



# 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 School  
Santee Success Program

**6:45 – 7:00 pm: Tenured Teacher Reception**

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

## BOARD OF EDUCATION REGULAR MEETING AGENDA September 20, 2016

### 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.*

Page #:

- |           |  |           |
|-----------|--|-----------|
| <b>A.</b> | <b>OPENING PROCEDURES – 7:00 p.m.</b>  | <b>5</b>  |
|           | 1. Call to Order and Welcome   |           |
|           | 2. District Mission  |           |
|           | 3. Pledge of Allegiance  |           |
|           | 4. Approval of Agenda  |           |
| <b>B.</b> | <b>REPORTS AND PRESENTATIONS</b>   | <b>6</b>  |
|           | 1. Superintendent's Report   |           |
|           | 1.1. Developer Fees and Collection Report  | 7         |
|           | 1.2. Use of Facilities Report  | 8         |
|           | 1.3. Enrollment Report   | 10        |
|           | 1.4. Schedule of Upcoming Events   | 11        |
|           | 2. Report on California's New Accountability System and LCAP Evaluation Rubrics  | 12        |
| <b>C.</b> | <b>PUBLIC COMMUNICATION</b>  | <b>13</b> |
|           | <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>                        |           |
| <b>D.</b> | <b>CONSENT ITEMS</b>   | <b>14</b> |
|           | <i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i> |           |

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

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

**Superintendent**

- 1.1. **Approval of Minutes** 15  
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

**Business Services**

- 2.1. **Approval/Ratification of Travel Requests** 26  
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Expenditure Warrants** 28  
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of August 2016.
- 2.3. **Approval/Ratification of Purchase Orders** 30  
It is recommended that the Board of Education approve and ratify purchase orders for the month of August 2016 as presented in the item.
- 2.4. **Approval/Ratification of Revolving Cash Report** 41  
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. **Acceptance of Donations** 43  
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** 44  
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.7. **Approval of Final Change Order, Contract Amount and Authorization/Ratification to File Notice of Completion Documents for the Pepper Drive School HVAC Replacement Project** 46  
It is recommended that the Board of Education approve the final change order and authorize/ratify the filing of Notice of Completion documents for the Pepper Drive School HVAC Replacement Project.

**Educational Services**

- 3.1. **Approval of Nonpublic Master Contract with Devereux Advanced Behavior Health for Residential Treatment Center Services and Nonpublic School Services** 49  
It is recommended that the Board of Education approve the Nonpublic Master Contract with Devereux Advanced Behavior Health (NPS) for one student for the term beginning on September 7, 2016 through June 30, 2017.
- 3.2. **Approval of 2017 Early Admittance to Kindergarten Program** 50  
It is recommended that the Board of Education approve the Early Admittance to Kindergarten Program for the period of January 9 to June 13, 2017 to serve children who are five years of age by March 15, 2017. It is further recommended that the program total 210 minutes of instruction each day.

**Human Resources/Pupil Services**

- 4.1. **Personnel, Regular** 52  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.

4.2.	<b><u>Approval of Addendum for Internship Credential Program Agreement with National University</u></b>	54
	It is recommended that the Board of Education approve the addendum to the Internship Credential Program Agreement with National University.	
4.3.	<b><u>Approval to Increase Work Hours for Identified Classified Non-Management Positions</u></b>	56
	It is recommended that the Board of Education approve the increase in work hours for identified classified non-management positions.	
4.4.	<b><u>Approval of Induction Program with San Diego County Office of Education</u></b>	57
	It is recommended that the Board of Education approve the induction program with SDCOE.	
E.	<b>DISCUSSION AND/OR ACTION ITEMS</b>	60
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	<b>Human Resources/Pupil Services</b>	
1.1.	<b><u>Granting Tenure to Eligible Certificated Employees</u></b>	61
	It is recommended that the Board of Education grant tenure eligible certificated employees, effective after the end of their first day of work in the 2016-2017 school year.	
	<b>Business Services</b>	
2.1.	<b><u>Transportation of Students to Boys and Girls Club and Teen Center</u></b>	63
	This is an information item. Action, if any, is at the discretion of the Board of Education.	
	<b>Superintendent</b>	
3.1.	<b><u>Board Advisory Committees Charges</u></b>	64
	It is recommended that the Board of Education review the Board Advisory Committee charges. Action is at the discretion of the Board.	
3.2.	<b><u>Adoption of Resolution No. 1607-07 Declaring October 10-14, 2016 as Week of School Administrator</u></b>	70
	It is recommended that the Board of Education adopt Resolution No. 1617-07 declaring the week of October 10-14, 2016 as Week of the School Administrator.	
3.3.	<b><u>Review/Adoption of Santee School District Governance Standards</u></b>	72
	It is recommended that the Board of Education annually review and adopt the Santee School District Governance Standards. Action is at the discretion of the Board.	
3.4.	<b><u>Approval of Agreement with Leadership Associates to conduct a Superintendent Search</u></b>	76
	It is recommended that the Board of Education approve an agreement with Leadership Associates to perform the search and recruitment of a Superintendent.	
3.5.	<b><u>Initiation of the Search and Selection Process of a Superintendent</u></b>	79
	The Board of Education will begin the search and selection process of a Superintendent.	
F.	<b>BOARD POLICIES AND BYLAWS</b>	80
1.1.	<b><u>First Reading: Board Policy 1312.3 – Uniform Complaint Procedures</u></b>	
	Board Policy 1312.3 – Uniform Complaint Procedures is presented for a first reading. Action is at the discretion of the Board.	

<b>G.</b>	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	<b>88</b>
<b>H.</b>	<b>CLOSED SESSION</b>	<b>88</b>
1.	<b><u>Public Employee Discipline/Dismissal/Release</u></b> (Govt. Code § 54957)	
2.	<b><u>Conference with Labor Negotiator</u></b> (Govt. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
3.	<b><u>Conference with Labor Negotiator</u></b> (Govt. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Tim Larson, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	
4.	<b><u>Conference with Real Property Negotiators</u></b> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none"><li>• <i>Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)</i></li><li>• <i>10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)</i></li><li>• <i>Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)</i></li></ul> <i>Agency Negotiator: Karl Christensen, Assistant Superintendent</i>	
5.	<b><u>Public Employee Performance Evaluation</u></b> (Govt. Code § 54957) <i>Superintendent</i>	
<b>I.</b>	<b>RECONVENE TO PUBLIC SESSION</b>	<b>88</b>
<b>J.</b>	<b>ADJOURNMENT</b>	<b>88</b>

**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 4, 2016, 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:

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

**ITEM A. OPENING PROCEDURES**

1. Call to Order and Welcome – 7:00 p.m.
  
2. District Mission  
*Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.*
  
3. Pledge of Allegiance
  
4. Approval of Agenda for the September 20, 2016, 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. Report on California's New Accountability System and LCAP Evaluation Rubrics



