70	71	63	49	47	64	66	599	570	29	5.1%	5	3	1	3	5	4	2	6	2		31	34	-3	-8.8%	630	628	2	
Carlton Oaks			74	83	81	79	68	98	74	131	95	783	771	12	1.6%	8	5	5	6	6	5	12	8	5		58	55	3	5.5%	841	839	2	
Chet F. Harritt		24	83	79	85	73	73	53	54	59	57	640	646	-6	-0.9%	0	0	0	0	0	0	0	0	0		0	0	0	0.0%	640	638	2	
Hill Creek		25	83	84	89	77	83	76	83	74	68	734	733	1	0.1%	2	3	1	1	0	6	0	0	0		13	13	0	0.0%	747	746	1	
Pepper Drive		20	94	120	106	88	138	111	100	109	84	970	964	6	0.6%	0	0	0	0	0	0	0	1	4	4		9	8	1	12.5%	979	977	2
Prospect Ave		19	72	62	63	62	64	73	51	46	57	569	571	-2	-0.4%	0	0	0	0	0	0	0	0	0		0	0	0	0.0%	569	568	1	
Rio Seco			89	110	99	110	107	121	112	87	100	935	949	-14	-1.5%	6	7	0	1	5	9	13	7	9		57	55	2	3.6%	992	987	5	
Sycamore Canyon		20	66	65	44	45	41	38	44	0	0	363	349	14	4.0%	0	0	0	0	0	0	0	0	0		0	0	0	0.0%	363	362	1	
SUBTOTAL	0	145	718	797	737	698	746	735	652	661	637	6526	6487	39	0.6%	0	25	29	14	17	21	35	35	40	27	243	239	4	1.7%	6789	6755	14	
Alternative School			0	2	4	2	0	2	3	5	6	24	31	-7	-22.8%																		
Santee Success										1	3	4	4	0	0.0%											0	0	0	0.0%	4	2	2	
NPS												0	0						2	1	3	1	3		2	12	4	8	200.0%	12	12	0	
SUBTOTAL	0	0	2	4	2	0	2	3	8	9	9	28	35	-7	-20.0%	0	0	0	2	1	3	1	3	0	2	12	4	8	200.0%	40	38	2	
TOTAL	0	145	718	799	741	700	746	737	655	667	646	6554	6522	32	0.5%	0	25	29	16	18	24	36	38	40	29	255	243	12	4.9%	6809	6793	16	

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
Carlton Hills	0	0	630
Chet F. Harritt	0	0	640
Hill Creek	0	0	747
Prospect Ave	0	0	569
Sycamore Canyon	48	0	411
Total PK/EAK	48	0	

Total Enrollment including PK
6857

Schedule of Upcoming Events

Date	Event
Saturday, September 16	Salute to Teachers - 8:00 p.m. at Balboa Theatre
September 19	Board Meeting; 7:00 p.m.
September 22	DELAC; 9:00 a.m., ERC
October 2	Communication Committee; 3:30 p.m., ERC
October 3	Board Meeting; 7:00 p.m.
October 9	Character Education Committee; 4:00 p.m., District Library
October 12	District Advisory Committee (DAC); 6:00 p.m., ERC
October 16	Special Education Advisory Committee; 6:00 p.m., ERC
October 17	Board Meeting; 7:00 p.m.
October 19	Budget Advisory Committee; 6:00 p.m., Charles E. Skidmore Administrative Center, Conference Room
October 20	DELAC; 9:00 a.m., ERC
October 23	Wellness Committee; 3:30 p.m., District Library
November 7	Board Meeting; 7:00 p.m.
November 9	District Advisory Committee (DAC); 6:00 p.m., ERC <i>*Postponed to December 14</i>
November 10 (Friday)	Veterans' Day Holiday - Schools and District Offices Closed
November 13 – 17	Parent/Teacher Conference Week - Schools on Modified Days
November 20 – 24	Schools Closed for Thanksgiving Holiday
November 21	Board Meeting; 7:00 p.m.
November 30 – December 3	California School Boards Association Annual Education Conference
December 4	Communication Committee; 3:30 p.m., ERC
December 5	Organizational Board Meeting for 2018; 7:00 p.m.
*December 14	District Advisory Committee (DAC); 6:00 p.m., ERC
December 19	Board Meeting; 7:00 p.m.
December 21	Budget Advisory Committee; 6:00 p.m., Charles E. Skidmore Administrative Center, Conference Room
December 22 - January 5	Winter Break

Reports and Presentations B.2.
Prepared by Kristin Baranski
September 19, 2017

Superintendent's State of the District Address 2017

BACKGROUND:

This evening Kristin Baranski, Superintendent of Santee School District, will present the 2017-2018 State of the District Address.

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. PUBLIC HEARING

1. Compliance with Education Code Section 60119 (Williams Settlement): K-12 Textbook and Instructional Materials Funding Realignment Program

Public Hearing Item D.1.

Compliance with Education Code Section 60119
(Williams Settlement): K-12 Textbook and
Instructional Materials Funding Realignment
Program

Prepared by Dr. Stephanie Pierce
September 19, 2017

BACKGROUND:

Education Code Section 60119 requires that a district post a Notice of Public Hearing for ten (10) days and then hold a public hearing and determine through a board resolution as to whether each pupil in the district has, or will have prior to the end of the fiscal year, sufficient textbooks and/or instructional materials in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State Board.

This public hearing is being held to ensure that the intent of Education Code Section 60119 has been met for the 2017-18 school year.

In Consent Item E.3.1. which is placed later in the agenda, the Board will adopt the resolution certifying assurance with Education Code Section 60119.

The public hearing should convene and permit any interested citizens to raise questions or to provide input to sufficiency of the textbooks and instructional materials provided to students.

Agenda Item D.1.

**PLEASE POST
Until September 19, 2017**

NOTICE OF PUBLIC HEARING

FROM THE

SANTEE SCHOOL DISTRICT

FOR

COMPLIANCE WITH EDUCATION CODE SECTION 60019
K-12 PUPIL TEXTBOOK AND INSTRUCTIONAL MATERIALS
FUNDING REALIGNMENT PROGRAM

The Santee School District Board of Education shall hold a public hearing to determine whether sufficient textbooks or instructional materials, or both, in each subject area are consistent with the content and cycles of the curriculum framework adopted by the state board.

DATE: Tuesday, September 19, 2017

TIME: 7:00 p.m.

PLACE: Educational Resource Center
9619 Cuyamaca Street
Santee, CA 92071

Posted 09/08/17
Santee City Clerk's Office
Santee Library
Educational Resource Center
Santee Chamber of Commerce
Santee District School Sites

Item E. CONSENT ITEMS

Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no 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 E.1.1.
Prepared by Kristin Baranski
September 19, 2017

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- September 5, 2017, regular meeting minutes

RECOMMENDATION:

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

Motion: _____

Second: _____

Vote: _____

Item E.1.1.

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

September 5, 2017
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Levens-Craig called the meeting to order at 7:00 p.m.

Members present:

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

Administration present:

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 Levens-Craig invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Levens-Craig invited Buddy Rabaya, President of the Santee Mobilehome Owners Action Committee, Inc., to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

Member Burns moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Spotlight: Santee Mobilehome Owners Action Committee, Inc.

Superintendent Baranski welcomed the Santee Mobilehome Owners Action Committee, Inc. (SMOAC). She shared SMOAC had a backpack and school supply drive for Santee School District and Grossmont Union High School District students. Superintendent Baranski commended SMOAC for the donation of over 800 backpacks and school supplies to the Santee community. Buddy Rabaya, President, expressed his gratitude for this great partnership and commended his Board, volunteers, and community partners for their assistance in making this a successful event. President Levens-Craig presented the Santee Mobilehome Owners Action Committee, Inc. with a certificate of appreciation on behalf of Santee School District.

3. Spotlight: 8th Annual School Beautification Day Appreciation

Superintendent Baranski welcomed members of Pathways Community Church and Riverview Community Church. She mentioned that as Superintendent, she is extremely proud of the community effort to make sure students walk onto clean schools that are ready for learning. Jeff Atkins, of Pathways Community Church, shared a video of the 8th Annual School Beautification Day. Mr. Atkins shared there were over 350 volunteers at this year's event; and expressed his gratitude towards Christina Becker, Director of Maintenance & Operations; Chris Erwin, Custodian Lead; and Theresa Carolan, Maintenance and Operations Secretary for their assistance. Kris Langdon, of Riverview Community Church, expressed his gratitude for allowing them to be of part of this great event and give back to the Santee community. President Levens-Craig presented Pathways Community Church and Riverview Community Church with a certificate of appreciation on behalf of Santee School District.

4. Spotlight: Business Services Office

Superintendent Baranski welcomed the Business Services Department and invited Mr. Christensen, Assistant Superintendent of Business Services, to the podium. Mr. Christensen shared it was his privilege to spotlight the business department and the outstanding group of women who do an incredible job for the District. He shared their combined years of service to the District is 129 years. Tory Long, Business Services Coordinator, introduced the staff, their positions and responsibilities, within the business department. Mrs. Long shared the department's functions include budget/general ledger; payroll/benefits; accounts receivable/payable; purchasing; and business support. She shared their 2016-17 accomplishments.

Function	Measure	2016-17 Count	2016-17 \$ Value
Budget/General Ledger	Budget Journals Processed	1,351	N/A
	General Ledger Journals Processed	1,137	\$116,800,273
	Revenue and Expenditure Accounts Managed	4,594	N/A
Payroll/Benefits	Paychecks/Auto Deposits Issued	10,474	\$42,794,610
	Timesheets Processed	3,813	N/A
Accounts Receivable	Invoices Issued	269	\$326,968
Accounts Payable	Commercial Warrants Issued	9,776	\$12,882,201
	ASB Checks Issued	151	\$90,320
	Travel Requisitions Processed	431	\$119,460
	Agreements for Short Term Services Processed	84	\$368,238
Purchasing	Purchase Orders Issued	3,329	\$11,387,221
Business Support	Public Records Requests Received and Processed	16	N/A
	Liability Insurance Claims Received and Processed	12	N/A
	Board Items Presented	319	N/A

Mr. Christensen mentioned the Department's recent accomplishments included full implementation of the new PeopleSoft Software system; development and implementation of two excel tools to empower users with real-time budget and transaction data; and coordination of the two-phased remodel of District office. He mentioned the department's current objectives include going "paperless," research and implement new position control and budgeting system, and implement a new travel requisition and claim process in PeopleSoft. The Board commended the Business Services staff and expressed their gratitude for their hard work.

5. Maintenance & Operations Department Update

Karl Christensen mentioned the Maintenance & Operations department accomplishes a large volume of projects and tasks necessary to ensure the schools are maintained in

good operating condition and are ready for opening in August. He shared a list of accomplishments for Volunteer Day, Deferred Maintenance, Special Projects, Grounds, Maintenance, and Warehouse for the 2016-17 school year. He introduced and welcomed Christina Becker, Director of Maintenance and Operations.

Mrs. Becker mentioned there are an average of 350 work orders in progress and that during the 2016-17 school year, 2,949 work orders were completed. She clarified these are in addition to approximately 550 work orders already completed since the beginning of the 2017-18 school year. She mentioned special projects included assisting at Sycamore Canyon's Arbor Day event; developing a separate irrigation system for Carlton Oaks' to support their inner courtyards for their interactive educational community space; five schools with solar ready lunch shade structures; asphalt crack filling, seal coating, and line painting at three schools. Mrs. Becker shared her department had completed abatement of asbestos flooring, installation of new carpet, tile, countertops, and adjusted the bathroom fixtures to regulation height, and developed a more interactive play-space at Prospect Preschool. Additionally, staff is replacing the drinking fountains at the schools with stainless steel fountains to match all of the junior highs and modernization. Mrs. Becker shared a picture of a shade structure that the Maintenance team built at Carlton Hills. President Levens-Craig expressed her appreciation of the Maintenance & Operations staff for the projects they completed. Member Burns commended the Maintenance & Operations team for maintaining the buildings with great appearance; and making students feel a sense of pride for their schools and classrooms.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

President Levens-Craig 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. Acceptance of Donations
- 2.3. Approval of Consultants and General Service Providers
- 2.4. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.5. Adoption of Resolution No. 1718-06 to Certify 2016-17 Gann Limit Appropriations Recalculation and an Estimated Limit for 2017-18
- 2.6. Acceptance of Funds from the City of Santee for Sycamore Canyon Field Improvements
- 2.7. Authorization to Contract for Installation of Two Curb Cuts for New Crosswalk at Carlton Hills School
- 2.8. Authorization/Ratification to File Notice of Completion for Asphalt Repairs at Three School Sites
- 2.9. Authorization/Ratification to File Notice of Completion for Bid #1718-009-PA, Reroofing at Prospect Avenue Preschool
- 2.10. Authorization/Ratification to File Notice of Completion for Bid #1718-077-008, Well Drilling at Carlton Oaks School
- 2.11. Adoption of Categorical Exemption for Minor Addition/Replacement of Buildings at Pepper Drive, Rio Seco and Cajon Park Schools
- 3.1. Personnel, Regular
- 3.2. Adoption of Resolution No. 1718-07 to Reduce and/or Layoff Identified Classified Non-Management Positions

Member Ryan moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. Adoption of Resolution No. 1718-05 Declaring October 9-13, 2017 as Week of School Administrator

Superintendent Baranski mentioned that teachers are the core of the educational experience under the leadership of the school administrators. Superintendent Baranski mentioned Santee School District is very fortunate to have extraordinary school administrators and asked the Board to adopt resolution no. 1718-05 declaring October 9-13 as Week of School Administrator. Member El-Hajj moved approval.

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

1.2. Approval of Appointment of Members to Board Advisory Committees

Superintendent Baranski presented the recommendation of applicants to the Board advisory committees for the Board’s consideration. She explained the applications were reviewed and in most cases, the applicants were given their first choice; making sure there was equal parent and community member representation throughout the committees. Member Burns inquired on the committee charges and asked that the Board review the charges to make sure they still meet the students’ needs. He moved approval.

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

Business Services

2.1. Purchase Agreement and Escrow Instructions with LPC West, LLC for Purchase of the Former Santee School Site Property

Mr. Christensen explained that with the Board’s acceptance of the highest oral bid of \$11,105,000 from LPC West LLC, at the August 15 meeting, the next step is to execute a Purchase Agreement with the Developer and open escrow. He explained that the Agreement incorporates two contingency periods of 180 days each; during which the Developer is moving through the City’s approval and entitlement process for their planned development. Each contingency period requires that a deposit of two-percent (2%) of the purchase price, or \$222,100, be placed into escrow upon invocation of the contingency period. Both deposits can be refundable and applied to the purchase price during their respective contingency periods. However, upon invocation of the second contingency period, called the Extended Contingency Period, except under very limited circumstances such as Seller’s default, the first deposit made during the Initial 180 day Contingency Period becomes non-refundable and not applicable to the purchase price. If both contingency periods are run to their maximums and escrow is not cancelled, the maximum escrow period would be 390 days and end on October 3, 2018, assuming opening of escrow this Friday. Mr. Christensen provided a timeline of the bid and sales process. He explained letters to the Chamber of Commerce and the City of Santee providing notice to vacate the property were prepared. The Chamber will be provided a six month notice but also specify that the period to remain on the Site could be longer, if so desired by the Chamber, in the event the Extended Contingency Period is invoked. The City has already permanently ceased operations on the site as of November 6, 2016 but their building remains. He mentioned the letter to the City would include additional details about removing City owned Structures. Mr. Christensen explained he and the Superintendent plan to meet with the City Manager to hand deliver the letter and discuss next steps. Member Burns moved approval.

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

2.2. Authorization to Solicit Formal Bids for Installation of Modular Classrooms at Pepper Drive and Rio Seco Schools

Mr. Christensen mentioned that at the June 6 meeting, the Board authorized Administration to send priority funding request letters to the Office of Public School Construction (OPSC) for two modular classroom replacement projects on the State Allocation Board's Unfunded Approvals List; one for four (4) Rio Seco Project SAFE portables and one for five (5) portables at Pepper Drive. He explained that in order to determine project costs and know whether to submit for State funding after the State Allocation Board apportions new State bond funds, it is necessary to place these projects out for formal bid. Mr. Christensen explained bids would be brought back to the Board for consideration of award, along with an analysis of State and local funding requirements, at the December 5 Board meeting. Member Ryan moved approval.

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

2.3. Approval of 2016-17 Unaudited Actuals Report

Mr. Christensen mentioned he was pleased to inform the Board that the District's 2016-17 fiscal year financials were closed and he was presenting the unaudited actuals. He shared the general fund showed a change in fund balance of \$1,083,814; and the Child Development Fund 12 showed a \$499 change in fund balance. Mr. Christensen referenced the Cafeteria Fund 13 had a deficit \$108,601 change in fund balance. He explained the deficit was due to the one-time expense associated with the replacement of the boiler. Mr. Christensen proceeded to remind the Board that the fund cannot have excess resources over three months of expenditures. Deferred Maintenance Fund 14 showed a Projected Ending Fund Balance of \$95,369 that is being carried forward to 2017-18; with an additional \$95,639 allocation for 2017-18 to be able to accomplish District projects (i.e., roofing, painting, etc.). Special Reserve Fund 17 had a projected ending balance of \$2,931,837. Mr. Christensen highlighted the resources in Special Reserve Fund 40, which ended with a projected fund balance of \$3,969,821. These include the Hill Creek Solar Project (\$425,000), Technology Reserve (approximately \$2.9 million), Bus Replacement (approximately \$216,000) and Facility Needs resources (approximately \$379,000). The Capital Facilities Fund 25 ended with a projected fund balance of \$3,559,865; which are a combination of the former RDA funds, Renzulli land sale proceeds, and Developer Fees. Enterprise Fund 63 ended with a projected end in fund balance of \$1,383,868 (\$328,657 from Yale and \$1,054,211 from Project SAFE). Mr. Christensen explained Yale fees were increased because the program was looking at a structural deficit; Yale ended with a deficit fund balance of -\$25,840. Project SAFE ended with a change in fund balance of \$330,467. He shared the revenue was higher than projected and Administration is looking into ways of refining the projection model. Mr. Christensen mentioned student enrollment has increased and additional revenue sources have boosted their revenue. He mentioned there would not be a need to increase fees. Mr. Christensen shared that both these programs had several revenue difficulties in the past and Administration has been working on building a fund balance to provide them with establishing a reserve. He mentioned working with the Director on one-time expenditures. Member Burns suggested building a higher reserve for Project SAFE to cover all of the factors that come into play for the program that are out of their control (i.e., negotiation increases, increase in minimum wage, etc.). Member Ryan agreed and mentioned a small yearly increase might be easier for families to absorb rather than a higher unexpected increase in future years. President Levens-Craig inquired how long the program could sustain itself with the current surplus. Mr. Christensen explained it was approximately three months of expenditures.

2016-17

Snapshot All Funds

LN#	Description	General Fund			Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40
		Unrest	Rest	Ttl					
1	INCOME:								
2	LCFF Sources	51,582,708	309,277	51,891,985	0	0	0		
3	Federal Revenue	124,343	2,245,676	2,370,019	0	1,637,659	0	50,528	
4	Other State Revenue	2,883,402	3,298,886	6,182,288	247,648	115,535	0		
5	Other Local Revenue	1,642,609	3,691,961	5,334,570	477	703,454	5,368	29,818	
6	Interfund Transfers In	22,271	0	22,271	0	0	535,000	1,544,405	
7	Other Sources	0	0	0	0	0			
8	Total Income	56,255,333	9,545,800	65,801,133	248,125	2,456,648	540,368	29,818	
9	OUTGO:								
10	Certificated Salaries	25,087,710	5,769,322	30,857,031	74,888				
11	Classified Salaries	5,705,705	3,139,580	8,845,285	90,505	942,564	1,736		
12	Employee Benefits	8,080,082	4,625,602	12,705,684	43,076	228,549	196		
13	Books and Supplies	3,008,948	641,170	3,650,118	3,229	1,044,842			
14	Services, Other Operating Expenses	3,035,819	1,773,518	4,809,337	19,599	102,836	193,907	75,637	
15	Capital Outlay	585,162	846,139	1,431,301	0	130,273	585,891	406,891	
16	Other Outgo	900,248	48,898	949,146	0			236,763	
17	Transfers of Indirect/Direct Costs	-706,828	576,414	-130,414	16,330	116,186			
18	Interfund Transfers Out	1,599,831	0	1,599,831					
19	Other Uses	0	0	0					
20	Contributions to Restricted Programs	7,298,912	-7,298,912	0	0	0			
21	Total Outgo	54,595,588	10,121,731	64,717,319	247,626	2,565,250	781,729	0	
22	Change in Fund Balance	1,659,745	-575,931	1,083,814	499	-108,601	-241,361	29,818	
23	Projected Beginning Fund Balance	12,665,955	966,446	13,632,401	4,558	697,924	337,000	2,902,019	
24	Projected Ending Fund Balance	14,325,701	390,515	14,716,215	5,057	589,323	95,639	3,969,821	
25	Committed Fund Balance	0	0	0			95,639		
26	Non-Spendable Fund Balance	467,001		467,001		59,735			
27	Restricted Fund Balance	0	390,515	390,515	5,057	529,588		3,969,821	
28	Assigned Fund Balance	1,823,947		1,823,947					
29	Unassigned - Economic Uncertainty	1,941,521	0	1,941,521				2,931,837	
30	Remaining Unassigned	10,093,232	0	10,093,232	0	0	0	0	

2016-17

Snapshot All Funds

LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Project SAFE	
						Yale	Project SAFE
1	INCOME:						
2	LCFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	0	1,105,383	7	3,269,500	859,655	2,409,845
6	Interfund Transfers In	0	55,426		0	0	0
7	Other Sources		0				
8	Total Income	0	1,160,809	7	3,269,500	859,655	2,409,845
9	OUTGO:						
10	Certificated Salaries				0		0
11	Classified Salaries		0		1,907,808	584,127	1,323,681
12	Employee Benefits		0		568,550	185,149	383,400
13	Books and Supplies	0	0		155,493	29,411	126,082
14	Services, Other Operating Expenses	0	8,034		312,851	86,807	226,044
15	Capital Outlay	0	1,035,988	7			
16	Other Outgo		316,472				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out		0		20,170		20,170
19	Other Uses				0	0	0
20	Contributions to Restricted Programs						
21	Total Outgo	0	1,360,493	7	2,964,872	885,495	2,079,377
22	Change in Fund Balance	0	-199,684	0	304,628	-25,840	330,467
23	Projected Beginning Fund Balance	0	3,759,549	0	1,078,240	354,497	723,743
24	Projected Ending Fund Balance	0	3,559,865	0	1,382,868	328,657	1,054,211
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	0	3,559,865	0	1,382,868	328,657	1,054,211
28	Assigned Fund Balance						
29	Unassigned - Economic Uncertainty						
30	Remaining Unassigned	0	0	0	0	0	0

Mr. Christensen provided a Comparison of Estimated Actuals to Unaudited Actuals. He mentioned the District ended with a slightly higher Reserve Percentage than projected at Estimated Actuals of 4.01%. He provided an overview of the Projected Budget Summary and noted the District is expected to end 2017-18 with a 23.13% reserve; higher than projected at estimated actuals. Mr. Christensen explained this is due to not expending the funds for the textbook adoption (which will be expended in 2017-18); not spending the budgeted funds for the textbook adoptions that did take place; savings on utilities; and other factors.

**Comparison of Estimated Actuals to Unaudited Actuals
 2016-17**

Type	Description	*Estimated Actuals			Unaudited Actuals			Difference			Notes
		Unrest	Rest	Total	Unrest	Rest	Total	Unrest	Rest	Total	
	Beginning Fund Balance ~	12,665,955	966,446	13,632,401	12,665,955	966,446	13,632,401	0	0	0	
	Fund Balance Adjustments	0	0	0	0	0	0	0	0	0	
Income	LCFF Revenue	51,568,406	305,414	51,873,820	51,582,708	309,277	51,891,985	14,302	3,863	18,165	(1),(2)
	Federal Revenue	50,000	2,380,477	2,430,477	124,343	2,245,676	2,370,019	74,343	(134,801)	(60,458)	(3),(4)
	Other State Revenue	2,573,908	3,242,109	5,816,017	2,883,402	3,298,886	6,182,288	309,494	58,777	366,271	(5),(6)
	Local Revenue	1,109,195	3,693,795	4,802,990	1,642,609	3,691,961	5,334,570	533,414	(1,834)	531,580	(7)
	Transfers In	20,170	0	20,170	22,271	0	22,271	2,101	0	2,101	(8)
	Total	55,321,679	9,621,795	64,943,474	56,255,333	9,545,800	65,801,133	933,654	(75,995)	857,659	
Outgo	Certificated Salaries	25,113,330	5,507,362	30,620,712	25,087,710	5,769,322	30,857,031	(25,620)	261,940	236,319	(9)
	Classified Salaries	5,698,612	3,163,064	8,861,676	5,705,705	3,139,580	8,845,285	7,093	(23,484)	(16,391)	(9)
	Employee Benefits	8,062,309	4,705,307	12,767,616	8,080,082	4,625,602	12,705,684	17,773	(79,705)	(61,932)	(9)
	Books & Supplies	5,233,258	1,282,530	6,515,788	3,008,948	641,170	3,650,118	(2,224,310)	(641,360)	(2,865,670)	(10),(11)
	Services & Oth Oper Exp	3,295,450	1,665,316	4,960,766	3,035,919	1,773,518	4,809,337	(259,831)	108,202	(151,429)	(10),(11),(12)
	Capital Outlay	583,538	796,091	1,379,629	585,162	846,139	1,431,301	1,624	50,048	51,672	(13)
	Other Outgo	920,466	44,555	965,021	900,248	48,898	949,146	(20,216)	4,343	(15,875)	(13)
	Trsfrs Indirect/Direct Costs	(750,198)	616,938	(133,260)	(706,828)	576,414	(130,414)	43,370	(40,524)	2,846	
	Transfers Out	1,599,831	0	1,599,831	1,599,831	0	1,599,831	0	0	0	
	Other Uses	0	0	0	0	0	0	0	0	0	
	Contributions	7,544,420	(7,544,420)	0	7,298,912	(7,298,912)	0	(245,508)	245,508	0	(14)
	Total	57,301,015	10,236,763	67,537,778	54,595,588	10,121,731	64,717,319	(2,705,427)	(115,632)	(2,820,459)	
Fund Bal	Change in Fund Balance	(1,979,336)	(814,968)	(2,594,305)	1,859,745	(575,931)	1,083,814	3,639,082	39,037	3,678,119	
	Ending Fund Balance	10,686,619	351,478	11,038,096	14,325,701	390,515	14,716,215	3,639,082	39,037	3,678,119	
	Available Fund Balance	7,958,694	351,478	8,310,171	10,093,232	390,515	10,483,746	2,134,538	39,037	2,173,575	
	Reserve %	19.12%			23.13%			4.01%			
(1)	Slight change in LCFF GAP % in State Adopted Budget										
(2)	Prior Year correction to Special Ed Property Taxes										
(3)	MAA funds received and PLB4-172 funds received higher than estimate										
(4)	Unspent revenue booked as Unearned										
(5)	Entry to recognize Erate discounts										
(6)	STRS Creditable Compensation entry higher than estimate										
(7)	Additional Field Trip, 6th Grade Camp, donations, and interest revenue received										
(8)	Transfer from Child Nutrition Fund for lower unpaid accounts compared to 2015-16										
(9)	Transfer of salary and benefit expenditures between programs										
(10)	Unspent Unrestricted GF budgets, including textbook purchases; \$1.6m carried over to 2017-18										
(11)	Unspent Restricted GF budgets; \$760k carried over to 2017-18										
(12)	Electricity and water costs less than budgeted										
(13)	Higher former RDA revenue reduced GF payment for COPs debt service										
(14)	Special Education and RRMA expenditures less than budgeted										

Mr. Christensen provided an overview of the General Fund and Multi-Year Projection Summary. He explained this incorporated the unaudited actuals for 2016-17. Mr. Christensen explained some expenditures have been revised in 2017-18 for some known changes (i.e., the State adopted budget). The District is projecting to end the 2017-18 year with a 21.05% reserve and an estimated structural deficit of \$361,689. In 2018-19 and 2019-20, with conservative revenue estimates, the reserve percentage declines to 15.74% in 2018-19; and 10.17% in 2019-20. Member Burns asked to see the school-site carryover budgets. He moved approval of 2016-17 Unaudited Actuals Report.

General Fund Multi-Year Projection Summary

2016-17 Unaudited Actuals and
 2017-18 State Adopted Budget with Known Revisions

#	Item	2016-17		2017-18		2018-19		2019-20		2020-21	
		Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
1	Beginning Fund Balance	12,665,955	966,446	\$14,325,701	\$390,515	\$11,955,416	\$108,537	\$8,460,007	\$80,000	\$4,798,388	\$80,000
2	Audit Adjustments	0									
3	Total Income	\$56,255,333	\$9,545,800	\$55,326,283	\$9,506,386	\$55,469,347	\$9,106,264	\$56,625,196	\$9,115,015	\$58,136,179	\$9,115,015
4	Total Outgo	\$54,595,588	\$10,121,731	\$57,696,567	\$9,788,363	\$58,964,756	\$9,134,801	\$60,286,815	\$9,115,015	\$61,931,121	\$9,115,014
5	Change in Fund Balance	\$1,669,745	(\$575,931)	(\$2,370,284)	(\$281,977)	(\$3,495,409)	(\$28,537)	(\$3,661,619)	(\$1)	(\$3,794,942)	\$1
6	Ending Fund Balance	\$14,325,701	\$390,515	\$11,955,416	\$108,537	\$8,460,007	\$80,000	\$4,798,388	\$80,000	\$1,003,446	\$80,000
7	Total Reserves	\$14,966,588		\$14,208,394		\$10,717,774		\$7,060,686		\$3,268,999	
8	Reserve as % of Expenditures	23.13%		21.08%		15.74%		10.17%		4.60%	
9				Amount	Value	Amount	Value	Amount	Value	Amount	Value
10	COLA:			1.56%		2.15%		2.36%		2.57%	
11	Assumed LCFF Rev Increase (Flat ADA):			2.46%	\$1,290,946	2.06%	\$1,103,069	2.29%	\$1,260,134	2.54%	\$1,416,713
12	Assumed LCFF Rev Increase (w/ ADA changes):			2.46%	\$1,290,946	2.06%	\$1,103,069	2.29%	\$1,260,134	2.54%	\$1,416,713
13	Assumed LCFF [Base Only] Rev Increase (Flat ADA):			1.90%	\$990,694	1.74%	\$830,386	2.02%	\$1,101,337	2.28%	\$1,274,682
14	Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			1.90%	\$990,694	1.74%	\$830,386	2.02%	\$1,101,337	2.28%	\$1,274,682
15	*Included Annual Normal Cost Increase Impact to Unr GF:			4.03%	\$2,101,579	5.00%	\$2,672,771	4.12%	\$2,247,552	3.55%	\$1,982,996
16	Estimated Structural Surplus(Deficit):	\$1,272,942		(\$361,699)		(\$1,918,096)		(\$3,076,583)		(\$3,552,942)	
17	GAP Funding:			43.19%		39.12%		41.60%		44.16%	
18	1% Reserve Equivalent:			874,983		690,926		694,266		710,652	
19	1% LCFF Increase:			521,538		534,347		545,378		557,879	
20	1% Salary Increase Equivalent:			463,169		479,207		492,332		504,349	

* Step & column, health benefits, statutory benefits, and inflation for utilities, insurance, and Restricted programs subject to contribution from Unrestricted General Fund

*16-17 Closing
 *17-18 State Adopted Budget
 *15-17 P2 ADA for all years
 *16-17 CalPADs Cert UPC for all years
 **SC "COLA ONLY" LCFF GAP % for out years

8/29/2017 10:19 AM

Motion: Burns
 Second Fox
 Vote: 5-0

Levens-Craig Aye
 El-Hajj Aye
 Fox Aye

Burns Aye
 Ryan Aye

F. BOARD POLICIES AND BYLAWS

1.1. **First Reading: Board Bylaw 9240, Board Development**

President Levens-Craig mentioned Board Bylaw 9240, Board Development was presented for a first reading. Member Ryan suggested a change in the language. Board Bylaw 9240 will return to the next meeting for a second reading and request for approval.

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski mentioned Momentum Tutoring had requested to be considered as a Level 1 Community Organization (as described on Administrative Regulation 1325, Distribution of Advertising and Promotion for Organizations Outside Santee School District) and be allowed to send flyers home with students. She shared Momentum Tutoring had a long-standing relationship with the District. Superintendent Baranski mentioned Momentum Tutoring is currently being sponsored by the PTAs at Carlton Oaks and Cajon Park and flyers go home with students at those schools. Becoming a Level 1, would allow Momentum Tutoring to send home flyers twice a year District-wide. Member Ryan shared her concerns about other organizations asking for a similar consideration and holding the District accountable for their services. Upon discussion, it was the Board's consensus to allow Momentum Tutoring to be considered a Level 1 organization.

Superintendent Baranski provided an enrollment/staffing update. She mentioned enrollment increased by 35 students, in comparison to the prior year, due to increase enrollment at Carlton Hills, Carlton Oaks, Sycamore Canyon, and Pepper Drive. She expressed her gratitude to Business Services, Educational Services, and Human Resource/Pupil Services staff for their work.

Superintendent Baranski shared the November 21 Board meeting is scheduled during Thanksgiving break and asked if it was the Board's desire to meet or cancel the meeting. It was the Board's consensus to cancel the meeting.

Superintendent Baranski shared proposed meeting dates for the Student Forum (November 7) and meeting with the Principals (December 5). The Board was provided with a list of past meeting topics for review and discussion at the next meeting.

President Levens-Craig shared a PTSA membership form and asked the Board and Executive Council to consider joining. She shared attending three open houses; and how great it was to see everyone's enthusiasm. President Levens-Craig shared her excitement on becoming a grandmother in March 2018.

H. CLOSED SESSION

President Levens-Craig announced that the Board would meet in closed session for:

1. **Consideration of Student Matters** (Ed. Code § 48918)
Student #: 6-1617
2. **Conference with Legal Counsel - Anticipated Litigation** (Gov't. Code § 54956.9)
3. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
4. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)
5. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board entered closed session at 8:21 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:13 p.m. and reported no action was taken.

J. ADJOURNMENT

With no further business, the regular meeting of September 5, 2017 was adjourned at 10:13 p.m.

Ken Fox, Clerk

Kristin Baranski, Secretary

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$1,610, with substitute costs of \$4,045, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Board Travel Report - September 19, 2017

Travel Dates	Attendees	Sits or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Friday, 09/22/17	Jera Fusi Alyssa Jerabeck Wendy Smith Candace Temple	PRIDE Academy PRIDE Academy Hill Creek Hill Creek	CPI Training	El Cajon	\$115	\$20	Special Education	This training will focus on Crisis Prevention Intervention.
					\$0	\$20	Special Education	
					\$115	\$20	Special Education	
					\$115	\$20	Special Education	
Tuesday, 09/26/17	Sara Brownell Jolie Schiering	Rio Seco Carlton Hills	Tips, Tools, and Technology to Support Struggling Students 2017	San Marcos	\$115 \$115	\$66 \$66	Special Education Special Education	This workshop will provide instructional strategies to support struggling students.
Wednesday, 09/27/17	Julie Lloyd Heather Craft	Rio Seco Rio Seco	Conscious Classroom Management: Bringing Out The Best In Students	San Marcos	\$115 \$115	\$96 \$96	Special Education Special Education	This workshop will provide practical strategies for managing students.
Wednesday, 10/11/17	Joseph Kernery Gillian Ryan	PRIDE Academy PRIDE Academy	High Tech High Graduate School of Education Fall Residency	San Diego	\$115 \$115	\$866 \$866	LCFF Supplemental LCFF Supplemental	This 3-day training will explore how equity in schools can be achieved through well-designed PBL experiences.
Friday, 10/27/17	Wendy Smith Candace Temple Donna Roden	Hill Creek Hill Creek Carlton Hills	CPI Training	El Cajon	\$115	\$20	Special Education	This training will focus on Crisis Prevention Intervention.
					\$115	\$20	Special Education	
					\$0	\$20	Special Education	
Friday, 11/03/17	Jera Fusi Alyssa Jerabek	PRIDE Academy PRIDE Academy	Trauma Informed Practices for Schools (TIPS) Training of Trainers	SDCOE	\$115 \$0	\$51 \$51	Special Education Special Education	This is a Training of Trainers workshop focusing on lifelong impacts of trauma on students.
Monday, 11/13/17	John Schweller	Pupil Services	Legislative Update 2017-18	SDCOE	\$0	\$81	Pupil Services	This workshop will provide information on legislative changes for the 2017-18 school year.
Thursday, 01/25/18	Heather Craft Julie Lloyd	Rio Seco Rio Seco	Executive Functioning and Learning	San Marcos	\$115	\$96	Special Education	This is an interactive workshop: Rethink teaching strategies and practice executive function supports.
					\$115	\$96	Special Education	
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Thurs-Sun, 11/09/17 - 11/12/17	Cathy Abel	Child Nutrition Services	California School Nutrition Conference	Sacramento	\$0	\$1,474	Child Nutrition Services	This conference will provide information and updates to laws and regulations regarding Child Nutrition Services.

Consent Item E.2.2.
 Prepared by Karl Christensen
 September 19, 2017

Approval/Ratification of Expenditure Warrants

BACKGROUND:

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

Commercial Warrants issued for the period of August 2017:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
0100 General	14-291057 TO 14301103	\$826,019.50
0900	N/A	
1200	14-293279	\$18.27
1300	14-291471 TO 14-301544	\$103,261.93
1400	14-291880 TO 14-301106	\$242,962.22
2109	N/A	
2139 / 2108	N/A	
2518	14-295632 TO 14-301108	\$17,681.46
2538	14-292717 TO 14-298140	\$9,924.76
3500	N/A	
4000	14-292396 TO 14-301108	\$205,138.54
6300	14-29-1467 TO 14-297309	\$9,831.54
		\$1,414,838.22

Student Body Warrants issued for the period of August 2017:

\$572.02

Payroll Warrants issued for the period of August 2017:

<u>Fund #/Name</u>	<u>Amount</u>
01 00	\$2,448,573.08
12 00	\$5,886.55
13 00	\$61,503.93
14 00	
25 18	
63 00	\$210,443.59
\$2,726,407.15	

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$4,141,817.39 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of August 2017:

AMOUNT	LOCATION
\$ 41,100.92	PEPPER DRIVE SCHOOL
\$ 10,703.26	CARLTON HILLS SCHOOL
\$ 5,782.36	SYCAMORE CANYON SCH
\$ 3,691.99	PROSPECT AVENUE SCH
\$ 5,098.67	CAJON PARK SCHOOL
\$ 15,524.06	CHET F HARRITT SCH
\$ 69,423.42	CARLTON OAKS SCHOOL
\$ 11,480.97	RIO SECO SCHOOL
\$ 6,013.43	HILL CREEK SCHOOL
\$ 85.63	STATE PRE-SCHOOL
\$ 175.00	BOARD OF EDUCATION
\$ 24,009.88	BUSINESS SERVICES
\$ 137.28	HUMAN RESOURCES
\$ 1,789.38	EDUCATIONAL SERVICES
\$ 156,078.59	SPECIAL EDUCATION
\$ 50.00	PUPIL SERVICES
\$ 210,153.82	DISTRICT LIBRARY
\$ 6,094.11	PROJECT SAFE
\$ 68,132.02	TECHNOLOGY SERVICES
\$ 3,276.81	OPERATIONS/CUSTODIAL
\$ 165,970.96	MAINTENANCE
\$ 20,595.09	TRANSPORTATION
\$ 47,638.82	FACILITIES MODERNIZATION
\$ 30,284.63	WAREHOUSE
\$ 1,595.85	CENTRAL KITCHEN
\$ 5,400.00	PUBLICATIONS
\$ 910,286.95	Total Purchase Orders–August 2017

RECOMMENDATION:

Administration recommends approval of purchase orders #0000003616 through #0000003913 issued August 1, 2017 through August 31, 2017.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of \$910,286.95, is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.