**Requests For Use Of Facilities - September 20, 2016**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attendance</b>	<b>Fees Applied</b>
<b><u>Cajon Park</u></b>						
Boy Scouts	Classroom	8/31/16 - 6/14/17	Wed	6:00 pm - 8:30 pm	10	
PTSA (Pacific Hills Chess Academy) chess classes	Classroom	9/13/16 - 6/6/17	Tues	1:40 pm - 3:05 pm	12 - 20	
PTSA (Monthly Meetings)	Classroom	9/15/16 - 5/18/17	Thurs	5:45 pm - 7:30 pm	15	
Sonshine Haven/Higher Ground	Classroom	9/15/16 - 6/8/17	Thurs	2:00 pm - 3:40 pm	30	
Sonshine Haven/Sonshine Club	Classroom	10/6/16 - 5/25/17	Thurs	1:35 pm - 3:00 pm	30	
<b><u>Carlton Hills</u></b>						
Santee Santas (Meetings)	Conference Room	8/18/16 - 6/15/17	Thurs	6:15 pm - 9:00 pm	10	
D. C. Trip (Information Night)	Multi-Purpose	9/8/16	Thurs	6:30 pm - 7:30 pm	35	
Sonshine Haven/Sonshine Club	Multi-Purpose	9/9/16 - 6/2/17	Fri	11:35 am - 2:45 pm	30	
Sonshine Haven/Higher Ground	Classroom	9/16/16 - 6/9/17	Fri	2:00 pm - 3:30 pm	25	
Santee Santas (Business Mailer)	Multi-Purpose	10/15/16	Sat	9:30 am - 12:30 pm	10	
<b><u>Carlton Oaks</u></b>						
Pickwick Players (Theatre Rehearsals)	Classroom	8/15/16 - 12/31/16	Mon - Sun	9:00 am - 10:00 pm	25	
Girl Scouts	Classroom	9/7/16 - 5/31/17	Wed	6:00 pm - 7:30 pm	14	
<b><u>Chet F. Harritt</u></b>						
PTA (PTA Meetings)	Classroom	8/25/16 - 6/15/17	Thurs	5:00 pm - 7:30 pm	25	
Girl Scouts	Classroom	9/7/16 - 6/14/17	Wed	6:00 pm - 7:35 pm	20	
East Coast Trip (Info Meeting)	Classroom	9/15/16	Thurs	5:30 pm - 6:30 pm	40	
1-On-1 Basketball (After School Hoops)	Black Top	9/15/16 - 11/3/17	Thurs	1:40 pm - 3:05 pm	20	
<b><u>Hill Creek</u></b>						
NRG Livin It Club (Pathways-After-School Club)	Classroom	9/15/16 - 6/8/17	Thurs	1:45 pm - 3:10 pm	10 - 40	
<b><u>Pepper Drive</u></b>						
PTA (Unit Meeting)	Lunch Area	9/14/16	Wed	5:30 pm - 6:00 pm	50	
Sonshine Haven/Sonshine Club	Classroom	9/14/16 - 5/31/17	Wed	2:20 pm - 3:40 pm	30	
<b><u>Rio Seco</u></b>						
Reflections (Meet & Greet)	Multi-Purpose	9/9/16	Fri	2:45 pm - 3:15 pm	6	
NRG Livin It Club (Pathways-After-School Club)	Multi-Purpose	9/12/16 - 6/5/17	Mon	2:45 pm - 4:20 pm	10 - 40	
PTSA (Pacific Hills Chess Academy) chess classes	Classroom	9/14/16 - 6/7/17	Wed	2:25 pm - 3:50 pm	12 - 20	
Girl Scout Brownie Troop 5092	Library	9/20/16 - 5/30/17	Tues	6:00 pm - 7:30 pm	15	
PTSA (1-on-1 Basketball - After School Hoops)	Black Top	9/28/16 - 11/16/17	Wed	2:50 pm - 3:50 pm	20	
PTSA (Family Night)	Multi-Purpose	9/30/16	Fri	6:00 pm - 8:00 pm	50	
Santee Solutions Coalition, Friends of the Library/ League of Women Voters (Mayoral Candidate Forum)	Multi-Purpose	10/6/16	Thurs	5:00 pm - 9:00 pm	50	
PTSA (Fall Carnival) set up and prep work	Entire School Site	10/28/16	Fri	4:00 pm - 10:00 pm	20	
PTSA (Fall Carnival)	Entire School Site	10/29/16	Sat	9:00 am - 7:00 pm	300	
District Staff (Steven Layne Workshop)	Multi-Purpose	1/11/17	Wed	3:00 pm - 4:45 pm	300	
San Diego County Registrar of Voters (Ballot Collects)	Parking Lot	11/8/16	Tues	7:00 pm - 11:00 pm	50	
Reflections (Art Show)	Multi-Purpose	11/14/16 - 11/18/16	Mon - Fri	8:00 am - 7:30 pm	50 - 60	TBD



Requests For Use Of Facilities - September 20, 2016						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<b>Santee School Property (Mission Gorge)</b>						
Foothills Christian Middle School (Flag Football)	Grass Field	9/2/16 - 11/3/16	Mon & Fri	10:00 am - 4:30 pm	30	
<b>Sycamore Canyon</b>						
PTA (Movie Night)	Front Lawn/ Media Center	9/9/16	Fri	7:00 pm - 9:00 pm	100	
PTA (Art Enrichment - Kids Like Clay)	Lunch Area	9/22/16 - 11/10/16	Thurs	2:25 pm - 3:45 pm	10 - 15	
PTA (Father/Son Event)	Media Center/ Art Room	10/7/16	Fri	6:00 pm - 8:00 pm	100	
PTA (Fall Carnival)	Old Office Building	10/21/16		5:00 pm - 9:00 pm	20	
PTA (Fall Carnival)	Grounds, Med Ctr	10/22/16		10:00 am - 10:00 pm	400	TBD

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

Santee School District  
 ENROLLMENT REPORT  
 9/2/2016  
 Month 2 Week 1  
 School Week 2

SCHOOL	REGULAR ED														SPECIAL ED														Total All				
	TK	EAK 5yo	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	09/02/16	09/11/15	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	09/02/16	09/11/15	# Diff	% Diff	09/02/16	08/26/16	# Diff	
Cajon Park			116	95	93	101	117	115	92	109	96	934	952	-18	-1.9%	1	12	2	4	4	10	8	15	9	9	74	57	17	29.8%	1008	1008	0	
Carlton Hills	24		76	73	77	61	44	49	45	62	59	570	542	28	5.2%	3	2	3	4	5	3	8	2	4	34	32	2	6.3%	604	602	2		
Carlton Oaks			83	81	76	67	87	78	97	87	119	773	787	-14	-1.8%	6	4	6	2	7	11	8	3	7	54	54	0	0.0%	827	828	-1		
Chet F. Harritt	22		80	87	83	74	58	52	68	58	64	646	623	23	3.7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	646	643	3	
Hill Creek	23		83	82	79	86	75	72	77	68	68	733	747	-14	-1.9%	1	1	1	4	4	2	0	0	0	13	15	-2	-13.3%	746	741	5		
Pepper Drive	25		112	106	87	141	116	100	112	93	72	964	924	40	4.3%	0	0	0	0	0	0	0	2	4	2	8	5	3	60.0%	972	967	5	
Pride Academy	21		74	66	61	62	75	55	51	59	47	571	583	-12	-2.1%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	571	568	3	
Rio Seco			100	101	106	116	120	124	80	100	101	948	946	2	0.2%	4	1	1	5	9	11	7	9	8	55	58	-3	-5.2%	1003	999	4		
Sycamore Canyon			70	48	48	48	40	47	48	0	0	349	338	11	3.3%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	349	347	2		
<b>SUBTOTAL</b>	<b>115</b>	<b>0</b>	<b>794</b>	<b>739</b>	<b>710</b>	<b>756</b>	<b>732</b>	<b>690</b>	<b>670</b>	<b>636</b>	<b>640</b>	<b>6488</b>	<b>6442</b>	<b>46</b>	<b>0.7%</b>	<b>1</b>	<b>26</b>	<b>10</b>	<b>15</b>	<b>19</b>	<b>35</b>	<b>35</b>	<b>40</b>	<b>27</b>	<b>30</b>	<b>238</b>	<b>221</b>	<b>17</b>	<b>7.7%</b>	<b>6726</b>	<b>6,703</b>	<b>23</b>	
Alternative School			3	3	3	1	1	7	3	7	1	29	28	1	3.6%																		
Santee Success										2	3	5	4	1	25.0%											0	0	0	0.0%	5	5	0	
NPS												0	0							1				2	3	4	-1	-25.0%	3	3	0		
<b>SUBTOTAL</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>7</b>	<b>3</b>	<b>9</b>	<b>4</b>	<b>34</b>	<b>32</b>	<b>2</b>	<b>6.3%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>-1</b>	<b>-25.0%</b>	<b>37</b>	<b>37</b>	<b>0</b>	
<b>TOTAL</b>	<b>115</b>	<b>0</b>	<b>797</b>	<b>742</b>	<b>713</b>	<b>757</b>	<b>733</b>	<b>697</b>	<b>673</b>	<b>645</b>	<b>650</b>	<b>6522</b>	<b>6,474</b>	<b>48</b>	<b>0.7%</b>	<b>1</b>	<b>26</b>	<b>10</b>	<b>15</b>	<b>20</b>	<b>35</b>	<b>35</b>	<b>40</b>	<b>29</b>	<b>30</b>	<b>241</b>	<b>225</b>	<b>16</b>	<b>7.1%</b>	<b>6763</b>	<b>6740</b>	<b>23</b>	