LOCATION LIST 2017-18

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

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

Fund Numbers

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

M = Monthly Blanket
 A = Annual Blanket
 L = Lottery

**PURCHASE ORDER EXCEEDED BY 10%
FOR THE MONTH OF AUGUST 2017**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
3863	8/29/2017	0100	SMART & FINAL	072	SUPPLIES FOR PROJECT SAFE	\$75.00
						\$15.27
					NEW TOTAL	\$90.27

**PURCHASE ORDER LISTING
AUGUST 2017
BY SITE**

PO Number	DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
0000003767	8/16/2017	DELL MARKETING L.P.	PRINTER - PD	0100	\$ 193.94	002	PEPPER DRIVE SCHOOL
0000003789	8/21/2017	DELL MARKETING L.P.	PRINTER SUPPLIES - PD	0100	\$ 51.17	002	PEPPER DRIVE SCHOOL
0000003791	8/21/2017	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	0100	\$ 321.10	002	PEPPER DRIVE SCHOOL
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$ 475.00	002	PEPPER DRIVE SCHOOL
0000003836	8/28/2017	DELL MARKETING L.P.	LAPTOPS/ADAPTERS	0100	\$ 1,075.44	002	PEPPER DRIVE SCHOOL
0000003848	8/28/2017	HEINEMANN	CLASSROOM MATERIALS	0100	\$ 35,861.50	002	PEPPER DRIVE SCHOOL
0000003853	8/29/2017	SCHOOL HEALTH CORPORATION	AED SUPPLIES	0100	\$ 128.24	002	PEPPER DRIVE SCHOOL
0000003854	8/29/2017	AMAZON.COM	SUPPLIES	0100	\$ 278.00	002	PEPPER DRIVE SCHOOL
0000003862	8/29/2017	AMAZON.COM	SUPPLIES	0100	\$ 215.45	002	PEPPER DRIVE SCHOOL
0000003870	8/30/2017	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	0100	\$ 611.06	002	PEPPER DRIVE SCHOOL
0000003872	8/30/2017	JOSTENS	16-17 YEARBOOKS FINAL	0100	\$ 1,890.02	002	PEPPER DRIVE SCHOOL
					\$ 41,100.92	002 Total	PEPPER DRIVE SCHOOL
0000003665	8/7/2017	ROCHESTER 100 INC	CLASSROOM SUPPLIES	0100	\$ 775.80	003	CARLTON HILLS SCHOOL
0000003668	8/7/2017	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	0100	\$ 23.31	003	CARLTON HILLS SCHOOL
0000003759	8/15/2017	DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - SHADE CH	2538	\$ 64.66	003	CARLTON HILLS SCHOOL
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$ 475.00	003	CARLTON HILLS SCHOOL
0000003815	8/23/2017	US GAMES	PE SUPPLIES	0100	\$ 540.08	003	CARLTON HILLS SCHOOL
0000003827	8/24/2017	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFFS	0100	\$ 242.65	003	CARLTON HILLS SCHOOL
0000003845	8/28/2017	MASTER LOCKS	LOCKS	0100	\$ 133.72	003	CARLTON HILLS SCHOOL
0000003849	8/28/2017	AMAZON.COM	OFFICE FURNITURE	0100	\$ 120.01	003	CARLTON HILLS SCHOOL
0000003905	8/31/2017	SANTILLANA USA	CLASSROOM MATERIALS	0100	\$ 7,911.10	003	CARLTON HILLS SCHOOL
0000003909	8/31/2017	AMAZON.COM	OFFICE SUPPLIES	0100	\$ 29.42	003	CARLTON HILLS SCHOOL
0000003913	8/31/2017	STAPLES ADVANTAGE	CLASSROOM MATERIALS	0100	\$ 387.51	003	CARLTON HILLS SCHOOL
					\$ 10,703.26	003 Total	CARLTON HILLS SCHOOL
0000003694	8/9/2017	LEARNING A-Z	SUBSCRIPTION RENEWAL	0100	\$ 1,399.65	004	SYCAMORE CANYON SCH
0000003697	8/9/2017	AMAZON.COM	CLASSROOM SUPPLIES	0100	\$ 48.98	004	SYCAMORE CANYON SCH
0000003726	8/14/2017	LAKESHORE LEARNING MATERIALS	BACKPACK CART - SC	0100	\$ 214.42	004	SYCAMORE CANYON SCH
0000003728	8/14/2017	US GAMES	PE SUPPLIES - SC	0100	\$ 121.42	004	SYCAMORE CANYON SCH
0000003729	8/14/2017	TOLEDO PHYSICAL EDUCATION SUPPLY	PE SUPPLIES - SC	0100	\$ 133.58	004	SYCAMORE CANYON SCH
0000003730	8/14/2017	IMAGESTUFF.COM	ATTENDANCE TAGS - SC	0100	\$ 28.84	004	SYCAMORE CANYON SCH
0000003733	8/14/2017	GUITAR CENTER PROFESSIONAL	EVENT PA SYSTEM - SC	0100	\$ 1,526.96	004	SYCAMORE CANYON SCH
0000003769	8/16/2017	IDENT-A-KID SERVICES OF AMERICA, INC	SOFTWARE RENEWAL - SC	0100	\$ 300.00	004	SYCAMORE CANYON SCH
0000003772	8/16/2017	IDENT-A-KID SERVICES OF AMERICA, INC	VISITOR LABELS - SC	0100	\$ 108.33	004	SYCAMORE CANYON SCH
0000003779	8/17/2017	ELLISON EDUCATION CUSTOMER SERVICE	DIE CUTTING SUPPLIES	0100	\$ 85.00	004	SYCAMORE CANYON SCH
0000003781	8/17/2017	US GAMES	PE SUPPLIES - SC	0100	\$ 1,146.45	004	SYCAMORE CANYON SCH
0000003811	8/23/2017	DELL MARKETING L.P.	PRINTER - SC	0100	\$ 277.98	004	SYCAMORE CANYON SCH
0000003818	8/24/2017	DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - SHADE - SC	2538	\$ 301.00	004	SYCAMORE CANYON SCH
0000003855	8/29/2017	AMAZON.COM	SUPPLIES	0100	\$ 8.31	004	SYCAMORE CANYON SCH
0000003908	8/31/2017	IMAGESTUFF.COM	STUDENT INCENTIVES	0100	\$ 81.44	004	SYCAMORE CANYON SCH
					\$ 5,782.36	004 Total	SYCAMORE CANYON SCH
0000003631	8/1/2017	AMERICAN FENCE COMPANY	SHADE CLOTH - PA	0100	\$ 80.81	005	PROSPECT AVENUE SCH
0000003698	8/9/2017	AMAZON.COM	CUSTODIAL SUPPLIES	0100	\$ 16.38	005	PROSPECT AVENUE SCH
0000003699	8/9/2017	DECKER EQUIPMENT	CHAIR GLIDES	0100	\$ 64.67	005	PROSPECT AVENUE SCH
0000003754	8/15/2017	MAINTEX INC	CUSTODIAL SUPPLIES	0100	\$ 78.20	005	PROSPECT AVENUE SCH
0000003771	8/16/2017	SCHOLASTIC INC	CLASSROOM MATERIALS - PA	0100	\$ 144.38	005	PROSPECT AVENUE SCH
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$ 475.00	005	PROSPECT AVENUE SCH
0000003835	8/28/2017	CHRISTIAN YOUTH THEATER	ADMISSIONS	0100	\$ 504.00	005	PROSPECT AVENUE SCH
0000003893	8/30/2017	CLARK SECURITY PRODUCTS,	PE LOCKS - PA	0100	\$ 784.85	005	PROSPECT AVENUE SCH
0000003904	8/31/2017	DELL MARKETING L.P.	PRINTER - PA	0100	\$ 234.35	005	PROSPECT AVENUE SCH
0000003912	8/31/2017	LEARNING A-Z	LICENSE RENEALS	0100	\$ 1,309.35	005	PROSPECT AVENUE SCH
					\$ 3,691.99	005 Total	PROSPECT AVENUE SCH

0000003639	8/1/2017	MCKILLICAN - EL CAJON	SUPPLIES FOR CP	0100	\$	47.64	006	CAJON PARK SCHOOL
0000003682	8/7/2017	SCHOOL MATE	5-8 GR PLANNERS - CP	0100	\$	1,650.77	006	CAJON PARK SCHOOL
0000003721	8/14/2017	ACCO BRANDS USA LLC	LAMINATOR	0100	\$	1,625.77	006	CAJON PARK SCHOOL
0000003784	8/17/2017	ACCO BRANDS USA LLC	LAMINATION SUPPLIES - CP	0100	\$	38.51	006	CAJON PARK SCHOOL
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$	475.00	006	CAJON PARK SCHOOL
0000003800	8/22/2017	IDENT-A-KID SERVICES OF AMERICA, INC	LICENSE RENEWAL	0100	\$	300.00	006	CAJON PARK SCHOOL
0000003840	8/28/2017	VIRCO MANUFACTURING CORP	FURNITURE	0100	\$	107.71	006	CAJON PARK SCHOOL
0000003846	8/28/2017	CUSTOMINK	T-SHIRTS - CP	0100	\$	853.27	006	CAJON PARK SCHOOL
					\$	5,098.67	006 Total	CAJON PARK SCHOOL
0000003681	8/7/2017	IKEA - SAN DIEGO STORE	SUPPLIES	0100	\$	1,000.00	007	CHET F HARRITT SCH
0000003683	8/7/2017	ULINE	CLASSROOM SUPPLIES	0100	\$	452.55	007	CHET F HARRITT SCH
0000003703	8/10/2017	SCHOOL OUTFITTERS	SUPPLIES	0100	\$	1,570.88	007	CHET F HARRITT SCH
0000003704	8/10/2017	BADGE-A-MINIT	SUPPLIES	0100	\$	226.22	007	CHET F HARRITT SCH
0000003705	8/10/2017	IDENT-A-KID SERVICES OF AMERICA, INC	CHECK IN LABELS & SCANNER	0100	\$	784.88	007	CHET F HARRITT SCH
0000003706	8/10/2017	LAKESHORE	CLASSROOM SUPPLIES	0100	\$	50.00	007	CHET F HARRITT SCH
0000003723	8/14/2017	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	0100	\$	274.69	007	CHET F HARRITT SCH
0000003724	8/14/2017	AL'S SPORT SHOP	PLAQUES	0100	\$	156.24	007	CHET F HARRITT SCH
0000003725	8/14/2017	AL'S SPORT SHOP	STAFF SHIRTS	0100	\$	634.61	007	CHET F HARRITT SCH
0000003734	8/14/2017	JOSTENS	16/17 YEARBOOKS	0100	\$	2,660.70	007	CHET F HARRITT SCH
0000003762	8/15/2017	PROJECT LEAD THE WAY	PROFESSIONAL DEVELOPMENT	0100	\$	750.00	007	CHET F HARRITT SCH
0000003763	8/15/2017	PROJECT LEAD THE WAY	CLASSROOM SUPPLIES	0100	\$	903.88	007	CHET F HARRITT SCH
0000003765	8/15/2017	ALLTECH IMAGING TECHNOLOGIES	EQUIPMENT REPAIRS	0100	\$	178.00	007	CHET F HARRITT SCH
0000003766	8/16/2017	LAKESHORE	CLASSROOM SUPPLIES	0100	\$	500.00	007	CHET F HARRITT SCH
0000003788	8/21/2017	CDW GOVERNMENT INC	ELECTRONIC SUPPLIES - CFH	0100	\$	26.96	007	CHET F HARRITT SCH
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$	475.00	007	CHET F HARRITT SCH
0000003799	8/22/2017	MYSTERY SCIENCE, INC.	SUBSCRIPTION RENEWAL	0100	\$	999.00	007	CHET F HARRITT SCH
0000003812	8/23/2017	TROXELL COMMUNICATIONS INC	PROJECTOR & DOC CAMERA - CFH	0100	\$	2,206.73	007	CHET F HARRITT SCH
0000003851	8/29/2017	MAINTEX INC	CUSTODIAL SUPPLIES	0100	\$	171.74	007	CHET F HARRITT SCH
0000003859	8/29/2017	LAKESHORE	CLASSROOM SUPPLIES	0100	\$	122.00	007	CHET F HARRITT SCH
0000003860	8/29/2017	US GAMES	PE SUPPLIES	0100	\$	1,379.98	007	CHET F HARRITT SCH
					\$	15,524.06	007 Total	CHET F HARRITT SCH
0000003621	8/1/2017	CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATOR	4000	\$	550.00	008	CARLTON OAKS SCHOOL
0000003669	8/7/2017	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	0100	\$	531.42	008	CARLTON OAKS SCHOOL
0000003732	8/14/2017	SCHOOL OUTFITTERS	HEADPHONES - CO	0100	\$	161.80	008	CARLTON OAKS SCHOOL
0000003736	8/14/2017	EPS LITERACY & INTERVENTION	CLASSROOM MATERIALS	0100	\$	761.55	008	CARLTON OAKS SCHOOL
0000003738	8/14/2017	AMAZON.COM	ELECTIVE SUPPLIES - CO	0100	\$	481.55	008	CARLTON OAKS SCHOOL
0000003739	8/14/2017	HIDDEN VALLEY PUMP SYSTEMS, INC.	WELL PUMP SYSTEM - CO	4000	\$	44,385.00	008	CARLTON OAKS SCHOOL
0000003753	8/15/2017	MAINTEX INC	CUSTODIAL SUPPLIES	0100	\$	48.35	008	CARLTON OAKS SCHOOL
0000003760	8/15/2017	BUSINESS TRAINING MEDIA, INC.	CLASSROOM SUPPLIES	0100	\$	354.50	008	CARLTON OAKS SCHOOL
0000003773	8/16/2017	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	0100	\$	107.71	008	CARLTON OAKS SCHOOL
0000003775	8/17/2017	TROXELL COMMUNICATIONS INC	PROJECTORS - CO	0100	\$	3,227.11	008	CARLTON OAKS SCHOOL
0000003778	8/17/2017	DELL MARKETING L.P.	PRINTER - CO	0100	\$	234.35	008	CARLTON OAKS SCHOOL
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$	475.00	008	CARLTON OAKS SCHOOL
0000003829	8/24/2017	GUERIN MARKETING SERVICES	SUBSCRIPTION RENEWAL	0100	\$	30.00	008	CARLTON OAKS SCHOOL
0000003830	8/24/2017	AMAZON.COM	PE SUPPLIES	0100	\$	177.16	008	CARLTON OAKS SCHOOL
0000003831	8/24/2017	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	0100	\$	215.41	008	CARLTON OAKS SCHOOL
0000003832	8/24/2017	SPRESC DEVELOPMENT INC.	CONSULTING SERVICES - CO WELL	4000	\$	7,200.00	008	CARLTON OAKS SCHOOL
0000003833	8/24/2017	DELL MARKETING L.P.	IMAGING DRUM - PD	0100	\$	51.17	008	CARLTON OAKS SCHOOL
0000003834	8/28/2017	AL'S SPORT SHOP	PE CLOTHES - CO	0100	\$	1,402.10	008	CARLTON OAKS SCHOOL
0000003837	8/28/2017	SCHOOL NURSE SUPPLY INC	HEALTH OFFICE SUPPLIES - CO	0100	\$	26.48	008	CARLTON OAKS SCHOOL
0000003839	8/28/2017	CPM EDUCATIONAL PROGRAM	CLASSROOM MATERIALS	0100	\$	258.29	008	CARLTON OAKS SCHOOL
0000003852	8/29/2017	THE BUTTERFLY PROJECT	CLASSROOM SUPPLIES	0100	\$	140.08	008	CARLTON OAKS SCHOOL
0000003858	8/29/2017	SCHOOL OUTFITTERS	HEADPHONES	0100	\$	104.39	008	CARLTON OAKS SCHOOL
0000003871	8/30/2017	LEXIA LEARNING SYSTEMS INC	SUBSCRIPTION RENEWAL	0100	\$	8,500.00	008	CARLTON OAKS SCHOOL
					\$	69,423.42	008 Total	CARLTON OAKS SCHOOL
0000003688	8/8/2017	A. P. GENERAL CORPORATION	SHADE SHELTERS AT 5 SCH SITES	2538	\$	7,398.00	009	RIO SECO SCHOOL

0000003695	8/9/2017	MYSTERY SCIENCE, INC.	MEMBERSHIP RENEWAL	0100	\$	999.00	009	RIO SECO SCHOOL
0000003719	8/11/2017	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	0100	\$	314.04	009	RIO SECO SCHOOL
0000003735	8/14/2017	AMAZON.COM	PHONE/FAX MACHINE - RS	0100	\$	167.45	009	RIO SECO SCHOOL
0000003751	8/15/2017	DS SERVICES OF AMERICA INC	DRINKING WATER	0100	\$	250.00	009	RIO SECO SCHOOL
0000003755	8/15/2017	CAMEO PAPER & JANITORIAL	CUSTODIAL SUPPLIES	0100	\$	174.00	009	RIO SECO SCHOOL
0000003758	8/15/2017	DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - SHADE - RS	2538	\$	787.60	009	RIO SECO SCHOOL
0000003786	8/21/2017	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA - RS	0100	\$	915.88	009	RIO SECO SCHOOL
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$	475.00	009	RIO SECO SCHOOL
					\$	11,480.97	009 Total	RIO SECO SCHOOL
0000003693	8/9/2017	HANGSAFE HOOKS	CLASSROOM SUPPLIES	0100	\$	1,892.41	010	HILL CREEK SCHOOL
0000003696	8/9/2017	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	0100	\$	136.49	010	HILL CREEK SCHOOL
0000003731	8/14/2017	TROXELL COMMUNICATIONS INC	PROJECTOR - HC	0100	\$	645.42	010	HILL CREEK SCHOOL
0000003776	8/17/2017	2NDGEAR	MONITOR - HC	0100	\$	111.86	010	HILL CREEK SCHOOL
0000003777	8/17/2017	APPLE INC	COMPUTER - HC	0100	\$	762.87	010	HILL CREEK SCHOOL
0000003787	8/21/2017	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA - HC	0100	\$	457.94	010	HILL CREEK SCHOOL
0000003797	8/21/2017	CAMFEL PRODUCTIONS INC	ANTI-BULLYING PRESENTATIONS	0100	\$	475.00	010	HILL CREEK SCHOOL
0000003809	8/23/2017	AMAZON.COM	SUPPLIES - HC	0100	\$	409.98	010	HILL CREEK SCHOOL
0000003810	8/23/2017	DELL MARKETING L.P.	PRINTER - HC	0100	\$	277.98	010	HILL CREEK SCHOOL
0000003814	8/23/2017	HEINEMANN	CLASSROOM MATERIALS	0100	\$	500.44	010	HILL CREEK SCHOOL
0000003823	8/24/2017	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES - HC	0100	\$	43.04	010	HILL CREEK SCHOOL
0000003857	8/29/2017	IDENT-A-KID SERVICES OF AMERICA, INC	LICENSE RENEWAL	0100	\$	300.00	010	HILL CREEK SCHOOL
					\$	6,013.43	010 Total	HILL CREEK SCHOOL
0000003822	8/24/2017	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR PA PRESCHOOL	1200	\$	85.63	012	STATE PRE-SCHOOL
					\$	85.63	012 Total	STATE PRE-SCHOOL
0000003780	8/17/2017	ARLINE WOLFSON	GRAPHIC DESIGN SERVICES	0100	\$	175.00	060	BOARD OF EDUCATION
					\$	175.00	060 Total	BOARD OF EDUCATION
0000003622	8/1/2017	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERIES	0100	\$	130.31	064	BUSINESS SERVICES
0000003627	8/1/2017	MERRICK & ASSOCIATES	MECH ENG. SVCS - DO	1400	\$	1,000.00	064	BUSINESS SERVICES
0000003689	8/8/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	260.60	064	BUSINESS SERVICES
0000003727	8/14/2017	DELL MARKETING L.P.	PRINTER TONER CARTRIDGE	0100	\$	84.95	064	BUSINESS SERVICES
0000003737	8/14/2017	CALSTRS - CENTRAL SERVICES	EXCESS SICK LEAVE	0100	\$	21,935.31	064	BUSINESS SERVICES
0000003737	8/14/2017	CALSTRS - CENTRAL SERVICES	EXCESS SICK LEAVE	0100	\$	215.15	064	BUSINESS SERVICES
0000003761	8/15/2017	DAILY JOURNAL CORPORATION	AD - NOTICE OF PUBLIC HEARING	0100	\$	21.70	064	BUSINESS SERVICES
0000003861	8/29/2017	DELL MARKETING L.P.	TONER FOR PRINTER	0100	\$	84.95	064	BUSINESS SERVICES
0000003906	8/31/2017	SCHOOL ENERGY COALITION	MEMBERSHIP DUES	0100	\$	260.00	064	BUSINESS SERVICES
0000003907	8/31/2017	FEDERAL EXPRESS CORPORATION	OVERNIGHT DELIVERY SERVICES	0100	\$	16.91	064	BUSINESS SERVICES
					\$	24,009.88	064 Total	BUSINESS SERVICES
0000003796	8/21/2017	NATIONAL NOTARY ASSN.	MEMBERSHIP RENEWAL	0100	\$	119.00	065	HUMAN RESOURCES
0000003907	8/31/2017	FEDERAL EXPRESS CORPORATION	OVERNIGHT DELIVERY SERVICES	0100	\$	18.28	065	HUMAN RESOURCES
					\$	137.28	065 Total	HUMAN RESOURCES
0000003619	8/1/2017	DATA BLOCKS	ANNUAL SUPPORT SVCS	0100	\$	538.75	066	EDUCATIONAL SERVICES
0000003620	8/1/2017	EDUCATIONAL DATA SYSTEMS INC	CELDT EDITION TESTING MATERIAL	0100	\$	200.00	066	EDUCATIONAL SERVICES
0000003691	8/9/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	400.00	066	EDUCATIONAL SERVICES
0000003702	8/10/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	175.00	066	EDUCATIONAL SERVICES
0000003798	8/22/2017	ALLIANCE FOR AFRICAN ASSISTANCE	CONSULTING SERVICES	0100	\$	325.63	066	EDUCATIONAL SERVICES
0000003911	8/31/2017	CRISIS PREVENTION INSTITUTE	CERTIFICATION FEES	0100	\$	150.00	066	EDUCATIONAL SERVICES
					\$	1,789.38	066 Total	EDUCATIONAL SERVICES
0000003616	8/1/2017	SPECIALIZED ED OF CA. INC.	SUMMER SCHOOL TUITION	0100	\$	888.30	067	SPECIAL EDUCATION
0000003635	8/1/2017	JAZMINE GELFAND, AAL	LEGAL SERVICES	0100	\$	3,750.00	067	SPECIAL EDUCATION
0000003636	8/1/2017	JAMES A. HARRIS	LEGAL SERVICES	0100	\$	1,500.00	067	SPECIAL EDUCATION
0000003637	8/1/2017	LAW OFFICES OF PATRICIA E. CROMER, P.C.	LEGAL SERVICES	0100	\$	2,875.75	067	SPECIAL EDUCATION
0000003662	8/7/2017	UNITED PARCEL SERVICE	RETURNED SHIPPING CHARGES	0100	\$	31.66	067	SPECIAL EDUCATION
0000003663	8/7/2017	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	0100	\$	30.00	067	SPECIAL EDUCATION
0000003666	8/7/2017	COAST MUSIC THERAPY, INC.	CLASSROOM MATERIALS	0100	\$	507.47	067	SPECIAL EDUCATION
0000003667	8/7/2017	ACADEMIC THERAPY PUBLICATIONS	CLASSROOM MATERIALS	0100	\$	591.44	067	SPECIAL EDUCATION
0000003672	8/7/2017	N2Y INC	SUBSCRIPTION RENEWAL	0100	\$	1,843.00	067	SPECIAL EDUCATION

0000003690	8/9/2017	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	0100	\$	675.00	067	SPECIAL EDUCATION
0000003752	8/15/2017	SAN DIEGO CENTER FOR CHILDREN	ANNUAL NPS	0100	\$	85,518.62	067	SPECIAL EDUCATION
0000003774	8/17/2017	COAST MUSIC THERAPY, INC.	MUSIC THERAPY CURRICULUM	0100	\$	3,000.00	067	SPECIAL EDUCATION
0000003790	8/21/2017	DANNIS WOLIVER KELLEY	LEGAL SERVICES	0100	\$	1,223.00	067	SPECIAL EDUCATION
0000003793	8/21/2017	BANYAN TREE EDUCATIONAL SERVICES	TUTORING SERVICES	0100	\$	3,750.00	067	SPECIAL EDUCATION
0000003794	8/21/2017	BRAIN LEARNING PSYCHOLOGICAL CORP	SPECIAL ED ASSESSMENTS	0100	\$	25,000.00	067	SPECIAL EDUCATION
0000003795	8/21/2017	JANE DRAKE	PHYSICAL THERAPY	0100	\$	20,160.00	067	SPECIAL EDUCATION
0000003808	8/23/2017	JAZMINE GELFAND, AAL	LEGAL SERVICES	0100	\$	4,500.00	067	SPECIAL EDUCATION
0000003813	8/23/2017	DELL MARKETING L.P.	PRINTER - CO	0100	\$	234.35	067	SPECIAL EDUCATION
					\$	156,078.59	067 Total	SPECIAL EDUCATION
0000003664	8/7/2017	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	0100	\$	50.00	070	PUPIL SERVICES
					\$	50.00	070 Total	PUPIL SERVICES
0000003638	8/1/2017	MCGRAW HILL EDUCATION	READING WONDERS K-6	0100	\$	109,291.05	071	DISTRICT LIBRARY
0000003700	8/9/2017	COMPANION CORPORATION	LABELS FOR LIBRARY SYSTEM	0100	\$	661.50	071	DISTRICT LIBRARY
0000003768	8/16/2017	DEMCO INC	LIBRARY SUPPLIES	0100	\$	424.65	071	DISTRICT LIBRARY
0000003792	8/21/2017	CPM EDUCATIONAL PROGRAM	CLASSROOM MATERIALS	0100	\$	5,045.93	071	DISTRICT LIBRARY
0000003816	8/23/2017	AMPLIFY EDUCATION INC	CLASSROOM MATERIALS	0100	\$	3,727.73	071	DISTRICT LIBRARY
0000003841	8/28/2017	MCGRAW HILL EDUCATION	READING WONDERS	0100	\$	433.48	071	DISTRICT LIBRARY
0000003842	8/28/2017	MCGRAW HILL EDUCATION	READING WONDERS	0100	\$	594.38	071	DISTRICT LIBRARY
0000003843	8/28/2017	MCGRAW HILL EDUCATION	READING WONDERS	0100	\$	859.57	071	DISTRICT LIBRARY
0000003844	8/28/2017	MCGRAW HILL EDUCATION	READING WONDERS	0100	\$	88,953.90	071	DISTRICT LIBRARY
0000003856	8/29/2017	AL'S SPORT SHOP	SUPPLIES	0100	\$	161.63	071	DISTRICT LIBRARY
					\$	210,153.82	071 Total	DISTRICT LIBRARY
0000003617	8/1/2017	ADVERTISING EDGE INC	T-SHIRTS - YALE	6300	\$	537.67	072	PROJECT SAFE
0000003618	8/1/2017	SANTEE LAKES RECREATION	PROJ. SAFE FIELD TRIP	6300	\$	540.00	072	PROJECT SAFE
0000003629	8/1/2017	DUNN EDWARDS CORPORATION	PAINT SUPPLIES - PS PORTABLES	6300	\$	98.74	072	PROJECT SAFE
0000003646	8/1/2017	LAKESHORE	YALE SUPPLIES	6300	\$	1,500.00	072	PROJECT SAFE
0000003689	8/8/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	6300	\$	160.76	072	PROJECT SAFE
0000003692	8/9/2017	DEPARTMENT OF SOCIAL SERVICES	LICENSING FEES - YALE PS AT SC	6300	\$	484.00	072	PROJECT SAFE
0000003718	8/10/2017	KID VENTURE	ADMISSIONS	6300	\$	595.00	072	PROJECT SAFE
0000003720	8/11/2017	DEPARTMENT OF SOCIAL SERVICES	YALE LICENSING FEES - HC	6300	\$	484.00	072	PROJECT SAFE
0000003756	8/15/2017	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	68.02	072	PROJECT SAFE
0000003764	8/15/2017	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR PROJECT SAFE	6300	\$	413.35	072	PROJECT SAFE
0000003863	8/29/2017	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	6300	\$	90.27	072	PROJECT SAFE
0000003869	8/30/2017	CITI CARDS /	SUPPLIES FOR PROJ. SAFE & YALE	6300	\$	639.24	072	PROJECT SAFE
0000003869	8/30/2017	CITI CARDS /	SUPPLIES FOR PROJ. SAFE & YALE	6300	\$	483.06	072	PROJECT SAFE
					\$	6,094.11	072 Total	PROJECT SAFE
0000003740	8/14/2017	APPLE INC	IPAD CHARGERS	0100	\$	307.09	073	TECHNOLOGY SERVICES
0000003740	8/14/2017	APPLE INC	IPAD CHARGERS	0100	\$	25,659.59	073	TECHNOLOGY SERVICES
0000003770	8/16/2017	TECH ARMOR	IPAD CABLES	0100	\$	17,326.20	073	TECHNOLOGY SERVICES
0000003782	8/17/2017	SITEIMPROVE	ADA WEBSITE COMPLIANCE	0100	\$	9,650.00	073	TECHNOLOGY SERVICES
0000003817	8/24/2017	DATEL SYSTEMS	ANNUAL - BARRACUDA BACK-UP	0100	\$	11,962.84	073	TECHNOLOGY SERVICES
0000003836	8/28/2017	DELL MARKETING L.P.	LAPTOPS/ADAPTERS	0100	\$	3,226.30	073	TECHNOLOGY SERVICES
					\$	68,132.02	073 Total	TECHNOLOGY SERVICES
0000003623	8/1/2017	MAINTEX INC	CUSTODIAL SUPPLIES	0100	\$	987.10	074	OPERATIONS/CUSTODIAL
0000003624	8/1/2017	MAINTEX INC	CUSTODIAL EQUIP. REPAIRS	0100	\$	407.65	074	OPERATIONS/CUSTODIAL
0000003628	8/1/2017	A-DISCOUNT VACUUM	VACUUM REPAIRS	0100	\$	145.16	074	OPERATIONS/CUSTODIAL
0000003877	8/30/2017	MAINTEX INC	CUSTODIAL SUPPLIES/EQUIP	0100	\$	448.55	074	OPERATIONS/CUSTODIAL
0000003877	8/30/2017	MAINTEX INC	CUSTODIAL SUPPLIES/EQUIP	0100	\$	1,288.35	074	OPERATIONS/CUSTODIAL
					\$	3,276.81	074 Total	OPERATIONS/CUSTODIAL
0000003625	8/1/2017	WESTERN ENVIRONMENTAL & SAFETY	CONSULTATION SVCS - CP	1400	\$	2,450.00	075	MAINTENANCE
0000003626	8/1/2017	WESTERN ENVIRONMENTAL & SAFETY	CONSULTATION SVCS. - PA	0100	\$	4,575.00	075	MAINTENANCE
0000003630	8/1/2017	ADVANCE PLUMBING CO	EMERGENCY REPAIRS - CP	0100	\$	679.00	075	MAINTENANCE
0000003632	8/1/2017	PATRIOT ENVIRONMENTAL LAB SERVICES INC	MOLD REMEDIATION - CFH RMS 8-9	0100	\$	1,430.00	075	MAINTENANCE
0000003647	8/1/2017	AIRE FILTER PRODUCTS CA	ANNUAL HVAC AIR FILTERS	0100	\$	4,000.00	075	MAINTENANCE
0000003648	8/1/2017	STATE OF CALIFORNIA	ANNUAL ELEVATOR PERMITS FEES	0100	\$	1,650.00	075	MAINTENANCE

0000003649	8/1/2017	STATE OF CALIFORNIA	ANNUAL WHEELCHAIR LIFT PERMITS	0100	\$	900.00	075	MAINTENANCE
0000003653	8/2/2017	EAGLE PAVING	ASPHALT REPAIRS - PA	1400	\$	18,031.00	075	MAINTENANCE
0000003654	8/2/2017	EAGLE PAVING	ASPHALT REPAIRS - CO	1400	\$	45,445.00	075	MAINTENANCE
0000003655	8/2/2017	EAGLE PAVING	ASPHALT REPAIRS - CP	1400	\$	37,998.00	075	MAINTENANCE
0000003751	8/15/2017	DS SERVICES OF AMERICA INC	DRINKING WATER	0100	\$	250.00	075	MAINTENANCE
0000003819	8/24/2017	VALLEY INDUSTRIAL SPECIALTIES	PA PRESCHOOL REMODEL	0100	\$	2,009.62	075	MAINTENANCE
0000003820	8/24/2017	EAGLE PAVING	ASPHALT REPAIRS - HC	1400	\$	2,915.00	075	MAINTENANCE
0000003826	8/24/2017	A GOOD ROOFER, INC.	ROOFING REPAIRS - RS	0100	\$	10,695.00	075	MAINTENANCE
0000003828	8/24/2017	GRAINGER	SUPPLIES FOR REPAIRS	0100	\$	28.21	075	MAINTENANCE
0000003828	8/24/2017	GRAINGER	SUPPLIES FOR REPAIRS	0100	\$	911.76	075	MAINTENANCE
0000003873	8/30/2017	COOLBOX PORTABLE STORAGE	STORAGE CONTAINER-ERC DAMAGES	0100	\$	409.46	075	MAINTENANCE
0000003874	8/30/2017	JEFF PAINTING	REPAIRS TO RMS 8-9 - CFH	0100	\$	3,600.00	075	MAINTENANCE
0000003875	8/30/2017	JEFF PAINTING	PAINTING - CH STUCCO	1400	\$	8,900.00	075	MAINTENANCE
0000003877	8/30/2017	MAINTEX INC	CUSTODIAL SUPPLIES/EQUIP	0100	\$	393.42	075	MAINTENANCE
0000003879	8/30/2017	LAMVIN INC.	TACKBOARD PANELS-FLOOD REPAIRS	0100	\$	3,294.56	075	MAINTENANCE
0000003880	8/30/2017	FORDYCE CONSTRUCTION INC	FLOOD REPAIRS - CFH	0100	\$	2,700.00	075	MAINTENANCE
0000003881	8/30/2017	LAKESIDE EQUIPMENT SALES AND	SUPPLIES	0100	\$	167.01	075	MAINTENANCE
0000003882	8/30/2017	WALTER N. COFFMAN INC	STUCCO WORK - CFH	0100	\$	6,662.70	075	MAINTENANCE
0000003883	8/30/2017	METAL FAB LOGISTICS INC.	HVAC SUPPLIES	0100	\$	167.82	075	MAINTENANCE
0000003884	8/30/2017	SO CAL AIR CONDITIONING SUPPLY CO	HVAC SUPPLIES	0100	\$	68.20	075	MAINTENANCE
0000003886	8/30/2017	ATI	EMER. REPAIRS - CP	0100	\$	850.00	075	MAINTENANCE
0000003887	8/30/2017	ABABA BOLT	MAINTENANCE SUPPLIES	0100	\$	20.20	075	MAINTENANCE
0000003890	8/30/2017	A&D FIRE SPRINKLERS INC.	KNOX LOCKS FOR FDC	0100	\$	4,770.00	075	MAINTENANCE
					\$	165,970.96	075 Total	MAINTENANCE
0000003640	8/1/2017	SCHOOL BUS PARTS COMPANY	SUPPLIES FOR BUS REPAIRS	0100	\$	272.90	076	TRANSPORTATION
0000003641	8/1/2017	KIRKS RADIATOR	BUS REPAIRS	0100	\$	632.68	076	TRANSPORTATION
0000003642	8/1/2017	INLAND KENWORTH (US) INC.	BUS REPAIRS	0100	\$	277.06	076	TRANSPORTATION
0000003643	8/1/2017	O'REILLY AUTO PARTS	SUPPLIES FOR VEHICLE REPAIRS	0100	\$	97.29	076	TRANSPORTATION
0000003644	8/1/2017	CREATIVE BUS SALES INC	SUPPLIES FOR BUS REPAIRS	0100	\$	725.76	076	TRANSPORTATION
0000003662	8/7/2017	UNITED PARCEL SERVICE	RETURNED SHIPPING CHARGES	0100	\$	11.66	076	TRANSPORTATION
0000003671	8/7/2017	DELL MARKETING L.P.	TONER - TRANSPORTATION	0100	\$	84.95	076	TRANSPORTATION
0000003675	8/7/2017	WESTERN GRAPHIX	ID BADGE REPLENISHMENT	0100	\$	747.58	076	TRANSPORTATION
0000003701	8/10/2017	CROWN LIFT TRUCKS	EQUIPMENT REPAIRS	0100	\$	1,904.70	076	TRANSPORTATION
0000003707	8/10/2017	KIRKS RADIATOR	VEHICLE REPAIRS	0100	\$	285.54	076	TRANSPORTATION
0000003708	8/10/2017	HORSMAN AUTOMOTIVE	BUS REPAIRS	0100	\$	226.49	076	TRANSPORTATION
0000003709	8/10/2017	CUSTOM AUTO WRAP	TRANSPORTATION DECALS	0100	\$	37.71	076	TRANSPORTATION
0000003710	8/10/2017	CALIFORNIA ENVIRONMENTAL SOLUTIONS INC	BUS REPAIRS	0100	\$	1,400.00	076	TRANSPORTATION
0000003711	8/10/2017	RELIABLE TIRE INC	TIRE DISPOSAL FEES	0100	\$	108.00	076	TRANSPORTATION
0000003712	8/10/2017	O'REILLY AUTO PARTS	VEHICLE REPAIRS	0100	\$	566.28	076	TRANSPORTATION
0000003713	8/10/2017	SNAP-ON TOOLS	TRANS. SUPPLIES	0100	\$	276.92	076	TRANSPORTATION
0000003714	8/10/2017	ASBURY ENVIRONMENTAL SVCS	OILS & GAS FILTERS	0100	\$	55.00	076	TRANSPORTATION
0000003715	8/10/2017	EL CAJON AUTO TRIM SHOP	SUPPLIES	0100	\$	183.25	076	TRANSPORTATION
0000003716	8/10/2017	THOMAS INDUSTRIAL WATER	BUS WASH	0100	\$	105.00	076	TRANSPORTATION
0000003717	8/10/2017	WAYNE MILLER'S MOBILE TIRE INC	BUS REPAIRS	0100	\$	453.26	076	TRANSPORTATION
0000003722	8/14/2017	ASBURY ENVIRONMENTAL SVCS	USED OIL SERVICES	0100	\$	120.00	076	TRANSPORTATION
0000003894	8/30/2017	TIRE CENTERS, LLC	TIRES	0100	\$	390.98	076	TRANSPORTATION
0000003895	8/30/2017	ROMAN'S TRUCK	BUS REPAIRS	0100	\$	1,218.66	076	TRANSPORTATION
0000003896	8/30/2017	CUSTOM AUTO WRAP	PRINTED LOGOS	0100	\$	329.72	076	TRANSPORTATION
0000003897	8/30/2017	BRIDGESTONE HOSEPOWER LLC	BUS REPAIRS	0100	\$	688.81	076	TRANSPORTATION
0000003898	8/30/2017	FIRE ETC	BUS REPAIRS	0100	\$	614.89	076	TRANSPORTATION
0000003899	8/30/2017	PECK'S HEAVY FRICTION INC	SUPPLIES FOR BUS REPAIRS	0100	\$	985.88	076	TRANSPORTATION
0000003900	8/30/2017	THE DETAIL SHOP	DETAIL WORK ON BUSES	0100	\$	6,400.00	076	TRANSPORTATION
0000003901	8/30/2017	FRAME & AXLE SERVICE OF	BUS REPAIRS	0100	\$	1,344.05	076	TRANSPORTATION
0000003902	8/30/2017	O'REILLY AUTO PARTS	SUPPLIES FOR VEHICLE REPAIRS	0100	\$	50.07	076	TRANSPORTATION
					\$	20,595.09	076 Total	TRANSPORTATION
0000003621	8/1/2017	CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATOR	0100	\$	275.00	077	FACILITIES MODERNIZATION

0000003680	8/7/2017 US GAMES	INVENTORY REPLENISHMENT	0100	\$	55.47	078	WAREHOUSE
0000003741	8/14/2017 CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	\$	2,404.17	078	WAREHOUSE
0000003742	8/14/2017 KELLY PAPER	INVENTORY REPLENISHMENT	0100	\$	1,672.28	078	WAREHOUSE
0000003743	8/14/2017 MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	1,803.73	078	WAREHOUSE
0000003744	8/14/2017 MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	864.11	078	WAREHOUSE
0000003745	8/14/2017 MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	\$	7,272.48	078	WAREHOUSE
0000003746	8/14/2017 OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	\$	239.46	078	WAREHOUSE
0000003747	8/14/2017 OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	\$	85.98	078	WAREHOUSE
0000003748	8/14/2017 SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	353.19	078	WAREHOUSE
0000003749	8/14/2017 US GAMES	INVENTORY REPLENISHMENT	0100	\$	477.89	078	WAREHOUSE
0000003750	8/14/2017 US GAMES	INVENTORY REPLENISHMENT	0100	\$	844.33	078	WAREHOUSE
0000003801	8/23/2017 CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	\$	237.65	078	WAREHOUSE
0000003802	8/23/2017 MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	343.29	078	WAREHOUSE
0000003803	8/23/2017 MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	542.42	078	WAREHOUSE
0000003804	8/23/2017 OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	\$	66.59	078	WAREHOUSE
0000003805	8/23/2017 SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	\$	98.44	078	WAREHOUSE
0000003806	8/23/2017 SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	2,326.24	078	WAREHOUSE
0000003807	8/23/2017 STANDARD STATIONERY	INVENTORY REPLENISHMENT	0100	\$	166.79	078	WAREHOUSE
0000003827	8/24/2017 WASTE MANAGEMENT OF EL CAJON -	ROLL-OFFS	0100	\$	695.70	078	WAREHOUSE
0000003864	8/30/2017 DELL MARKETING L.P.	INVENTORY REPLENISHMENT	0100	\$	3,046.05	078	WAREHOUSE
0000003865	8/30/2017 MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	154.77	078	WAREHOUSE
0000003866	8/30/2017 OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	\$	139.16	078	WAREHOUSE
0000003867	8/30/2017 SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	436.13	078	WAREHOUSE
0000003868	8/30/2017 STANDARD STATIONERY	INVENTORY REPLENISHMENT	0100	\$	967.42	078	WAREHOUSE
				\$	30,284.63	078 Total	WAREHOUSE
0000003670	8/7/2017 NINYO & MOORE	INSPECTOR SVCS - CNS BOILER	1300	\$	184.00	090	CENTRAL KITCHEN
0000003689	8/8/2017 OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	1300	\$	270.24	090	CENTRAL KITCHEN
0000003850	8/29/2017 NINYO & MOORE	INSPECTOR SVCS - CNS BOILER	1300	\$	552.00	090	CENTRAL KITCHEN
0000003878	8/30/2017 VALLEY INDUSTRIAL SPECIALTIES	SUPPLIES FOR CNS REPAIRS	1300	\$	589.61	090	CENTRAL KITCHEN
				\$	1,595.85	090 Total	CENTRAL KITCHEN
0000003650	8/1/2017 EL CAJON PRINT & CLASS A TROPHIES	ANNUAL OUTSOURCED PRINTING	0100	\$	600.00	092	PUBLICATIONS
0000003651	8/1/2017 LITHO EQUIPMENT SERVICE	ANNUAL PRINTING EQUIP. REPAIRS	0100	\$	500.00	092	PUBLICATIONS
0000003652	8/1/2017 PERRY LETTERPRESS	ANNUAL BINDERY SERVICES	0100	\$	300.00	092	PUBLICATIONS
0000003684	8/7/2017 SUPERINTENDENT OF SCHOOLS	ANNUAL BUSINESS CARDS	0100	\$	1,000.00	092	PUBLICATIONS
0000003685	8/7/2017 REYNOLD'S GRAPHICS ARTS CORP	ANNUAL PRINTING SUPPLIES	0100	\$	500.00	092	PUBLICATIONS
0000003686	8/7/2017 SOUTHLAND ENVELOPE COMPANY INC	ANNUAL OUTSOURCED PRINTING	0100	\$	2,000.00	092	PUBLICATIONS
0000003687	8/7/2017 SPIRAL BINDING CO INC	ANNUAL BINDING SUPPLIES	0100	\$	500.00	092	PUBLICATIONS
				\$	5,400.00	092 Total	PUBLICATIONS
				\$	910,286.95	Grand Total	

Consent Item E.2.4.
Prepared by Karl Christensen
September 19, 2017

Approval/Ratification of Revolving Cash Report

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of checks #22470 through #22474 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$4,555.85 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.4.