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	604
Chet F Harritt	0	0	646
Hill Creek	0	0	746
Prospect Ave	0	0	571
Sycamore Canyon	44	0	393
<b>Total PK/EAK</b>	<b>44</b>	<b>0</b>	

<b>Total Enrollment Including PK</b>
<b>6807</b>

## Schedule of Upcoming Events

Date	Event
September 20	Board Meeting; 7:00 p.m.
September 26	Special Board Meeting; 6:00 p.m.
October 3	Communication Committee; 3:30 p.m., ERC Wellness Committee; 3:30 p.m., DO Library
October 4	Board Meeting; 7:00 p.m.
October 13	District Advisory Committee (DAC); 6:00 p.m., ERC
October 17	Special Education Advisory Committee; 6:00 p.m., ERC
October 18	Board Meeting; 7:00 p.m.
October 20	Budget Advisory Committee; 6:00 p.m., DO Conf. Room
November 1	Board Meeting; 7:00 p.m.
November 11 (Friday)	Veterans' Day Holiday Schools and Departments Closed
November 10	District Advisory Committee (DAC); 6:00 p.m., ERC
November 15	Board Meeting; 7:00 p.m.
November 21 – 25	Schools Closed for Thanksgiving Holiday
December 1-3	California School Boards Association Annual Education Conference
December 5	Communication Committee; 3:30 p.m., ERC
December 5-9	Parent/Teacher Conference Week Schools on Modified Days
December 6	Organizational Board Meeting for 2016; 7:00 p.m.
December 7	Safety/Facilities Advisory Committee; 3:30 p.m., DO Conf. Room
December 15	Budget Advisory Committee; 6:00 p.m., DO Conf. Room
December 19 – January 2	Winter Break
December 20	Board Meeting; 7:00 p.m.

Reports and Presentations Item B.2.

Report on California's New Accountability System and LCAP Evaluation Rubrics

Prepared by Dr. Stephanie Pierce  
September 20, 2016

## **BACKGROUND**

Tonight Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, will be providing a brief overview of California's New Accountability System and Local Control Accountability Plan (LCAP) Evaluation Rubrics.

Agenda Item B.2.

## **Item C. PUBLIC COMMUNICATION**

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

**Item D. CONSENT ITEMS**

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

Consent Item D.1.1.  
Prepared by Cathy A. Pierce, Ed.D.  
September 20, 2016

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- September 6, 2016, regular meeting minutes
- September 12, 2016, special meeting minutes
- September 13, 2016, special meeting minutes

**RECOMMENDATION:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Item D.1.1.

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

September 6, 2016  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Ryan called the meeting to order at 7:00 p.m.  
Members present:  
Barbara Ryan, President  
Elana Levens-Craig, Vice President  
Dianne El-Hajj, Clerk  
Ken Fox, Member  
Dustin Burns, Member  
Administration present:  
Dr. Cathy Pierce, 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 Ryan invited the audience to recite the District Mission.
  
3. **Pledge of Allegiance**  
President Ryan invited Jeff Atkins, from Pathways Church, to lead the members, staff, and audience in the Pledge of Allegiance.
  
4. **Approval of Agenda**  
Member Burns moved approval.  
  

<u>Motion: <i>El-Hajj</i></u>	<u>Ryan <i>Aye</i></u>	<u>Fox <i>Aye</i></u>
<u>Second <i>Burns</i></u>	<u>Levens-Craig <i>Aye</i></u>	<u>Burns <i>Aye</i></u>
<u>Vote: <i>5-0</i></u>	<u>El-Hajj <i>Aye</i></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: 7<sup>th</sup> Annual School Beatification Day Appreciation**

Karl Christensen shared that on Saturday, August 13<sup>th</sup>, over 200 volunteers worked at all of the District's campuses to beautify them for the start of school. This was the 7<sup>th</sup> Annual School Beautification Day coordinated by Pathways Community Church. Entities that participated in this year's event included Riverview Community Church and Pathways Community Church.

Jeff Atkins, representing Pathways Community Church, mentioned there were 235 volunteers that consisted of a lot of families. Mr. Atkins commended Christina Becker, Director of Maintenance & Operations; Chris Erwin, Custodian Lead; and Theresa Carolan, Maintenance and Operations Secretary for their work. Member Levens-Craig expressed her appreciation to Mr. Atkins for



involving the communities. Member Burns shared how the event impacts the students with appreciation for the work they did. President Ryan presented a certificate of appreciation to Pathways Church. Representatives from Riverview Church were unable to attend the meeting.

**3. Spotlight: Maintenance & Operations Department Update**

Christina Becker, Director of Maintenance and Operations, provided an update on the department’s accomplishments, challenges, and upcoming plans. Mrs. Becker mentioned the staff completed 467 work orders this summer and there were 235 in progress. She shared a slide regarding the Drought Response Outreach Program Schools or DROPS project. Ms. Becker explained this would prevent sediment from getting into the San Diego River.

Ms. Becker expressed her gratitude towards the Board for purchasing additional chairs for promotion; and shared the special projects that were completed during the summer at Pepper Drive, PRIDE Preschool, Carlton Hills, and District-wide. She mentioned volunteers from the California Conservation Corps conducted LED retrofitting of fluorescent lights and suspended ceilings at eight of the nine schools; with about 1,000 remaining. Ms. Becker shared it was approximately 4,000 light fixtures that were replaced and the District should see a cost-savings.

Ms. Becker mentioned the department strives for high-level customer service; increasing productivity with operational improvements, equipment and staff training. Priority is given to emergency, urgent matters pertaining to Health & Safety of students and staff; and second for educational impact. She extended her appreciation to her staff for their hard work during the short summer.

Member Levens-Craig asked if a thank you letter could be sent to the CCC for their work. President Ryan extended her gratitude towards Ms. Becker and her staff for their work.

**4. Report on 2016 CAASPP Results**

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, mentioned Kristin Baranski, Director of Curriculum and Assessment; and Mimi McGinty, Director of Special Education would be providing a brief overview of the 2016 California Assessment of Student Performances and Progress (CAASPP) results. She mentioned she would be presenting for the Director of Assessment and Learning Support, Bonner Montler, as he was unable to attend the meeting.

Dr. S. Pierce shared this is the second year of Smarter Balanced testing. She explained the District conducted CAASPP testing within a three-week window (two weeks of testing with one week for makeups. Due to the District’s 1:1 iPad initiative, all of the students tested on their own device. Dr. S. Pierce mentioned the student results were accessible to teachers and administration throughout the summer as assessments were scored; and official public release was August 24<sup>th</sup>.

She shared the overall results of the 2016 Smarter Balanced Assessment showed growth in all areas except for 7<sup>th</sup> grade mathematics.

English Language Arts				Mathematics			
Grade	2015	2016	Growth	Grade	2015	2016	Growth
3	51	55	+4	3	53	57	+4
4	54	59	+5	4	43	51	+8
5	56	63	+7	5	33	44	+11
6	49	56	+7	6	36	43	7
7	54	57	+3	7	48	47	-1
8	56	61	+5	8	46	55	+9
3-8	54	58.5	+4.5	3-8	43	49.6	+6.6

Results showed 55% of 3<sup>rd</sup> grade students; 59% of 4<sup>th</sup> grade students; 63% of 5<sup>th</sup> grade students; 56% of 6<sup>th</sup> grade students; 57% of 7<sup>th</sup> grade students; and 62% of 8<sup>th</sup> grade students met or exceeded standards in English-Language Arts.

Results showed 57% of 3<sup>rd</sup> grade students; 51% of 4<sup>th</sup> grade students; 44% of 5<sup>th</sup> grade students; 43% of 6<sup>th</sup> grade students; 47% of 7<sup>th</sup> grade students; and 55% of 8<sup>th</sup> grade students met or exceeded standards in Mathematics.

Twenty-three percent (23%) of English Learner (EL) students in grades 3-8 met or exceeded standards in English Language Arts; and 22% of EL students met or exceeded standards in Mathematics. Nineteen percent (19%) of Students with a Reported Disability met or exceeded standards in English-Language Arts; and 17% in mathematics. Forty-nine percent (49%) of all economically disadvantaged students met or exceeded standards in English Language Arts; and 39% met or exceeded standards in Mathematics.