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

Date	Number	Name	Memo	Amount
08/28/17	22470	Krista D'Agostino	Replacement for payroll check due to processing error	2,849.00
08/28/17	22471	California Department of Education	3rd & 4th Quarter Interest	974.48
08/31/17	22472	Joaquin Murrieta	Replacement for misprinted payroll check	380.94
08/31/17	22473	WalMart	Lorene Foster assistance for family in need	150.00
08/31/17	22474	WalMart	Lorene Foster assistance for family in need	200.00
Total Checks Written				\$4,554.42
Mission Federal Credit Union				
			July bank fees	0.78
			August bank fees	0.65
Total to be Reimbursed				\$4,555.85
Total to Deduct from Future Reimbursement				

Consent Item E.2.5.
 Prepared by Karl Christensen
 September 19, 2017

Acceptance of Donations

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Grant Awarded for Classroom Library (Submitted by Michelle Johansen)	\$500.00	Scholastic Book Clubs & James Patterson (author)	Pepper Drive School
Equipment and Supplies Received for Mrs. Oliver's Classroom Project, "Music Instruction with Ukuleles!"	\$901.96	DonorsChoose.org	Rio Seco School
Funds for Kindergarten Playground Shades	\$76.52	Sycamore Canyon PTA	Sycamore Canyon School
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$354.97	Urban Corps of San Diego	Sycamore Canyon School
Funds to Support the Preschool Program	\$1,000.00	Anonymous	YALE – Hill Creek School
TOTAL DONATIONS RECEIVED	\$2,833.45		

RECOMMENDATION:

Administration recommends acceptance of the donations 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 listed above are valued at \$2,833.45.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.5.

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.6.

**Consultant / General Service Provider Report
September 19, 2017**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Cameron Family YMCA	General Service Provider	Enrichment Classes	10/01/17 - 06/30/18	\$60.00/student; 4 sessions at \$6,000.00/session (not to exceed \$24,000.00)	Out of School Time Programs	Independent Contractor
Adelina Kazmierowicz	Consultant	Bilingual Speech Evaluations	09/19/17 - 06/12/18	\$120.00/hour (not to exceed \$10,000.00)	Special Education	Employee
Jeremiah Johnson	General Service Provider	Enrichment Classes	09/25/17 - 06/08/18	\$90.00/student; 4 sessions at \$8,000.00/session (not to exceed \$32,000.00)	Out of School Time Programs	Independent Contractor

BACKGROUND:

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

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement for the 2017-18 school year for the transportation of their own child(ren) are listed below:

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Carlton Hills School	6.2	180	\$0.5350	\$597.06
Carlton Oaks School	3.0	180	\$0.5350	\$288.90
Hill Creek School	8.0	180	\$0.5350	\$770.40
Rio Seco School	4.2	180	\$0.5350	\$404.46
Sycamore Canyon School	12.0	180	\$0.5350	\$1,155.60
Sycamore Canyon School	6.2	180	\$0.5350	\$597.06
Davila Day School	42.0	180	\$0.5350	\$4,044.60
Total:				\$7,858.08

RECOMMENDATION:

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

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of \$7,858.08 is paid in lieu of District provided transportation.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.7.

Consent Item E.2.8.
Prepared by Karl Christensen
September 19, 2017

Approval/Ratification of Memorandum of Understanding between the District, Joined by 40 Additional County School Districts Utilizing the New PeopleSoft Enterprise Resource Planning Solution, and the San Diego County Office of Education (SDCOE) to Resolve Current Issues Resulting from the PeopleSoft Implementation and to Develop a Strategy to Continue to Improve Performance Regarding the Same

BACKGROUND:

In 2013, as part of its Modernization, Improvement, and Transformation Initiative (“MITI”), SDCOE expressed the desire to implement a County-wide Enterprise Resource Planning (“ERP”) system, called PeopleSoft. SDCOE intended to modernize systems across the County – which previously varied both in software type and functionality – in order to allow SDCOE to provide human capital management to the County’s school districts. SDCOE endeavored to provide a County-wide, fully functioning, integrated ERP solution to replace existing software systems throughout San Diego County for and with County school districts in an effort to provide greater ease of use and more consistent monitoring and oversight from SDCOE.

In order to commence implementation, SDCOE and County school districts entered into a series of Memorandums of Understanding and Memorandums of Agreement (“Prior MITI MOUs”).

Pursuant to the Prior MITI MOUs, each of the participating County school districts were required to contribute two forms of payment to SDCOE: initial one-time implementation costs and continuing annual maintenance, upgrade, and support fees.

SDCOE’s MITI Implementation continues to develop functionality to be fully implemented as promised in the original ERP scope included in County school districts’ Prior MITI MOUs. As such, SDCOE did not foresee or forewarn County school districts that there may be unanticipated additional costs associated with the MITI implementation, such as the funding of new positions, training, and overtime expenses to ensure compliance with required deadlines.

County school districts and SDCOE have mutually determined that it is in the best interest of all parties to together to identify and resolve issues and concerns related to SDCOE’s MITI Implementation pursuant to the terms and conditions contained within this MOU.

RECOMMENDATION:

It is recommended that the Board of Education Approve/Ratify the MOU between the District, joined by 40 additional County school districts utilizing the new PeopleSoft Enterprise Resource Planning Solution, and the San Diego County Office of Education (SDCOE).

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is a \$104,728 refund for 25% of implementation costs and \$82,997 for two-year suspension of maintenance, support, and upgrade fees.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.8.

MEMORANDUM OF UNDERSTANDING

between
Public School Districts operating within San Diego County (“County LEAs”)
and the
San Diego County Office of Education (“SDCOE”)

THIS MEMORANDUM OF UNDERSTANDING (“MOU”), effective as of the Effective Date, September 1, 2017 is entered into by and between the public school districts organized and existing under the laws of the State of California, operating within San Diego County, that utilize the SDCOE PeopleSoft system (“County LEAs”), and the San Diego County Office of Education (“SDCOE”), for the mutual benefit of the Parties regarding the resolution of concerns related to SDCOE’s implementation of a county-wide Enterprise Resource Planning system (“MITI Implementation”). County LEAs and SDCOE may be referred to in this MOU collectively as the “Parties” or individually as a “Party” or by name.

RECITALS

1. WHEREAS, the mission of the SDCOE, as a world-class educational leader and trusted partner, is to transform public education and guarantee high levels of student achievement. In partnership with local school districts and the global learning community, the SDCOE will research and apply innovative 21st century practices; leverage resources; develop strategic alliances; inspire powerful leadership; and provide exemplary customized services to districts, communities and the students in all County Office-operated programs;

2. WHEREAS, the County LEAs endeavor to provide high quality educations to their students in welcoming and engaging environments;

3. WHEREAS, County LEAs participate in and receive software and services from SDCOE for personnel, payroll, financial, and additional related matters;

4. WHEREAS, SDCOE endeavored to provide a county-wide, fully functioning, integrated Enterprise Resource Planning solution to replace existing software systems throughout San Diego County for and with County LEAs;

5. WHEREAS, in order to commence its MITI Implementation, SDCOE and County LEAs entered into a series of Memorandums of Understanding and Memorandums of Agreement (“Prior MITI MOUs”), attached collectively hereto as Exhibit A and incorporated herein by this reference;

6. WHEREAS, pursuant to the Prior MITI MOUs, each of the County LEAs have been required to contribute two forms of payment to SDCOE: initial one-time implementation costs and continuing annual maintenance, upgrade, and support fees;

7. WHEREAS, the SDCOE MITI Implementation continues to develop functionality to be fully implemented as promised in the original ERP Scope included in County LEAs Prior MITI MOUs;

8. WHEREAS, the SDCOE did not foresee or forewarn County LEAs that there may be unanticipated additional costs associated with the MITI Implementation, such as the funding of new positions, training, and overtime expenses to ensure compliance with required deadlines; and

9. WHEREAS, County LEAs and SDCOE have mutually determined that it is in the best interest of the Parties to together to identify and resolve issues and concerns related to SDCOE's MITI Implementation pursuant to the terms and conditions contained within this MOU.

AGREEMENT

NOW THEREFORE, the Parties enter into this MOU and agree as follows:

1. Recitals. The recitals set forth above are true.
2. Consideration.
 - a. SDCOE's Obligations. In consideration for the County LEAs' releases and waivers contained herein, SDCOE shall:
 1. Publically recognize and thank the County LEAs and each of their, respective, Business Services, Human Resources, and Information Technology personnel for their hard work and efforts in relation to the MITI Implementation to date;
 2. Implement a fully functioning, integrated Enterprise Resource Planning solutions under the scope of services, terms and conditions of the Prior MITI MOUs with the assistance of a team selected by County LEAs;
 - a. In order to implement a fully functioning, integrated Enterprise Resource Planning solutions under the scope of services, terms and conditions of the Prior MITI MOUs, the County Superintendent with the Superintendent of La Mesa-Spring Valley Schools, and the Superintendent of Cajon Valley Union School District shall compose a steering committee made up of no more than 15 members representing County LEAs along with the Assistant Superintendent of Technology for SDCOE ("Steering Committee");
 - b. The purpose of the Steering Committee will be to assess the health of the PeopleSoft system and the quality of all associated support services provided by SDCOE and to advise the County Superintendent on recommended steps to resolve deficiencies discovered through the assessment;

- c. An independent, unbiased, and reputable professional research firm shall be selected by the Steering Committee to perform a thorough assessment of PeopleSoft and all associated support services;
 - d. SDCOE shall cover the full cost of the assessment;
 - e. The Steering Committee shall provide the results of the assessment to the County Superintendent and all County LEAs that utilize the SDCOE PeopleSoft system. The County Superintendent shall work collaboratively with the Steering Committee in the allocation of requisite resources and implementation of measures to resolve deficiencies discovered.
3. Recognize the additional unanticipated costs incurred by participating County LEAs and refund 25% of the initial implementation fees with no County LEA district receiving less than \$1,000.00. In addition, waive any and all of the County LEAs' fees, including support, maintenance, and upgrade fee contributions, related to the MITI Implementation for the 2017-18 and 2018-19 fiscal years while the Steering Committee assesses the system and support services ("Fee Moratorium");
 4. Upon the conclusion of the Fee Moratorium, future maintenance and support fees shall be reestablished at a rate not to exceed the 2017-2018 published fees, increased by the 2017-18 and 2018-19 COLAs in the State Budget; and
 5. SDCOE shall reimburse the Cajon Valley Union School District ("CVUSD") for the CVUSD's attorneys' fees incurred on behalf of the County LEAs arising out of or related to the MITI Implementation and the development of this MOU.
- b. County LEAs' Obligations. In exchange for the above consideration, and except as set forth herein, the County LEAs completely release and forever discharge SDCOE, its Board of Trustees, agents, officers, employees, attorneys, successors, predecessors, and insurers from any and all expenses, debts, demands, costs, and other actions or liabilities of every nature, whether in law or in equity, that they may have or may claim to have as a result of, or in any way related to, SDCOE's MITI Implementation to date, including but not limited to any claims for financial damages up to and including the date this MOU is executed.
 - c. This MOU and release is made notwithstanding section 1542 of the California Civil Code which provides in part:

A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known to him or her must have materially affected his or her settlement with the debtor.

3. Tax Consequences. The Parties makes no representations regarding the federal or state tax consequences of any payments or fee waivers under this MOU.

4. Entire Agreement. This MOU constitutes the entire agreement and understanding of the Parties. There are no oral understandings, terms, or conditions, and neither Party has relied upon any representation, express or implied, not contained herein. If the terms and conditions of this MOU conflict with any and all prior understandings, terms, or conditions, written, oral, express, or implied, including Prior MITI MOUs, the conflicting terms of all prior agreements and understandings are superseded by this MOU.

5. Amendments. This MOU cannot be changed or supplemented orally and may be modified or superseded only by written instrument executed by both Parties.

6. Binding Effect. This MOU is for the benefit of, and shall be binding on, all Parties and their respective successors, heirs, and assigns.

7. Attorneys' Fees and Costs. Except as provided for in Section 2(a)(5) of this MOU, each Party shall bear its own attorneys' fees and costs arising out of or related to the MITI Implementation and the development of this MOU.

8. Other Documents and Cooperation. All Parties agree to cooperate fully in the execution of any additional documents that may be necessary to finalize and implement this MOU.

9. Execution by Facsimile or in Counterparts. This MOU may be executed in counterparts such that the signatures may appear on separate signature pages. A copy or an original, with all signatures appended together, shall be deemed a fully executed agreement. A facsimile version of any Party's signature shall be deemed an original signature. Each counterpart shall be deemed an original and the same document for all purposes.

10. Severability. If any provision of this MOU is held to be void, voidable, or unenforceable, the remaining portions of the MOU shall remain in full force and effect.

11. Interpretation. The language of all parts of this MOU shall, in all cases, be construed as a whole, according to its fair meaning, and not strictly for or against either Party.

12. County LEAs Defined. The term "County LEAs" includes the public school districts operating within San Diego County that utilize the SDCOE PeopleSoft system, their agents, officers, employees, attorneys, successors, predecessors, insurers, and members of their Boards of Trustees.

13. SDCOE Defined. The term “SDCOE” includes the San Diego County Office of Education, its agents, officers, employees, attorneys, successors, predecessors, insurers, and members of the Board of Trustees.

14. Voluntary Agreement. The Parties represent that their authorized designees have read this MOU and its attachments, if any, in full and understand and voluntarily agree to all such provisions. The Parties further declare that, prior to signing this MOU, their authorized designees apprised themselves of relevant data, through sources of their own selection, including consultation with their own attorneys, in deciding whether to execute this MOU. The Parties further represent that each signatory has, as of the Date of Execution of this MOU, the authority and the legal capacity to understand, agree to, and sign this MOU, and that he or she has not assigned any rights or claims related hereto to any third party.

IN WITNESS WHEREOF, the parties have executed this MOU on the date set forth below (“Date of Execution”).

COUNTY LEAs

Dated: _____

Name:

Title:

Alpine Union School District

Dated: _____

Name:

Title:

Bonsall Unified School District

Dated: _____

Name:

Title:

Borrego Springs Unified School District

Dated: _____

Name:

Title:

Cajon Valley Union School District

Dated: _____

Name: _____

Title: _____

Cardiff School District

Dated: _____

Name: _____

Title: _____

Carlsbad Unified School District

Dated: _____

Name: _____

Title: _____

Chula Vista Elementary School District

Dated: _____

Name: _____

Title: _____

Coronado Unified School District

Dated: _____

Name: _____

Title: _____

Dehesa School District

Dated: _____

Name: _____

Title: _____

Del Mar Union School District

Dated: _____

Name:

Title:

Encinitas Union School District

Dated: _____

Name:

Title:

Escondido Union High School District

Dated: _____

Name:

Title:

Escondido Union School District

Dated: _____

Name:

Title:

Fallbrook Union Elementary School District

Dated: _____

Name:

Title:

Fallbrook Union High School District

Dated: _____

Name:

Title:

Grossmont Union High School District

Dated: _____

Name:

Title:

Jamul-Dulzura Union School District

Dated: _____

Name:

Title:

Julian Union High School District

Dated: _____

Name:

Title:

Julian Union School District

Dated: _____

Name:

Title:

La Mesa-Spring Valley School District

Dated: _____

Name:

Title:

Lakeside Union School District

Dated: _____

Name:

Title:

Lemon Grove School District

Dated: _____

Name: _____

Title: _____

Mountain Empire Unified School District

Dated: _____

Name: _____

Title: _____

National School District

Dated: _____

Name: _____

Title: _____

Oceanside Unified School District

Dated: _____

Name: _____

Title: _____

Poway Unified School District

Dated: _____

Name: _____

Title: _____

Ramona Unified School District

Dated: _____

Name: _____

Title: _____

Rancho Santa Fe School District

Dated: _____

Name:

Title:

San Dieguito Union High School District

Dated: _____

Name:

Title:

San Marcos Unified School District

Dated: _____

Name:

Title:

San Pasqual Union School District

Dated: _____

Name:

Title:

San Ysidro School District

Dated: _____

Name:

Title:

Santee School District

Dated: _____

Name:

Title:

Solana Beach School District

Dated: _____

Name:

Title:

South Bay Union School District

Dated: _____

Name:

Title:

Spencer Valley School District

Dated: _____

Name:

Title:

Sweetwater Union High School District

Dated: _____

Name:

Title:

Vallecitos School District

Dated: _____

Name:

Title:

Valley Center-Pauma Unified School District

Dated: _____

Name:

Title:

Vista Unified School District

Dated: _____

Name:

Title:

Warner Unified School District

SAN DIEGO COUNTY OFFICE OF EDUCATION:

Dated: _____

By: _____

Name:

Title:

APPROVED AS TO FORM:

COUNSEL FOR COUNTY LEAs

Dated: _____

Peter K. Fagen

Fagen Friedman & Fulfroft

COUNSEL FOR SAN DIEGO COUNTY OFFICE OF EDUCATION:

Dated: _____

By: _____

Name:

00109-00109/4085324.5

Consent Item E.2.9.
Prepared by Karl Christensen
September 19, 2017

Approval To Contract with Nyhart To Update Actuarial
Valuation of Other Post Employment Retirement
Benefits Required Under GASB 45 and GASB 75

BACKGROUND:

In June 2004, the Government Accounting Standards Board (GASB) issued its final accrual accounting standards for retiree benefits, GASB 43 and GASB 45. GASB 45 requires school districts to conduct an actuarial valuation of Post Employment Retirement Benefits (OPEB) every two years and to report the value of the liability on its financial statements. Santee was required to report this liability beginning July 1, 2009.

In June 2007, Demsey Filliger & Associates conducted the initial valuation. At that time, the actuarial liability was determined to be \$20,116,393. Demsey Filliger & Associates updated the valuation study in 2009, 2011, 2013, and 2015. In accordance with GASB 45 requirements, the valuation must be updated every two (2) years.

GASB recently issued GASB 74 and 75 which makes significant changes to the requirements for reporting OPEB and becomes effective for financial reports issued after June 15, 2017.

The OPEB valuation study is due to be updated for inclusion in 2017-18 financial reports. Lou Filliger, the actuary who has been performing the OPEB study for Santee, recently left the firm of Demsey Filliger & Associates. Nyhart is a national firm currently used by numerous school districts in San Diego County to perform the OPEB Actuarial Study. Nyhart submitted a proposal to update the OPEB Actuarial Valuation with new GASB 75 requirements and Administration recommends contracting with them to perform this work.

RECOMMENDATION:

It is recommended that the Board of Education authorize administration to contract with Nyhart to conduct a revised actuarial valuation for GASB 75 Post Employment Retirement Benefits.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$6,950 for the Updated Valuation plus \$2,050 for roll-forward valuation (if interim update required by auditor for changes in discount rate and assets) to be paid by the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.9.



nyhart

Santee School District

**Proposal to Provide
Actuarial Services for Other
Postemployment Benefits (OPEB) for
Compliance with GASB 45 (& its
Amendment GASB 75)**

Submitted by:
Marilyn K. Jones
Consulting Actuary
marilyn.jones@nyhart.com

The Nyhart Company, Inc.
530 B Street, Suite 900
San Diego, CA 92101
(619) 239-0831
www.nyhart.com

September 12, 2017

September 12, 2017

Transmitted Via Email

PRIVATE

Ms. Evonn Avila
Business Services
Santee School District
evonn.avila@santeesd.net

RE: Proposal to Provide Actuarial Services for Other Postemployment Benefits for Compliance with GASB 45 (& its amendment GASB 75)

Dear Ms. Avila:

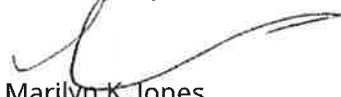
The San Diego Office of The Howard E. Nyhart Company, Incorporated (Nyhart) is pleased to submit our proposal to provide actuarial services for other postemployment benefits (OPEB) for compliance with GASB 45 and its amendment GASB 75 for the Santee School District (the "District"). Our proposal is valid for acceptance through December 31, 2017.

Nyhart is an actuarial, benefits and compensation consulting firm that has been in business since 1943. Headquartered in Indianapolis, IN, Nyhart has over 121 employees with offices in Atlanta, Denver, Chicago, Houston, Kansas City, St. Louis, San Diego, and most recently, New York City. Our firm is an ESOP company. We are 100% employee owned, a unique factor that makes the success of our clients personally important to every one of our employee-owners. We believe the benefits the District would receive by selecting Nyhart for actuarial services include the following:

- **Experience.** Nyhart has provided OPEB GASB actuarial services to more than 450 clients around the United States including over 150 in California. The District will have access to a breadth of other services including retirement plan consulting and administration, healthcare consulting including FSA/HSA/HRA administration and compensation consulting.
- **Dedicated Team.** You and your colleagues will have direct access to a team of professionals who know the specifics of all the postretirement benefit plan designs.
- **Technology & Education.** Nyhart invests in technology to ensure effective, timely service and administration. From having the newest tools, to continually training our staff, we stay ahead of the issues so that we confidently can handle or assist you with any benefit issues that arise.
- **Clarity and Transparency.** We know our work products are used by many non-actuaries and therefore intentionally design our reports to be clearer and less technical than our competition.

We look forward to the opportunity to possibly work with the District. If you should have any questions regarding our proposal or qualifications please feel free to contact us.