Dr. S. Pierce provided an overview of the Student Score Report that is mailed to parents. Ms. Baranski shared the District's next steps will include data analysis, discover key issues or questions, investigate relevant resources specific to the Common Core Standards and assessment targets, develop and revise action plans and goals, carry out plans and monitor throughout the year. Ms. Baranski mentioned some of the District's resources include professional grade level learning teams, Achieve 3000: Reading and Writing. She described support for student subgroups (EL, economically disadvantage, and special education); and shared evidence of learning data sources. Ms. McGinty shared the goals and next steps for special education students included increasing mainstreaming for mild/moderate special day class students to allow more access to curriculum; pilot research-based reading intervention programs in the mild/moderate special day classrooms; and increase professional development for special education teachers and instructional assistants.

Dr. S. Pierce shared the evidence of learning data sources and commended the teachers for all their hard work and tenacity to find what works for children.

Member Fox asked to receive data on the percentage of students that exceeded the standards on each subject area. Member Burns shared he was glad to see professional development for instructional aides while at a site visit. He mentioned the aides are spending time in the classroom with the students and thought providing iPads for them would be of benefit to the students.

### **C. PUBLIC COMMUNICATION**

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

### **D. CONSENT ITEMS**

President Ryan invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Report
- 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. 1617-06 to Certify 2015-16 Gann Limit Appropriations Recalculation and an Estimated Limit for 2016-17
- 3.1. Approval of Amended Nonpublic Agency Contract Appendix B with SPOT Kids Therapy for Psycho-Educational Assessments
- 4.1. Approval to Increase Work Hours for Identified Classified Non-Management Positions
- 4.2. Personnel, Regular
- 4.3. Approval of Short Term Position
- 4.4. Approval to Renew Agreement and New Rate Structure with Atkinson, Andelson, Loya, Ruud, & Romo

**4.5. Adoption of Resolution No. 1617-05 to Eliminate a Classified Non-Management Position**

Member El-Hajj moved approval.

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

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

**Business Services**

**1.1. Approval of 2015-16 Unaudited Actuals Report**

Mr. Christensen mentioned he was pleased to inform the Board that the District's 2015-16 fiscal year financials were closed on August 30<sup>th</sup>; prior to the County's deadline of September 15<sup>th</sup>. He mentioned this would not have been an unusual event as the District has always been on time with this report. Mr. Christensen explained this year presented some unique and daunting challenges as the District was working with a new financial accounting software system. He expressed his gratitude towards Tory Long, Business Services Coordinator, for accomplishing the feat. Mr. Christensen mentioned Ms. Long worked diligently, and long hours, to make this happen.

Mr. Christensen reviewed the Snapshot of All Funds handout he provided. He referenced the Cafeteria Fund 13 ended the year with less of a deficit than projected and noted the projected ending fund balance was higher. Mr. Christensen proceeded to remind the Board that the fund cannot have excess resources over three months of expenditures. He mentioned he was working with Cathy Abel, Director of Child Nutrition, to expend those funds. Deferred Maintenance Fund 14 showed a \$337,000 Projected Ending Fund Balance that would be used for the HVAC at Pepper Drive School. Mr. Christensen highlighted the resources in Special Reserve Fund 40, which ended with a fund balance of \$3,057,600. These included the Hill Creek Solar Project, Technology Reserve, and Facility Needs resources. He mentioned Capital Facilities Fund 25 ended with a fund balance of \$3,759,549, and had three resources; the former RDA funds, Renzulli land sale proceeds, and Developer Fees. Enterprise Fund 63 ended with a surplus of \$94,675 for Yale and \$302,948 in Project SAFE.

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 3.56%. He explained this was primarily due to school and department budgets that were not completely spent and savings in utilities cost. Mr. Christensen provided an overview of the Projected Budget Summary. He noted the District is expected to end 2016-17 with a 19.35% reserve; and an Estimated Structural Surplus (Deficit) of \$334,363. He explained that in 2018-19, the District is expected to end with a 11.40% reserve; and an Estimated Structural Surplus (Deficit) of (\$3,123,824) because the District is not projecting enough revenue. President Ryan inquired if it was due to the removal of the Prop 30 funds. He explained that if Prop 30 is extended additional revenue would be added.

Member El-Hajj noted the substantial savings in the electricity costs. Mr. Christensen explained that he included an approximate 15% increase in the fund due to the unexpected costs experienced in 2014-15. Member El-Hajj mentioned she would like to see the school lawns watered now that the water restrictions were lifted. Member Burns suggested that some of the cost savings be used on the school lawns.

Member Burns moved approval.

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

## Human Resources/Pupil Services

### 2.1. Approval of Memorandum of Understanding with San Diego State University in Conjunction with Santee's Teaching, Listening and Connecting (TLC) Initiative at Cajon Park School

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the District has a great opportunity for San Diego State University nursing students go to Cajon Park one day per week for seven hours to assist parents and students with any public health concern; and graduate students working on their Marriage Family and Therapy (MFT) can assist with counseling. Mr. Larson mentioned this was being implemented at Cajon Park due to the TLC grant.

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

### 2.2. Acceptance of 2015-2016 School Program Services Year End Report

Tim Larson, explained the Pupil Services department provides an annual year-end report on various aspects of the District's student population. He expressed his gratitude towards Sue Sarmiento for her hard work in gathering the data and compiling the report.

Mr. Larson highlighted some areas of the report and made reference to the Special Education statistics. In 2015-16, there were 215 students in mild/moderate special day classes; 76 in mild/severe special day classes; 381 students received resource specialist instruction; 244 received speech and language instruction, of which 7 were deaf and hard of hearing/hard of hearing with speech. He mentioned there were a total of 1,240 students on interdistrict permits from other Districts and 287 leaving the District on interdistrict transfers; for a net difference of 953 students. Mr. Larson shared the interdistrict attendance permits by school district. Member Burns mentioned more communication needed to go out to the community about intradistrict transfers; and suggested sharing with PTSA's. Member Ryan suggested sharing some of this data in the Santee Magazine.

Mr. Larson shared there were 452 total days of suspension amongst 240 students. He went on to review the number of suspensions, administrative reviews, expulsion hearings, suspended expulsions, and expulsions. Member Burns inquired on the increase in student suspensions at Rio Seco. Mr. Larson mentioned he would inquire and bring share the information with the Board. He ended the report by providing information on Independent Study Contracts.

He mentioned the data on the report is used for the development of the Local Control Accountability Plan (LCAP) and would be posted on our website. Member Levens-Craig made reference to the ethnic breakdown of the District. Member Burns moved approval.

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

## Superintendent

### 3.1. Approval of Appointment of Members to Board Advisory Committees

Superintendent Pierce presented the recommendation of applicants to the Board advisory committees for their consideration. She reminded the Board the committees are open to the public and everyone was welcomed to attend. Member Levens-Craig referenced the increase in parent applicants. Superintendent Pierce acknowledged the increase in parent interest to serve on a committee. Member Burns inquired if the language next to each committee was the committee's charge. He explained that there is some confusion and the committee members sometimes do not understand their role is to provide recommendations to the Board; and that the ultimate action is up to the Board. He asked that the Board review and discuss the committee charges to make sure the committee is heading in the intended direction. President Ryan inquired on the Board's desire to establish a subcommittee and/or a few Board members work with

Administration on reviewing the charges. Member Burns and Member Levens-Craig agreed to be on the subcommittee.

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

**3.2. After School Bussing Contracts**

Superintendent Pierce mentioned the Board had requested to discuss after school bussing contracts and their impacts and effects. President Ryan mentioned a parent expressed her concern to a couple of Board members regarding the location of the bus pick up for Rio Seco students attending the YMCA. Member El-Hajj explained the parent was concerned that there was a lag time between dismissal and the time the bus arrived; and the pick-up location. Member El-Hajj shared the parent felt the need for more supervision. Member Burns inquired on who was providing the transportation. President Ryan mentioned the YMCA contracted with the District to provide transportation.

Upon discussion, the Board asked Administration to provide the following information for all of the schools that have students that ride the bus to an afterschool program: bus stops (location and time), supervision (cost if provided by District staff), the number of students, where they are being dropped off (YMCA, Teen Center, etc.).

Superintendent Pierce shared the information would be brought to the next meet.

**F. BOARD POLICIES AND BYLAWS**

**1.1. Second Reading: Board Policy/Administrative Regulation/Exhibit 3350 - Travel Expenses**

Board Policy, Administrative Regulation, and Exhibit 3350 - Travel Expenses, were presented to the Board as a second reading and approval. Member Burns moved approval.

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

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Tim Larson provided an enrollment and staffing update. Mr. Larson mentioned there were 59 staff transfers and/or hiring's during the summer. There were 324 applicants for K-6 grade teaching positions; and total applicants for teaching positions in grades 6-8 were 83. He mentioned projections showed 6,862 enrolled (with an anticipated 100 students moving/dropping from the District). The last count showed 6,764 students enrolled, a difference of about 98 students. Mr. Larson mentioned the number is 52 students higher than the prior year on CBEDS. Average class size is 23.7 in grades K-3 and 32.8 in grades 4-8. Mr. Larson shared combination classes had been reduced.

Superintendent Pierce shared a listing of Back-to-School Nights. Superintendent Pierce shared proposed dates for the Board's meeting with the Principals and Student Forums. Upon discussion, the Board established the following meeting dates and topics of discussion. She reminded the Board of the upcoming CSBA Conference. Member Levens-Craig shared she had asked to be registered for the Board Presidents Workshop.

**Principals' Meeting with Board:**

**October 4, 2016 and March 7, 2017**  
 6:00 pm  
 Topics for *October* meeting:  
 School connectedness  
 Counselors  
 Students being transported to afterschool care

**Students' Meeting with Board (Student Forum):**

**November 1, 2016 and March 21, 2017**  
 6:00 pm  
 Topic for *October* meeting:  
 Kind, caring, and connecting schools

Superintendent Pierce shared that after careful consideration she was announcing her retirement effective February 1, 2017. She shared she wanted to begin a new chapter in her life and spend time with her grandson and family in Tennessee. Superintendent Pierce mentioned she felt honored and privileged to serve the children, community, and the Santee School District; and to work with wonderful employees. She shared Santee School District would always hold a special place in her heart.

President Ryan mentioned the Board was sorry to see her leave, but happy for her. She thanked Superintendent Pierce for her leadership and acknowledged the District had accomplished a lot under her tenure. She commended Superintendent Pierce for her leadership and direction in the implementation of the 1:1 Digital Initiative; and mentioned she would be hard to replace. Superintendent Pierce thanked President Ryan for her kind words and shared the 1:1 Digital Initiative was due to the staff's hard work.

Member El-Hajj mentioned the District was behind in common core and technology before Superintendent Pierce came to the District; and she acknowledged it took a team to make a difference. But, a team also required a great leader to make good decisions. Member El-Hajj mentioned the Board was aware of some of those hard work, the hours she spent, and the grief she had to personally suffer because of some of those decisions. She recognized Superintendent Pierce had made great decisions and lead the District through hard times. Member El-Hajj shared that as a grandmother, she would not want to be away from her granddaughter. She asked Superintendent Pierce to look back at her work with a lot of pride and the Board's appreciation.

Member Fox shared he agreed with President Ryan and Member El-Hajj on their sentiments; and acknowledged his grandchildren live 1.5 miles from his residence and would have to move with them if they moved away.

Member Burns recalled when Superintendent Pierce was hired. He said he agreed with Member El-Hajj that the District was going through hard circumstances. Member Burns shared that unlike other Superintendents, she was unable to get to settle in and get acquainted with staff. Instead, Superintendent Pierce had to come in and implement a lot change; and people were unable to see the type of person that she really was and he got to know. He mentioned the Board's most important role is to hire the Superintendent. Member Burns explained the Superintendent has a lot of influence on the students within the community. He mentioned he would miss her on a professional and personal level. Member Burns said he would not be able to work with someone he didn't respect. He mentioned Superintendent Pierce had persevered through things in the District that he didn't believe any previous Superintendent would of endured. Member Burns mentioned that during a conversation, he had asked Superintendent Pierce what she wanted her legacy to be. He mentioned her legacy will be strong implementation of technology and professional development. Member Burns shared he wished everyone else would have gotten to know Dr. Pierce, like he did.

President Ryan inquired on her communication to staff. Superintendent Pierce mentioned she would be sending an email to the Professional Leadership Team and then one immediately following to all staff.

President Ryan mentioned that the Board had some work to do with the announcement of Superintendent Pierce's retirement. Since the Board members were running unopposed, she mentioned there were some items that could be taken care of prior to elections like the Governance Standards. She asked that the Board review for discussion at the following meeting. The Board reviewed their calendars for possible special meeting dates and decided to meet on September 12 and September 13 and plan additional meetings, if needed.

## **H. CLOSED SESSION**

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

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*

3. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
  
4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)  
*Property:*
  - *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*
  - *Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
  
5. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

The Board entered closed session at \_\_\_\_\_ p.m.

**I. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at \_\_\_\_\_ p.m. and reported no action was taken.

**J. ADJOURNMENT**

With no further business, the regular meeting of September 6, 2016 was adjourned.

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Dianne El-Hajj, Clerk

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Cathy A. Pierce, Ed.D., Secretary

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

September 12, 2016  
**MINUTES**

District Office Conference Room  
9619 Cuyamaca Street  
Santee, California

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Ryan called the meeting to order at 5:43 p.m.  
Members present:  
    Barbara Ryan, President  
    Elana Levens-Craig, Vice President  
    Dianne El-Hajj, Clerk  
    Ken Fox, Member  
    Dustin Burns, Member  
Administration present:  
    Lisa Arreola, Executive Assistant and Recording Secretary

**B. PUBLIC COMMUNICATION**

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

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

**1.1. Superintendent Search Process**

The Board of Education met to discuss a timeline, review search firm proposals, and next steps for recruitment of a Superintendent.

**D. ADJOURNMENT**

With no further business, the regular meeting of September 12, 2016 was adjourned.

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Dianne El-Hajj, Clerk

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Cathy A. Pierce, Ed.D., Secretary



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

September 13, 2016  
**MINUTES**

District Office Conference Room  
9619 Cuyamaca Street  
Santee, California

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Ryan called the meeting to order at 6:00 p.m.  
Members present:  
    Barbara Ryan, President  
    Elana Levens-Craig, Vice President  
    Dianne El-Hajj, Clerk  
    Ken Fox, Member  
    Dustin Burns, Member  
Administration present:  
    Lisa Arreola, Executive Assistant and Recording Secretary

**B. PUBLIC COMMUNICATION**

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

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

**1.1. Superintendent Search Process**

The Board of Education met with representatives from Leadership Associates, to review their proposal to conduct a Superintendent search.

**D. ADJOURNMENT**

With no further business, the regular meeting of September 12, 2016 was adjourned.

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Dianne El-Hajj, Clerk

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Cathy A. Pierce, Ed.D., Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
September 20, 2016

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Staff Development**

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

**FISCAL IMPACT:**

The estimated travel expenses are \$2,926, with substitute costs of \$1,380, as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.1.