Sincerely, Nyhart



Marilyn K. Jones
Principal & Actuary

SECTION 1. ABOUT NYHART

Nyhart is an actuarial, benefits and compensation consulting firm that has been in business since 1943. Incorporated in Indiana and headquartered in Indianapolis, IN, we have over 125 employees with offices in Denver, Chicago, Houston, Kansas City, Atlanta, St. Louis, San Diego and most recently, New York City. Our firm is an ESOP company. We are 100% employee owned, a unique factor that makes the success of our clients personally important to every one of our employee-owners. Nyhart currently employs 20 accredited actuaries. We have also been chosen a “Best Places to Work” company annually since 2009.

In addition to providing GASB OPEB actuarial services to more than 450 OPEB clients around the United States, Nyhart provides actuarial, consulting and administrative services for defined contribution and defined benefit plans, consulting and administrative services for Flexible Spending Accounts (FSA), Health Reimbursement Arrangements (HRA), Health Savings Accounts (HSA) and COBRA, as well as human resource and compensation consulting to more than 1,000 clients in 48 states.

Service Location and Contact Information

The office servicing the District will be our San Diego based office. The office specializes in providing actuarial, benefits and compensation consulting services for both private and public sector clients throughout California and the Western U.S. The San Diego office has 13 consultants and specialists. Their expertise includes measuring retirement plan and retiree health plan liabilities, providing required accounting information under FASB and GASB and consulting on the design and funding options for these plans. The primary contact for the District will be Marilyn Jones. Marilyn, a Consulting Actuary, leads our actuarial consulting practice in the San Diego office. Marilyn's contact information is as follows:

530 B. Street	Phone:	(619) 239-0831
Suite 900	Direct:	(619) 810-1690
San Diego, CA 92101-4404	Fax:	(619) 239-0807
Website: www.nyhart.com	Email:	marilyn.jones@nyhart.com

Insurance Requirements

Our firm carries the appropriate business insurance coverage including professional/liability coverage as well errors and omissions insurance for the proposed scope of services.

Related Technology and Security

Nyhart invests annually in technology to ensure effective, timely service and administration. From having the newest tools, to responding to your needs, to continually training our administration, consulting and legal staffs, we stay ahead of the issues so that we confidently can handle or assist you with any benefit issues that arise. Our IT department is staffed with four full-time employees. Please note, our use of technology is a major differentiator from our competition. Our fees are lower than our main competitors because of the automated and efficient use of technology. Our modeling tools are designed to be interactive to speed up our response time in meeting our client's needs. Also, between our actuaries and IT staff, we can meet almost any technology requirement of our clients.

Nyhart's technology capabilities include the following:

- **Pension Plans:** Proval (the leading actuarial software in the industry), Lynchval and Relius software programs are our main valuation programs. We use ProAdmin for our internal and online pension administration clients. In addition, Nyhart has internally developed two proprietary interactive modeling tools (Pension Financial Modeler and Pension Design Modeler) to assist our clients in managing their pension plans.

- **OPEB Plans:** Proval and Lynchval software program are our main valuation programs.
- **Health Care Benefits:** We use HealthMAPS which is an actuarial and underwriting software program used for health plan designs and rate setting. The software is leased from Towers Watson.

Nyhart's data security process includes the following:

- **Client Connect:** Individual census information is transferred to and from Nyhart using our secure website and password protected data transfer system.
- **Password Protection Protocol:** Our networks are password protected and require updated passwords every six months
- **Secured Website:** Nyhart has a secure data transfer website for receiving and sending confidential personal information or HIPPA- protected data.

Disaster Recovery

We perform daily disk to disk backups with data stored in the Indianapolis data center and San Diego site, replicated to our disaster recovery site located in our Atlanta office. We also have a 3rd party offsite tape storage vault in Indianapolis. We have a predominantly virtualized environment with network and telecommunications redundancy and a high availability database environment for business continuity. We mirror our network environment for all mission-critical business applications and functionality in our Atlanta data center for disaster recovery with a RTO of approximately 6 hours. We perform a DR test annually for all mission-critical systems, in addition to periodic targeted testing.

Certification / Education / Training

In addition to participation in related professional organizations, all professional staff are required to annually meet continuing education requirements. All of our employees that deal with our clients are required to have or be working towards a certification. We use ASPPA (American Society of Pension Professionals & Actuaries) to train and keep our employees up-to-date by the continued taking of exams to earn their designations. In addition, we provide internal training sessions to help our new professionals grow in their career that cover detailed actuarial topics to consulting skills.

For our credentialed actuaries, we also provide monthly training sessions sponsored by the Conference of Consulting Actuaries and attendance at an annual conference. Our investment in this national training ensures that our actuaries are in touch with the latest trends, thinking, etc. Our commitment to training is demonstrated by our participation in the coordinating and presenting at the annual conferences sponsored by the Conference of Consulting Actuaries and the Society of Actuaries.

The objective setting meeting or conference call will be used to ensure that our firm understands the requirements and expectation of the District. The engagement will have a project plan identifying the roles and responsibilities for each step in the process which will be designed to meet the timing needs of the District. In addition, during the engagement, the District will have direct access to its project staff to ensure that its needs are being met.

Assumptions and Methods

Our goal in the assumption setting process is to recommend appropriate assumptions that are founded on actual employer experience and can be substantiated with reliable data. On a periodic basis, the actuarial assumptions will be re-evaluated for reasonableness and future expectations using a comparison of expected and actuarial experience as well as discussions with the District staff.

The actuarial cost and amortization methods used in the valuation process are typically selected based on how fast or how slow an employer allocates past, current and future OPEB costs and whether costs are allocated over the working salary or working live of employees. All cost methods are based on the present value of the expected cash flows as determined by a specific set of assumptions and each cost method uniquely determines the allocation of the liability to the past, current and future periods. The new GASB OPEB accounting standards, GASB 74 and 75 which are very similar to the requirements under GASB 67 and 68, require the use of the entry age normal cost method on a level-percentage of pay basis and set forth required amortization methods and periods.

Substantive Plan

There does not need to be a specific written agreement for a GASB OPEB obligation to exist. GASB refers to a "substantive plan" defined as the terms of an OPEB arrangement as understood by both the employer and employees, and that reflects an established pattern of practice. The determination of the substantive plan will be determined through discussions with the District and a review of written documentation provided through the data collection process. Written documentation may include plan documents, summary plan descriptions, union contracts or MOUs and employee/retiree communications.

Deliverables

The actuarial valuation will be performed using generally accepted actuarial procedures and our experience with similar assignments, current census data, and a measurement date and actuarial assumptions and methods as determined through discussions with the District. The results will be determined based on a closed-group valuation method, meaning that only current active (but not future hires) and retired employees will be included. After completion of the actuarial valuation, we will provide the District with a report setting forth all liabilities as well as funding and expense estimates for its retiree health benefits program. Our actuarial valuation report will contain the following information but will be customized to reflect the needs of the District:

- Executive Summary;
- The terminal liability (actuarial present value) of the retiree health benefits split by retirees/actives and explicit/implicit liability;
- Disclosure of the actuarial accrued liability (Total OPEB Liability under GASB 74 & 75) and the unfunded actuarial accrued liability (Net OPEB Liability under GASB 74 & 75) determined in accordance with GASB requirements;
- The components of the OPEB expense determined in accordance with GASB requirements as well as an annual required contribution or actuarially determined contribution for two fiscal periods;
- Additional disclosure items required under applicable GASB requirements. GASB 74 & 75 require expanded disclosures similar to GASB 67 & 68 disclosures;

- Projected annual pay-as-you-go expenditures for the next 20 years and representative years thereafter (an excel file can be provided with all future years, if requested);
- Discount rate sensitivity for funding through a GASB eligible trust and health care trend sensitivity analysis;
- A summary (description) of the District's retiree health benefit plan provisions;
- A summary of the actuarial assumptions and methods used for the valuation;
- An age and service distribution of employee population included in the valuation including number of active and retirees upon which report is based; and
- An actuarial certification by qualified actuary.

Quality Control and Management Procedures

Our firm is qualified to issue a Public Statement of Actuarial Opinion (PSAO) in accordance with the Qualification Standards of the American Academy of Actuaries (AAA) and to undertake this project according to Precept 2 of the Code of Professional Conduct of the AAA. Documentation of the firm's actuarial membership in the AAA can be found on their website. Our work will be in compliance with federal and state laws and our actuarial consultants hold the required professional credentials to perform the work.

Nyhart's internal quality control and project management procedures are described below. Adherence to these procedures is how we are able to produce results that are consistent, accurate, and of the highest quality.

1. **Project Definition:** An accurate understanding of the work to be done is critical to a successful project. Therefore, the projection definition phase is included in our procedure. Nyhart and the client will discuss the work to be done, what has been done before, expectations for the current project, and project deadlines.

2. **Data Quality:** The census information provided by the District will be reviewed for quality and completeness.

Data problems will be identified and resolved with the client. Examples of data tests include:

- Missing dates of birth and hire or changes in dates from those reported earlier
- Salary increases or decreases outside of a standard range
- Unusual changes in the total number of active or inactive participants

3. **Assumption Setting:** Prior actuarial assumptions will be reviewed for appropriateness and reasonableness. Any assumptions outside of this standard will be discussed and recommendations for new assumptions made.

4. **Programming:** Plan provisions and actuarial assumptions are coded in our valuation system by the actuarial analyst assigned to the project. The initial programming is reviewed and changed as necessary by the project manager to be consistent with the substantive plan provisions.

5. **Calculations and Report Drafting:** All calculations and actuarial reports are initially done by the actuarial analyst and then reviewed by the project manager and technical actuary. The project principal actuary will also review the final report for clarity and adherence to client expectations.

Our review process typically culminates with joint signatures including the peer review on actuarial reports.

Timeline

We will work with the District to ensure that the project is completed within your required time constraints during the kick-off conference call. A sample timeline is provided in the table below. The timing is contingent on when the District makes a decision on the consultant to provide the actuarial valuation services as well as the District's ability to provide the required data and give its approval of assumptions and methods to be used in the valuation within a set timeframe.

Date/Timing	Key Milestone	Responsibility
TBD	Decision on Consultant	The District
Week One	Kick-off Meeting or Conference Call <ul style="list-style-type: none"> • Discuss Objectives • Review current & new accounting requirements & confirm the District Valuation Date & Measurement Date • Confirm Current Design & Cost Sharing & Implied Rate Subsidy • Discuss Valuation Assumptions & Methods • Review Data Requirements (Sample data request provided in Appendix A) 	The District/Nyhart
Week Two	Submit Required Plan Design, Rate & Census Information	The District
Week Three	Data Reconciliation & Confirmation of Population to be Included in Actuarial Valuation	Nyhart
Week Three	Send Plan Provision, Valuation Data & Proposed Actuarial Assumptions & Methods Summary to the District for Approval	Nyhart
Week Four	Discuss & Approve Actuarial Assumptions & Methods	The District/Nyhart
Week Five	Perform Actuarial Valuation & Draft Valuation Report	Nyhart
Week Six	Email Draft Valuation Report to the District	Nyhart
Week Six	OPEB Valuation Review Meeting or Conference Call	The District/Nyhart
TBD	Issue PDF of Final Actuarial Valuation Report	Nyhart
TBD	Presentation on the District Board (Optional)	Nyhart

The District will be required to implement GASB 75 accounting and disclosure for its fiscal year ending June 30, 2018. A separate accounting and disclosure report for compliance with GASB 75 would be provided as soon as possible after the Measurement Date which can be up to 12 months prior to its fiscal year end.

SECTION 3. OUR GOVERNMENTAL EXPERIENCE

Nyhart has been consulting with clients in the area of assessing OPEB liabilities since the issuance of the FASB 106 Exposure Draft in 1986, which required accounting for postretirement health benefits by the private sector. Since the issuance of FASB 106, many public entities also periodically evaluated their comparable liabilities to either comply with state and other requirements such as California Assembly Bill 3141, to assess funding requirements or to measure the impact of benefit and cost sharing changes to their retiree health plans. Since the issuance of the proposed Government Accounting Standard Board (GASB) Statements No. 43 & 45 requirements in 2003, our firm has assisted public entities with determining and managing their OPEB liabilities under GASB 43 & 45 and its amendments.

In 2005 our San Diego office was selected to be one of three preferred actuarial firms to provide Statements No. 43 & 45 consulting services to members of the California Community College League. In 2006, they were named the sole recommended actuary to provide GASB 43 & 45 consulting services to all public schools within the San Diego County Office of Education. In 2007, our firm began working with employers seeking to participate in the then newly formed California Employers' Retiree Benefits Trust (CERBT). In 2008, Nyhart was selected as a preferred vendor for the Iowa State Association of Counties and Iowa Public Agency Investment Trust. In this capacity, Nyhart provides actuarial GASB 45 and healthcare services to more than 60 separate entities.

In total, Nyhart provides GASB OPEB actuarial and related consulting services to more than 450 clients around the United States, including over 150 in California. Approximately one-third of our California based clients prefund their OPEB benefits. We are currently assisting many of our clients who prefund their OPEB benefits for compliance with the GASB 74 applicable to funded plans and early implementation of GASB 75.

Other Related Health Care Actuarial Experience

Nyhart has a long history of providing health care actuarial services to numerous clients. Our firm provided health care third party administration services for over 50 years (until 2006). We have provided the following types of health care actuarial services:

- COBRA Pricing
- Premium Rate Setting
- Incurred By Not Reported Reserves
- Funding Sufficiency Certifications
- Multiple Employer Welfare Arrangements Funding Certifications
- Multiemployer Reserve Calculations
- GASB & Funding Valuation Services in 34 States
- FASB 106 Services
- SOP 92-6 Services

Pension Related Actuarial Experience

In addition to our ongoing actuarial, administration, compliance and consulting to independent retirement systems in California, we provide ongoing actuarial and consulting services to clients with supplemental retirement plans that integrate with the pension benefits provided to employees through CalPERS. We also provide consulting services to clients related to their participation in CalPERS. This has included the following

- Studying the impact of optional benefit changes under CalPERS (e.g. increasing/decreasing COLI).
- Studying the short term and long term impact of implementing a new tier for future employees (more pervasive prior to PEPRA).
- Providing education to Finance Committees and Governing Boards regarding their recent and past CalPERS funding valuation results including validation of their specific results.
- Assist municipalities in determining OPEB and Pension liability for Redevelopment Agency employees.
- Evaluation of CalPERS funding and financing alternatives including presentation to governing bodies.
- Most recently, providing individual employer GASB 68 reports for employers participating in the Miscellaneous and Safety Risk Pools.

SECTION 4. REFERENCES

We have provided below three California-based educational client references the District may contact. The work performed was similar to the work being requested by the District and was performed by our proposed project team. If additional references are desired from our client list, we would be happy to provide them upon request.

Atascadero Unified School District

Supervising Actuary: Ms. Marilyn Jones
Contact: Ms. Jackie Martin
Assistant Superintendent of Business Services

5601 West Mall
Atascadero, CA 93422

Phone: (805) 462-4424
jmartin@atas.k12.ca.us

Chula Vista Elementary School District

Supervising Actuary: Ms. Marilyn Jones
Contact: Mr. Oscar Esquivel
Director, Fiscal Services

84 East J Street
Chula Vista, CA 91910

Phone: (619) 425-9600 x1391
oesquive@cvesd.k12.ca.us

San Ramon Valley Unified School District

Supervising Actuary: Ms. Marilyn Jones
Contact: Ms. Gael Treble
Director, Fiscal Service

1699 Old Orchard Drive
Danville, CA 94526

Phone: (925) 552-2909
gtreible@srvusd.net

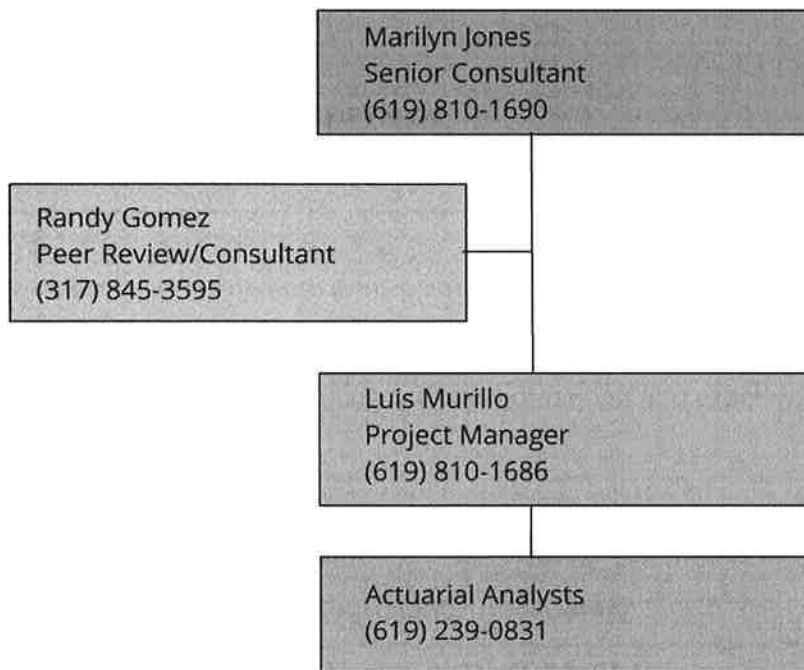
In total, Nyhart provides GASB actuarial and related consulting services to more than 450 clients around the United States including over 150 in California. Below is a representative list of California-based cities, counties, colleges, community colleges, schools and other public agencies for whom we have recently completed GASB OPEB actuarial valuation services similar to those requested by the District.

- | | | |
|----------------------------------|---------------------------------------|-----------------------------------|
| Alpine Union School District | Coronado Unified School Dist. | Orange County Fire Authority |
| Alvord Unified School District | County of Lassen | Orange County Transit Auth. |
| Atascadero Unified School Dist. | County of Plumas | Oxnard Union High School District |
| Beaumont Union School District | County of Salt Lake | Palisades Charter High School |
| Birmingham Charter School | County of San Benito | Parlier Unified School District |
| Bonita Fire Protection District | County of Trinity | Poway Unified School District |
| Bonsall Union School District | Cucamonga Valley Water Dist. | Raisin Elem. School District |
| Borrego Springs USD | Del Mar Union School District | Ramona Municipal Water Dist. |
| Cardiff School District | Downey Unified School District | Rancho California Water District |
| Cajon Valley USD | Eastern Municipal Water District | Riverside County Office of Edu. |
| Carlsbad Unified School District | East Valley Water District | Rowland Water District |
| Center School District | Encina Wastewater Authority | Sacramento Public Library |
| Chula Vista Elementary SD | Escondido Union School District | San Diego County Office of Edu. |
| City of Arcadia | Fallbrook Unified HS District Gavilan | San Elijo JPA |
| City of Avalon | College | San Diego County Water Auth. |
| City of Bell Garden | Grossmont Healthcare District | San Dieguito Union School Dist. |
| City of Calexico | Grossmont UHSD | San Jose Community College Dist. |
| City of Carson | Helix Water District | San Luis Obispo County Office of |
| City of Claremont | Heritage Ranch CSD | Education |
| City of Coronado | Inland Empire Utilities Agency | San Marcos Unified School Dist. |
| City of Costa Mesa | Imperial County Office of Educ. | San Miguel Fire District |
| City of Cotati | Indian Wells Valley Water Dist. | San Ramon Valley USD |
| City of Encinitas | Julian Union School District | San Ysidro Unified School Dist. |
| City of Fillmore | Jurupa Unified School District | SANDAG |
| City of Fontana | Lake Elsinore USD | Santa Fe Irrigation District |
| City of La Mesa | Lakeside Fire Protection District | Scotts Valley Water District |
| City of Lomita | Lakeside Union School District | SCAG |
| City of Montebello | La Puente Valley County Water | Solana Beach Unified School Dist. |
| City of Monterey | District | Soquel Creek Water District |
| City of National City | Lemon Grove School District | South Bay Union School District |
| City of Newport Beach | Leucadia Wastewater District Main | South Orange County College |
| City of Palm Desert | San Gabriel Municipal Water | South Orange County Wastewater |
| City of Pasadena | Metropolitan Transit System | Turlock Irrigation District |
| City of Redlands | MiraCosta Community College | Twenty-nine Palms Water District |
| City of Ridgecrest | Mojave Water Agency | University of San Diego |
| City of Riverside | Montebello Unified School Dist. | Valley Center Water District |
| City of San Gabriel | Moulton Niguel Water District | Vallecitos Water District |
| City of Scottsdale | Mt. Diablo USD | Valley Center Municipal Water Dis |
| City of Upland | Mountain Empire USD | Vista Irrigation District |
| City of Yorba Linda | Napa Valley CCD | Vista Unified School District |
| Coachella Valley Mosquito Vector | National School District | Walnut Valley Water District |
| Control | North County Transit District | Whittier Trust |
| Coast Community College Dist. | Novato Fire Protection District | William S. Hart UHSD |

SECTION 5. PROJECT STAFFING

We have assigned a team of full-time experienced professionals to work on the District's account delivering the requested actuarial services. The assigned team for the District will be available to the extent necessary to complete the assignment. The project team assigned to the District is one of our strongest actuarial team with all team members having both pension and retiree health actuarial experience. Additional resources will be utilized, if necessary, for the completion of the engagement. The key actuaries are Marilyn Jones as the lead actuary and consultant, Randy Gomez as peer review consultant/actuary and Luis Murillo as project manager. An organizational chart along with the credentials and experience for the District's team is provided below:

Name	Role	Credentials*	Experience
Marilyn Jones	Senior Consultant	ASA, FCA, EA, MAAA	+29 Years of Experience
Randy Gomez	Peer Review /Consultant	FSA, MAAA	+30 Years of Experience
Luis Murillo	Project Manager	ASA, MAAA	+10 Years of Experience



The roles and responsibilities of the District's team are as follows:

Team Member	Roles & Responsibilities
Marilyn Jones	Consultant & Supervising Actuary: Marilyn will be the account manager and actuary who will ensure that the project objectives, deliverables and time requirements are well defined & met. Marilyn will work directly with the project team and the District to ensure and certify that the valuation reflects the appropriate plan provisions and all OPEB and actuarial requirements.
Randy Gomez	Peer Review/Consultant: Randy will be responsible for peer review of the valuation results and will be available as a consulting resource to the District.