**Board Travel Report - September 20, 2016**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Monday, 09/12/16	Juliana Houser Leigh McCullough	Hill Creek Carlton Oaks	Crisis Prevention Intervention Training	EI Cajon	\$115 \$115	\$23 \$23	Special Education Special Education	This training will focus on strategies for Crisis Prevention Intervention.
Various, (6 dates) 09/22/16 - 03/16/17	Michael Roach	Pepper Drive	SDCOE History-Social Science Framework Study Group	SDCOE	\$690	\$672	Title I	This group will focus on ways to support the implementation of new framework for History-Social Science curriculum.
10/17/16 & 11/01/16	Suzie Martin Helen Rosati Monica Roque John Schweller Karen Hohimer Angelo Benedetto DiAnn Albert Kristen Bonser Jeri Billick Leah Saunders Carrie Thompson Ed Gigliotti Kirsten Stretton Stacey Rawson Tracie Perez Mia Morales	Chet F. Harritt Chet F. Harritt Chet F. Harritt Pupil Services Pepper Drive Carlton Hills PRIDE Academy Rio Seco Sycamore Canyon Carlton Oaks Chet F. Harritt PRIDE Academy Cajon Park Ed Services Ed Services Homeless Liaison	Introduction to Restorative Justice Training	SDCOE	\$0 \$230 \$230 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115 \$115	Title I Title I Title I Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development Professional Development	This workshop will focus on learning practices of restorative justice.
11/30/16 - 12/02/16	Rachael Pabis Laura Issacson	Cajon Park Rio Seco	Social Thinking Conference	San Diego	\$0 \$0	\$184 \$184	Special Education Special Education	This conference will provide ways to help kids take ownership of their social problems.
<b>Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California</b>								
(NONE)								

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants  
 Prepared by Karl Christensen  
 September 20, 2016

**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 2016:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	14-147140 TO 14-156394	\$936,061.59
09 00	N/A	\$0.00
12 06	14-150797 TO 14-152152	\$1,360.64
13 00	14-147144 TO 14-156390	\$18,343.11
14 00	14-147141 TO 14-156395	\$1,097,087.64
21 09	N/A	\$0.00
<b>21 39 / 21 08</b>	<b>N/A</b>	<b>\$0.00</b>
25 18	14-149854 TO 14-156395	\$5,056.76
25 38	14-156395	\$21,875.00
<b>35-00</b>	<b>N/A</b>	<b>\$0.00</b>
40-00	14-146879 TO 14-154566	\$20,855.19
<b>63 00</b>	<b>14-147145 TO 14-155930</b>	<b>\$14,026.10</b>
		<b>\$2,114,666.03</b>

Student Body Warrants issued for the period of August 2016:

<b>\$0</b>
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Payroll Warrants issued for the period August 2016:

<u>Fund #/Name</u>	<u>Amount</u>
01 00	\$2,345,125.92
12 00	\$4,303.35
13 00	\$63,775.28
14 00	\$659.25
25 18	\$0
63 00	\$200,926.38
<b>\$2,614,790.18</b>	

**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 \$4,729,456.21 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.2.

Consent Item D.2.3. Approval/Ratification of Purchase Orders  
 Prepared by Karl Christensen  
 September 20, 2016

**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:

<b>AMOUNT</b>	<b>LOCATION</b>
\$ 101,059.73	PEPPER DRIVE SCHOOL
\$ 19,037.31	CARLTON HILLS SCHOOL
\$ 6,330.29	PROSPECT AVENUE SCH
\$ 12,572.39	CAJON PARK SCHOOL
\$ 9,115.86	CHET F HARRITT SCH
\$ 1,100.98	CARLTON OAKS SCHOOL
\$ 3,587.04	RIO SECO SCHOOL
\$ 2,738.52	HILL CREEK SCHOOL
\$ 1,678.75	SANTEE SUCCESS
\$ 7,050.00	BOARD OF EDUCATION
\$ 6,495.02	SUPERINTENDENT DEPT
\$ 49,977.13	BUSINESS SERVICES
\$ 445.34	HUMAN RESOURCES
\$ 13,281.04	EDUCATIONAL SERVICES
\$ 101,053.50	SPECIAL EDUCATION
\$ 2,316.67	PUPIL SERVICES
\$ 54,799.23	DISTRICT LIBRARY
\$ 5,470.83	PROJECT SAFE
\$ 220,207.09	TECHNOLOGY SERVICES
\$ 16,936.34	OPERATIONS/CUSTODIAL
\$ 50,121.07	MAINTENANCE
\$ 19,733.39	TRANSPORTATION
\$ 21,952.20	FACILITIES MODERNIZATION
\$ 21,853.48	WAREHOUSE
\$ 307.88	FOOD SERVICES
<b>\$ 749,221.08</b>	<b>Total Purchase Orders – August 2016</b>

**RECOMMENDATION:**

It is recommended that the Board of Education approve purchase orders #0000000984 through #0000001240 issued August 1, 2016 through August 31, 2016.

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 \$749,221.08 is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.3.

## LOCATION LIST 2016-17

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

M = Monthly Blanket  
 A = Annual Blanket  
 L = Lottery

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



**PURCHASE ORDER EXCEEDED BY 10%  
FOR THE MONTH OF AUGUST 2016**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000000882	7/26/2016	0100	AARDVARK PEST CONTROL	075	PEST CONTROL SERVICES	\$3,000.00
Revised	8/31/2016				INCREASE ANNUAL AMOUNT	\$18,146.00
					<b>NEW TOTAL</b>	<b>\$21,146.00</b>

PURCHASE ORDER LISTING - AUGUST 2016  
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
0000001005	8/3/2016	0100	SEHI COMPUTER PRODUCTS INC	EQUIPMENT PARTS	\$ 241.92	002	PEPPER DRIVE SCHOOL
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$ 475.00	002	PEPPER DRIVE SCHOOL
0000001058	8/8/2016	0100	ALLSTATE SIGN & PLAQUE CORP	SIGNS MADE FOR PEPPER DRIVE	\$ 38.90	002	PEPPER DRIVE SCHOOL
0000001061	8/9/2016	0100	HANDWRITING WITHOUT TEARS	CLASSROOM MATERIALS	\$ 1,345.20	002	PEPPER DRIVE SCHOOL
0000001066	8/9/2016	0100	IKEA - SAN DIEGO STORE	CLASSROOM FURNITURE	\$ 139.97	002	PEPPER DRIVE SCHOOL
0000001068	8/10/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$ 304.15	002	PEPPER DRIVE SCHOOL
0000001089	8/16/2016	0100	SHORE TOTAL OFFICE	OFFICE FURNITURE	\$ 1,480.46	002	PEPPER DRIVE SCHOOL
0000001179	8/23/2016	1400	WEBB CLEFF ARCHITECTURE	A&E SVCS - PD HVAC/ENERGY MOD.	\$ 58,000.00	002	PEPPER DRIVE SCHOOL
0000001180	8/23/2016	2538	WEBB CLEFF ARCHITECTURE	A&E SERVICES-PD LRC/ADMIN BLDG	\$ 21,875.00	002	PEPPER DRIVE SCHOOL
0000001181	8/23/2016	2518	WEBB CLEFF ARCHITECTURE	A&E SERVICES - PD 10-CR ADD'N	\$ 1,040.00	002	PEPPER DRIVE SCHOOL
0000001182	8/23/2016	0100	VIRCO MANUFACTURING CORP	STUDENT DESKS	\$ 355.80	002	PEPPER DRIVE SCHOOL
0000001206	8/26/2016	0100	STUDIES WEEKLY	MAGAZINE SUBSCRIPTIONS	\$ 850.85	002	PEPPER DRIVE SCHOOL
0000001207	8/26/2016	0100	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	\$ 145.51	002	PEPPER DRIVE SCHOOL
0000001217	8/26/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$ 733.32	002	PEPPER DRIVE SCHOOL
0000001234	8/31/2016	0100	HEINEMANN	CLASSROOM MATERIALS	\$ 10,258.56	002	PEPPER DRIVE SCHOOL
0000001236	8/31/2016	0100	AMAZON.COM	OFFICE SUPPLIES	\$ 475.09	002	PEPPER DRIVE SCHOOL
0000001240	8/31/2016	1400	SO CAL HERS RATERS	TESTING SERVICES	\$ 3,300.00	002	PEPPER DRIVE SCHOOL
					<b>TOTAL</b>	<b>\$101,059.73</b>	
0000000990	8/2/2016	0100	ACORN MEDIA	OUTDOOR SUPPLIES - CH	\$ 3,247.74	003	CARLTON HILLS SCHOOL
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$ 475.00	003	CARLTON HILLS SCHOOL
0000001056	8/8/2016	0100	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	\$ 172.91	003	CARLTON HILLS SCHOOL
0000001057	8/8/2016	0100	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES	\$ 207.35	003	CARLTON HILLS SCHOOL
0000001062	8/9/2016	0100	EPS LITERACY & INTERVENTION	CLASSROOM MATERIALS	\$ 3,136.15	003	CARLTON HILLS SCHOOL
0000001069	8/10/2016	0100	US SCHOOL SUPPLY INC	CLASSROOM SUPPLIES	\$ 366.77	003	CARLTON HILLS SCHOOL
0000001070	8/10/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$ 835.73	003	CARLTON HILLS SCHOOL
0000001071	8/10/2016	0100	ROCHESTER 100 INC	CLASSROOM SUPPLIES	\$ 459.00	003	CARLTON HILLS SCHOOL
0000001085	8/15/2016	0100	CCS PRESENTATION SYSTEMS INC	SMART BOARDS	\$ 5,768.96	003	CARLTON HILLS SCHOOL
0000001090	8/16/2016	0100	SCHOLASTIC INC	READING BOOKS	\$ 170.09	003	CARLTON HILLS SCHOOL
0000001091	8/16/2016	0100	SCHOLASTIC INC	READING BOOKS	\$ 103.70	003	CARLTON HILLS SCHOOL
0000001098	8/16/2016	0100	REALLY GOOD STUFF INC	CLASSROOM SUPPLIES	\$ 60.90	003	CARLTON HILLS SCHOOL
0000001104	8/16/2016	0100	US GAMES	PE SUPPLIES	\$ 100.38	003	CARLTON HILLS SCHOOL
0000001115	8/17/2016	0100	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$ 953.36	003	CARLTON HILLS SCHOOL
0000001117	8/17/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$ 49.33	003	CARLTON HILLS SCHOOL
0000001148	8/19/2016	0100	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	\$ 195.82	003	CARLTON HILLS SCHOOL
0000001153	8/22/2016	0100	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	\$ 193.91	003	CARLTON HILLS SCHOOL
0000001154	8/22/2016	0100	US GAMES	PE SUPPLIES	\$ 871.50	003	CARLTON HILLS SCHOOL
0000001159	8/22/2016	0100	DELL MARKETING L.P.	PRINTER	\$ 859.89	003	CARLTON HILLS SCHOOL
0000001175	8/23/2016	0100	SOCIAL THINKING	CLASSROOM MATERIALS	\$ 141.47	003	CARLTON HILLS SCHOOL
0000001176	8/23/2016	0100	LEARNING A-Z	SOFTWARE LICENSES	\$ 87.03	003	CARLTON HILLS SCHOOL
0000001222	8/29/2016	0100	DELL MARKETING L.P.	PRINTER	\$ 207.35	003	CARLTON HILLS SCHOOL
0000001228	8/29/2016	0100	AMAZON.COM	SUPPLIES	\$ 75.58	003	CARLTON HILLS SCHOOL
0000001229	8/29/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$ 20.39	003	CARLTON HILLS SCHOOL
0000001230	8/30/2016	0100	AMAZON.COM	COUNSELING SUPPLIES	\$ 277.00	003	CARLTON HILLS SCHOOL

0000001027	8/4/2016	0100	AMAZON.COM	HEALTH OFFICE SUPPLIES	TOTAL \$	19,037.31	CARLTON HILLS SCHOOL
0000001116	8/17/2016	0100	ORIENTAL TRADING COMPANY INC	CLASSROOM SUPPLIES	\$	70.07	SYCAMORE CANYON SCH
0000001201	8/25/2016	0100	HEINEMANN	CLASSROOM MATERIALS	\$	143.53	SYCAMORE CANYON SCH
0000001205	8/26/2016	0100	LEARNING A-Z	SUBSCRIPTION LICENSES	\$	258.42	SYCAMORE CANYON SCH
0000000984	8/1/2016	0100	DELL MARKETING L.P.	PRINTER	\$	1,399.65	SYCAMORE CANYON SCH
0000001024	8/4/2016	0100	ORGANIZED SPORTSWEAR, LLC	PE CLOTHES FOR PRIDE	\$	699.18	PROSPECT AVENUE SCH
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$	737.10	PROSPECT AVENUE SCH
0000001026	8/4/2016	0100	HEINEMANN	CLASSROOM MATERIALS	\$	475.00	PROSPECT AVENUE SCH
0000001074	8/10/2016	0100	CABLEORGANIZER.COM LLC	OFFICE MATERIALS	\$	1,097.40	PROSPECT AVENUE SCH
0000001092	8/16/2016	0100	DATA MANAGEMENT INC	OFFICE SUPPLIES	\$	18.14	PROSPECT AVENUE SCH
0000001100	8/16/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	OFFICE SUPPLIES	\$	114.48	PROSPECT AVENUE SCH
0000001101	8/16/2016	0100	AMAZON.COM	CUSTODIAL SUPPLIES	\$	77.70	PROSPECT AVENUE SCH
0000001124	8/18/2016	0100	ROCHESTER 100 INC	CUSTODIAL SUPPLIES	\$	109.20	PROSPECT AVENUE SCH
0000001174	8/22/2016	0100	LOWE'S STORE #1661	CLASSROOM SUPPLIES	\$	171.07	PROSPECT AVENUE SCH
0000001186	8/24/2016	0100	HEINEMANN	SUPPLIES FOR PRIDE ACADEMY	\$	73.42	PROSPECT AVENUE SCH
0000001187	8/24/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$	25.00	PROSPECT AVENUE SCH
0000001217	8/26/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	OFFICE SUPPLIES	\$	464.57	PROSPECT AVENUE SCH
				MAINT. SUPPLIES	\$	396.36	PROSPECT AVENUE SCH
				TOTAL \$		6,330.29	PROSPECT AVENUE SCH
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$	475.00	CAJON PARK SCHOOL
0000001054	8/8/2016	0100	3R'S ROBOTICS LLC	REGISTRATION FEES	\$	300.00	CAJON PARK SCHOOL
0000001072	8/10/2016	0100	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	\$	13.54	CAJON PARK SCHOOL
0000001082	8/11/2016	0100	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE - CP	\$	6,060.91	CAJON PARK SCHOOL
0000001118	8/17/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$	161.94	CAJON PARK SCHOOL
0000001119	8/17/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$	32.39	CAJON PARK SCHOOL
0000001145	8/19/2016	0100	CLASSROOM DIRECT.COM	CLASSROOM SUPPLIES	\$	145.28	CAJON PARK SCHOOL
0000001146	8/19/2016	0100	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	\$	98.53	CAJON PARK SCHOOL
0000001147	8/19/2016	0100	REALLY GOOD STUFF INC	CLASSROOM MATERIALS	\$	111.36	CAJON PARK SCHOOL
0000001177	8/23/2016	0100	HEINEMANN	CLASSROOM MATERIALS	\$	36.32	CAJON PARK SCHOOL
0000001184	8/24/2016	0100	NEW ENGLAND SECURITY LOCK CO	PE LOCKER ROOM SUPPLIES	\$	774.00	CAJON PARK SCHOOL
0000001200	8/25/2016	0100	AMAZON.COM	CLASSROOM MATERIALS	\$	249.94	CAJON PARK SCHOOL
0000001225	8/29/2016	0100	GB'S FENCE COMPANY	FENCING FOR VOLUNTEER DAY	\$	3,716.82	CAJON PARK SCHOOL
0000001235	8/31/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR M&O	\$	396.36	CAJON PARK SCHOOL
				TOTAL \$		12,572.39	CAJON PARK SCHOOL
0000000987	8/1/2016	0100	CAVENDISH SQUARE	CLASSROOM SUPPLIES	\$	18.31	CHET F HARRITT SCH
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$	475.00	CHET F HARRITT SCH
0000001051	8/5/2016	0100	CHRISTIAN YOUTH THEATER	ADMISSIONS	\$	756.00	CHET F HARRITT SCH
0000001083	8/11/2016	0100	ALPHA FENCE COMPANY	GRANT PROJECT-CHET BALLFIELDS	\$	6,180.00	CHET F HARRITT SCH
0000001087	8/15/2016	0100	IDENT-A-KID SERVICES	OFFICE SUPPLIES	\$	106.62	CHET F HARRITT SCH
0000001122	8/18/2016	0100	SEHI COMPUTER PRODUCTS INC	LAPTOP BATTERIES - CFH	\$	134.52	CHET F HARRITT SCH
0000001178	8/23/2016	0100	SCHOLASTIC BOOK CLUBS INC	CLASSROOM MATERIALS	\$	244.08	CHET F HARRITT SCH
0000001217	8/26/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$	384.91	CHET F HARRITT SCH
0000001233	8/31/2016	0100	PROJECT LEAD THE WAY	PROFESSIONAL DEVELOPMENT	\$	750.00	CHET F HARRITT SCH
0000001237	8/31/2016	0100	CLARK SECURITY PRODUCTS,	LOCKS & LOCK SUPPLIES	\$	66.42	CHET F HARRITT SCH
				TOTAL \$		9,115.86	CHET F HARRITT SCH
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$	475.00	CARLTON OAKS SCHOOL
0000001076	8/10/2016	0100	FERGUSON ENTERPRISES INC	DRINKING FOUNTAIN SUPPLIES-CO	\$	30.91	CARLTON OAKS SCHOOL