Luis Murillo

Luis will oversee the actuarial valuation process and actuarial analysts working on the engagement.

The team's California based client list is provided in **Section 4**. The qualifications for Marilyn and the other key project team members are listed in their biographies below.

Key Project Team Members Resumes

Marilyn K. Jones
Consulting Actuary

San Diego, CA (619) 810-1690
marilyn.jones@nyhart.com

Marilyn has over 29 years of actuarial experience in both the pension and healthcare areas. She has extensive experience working with both private and public sector clients. Her role is to provide account management and consulting for the pension and healthcare services provided to her clients.

Prior to joining The Nyhart Company (formerly The Epler Company), Marilyn managed the local healthcare actuarial practice of a large international consulting firm and a pension practice at one of the Big Four accounting firms. Marilyn is an active participant in several actuarial and employee benefits organizations. She is an Associate of the Society of Actuaries, a Member of the American Academy of Actuaries, a Fellow of the Conference of Consulting Actuaries and an Enrolled Actuary under the Employee Retirement Income Security Act (ERISA). Marilyn received a B.S. and M.S. in Mathematics & Statistics from the University of Illinois.

Randy Gomez
Chief Health Care Actuary

Indianapolis, IN (317) 845-3595
randy.gomez@nyhart.com

Randy is the Chief Health Care Actuary and manager for the health care consulting practice of Nyhart. His responsibilities include consulting for public and private employers, design and cost analysis for benefit plans, technical research, speaking engagements, expert testimony, and training (internal and external). He has more than 30 years of experience in benefits consulting of which the last 18 years have been with Nyhart. Prior to joining Nyhart, Randy was with a national consulting firm for 8 years as a pension and group health actuary and a regional pension firm for 5 years.

Randy is an active participant in several actuarial and employee benefits organizations. He is a Fellow of the Society of Actuaries and a Member of the American Academy of Actuaries. Randy received a B.A.S. and M.A.S. in Actuarial Science from Georgia State University.

Luis Murillo
Manager, Actuarial Support Services

San Diego, CA (619) 810-1686
luis.murillo@nyhart.com

Luis has over 10 years of experience in the actuarial field and works as an actuarial consultant on retiree medical and defined benefit valuations. Luis was graduated with a B.A. degree in Joint Mathematics and Economics from the University of California, San Diego. He is an Associate in the Society of Actuaries, a Member of the American Academy of Actuaries and is currently pursuing a Fellowship in the Society of Actuaries.

SECTION 6. COST PROPOSAL

The District's prior (July 1, 2015) valuation contains the annual required contribution needed for GASB 45 accounting for the fiscal year ending June 30, 2017. The updated July 1, 2017 valuation will be used for the District's fiscal year ending June 30, 2018 and June 30, 2019 accounting and reporting. The District will need to adopt GASB 75 accounting commencing with the fiscal year ending (FYE) June 30, 2018.

Nyhart's fixed rate for the requested actuarial valuation services are as follows:

- Updated July 1, 2017 Actuarial Valuation for GASB 75 Compliance for FYE 6/30/2018: \$6,950
- Roll-forward Valuation, if necessary, and GASB 75 Report for FYE 6/30/2018: \$2,050

Note: Most auditors are requiring interim updates based on discount rate and asset changes.

Fees for additional services requested by the District can be quoted on a not-to-exceed basis once a scope of services is known. Typical additional services related to OPEB include analysis related to funding and investment strategy, plan design changes and accounting changes. Other healthcare and other available services are outlined in **Section 3**. The applicable billing rates for the additional services are provided below:

Senior Consultant/Senior Actuary	\$250 to \$400
Actuarial Associate/Manager	\$175 to \$250
Actuarial Analyst/Benefit Analyst	\$ 95 to \$175
Administrative Assistant	\$ 65 to \$ 85

SECTION 7. DISTINGUISHING FACTORS

We have re-designed our services over the last 10 years to be able to compete with the multinational actuarial firms at a lower cost point. As we have mentioned, a number of our actuaries cut their teeth working with the Fortune 500 while working at AON/Hewitt Associates, Willis Towers Watson, PWC and Ernst & Young. We have utilized our backgrounds and applied the same concepts and tools to a government and non-Fortune 500 client base. We believe this means our clients receive high-end actuarial consulting at a reasonable cost.

We pride ourselves on our ability to communicate the most difficult subjects in layman's terms. Most of our clients would say that we do not sound at all like actuaries. We also believe we bring a high level of technology to bear to our clients as reflected by a list of recent innovations to provide better, faster and lower cost information for our clients. Below is some evidence of our innovation:

Innovations

Online Data Processing Tool: Online data center for requesting, collecting and preparation of the census information. As census information is submitted, it will be immediately evaluated against a predetermined list of data checks and compared with prior data. This tool is also used to collect other necessary documents needed for the valuation and/or administration processes.

Pension Financial Manager ("PFM"): PFM is our pension cost modeler that provides current and projected important financial information about the plan such as funded ratio, cash requirements, accounting expense and balance sheet, and PBGC premiums. PFM can model different economic variables, funding strategies, and plan termination scenarios on the fly. Knowing how important it is for plan sponsors to be focusing on the future, we've built this extremely important tool so it is a by-product of the valuation and we now include it as part of our annual valuation fee. ***While developed for pension, this modeler is used for projection of OPEB funded ratios, future cash requirements, accounting expense and balance sheet.***

Pension Design Manager ("PDM"): PDM is a design-modeling tool that Nyhart created to illustrate the benefit value being delivered to current participants. It can demonstrate benefits from defined benefit, defined contribution and social security. PDM can model different proposed plan provisions on the fly to determine the impact on participants. This tool provides critical benefit information in a cost efficient manner.

Votaire (Holistic Financial Planning): Employees have many financial concerns. Yet only half work with financial professionals. And even that half generally receives only investment advice ("accumulation"). This means that retirement income ("de-accumulation") and healthcare questions go largely unanswered. Nyhart, through its holistic financial plan platform Votaire, aims to help. When it comes to retirement, employees ask:

- Will I have enough to last my lifetime?
- How much will I need each year considering major expenses such as vacations?
- What should I do about healthcare? Which Medicare plan should I enroll in?

As actuaries, we have spent our careers answering these questions in the face of uncertain life spans, volatile market returns and ever-rising healthcare costs. Votaire lets us put that experience to use by providing personalized strategies.

Communication: We know financial equations and charts can be rather daunting; that is why we put forth the extra effort to summarize information in a way that is easier for our clients to follow. Our communication approach is not just to give the minimum necessary information but to educate our clients as we explain actuarial issues. Our communication approach and dynamic tools allow our clients to make effective decisions regarding their pension plans. We consistently hear feedback from our clients that our communication style is a key reason they love to work with us.

Readiness Statements: Many participants are struggling to plan for retirement. To assist in this process, we have developed Readiness Statements that consolidates information in an easy to understand format to allow participants more effectively plan for retirement. The statement can consider retirement income from several sources: defined benefit plans, defined contribution plans, retiree health plans, personal savings, and social security. Some clients utilize a dynamic online version of these statements that allows participants to model different retirement ages, contribution rates, and investment returns.

Annuity Placement Services: Seeing a need in the marketplace several years for annuity placement services, we developed these services to help plan sponsors buy group annuities. Our services meet the requirements of the Department of Labor safe harbor notice, involves up to 15 insurance companies to ensure competitive bidding, and transparent fees. We do not take any commissions from the insurance companies.

Pension Risk: For all defined benefit plan sponsors pension risk is important to understand. By using PFM, we are able to demonstrate the types of risks (interest rates, market returns, and mortality) and their impact to plan sponsors. This is the first step in understanding what pension risk means for each plan sponsor. From that point, it's looking at strategies to help reduce pension risk. Nyhart can help you identify advantages of implementing pension risk strategies and long-term implications. We also have the staff and tools to help facilitate the implementation of these strategies. For example, if a plan chooses to utilize a lump sum window to reduce risk we can handle participant calculations, communications, elections, and payment initiation.

Pension Administration Services: There are many ways that a pension plan can cover the administrative needs for the plan. It can be covered entirely internally, with some assistance from the actuary, or it can be completely outsourced. We have developed nyPAS, Nyhart's pension administration solution with this in mind. nyPAS can be used internally to process calculations and maintain data or used by Nyhart to provide administration services. Nyhart can provide full outsourcing services which can cover all but a couple of tasks that would still need to reside with the plan sponsor.

Management Reports: One example of the extra effort we put forth is the development of our management summary report. Actuarial reports tend to contain so much detail that the key results get lost in translation. At Nyhart, we avoid this issue by providing a management summary report that brings the most important information to the forefront and allows our clients to more efficiently manage their plans. Management summary reports generally include the key valuation results, cost projections, topics of interest for our clients, and retirement plan trend information.

Consent Item E.3.1.

Certification and Adoption of Resolution of
Sufficiency of Instructional Materials 2017-18

Prepared by Dr. Stephanie Pierce
September 19, 2017

BACKGROUND:

In order to comply with the Williams Settlement and to receive funding for the Pupil Textbook and Instructional Materials Funding (Education Code Section 60252), and/or funding for instructional materials from any state source in a fiscal year in which the Superintendent of Public Instruction determines that the base revenue limit per average daily attendance (ADA) for each school district will increase by at least one percent from the prior fiscal year, the governing boards of school districts are subject to the requirements of Education Code Section 60119.

Education Code Section 60119 requires that a district hold a public hearing and determine through a board resolution as to whether each pupil in the district has, or will have prior to the end of the fiscal year, sufficient textbooks and/or instructional materials in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State Board.

The public hearing was held earlier in the meeting tonight to allow for public comment.

Adoption of Resolution #1718-08 and Certification of the attached Statement of Assurance shall serve as assurance to the Superintendent of Public Instruction that the Santee Board of Education has complied, and will comply, with the requirements of Education Code Section 60119 during the 2017-18 school year. This resolution applies to Instructional Materials Funding and the Williams Settlement.

This requirement has been certified each year since 1998.

RECOMMENDATION:

Administration recommends adoption of Resolution #1718-08 and Certification of the attached Statement of Assurance to serve as assurance to the Superintendent of Public Instruction that the Santee Board of Education has complied with the requirements of Education Code Section 60119.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students

FISCAL IMPACT:

Instructional Materials are funded from Local Control Funding Formula (LCFF). The District also receives an allocation of Lottery funds each year which are to be used towards the purchase of instructional materials. A total of \$2,170,055 has been budgeted centrally for purchase of instructional materials in 2017-18.

STUDENT ACHIEVEMENT:

Students who have access to state-approved textbooks aligned with standards based core content are more likely to have success in student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

Santee School District
Resolution #1718-08

Resolution on Sufficiency of Instructional Materials

WHEREAS, the governing board of Santee School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 19, 2017 at 7:00 o'clock, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that it stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics –Houghton Mifflin Harcourt Math Expressions grades K-5, CPM Core Connections grades 6-8
- Science – McGraw-Hill grades K-5, Glencoe grades 6-8
- History – Scott Foresman grades K-5, Glencoe/McGraw Hill grades 6-8
- English/Language Arts, including the English Language Development component of an adopted program – McGraw-Hill Wonders grades K-5, Amplify grades 6-8.

THEREFORE, IT IS RESOLVED that for the 2017-18 school year the Santee School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED by the Board of Education on September 19, 2017 by the following vote:

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

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

Clerk of the Board

Date

Consent Item E.3.2.

Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy Assessments

Prepared by Dr. Stephanie Pierce
September 19, 2017

BACKGROUND:

As part of a student's Individual Education Program (IEP), occupational therapy is necessary for some students with disabilities to demonstrate educational progress. Currently, the District's Occupational Therapists (OT) are inundated with assessments. In order to continue to meet the assessment timelines, a substitute OT is needed during this time to support with assessments in order to stay in compliance. Spot Kids Therapy can provide a short term Occupational Therapist. The Santee School District has a current contract with this agency for speech therapy services.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for up to 100 hours for an Occupational Therapist for the term of September 19, 2017 through June 30, 2018. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

Hourly Rate	Total Hours	Total
\$75	100	\$7,500

STUDENT ACHIEVEMENT:

Occupational therapy is necessary for some students with disabilities to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

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	Previous Annual Salary	New Annual Salary	Effective Date
1. Babbush, Lauren (replacing Katherine Braun)	Sycamore Canyon	III-02	\$0.00	\$50,504.00	08-14-17 to 06-12-18
2. Calvert, Katrina	Carlton Oaks	III-01	\$0.00	\$50,504.00	08-14-17 to 06-12-18
3. Gallagher, Janice (replacing Courtney Bueno)	Carlton Oaks	IV-08	\$0.00	\$64,291.00	08-14-17 to 11-10-17
4. Kruzyniec, Elizabeth	Hill Creek	III-01	\$0.00	\$50,504.00	08-14-17 to 06-12-18
5. Locke, Summer (replacing Karen Hohimer)	Pepper Drive	MGT 05	\$0.00	\$112,192.00	08-16-17
6. Sciarretta, Allison (replacing Victoria Bryant)	Pepper Drive	IV-01	\$0.00	\$50,504.00	08-18-17 to 12-04-17

B. Temporary Rehires:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Accardi, Robyn	Sycamore Canyon	V-08	\$0.00	\$69,123.00	08-14-17 to 06-12-18
2. McKee, Rachel (replacing Victoria Bryant)	Pepper Drive	III-02	\$0.00	\$50,504.00	08-14-17 to 08-17-17
3. McKee, Rachel (replacing Lindsay Ogden)	Pepper Drive to <i>Cajon Park</i>	III-02	\$50,504.00	\$50,504.00	08-18-17 to 06-12-18

C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Ellis, Emily	Cajon Park	III-09 to <i>IV-09</i>	\$61,771.00	<i>\$66,392.00</i>	08-14-17
2. Gourley, Kristina	PRIDE Academy	IV-03 to <i>V-03</i>	\$53,786.00	<i>\$57,568.00</i>	08-14-17
3. Hebert, Tamara	Hill Creek	IV-09 to <i>V-09</i>	\$66,392.00	<i>\$71,434.00</i>	08-14-17
4. Forster, Chasity	Cajon Park, Pepper Drive & Rio Seco	V-21 to <i>VI-22</i>	\$89,503.00	<i>\$96,226.00</i>	08-14-17
5. Kelso, Bonnie Amanda	Pepper Drive	III-07 to <i>IV-07</i>	\$57,988.00	<i>\$62,190.00</i>	08-14-17
6. Larson, Susan	Pepper Drive	VI-18 (0.4 FTE) to VI-19 (0.5 FTE)	\$37,650.00	<i>\$47,062.50</i>	08-14-17
7. Meade, Tara	Chet F. Harritt	III-01 to <i>V-04</i>	\$50,504.00	<i>\$59,879.00</i>	08-14-17
8. Millman, Stephanie	Cajon Park	III-01 to <i>IV-03</i>	\$50,504.00	<i>\$53,786.00</i>	08-14-17
9. Ninteman, Robin	Chet F. Harritt	IV-03 to <i>V-03</i>	\$53,786.00	<i>\$57,568.00</i>	08-14-17
10. Ogden, Lindsay (replacing Jamie LaFuze)	Cajon Park	VI-13	\$86,982.00	\$86,982.00	08-14-17
11. Orsinelli, Kelcie	Chet F. Harritt	IV-03 to <i>V-03</i>	\$53,786.00	\$57,568.00	08-14-17
12. Pittman, Natalie	Carlton Oaks	III-02 to <i>IV-02</i>	\$50,504.00	<i>\$51,685.00</i>	08-17-17
13. Rowan, Heidi	Carlton Hills	V-07 to <i>VI-07</i>	\$66,812.00	<i>\$71,854.00</i>	08-14-17
14. Rutherford, Kasey	Cajon Park	VI-07 (0.5 FTE) to VI-08 (1.0 FTE)	\$37,188.00	<i>\$74,376.00</i>	08-14-17
15. Schiering, Jolie	Carlton Hills, Chet F. Harritt & PRIDE Academy	IV-07 to <i>V-08</i>	\$64,291.00	<i>\$69,123.00</i>	08-14-17

Certificated Staff continued

C. Change of Status/Location continued:

16. Snable, Meghan	Chet F. Harritt	VI-01 to VI-08	\$56,727.00	\$74,376.00	08-14-17
17. Williams, Ashley	Sycamore Canyon	IV-02 to IV-04	\$51,685.00	\$55,887.00	08-14-17

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Hohimer, Karen	Pepper Drive	MGT 03	Accepted outside employment	07-28-17

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	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Borgerding, Tessa (replacing Katherine Borts)	Cajon Park	Secretary II (School) 27 A / 8.0 hrs	\$0.00	\$3,317.31	08-16-17
2. Brundige, Ramona	Sycamore Canyon	Campus Aide CA A / 0.5 hrs	\$0.00	\$113.75	09-01-17
3. Kim, Shirley (replacing Julianna Houser)	Hill Creek	Student Support Assistant 27.5 A / 6.0 hrs	\$0.00	\$2,799.00	09-06-17
4. Lawrence, Alyssa (replacing Gabriel Romero)	Sycamore Canyon	Project SAFE Assistant 17 A / 3.5 hrs	\$0.00	\$974.31	09-05-17
5. Lopez, Michael	PRIDE Academy	Instructional Assistant, Limited English Proficient Services 20 A / 3.5 hrs	\$0.00	\$1,128.31	08-21-17
6. Morgan, Ashley (replacing Pilar Tellez)	Sycamore Canyon	Project SAFE Assistant 17 A / 3.75 hrs	\$0.00	\$1,044.01	08-18-17
7. Panuco, Maureen	PRIDE Academy	Campus Aide CA A / 2.0 hrs	\$0.00	\$455.00	08-21-17
8. Salcido, Delia (replacing Denise Leon)	Carlton Hills	Early Childhood Group Leader II 22 A / 8.0 hrs	\$0.00	\$2,848.00	08-25-17

I. Rehires:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Mustafa, Summaya (replacing Kelsey Bryant)	39-month reemployment to Sycamore Canyon	39-month reemployment to <i>Early Childhood Assistant II</i> 18 B / 3.75 hrs	\$0.00	\$1,151.60	08-22-17

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Canada, Ian Adam (replacing Leslie Henriksen)	PRIDE Academy to Pepper Drive	Out of School Time Group Leader 19.5 B + PGI #1 to <i>Out of School Time Site Lead</i> 21 A + PGI #2	\$1,148.29	\$2,065.14	08-21-17

Classified Staff continued

J. Change of Status/Location continued:

2. D'Agostino, Krista	Human Resources	Personnel Technician 27.5 D + PGI #2 / 8.0 hrs to 27.5 D + PGI #3 / 8.0 hrs	\$4,366.00	\$4,384.00	07-01-17
3. Fahl, Penney (replacing Nannette Roessler)	Pepper Drive to <i>Sycamore Canyon</i>	Food Service Worker III 22 E / 3.75 hrs to 22 E / 3.25 hrs	\$1,884.29	\$1,633.08	08-21-17
4. Feeney, Mariann	Rio Seco	Campus Aide CA C / 2.0 hrs to <i>Project SAFE Assistant</i> 17 A / 3.75 hrs	\$501.80	\$963.84	08-07-17
5. Glover, Dandridge	Hill Creek to <i>Chet F. Harritt</i>	Project SAFE Assistant 17 B / 3.0 hrs to <i>Instructional Assistant,</i> <i>Special Ed I</i> 20 A / 2.5 hrs	\$876.75	\$805.93	08-23-17
6. Heier, Victoria	Carlton Hills to <i>Carlton Oaks</i>	Instructional Assistant, Special Ed II 21 D / 6.0 hrs	\$2,356.50	\$2,356.50	08-21-17
7. Jarrell, Felicia	Pepper Drive to <i>Carlton Oaks</i>	Instructional Assistant, Special Ed II 21 E / 5.75 hrs	\$2,374.19	\$2,374.19	08-21-17
8. Lenihan, Jill	Carlton Oaks	Instructional Assistant, Visually Impaired 23 E + PGI #3 to 23 F	\$2,772.75	\$2,871.75	08-21-17
9. Lewis, Tamara (replacing Gina Adams)	Educational Resource Center to <i>Santee Success</i> <i>Program</i>	District Instructional Media Technician 26.5 E / 3.5 hrs to <i>Instructional Assistant, I</i> 19 E / 6.0 hrs	\$1,580.88	\$2,243.25	08-21-17
10. Metelski, Brianna (replacing Nicole Anderson)	PRIDE Academy to <i>Chet F. Harritt</i>	Campus Aide CA E / 2.0 hrs to CA E / 3.75 hrs	\$552.93	\$1,036.63	09-18-17
11. Montanez, Adriana (replacing Robin Perna)	Carlton Hills	Campus Aide CA B / 2.5 hrs to CA B / 2.0 hrs	\$597.45	\$477.96	09-07-17
12. Murray-Roseberry, Joy	Hill Creek to <i>Cajon Park</i>	Instructional Assistant, Special Ed II 21 B / 5.0 hrs	\$1,780.00	\$1,780.00	08-21-17
13. Mussad, Diana	Carlton Hills	Early Childhood Group Lead I 19.5 E / 7.0 hrs to 19.5 E / 5.75 hrs	\$2,683.62	\$2,204.55	08-24-17
14. Perry, Christina	Sycamore Canyon to <i>Hill Creek</i>	Early Childhood Group Leader I 19.5 E / 5.75 hrs	\$2,204.55	\$2,204.55	08-21-17
15. Pierce, Sharon (replacing Deborah Gribble)	Cajon Park to <i>Carlton Oaks</i>	Instructional Assistant, Special Ed I 20 E / 3.0 hrs to 20 E / 6.25 hrs	\$1,272.51	\$2,651.23	08-21-17
16. Rascon, Esther (replacing Penney Fahl)	PRIDE Academy to <i>Pepper Drive</i>	Food Service Worker III 22 E / 3.75 hrs	\$1,624.39	\$1,624.39	08-21-17
17. Rodgers, Amy	Rio Seco to <i>Cajon Park, Carlton</i> <i>Oaks & Rio Seco</i>	Instructional Assistant, Special Ed I 20 B / 3.0 hrs to 20 B / 5.0 hrs	\$1,015.12	\$1,691.87	09-11-17
18. Sheen, Kristi	Educational Resource Center	Out of School Time Regional Coordinator Mgt. 5 / 8.0 hrs to <i>Out of School Time</i> <i>Coordinator</i> Mgt. 3 / 8.0 hrs	\$69,967.00	\$75,679.00	09-20-17
19. Smith, Janalee	Cajon Park to <i>Pepper Drive</i>	Instructional Assistant, Special Ed II 21 E / 6.0 hrs	\$2,477.25	\$2,477.25	08-21-17

Classified Staff continued

J. Change of Status/Location continued:

20. Vogel, Barbara (replacing Leslie Hoye)	Cajon Park	Instructional Assistant, Special Ed I 20 E / 5.75 hrs to 20 E / 6.0 hrs	\$2,348.80	\$2,450.76	08-21-17
21. Whitmann, Leigh (replacing Corrine Martell)	Chet F. Harritt to <i>Hill Creek</i>	Food Service Worker III-A 22.5 B / 1.25 hrs to <i>Food Service Worker III</i> 22 B / 3.75 hrs	\$479.38	\$1,402.18	08-30-17
22. Wilde, Jennifer (replacing Esther Rascon)	Pepper Drive to <i>PRIDE Academy</i>	Food Service Worker I-A 20 D / 2.75 hrs to <i>Food Service Worker III</i> 22 C / 3.75 hrs	\$1,028.30	\$1,472.96	08-21-17

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Hastings, Darlene	Cajon Park	Project SAFE Assistant	Found outside employment	09-20-17
2. Morgan, Ashley	Sycamore Canyon	Project SAFE Assistant	Personal	08-26-17

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date
1. De Fazio, Litia	Chet F. Harritt	Out of School Time Group Leader	08-24-17

RECOMMENDATION:

Administration recommends approval of listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants. This recommendation supports the following District goal: Assure the highest quality of school district services, including, but not limited to, academic, social, emotional and health services by hiring and retaining employees with not only required technical skills in the areas of their responsibilities but also the ability to handle diverse challenges.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.1.

Consent Item E.4.2. Adoption of Resolution No. 1718-09 to Eliminate Identified Classified Non-Management Positions

Prepared by Tim Larson
September 19, 2017

BACKGROUND:

Due to several students requiring 1:1 assistance leaving the District, administration is recommending the elimination of two (2) Instructional Assistant, Special Education II positions. Current staff affected by this reduction will be offered a comparable position or receive a 60-day notice of layoff and/or reduction in work hours.

RECOMMENDATION:

It is recommended that the Board of Education approve to eliminate for the following positions effective November 27, 2017:

- One (1) 6.0-hour Instructional Assistant, Special Education II position at Hill Creek School
- One (1) 5.5-hour Instructional Assistant, Special Education II position at Carlton Oaks School

FISCAL IMPACT:

The savings for eliminating the Instructional Assistant, Special Education II positions will be \$56,884.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.2.

**SANTEE SCHOOL DISTRICT
Resolution No. 1718-09**

**ELIMINATION OF CLASSIFIED
NON-MANAGEMENT POSITIONS**

WHEREAS, due to several students requiring 1:1 assistance leaving the District, administration is recommending the elimination of two (2) Instructional Assistant, Special Education II positions;

NOW, THEREFORE, BE IT RESOLVED that as of the 19th day of September 2017, the Governing Board of Santee School District approved to eliminate the following positions effective November 27, 2017:

- One (1) 6.0-hour Instructional Assistant, Special Education II position at Hill Creek School
- One (1) 5.5-hour Instructional Assistant, Special Education II position at Carlton Oaks School

BE IT FURTHER RESOLVED that the Board authorizes the District Superintendent to give notice to the affected classified employees that their position will be reduced in work hours/year pursuant to applicable provisions of the Education Code of the State of California, such notice to be given sixty (60) days prior to the effective date of layoff and/or reduction as set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 19th day of September 2017, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 9/19/17

Clerk, Board of Education

Item F. 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 F.1.1.
Prepared by Kristin Baranski
September 19, 2017

Board Advisory Committee Charges

BACKGROUND:

The Board of Education established a sub-committee to review and discuss Board Advisory Committee charges at the September 6, 2016 meeting. The revised charges were reviewed and adopted by the Board at the September 20, 2016 meeting.

At their September 5, 2017 meeting, the Board asked to review the committee charges to confirm they are meeting needs for the 2017-18 school year.

The Board Advisory Committee Charges are being presented for the Board's review, discussion and/or approval.

RECOMMENDATION:

It is recommended that the Board review and discuss the Board Advisory Committee Charges. Action is at the discretion of the Board.

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Board Advisory Committees provide the Board with valuable input and information from all stakeholders when making decisions that impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

Santee School District Board of Education Advisory Committee Charges

2016-17 Committee Charges

Budget Advisory Committee

- **Committee Charge:**
 - Provides input on the Budget to the Board of Education
- **Roles and Responsibilities:**
 1. Understands and discusses the impact of federal, state, and local funding sources on the District's budget and applicable restrictions for expending these funds
 2. Examines the District's budget and multi-year projections for both short-term and multi-year fiscal solvency
 3. Uses a consensus process to develop ideas and input for the Board of Education to consider during the planning and developing of the District's budget and strategic priorities

Calendar Advisory Committee

- **Committee Charge:**
 - Provides input on the Calendar for the Board of Education
- **Roles and Responsibilities:**
 1. Reviews and discusses dates for upcoming holidays, studies past calendars, and considers neighboring Districts' calendar
 2. Contemplates new and unique scheduling needs for the upcoming year(s)

Character Education Advisory Committee

- **Committee Charge:**
 - Provides Character Education program input for the Board of Education
- **Roles and Responsibilities:**
 1. Learns and discusses how schools are addressing Character Education and the programs being used to promote kind and caring schools
 2. Reviews data points related to Character Education programs
 3. Researches and discusses components of an effective Character Education program

District's Communication Committee

- **Committee Charge:**
 - Expands the communication links in the District so a broader range of constituents have an opportunity to clarify, discuss, and hear the latest information in the District and report information accurately back to the stakeholders they represent
- **Roles and Responsibilities:**
 1. Learns and discusses the current and upcoming District and School programs, services, adoptions, and initiatives

Santee School District Board of Education Advisory Committee Charges 2016-17 Committee Charges

2. Reviews data points on student achievement and other performance indicators; discusses implications and next steps
3. Shares School and Department news
4. Reports information back to stakeholders

District Advisory Committee (DAC)

▪ **Committee Charge:**

- Provides input on student learning programs and services and the Local Control Accountability Plan (LCAP) for the Board of Education

▪ **Roles and Responsibilities:**

1. Reviews and discusses the following items to develop background knowledge:
 - a. Student achievement assessments
 - b. Common Core State Standards
 - c. Curriculum
 - d. Instructional materials
 - e. Instructional policies
 - f. Instructional technology
 - g. Compensatory education program
 - h. Consolidated application
2. Reviews data points on student achievement and other performance indicators; discusses implications and next steps
3. Discusses issues that affect and promote student learning and well-being
4. Reviews and discusses the Local Control Accountability Plan (LCAP), offers suggestions as part of the stakeholder input process, and provides feedback on the draft LCAP
5. Reviews, discusses, and provides feedback on the Local Education Agency (LEA) Plan
6. Required committee per California Education Code

District English Learner Advisory Committee (DELAC)

▪ **Committee Charge:**

- Provides input on English Learner programs and services and the Local Control Accountability Plan (LCAP) for the Board of Education

▪ **Roles and Responsibilities:**

1. Reviews and discusses of development or revision of a district master plan of education programs and services for English learners, taking into consideration the Single School Plan for Student Achievement
2. Reviews and discusses district programs, goals, and objectives for programs and services for English learners (e.g., parental exception waivers and funding)
3. Reviews and discusses development of a plan to ensure compliance with any applicable teacher and instructional aide requirements
4. Reviews and discusses annual language census (e.g., procedures and forms)

Board Approved: 09/20/16

Santee School District Board of Education Advisory Committee Charges 2016-17 Committee Charges

5. Review and comments on the District's reclassification procedures
6. Review and comments on the written notifications required to be sent to parents and guardians
7. Reviews and discusses data points on student achievement and other performance indicators; discusses implications and next steps
8. Reviews and discusses the Local Control Accountability Plan (LCAP), offers suggestions as part of the stakeholder input process, and provides feedback on the draft LCAP
9. Required committee per California Education Code

Facilities/Safety Advisory Committee

- **Committee Charge:**
 - Provides input on Facilities and Safety for the Board of Education
- **Roles and Responsibilities:**
 1. Reviews and discusses the District and School facility assessment
 2. Reviews and discusses prioritization and plans for facility maintenance and modernization, as applicable
 3. Reviews and discusses the District's safety plan
 4. Researches and discusses the safety policies and procedures used to keep students and staff safe

Special Education Advisory

- **Committee Charge:**
 - Provides input on Special Education programs and services for the Board of Education
- **Roles and Responsibilities:**
 1. Reviews and discusses Special Education issues
 2. Reviews and discusses curriculum and instruction resources and practices specific to Special Education students
 3. Reviews and discusses current and trend data on Special Education demographics
 4. Reviews and discusses data points on student achievement and other performance indicators, both overall and for Special Education students

Wellness Advisory Committee

- **Committee Charge:**
 - Provides input on the Wellness Policy for the Board of Education
- **Roles and Responsibilities:**
 1. Learns how the District and Schools are addressing and promoting wellness
 2. Examines and discusses the current Wellness Policy
 3. Researches and discusses components of an effective Wellness Policy

Board Approved: 09/20/16

Santee School District Board of Education Advisory Committee Charges

2016-17 Committee Charges

Committee Chair Responsibilities

1. Review Charge and Roles and Responsibilities at the first meeting each year
2. Include Charge and Roles and Responsibilities on each agenda
3. Email agenda to all Board Members before the meeting
4. Seek input from all stakeholder groups; the Board of Education values input from all stakeholder groups
5. Capture committee discussion in minutes
6. Post minutes within two weeks of meeting date
7. Email minutes to all Board Members within two weeks of meeting date

Item G. BOARD POLICIES AND BYLAWS

Agenda Item G.

BACKGROUND:

Board Bylaw 9240, Board Development, was revised May 5, 2009, and is no longer current based upon California School Board Association's (CSBA) suggested language. The recommended changes will bring Board Bylaw 9240 current to CSBA's proposed language.

BB 9240 was presented as a first reading at the September 5 meeting. It is being presented tonight as a second reading and request for approval.

RECOMMENDATION:

It is recommended that the Board of Education approve Board Policy 9240, Board Development.

FISCAL IMPACT:

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

STUDENT ACHIEVMENT IMPACT:

Effective governance has a positive impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Item G.1.1.

BOARD DEVELOPMENT

The Governing Board believes that the Board's ability to effectively and responsibly govern the district is essential to promoting student achievement, building positive community relations, and protecting the public interest in district schools. Board members shall be provided sufficient opportunities for professional development that helps them understand their responsibilities, stay abreast of new developments in education, and develop boardsmanship skills.

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

~~Citizens elected to the Governing Board are entrusted with the responsibility of governing district schools. The Board recognizes that its members need training that helps them understand their responsibilities, stay abreast of new developments in education, and develop boardsmanship skills.~~

The Board and /or the Superintendent or designee shall provide an orientation to newly elected or appointed Board members which includes comprehensive information regarding Board roles, policies, and procedures and the district's vision and goals, operations, and current challenges. Throughout their first term, Board members shall continue to participate in additional educational opportunities designed to assist them in understanding the principles of effective governance, including, but not limited to, information on school finance and budgets, student achievement and assessment, labor relations, community relations, program evaluation, open meeting laws (the Brown Act), conflict of interest laws, and other topics necessary to govern effectively and in compliance with law.

(cf. 9230 - Orientation)

All Board members are encouraged to continuously participate in advanced training offered by the California School Boards Association in order to reinforce boardsmanship skills and build knowledge related to key education issues. Such activities may include online courses, webinars, webcasts, and in-person attendance at workshops and conferences. In addition, workshops and consultations may be held within the district on issues that involve the entire governance team.

~~Funds for Board development shall be budgeted annually for each Board member.~~

Funds for board training shall be budgeted annually for the Board and each Board member. In selecting appropriate activities, the Board and/or individual Board members shall consider activities that are aligned with the district's vision and goals and the needs of the Board or individual member to obtain specific knowledge and skills.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 3100 - Budget)

(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)

Board members may attend a conference or similar public gathering with other Board members and/or with the Superintendent or designee in order to develop common knowledge and understanding of an issue or engage in team-building exercises. In such cases, a majority of the Board members shall not discuss among themselves, other than as part of the scheduled program, business of a specified nature that is within the district's jurisdiction, so as not to violate the Brown Act open meeting laws pursuant to Government Code 54952.2.

(cf. 9320 - Meetings and Notices)

~~All Board members may attend conferences for the purpose of Board development. Board business shall not be discussed at conferences.~~

Board members shall report to the Board, orally or in writing, on the board training activities they attend, for the purpose of sharing the acquired knowledge or skills with the full Board and enlarging the benefit of the activity to the Board and district.

~~Board members shall report to the Board, orally or in writing, as soon as possible on the inservice activities they attend.~~

Legal Reference:

EDUCATION CODE

~~33360 Department of Education and statewide association of school district boards; annual workshop~~

GOVERNMENT CODE

~~54950-54962 The Ralph M. Brown Act, especially~~

~~54952.2 Meeting~~

GOVERNMENT CODE

~~54950-54963 The Ralph M. Brown Act, especially:~~

~~54952.2 Meeting~~

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for School Boards

WEB SITES

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

California County Boards of Education: <http://www.theccbe.org>

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

Board Policies and Bylaws Item G.1.2. First Reading: Revised Board Policy and Administrative Regulation 5117, Interdistrict Attendance

Prepared by Dr. Stephanie Pierce
September 19, 2017

BACKGROUND:

Attached is revised BP 5117 and AR 5117, Interdistrict Attendance, based upon California School Board Association's (CSBA) sample Board Policies and Regulations. The policy and administrative regulation address the criteria for interdistrict student enrollment and appeal process for enrollment denial.

RECOMMENDATIONS:

This evening administration is presenting revised Board Policy and Administrative Regulation 5117, Interdistrict Attendance, for a first reading. No action is requested at this time.

FISCAL IMPACT:

There is no fiscal impact to the district by revising this policy and administrative regulation.

STUDENT ACHIEVEMENT IMPACT:

An enrollment process ensures students the opportunity to engage in learning.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.2.

INTERDISTRICT ATTENDANCE

The Governing Board recognizes that parents/guardians of students who reside in one district may, for a variety of reasons, choose to enroll their child in a attend-school in another district. ~~and that such choices are made for a variety of reasons.~~

~~Upon request by students' parents/guardians, the Superintendent or designee may approve interdistrict attendance permits with other districts on a case-by-case basis to meet individual student needs.~~

~~The interdistrict attendance permit shall not exceed a term of five years and shall stipulate the terms and conditions under which interdistrict attendance shall be permitted or denied.~~

~~The Superintendent or designee may deny interdistrict attendance permits because of overcrowding within district schools or limited district resources.~~

Interdistrict Attendance Permits

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts.

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit.

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement.

Transportation

The district shall not provide transportation beyond any school attendance area.

Limits on Student Transfers Out of a District to a School District of Choice

The Superintendent or designee may limit the number of student transfers out of the district to a school district of choice based on the percentages of average daily attendance specified in Education Code 48307.

INTERDISTRICT ATTENDANCE

In addition, transfers out of the district may be limited during a fiscal year when the County Superintendent of Schools has given the district a negative budget certification or when the County Superintendent has determined that the district will not meet the state's standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a result of student transfers from this district to a school district of choice.

A child of an active military duty parent/guardian shall not be prohibited from transferring out of the district to a school district of choice, if the other school district approves the application for transfer.

Legal Reference:

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

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

48350-48361 Open Enrollment Act

48900 Grounds for suspension or expulsion; definition of bullying

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Regional Occupational Center/Program, enrollment of students, interdistrict attendance

ATTORNEY GENERAL OPINIONS

87 *Ops. Cal. Atty. Gen.* 132 (2004)

84 *Ops. Cal. Atty. Gen.* 198 (2001)

COURT DECISIONS

Walnut Valley Unified School District v. the Superior Court of Los Angeles County, (2011) 192 Cal.App.4th 234

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

Management Resources:

WEB SITES

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

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

INTERDISTRICT ATTENDANCE**Interdistrict Attendance Permits**

In accordance with an agreement between the Governing Board and the board of another district, a permit authorizing a student's attendance outside his/her district of residence may be issued upon approval of both the district of residence and the district of proposed attendance.

The Superintendent or designee may approve an interdistrict attendance permit for a student for any of the following reasons when stipulated in the agreement:

1. When the student has been determined by staff of either the district of residence or district of proposed attendance to be a victim of an act of bullying as defined in Education Code 48900(r). Such a student shall be given priority for interdistrict attendance under any existing interdistrict attendance agreement or, in the absence of an agreement, shall be given consideration for the creation of a new permit.
2. To meet the child care needs of the student. Such a students may be allowed to continue to attend district schools only as long as he/she they continue to use a child care provider within district boundaries.
3. To meet the student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel.
4. When the student has a sibling attending school in the receiving district, to avoid splitting the family's attendance.
5. To allow the student to complete a school year when his/her parents/guardians have moved out of the district during that year.
6. To allow the student to remain with a class graduating that year from an elementary, middle, junior, or senior high school.
- ~~6. To allow a high school senior attend the same school he/she attended as a junior, even if his/her family moved out of the district during the junior year~~
7. When the parent/guardian provides written evidence that the family will be moving into the district in the immediate future and would like the student to start the year in the district.
8. When the student will be living out of the district for one year or less.

INTERDISTRICT ATTENDANCE (continued)

9. When recommended by the School Attendance Review Board or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence
10. When there is valid interest in a particular educational program not offered in the district of residence
11. To provide a change in school environment for reasons of personal and social adjustment

Timeframe for District Response

Education Code 46601 provides the following timeframes for notification:

- For requests submitted during the regular school year, districts shall respond within 30 days of submitting the request.
- For requests submitted for admission in the subsequent school year up to 30 days prior to the start of the subsequent regular school year, districts shall respond within 14 days of the start of the subsequent school year.

~~Every interdistrict attendance permit shall stipulate the terms and conditions under which the permit may be revoked.~~

The Superintendent or designee may deny initial requests for interdistrict attendance permits ~~due to limited resources, if school facilities are overcrowded~~ overcrowding of school facilities at the relevant grade level, or ~~based on~~ other considerations that are not arbitrary. However, once a student is admitted, the district may not deny him/her continued attendance because of overcrowded facilities at the relevant grade level.

Within 30 days of a request for an interdistrict permit, the Superintendent or designee shall notify the parents/guardians of a student who is denied interdistrict attendance regarding the process for appeal to the County Board of Education as specified in Education Code 46601.

Pending a decision by the two districts or an appeal by the County Board, the Superintendent or designee may provisionally admit a student who resides in another district for a period not to exceed two school months.

Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict attendance denials or decisions while expulsion proceedings are pending, or during the term of the expulsion.

Once a student is admitted to a school on the basis of an interdistrict attendance permit, he/she shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school in which he/she is enrolled, unless reapplication standards are otherwise specified in the interdistrict attendance agreement. Existing interdistrict attendance permits shall not be rescinded for students entering grade 11 or 12 in the subsequent school year.

Regulation
approved: August 17, 2010

SANTEE SCHOOL DISTRICT
Santee, California

Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item I. 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. **Consideration of Student Matter** (Ed. Code § 48918)
2. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
3. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)
4. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

Item J. RECONVENE TO PUBLIC SESSION

Item K. ADJOURNMENT

Agenda Items H, I, J, and K.