0000001096	8/16/2016	0100	AMAZON.COM	CLASSROOM SUPPLIES	\$	8.27	008	CARLTON OAKS SCHOOL
0000001097	8/16/2016	0100	CPM EDUCATIONAL PROGRAM	CLASSROOM MATERIALS	\$	226.80	008	CARLTON OAKS SCHOOL
0000001107	8/16/2016	0100	SELF AND MATCH	TRAINING MANUALS	\$	360.00	008	CARLTON OAKS SCHOOL
				<b>TOTAL</b>	<b>\$</b>	<b>1,100.98</b>		<b>CARLTON OAKS SCHOOL</b>
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$	475.00	009	RIO SECO SCHOOL
0000001063	8/9/2016	0100	IDENT-A-KID SERVICES	OFFICE SUPPLIES	\$	102.16	009	RIO SECO SCHOOL
0000001064	8/9/2016	0100	BEARCOM WIRELESS	SCHOOL RADIOS	\$	1,920.70	009	RIO SECO SCHOOL
0000001102	8/16/2016	0100	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	\$	667.12	009	RIO SECO SCHOOL
0000001103	8/16/2016	0100	VIRCO MANUFACTURING CORP	CONFERENCE RM CHAIRS	\$	422.06	009	RIO SECO SCHOOL
				<b>TOTAL</b>	<b>\$</b>	<b>3,587.04</b>		<b>RIO SECO SCHOOL</b>
0000001025	8/4/2016	0100	CAMFEL PRODUCTIONS INC	ASSEMBLY FEES	\$	475.00	010	HILL CREEK SCHOOL
0000001055	8/8/2016	0100	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	\$	159.98	010	HILL CREEK SCHOOL
0000001073	8/10/2016	0100	FINELINE GRAFIX	AWARDS	\$	702.00	010	HILL CREEK SCHOOL
0000001237	8/31/2016	0100	CLARK SECURITY PRODUCTS,	LOCKS & LOCK SUPPLIES	\$	1,401.54	010	HILL CREEK SCHOOL
				<b>TOTAL</b>	<b>\$</b>	<b>2,738.52</b>		<b>HILL CREEK SCHOOL</b>
0000000985	8/1/2016	0100	DELL MARKETING L.P.	PRINTER & TONER	\$	1,074.67	016	SANTEE SUCCESS
0000000986	8/1/2016	0100	DELL MARKETING L.P.	PRINTER & TONER	\$	604.08	016	SANTEE SUCCESS
				<b>TOTAL</b>	<b>\$</b>	<b>1,678.75</b>		<b>SANTEE SUCCESS</b>
0000001155	8/22/2016	0100	JANINE EZAKI, ED.D	CONSULTANT SERVICES	\$	2,000.00	060	BOARD OF EDUCATION
0000001156	8/22/2016	0100	JEFFREY LEE	CONSULTANT SERVICES	\$	3,000.00	060	BOARD OF EDUCATION
0000001157	8/22/2016	0100	DONNA O'NEIL, ED.D.	CONSULTANT SERVICES	\$	1,500.00	060	BOARD OF EDUCATION
0000001223	8/29/2016	0100	GLOBALSTAR USA	SATELLITE PHONE SVC	\$	550.00	060	BOARD OF EDUCATION
				<b>TOTAL</b>	<b>\$</b>	<b>7,050.00</b>		<b>BOARD OF EDUCATION</b>
0000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$	24.00	062	SUPERINTENDENT DEPT
0000000996	8/2/2016	0100	AWARDS BY NAVAJO	AWARDS	\$	1,269.45	062	SUPERINTENDENT DEPT
0000001052	8/5/2016	0100	DELL MARKETING L.P.	TONER	\$	116.94	062	SUPERINTENDENT DEPT
0000001060	8/9/2016	0100	COMMUNICATION RESOURCES FOR SCHOOLS	ANNUAL SERVICE AGREEMENT	\$	5,000.00	062	SUPERINTENDENT DEPT
0000001086	8/15/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	84.63	062	SUPERINTENDENT DEPT
				<b>TOTAL</b>	<b>\$</b>	<b>6,495.02</b>		<b>SUPERINTENDENT DEPT</b>
0000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$	24.00	064	BUSINESS SERVICES
0000001059	8/9/2016	0100	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE - PD	\$	5,886.46	064	BUSINESS SERVICES
0000001078	8/10/2016	0100	SCHOOL SERVICES OF CALIFORNIA	MATERIALS FOR CONFERENCE	\$	85.00	064	BUSINESS SERVICES
0000001086	8/15/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	335.18	064	BUSINESS SERVICES
0000001088	8/16/2016	0100	SOUTH COAST COPY SYSTEMS	NEW COPIERS AT 4 SITES	\$	42,785.28	064	BUSINESS SERVICES
0000001108	8/16/2016	0100	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERIES	\$	97.75	064	BUSINESS SERVICES
0000001151	8/19/2016	0100	CORODATA SHREDDING INC.	DISTRICT SHREDDING SERVICES	\$	264.50	064	BUSINESS SERVICES
0000001221	8/29/2016	0100	SOUTH COAST COPY SYSTEMS	FAX BOARD FOR COPIER AT PD	\$	498.96	064	BUSINESS SERVICES
				<b>TOTAL</b>	<b>\$</b>	<b>49,977.13</b>		<b>BUSINESS SERVICES</b>
0000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$	24.00	065	HUMAN RESOURCES
0000001004	8/3/2016	0100	INSIGHT INVESTMENTS	COMPUTER MONITOR	\$	104.96	065	HUMAN RESOURCES
0000001086	8/15/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	316.38	065	HUMAN RESOURCES
				<b>TOTAL</b>	<b>\$</b>	<b>445.34</b>		<b>HUMAN RESOURCES</b>
0000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$	24.00	066	EDUCATIONAL SERVICES
0000000992	8/2/2016	0100	DATA BLOCKS	ANNUAL SUPPORT SERVICES	\$	540.00	066	EDUCATIONAL SERVICES
0000001006	8/3/2016	0100	EDUCATIONAL DATA SYSTEMS INC	DATA/TESTING SERVICES	\$	600.00	066	EDUCATIONAL SERVICES
0000001053	8/8/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	2,925.00	066	EDUCATIONAL SERVICES
0000001079	8/11/2016	0100	UNIVERSITY OF SAN DIEGO	MOBILE TECH LEARNING SERVICES	\$	8,500.00	066	EDUCATIONAL SERVICES

0000001086	8/15/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	156.34	066	EDUCATIONAL SERVICES
0000001203	8/25/2016	0100	HANA ZANGANA	CONSULTANT SERVICES	\$	112.50	066	EDUCATIONAL SERVICES
0000001208	8/26/2016	0100	STEVEN L LAYNE	CONSULTANT SERVICES	\$	423.20	066	EDUCATIONAL SERVICES
				<b>TOTAL</b>	<b>\$</b>	<b>13,281.04</b>		<b>EDUCATIONAL SERVICES</b>
0000000993	8/2/2016	0100	ASELTINE SCHOOL	NPS - SUMMER SCHOOL	\$	364.84	067	SPECIAL EDUCATION
0000001023	8/4/2016	0100	SCHOOL SPECIALTY, INC	FURNITURE	\$	730.45	067	SPECIAL EDUCATION
0000001086	8/15/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	46.44	067	SPECIAL EDUCATION
0000001086	8/15/2016	0100	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	16.42	067	SPECIAL EDUCATION
0000001111	8/17/2016	0100	BRAIN LEARNING PSYCHOLOGICAL CORP	CONSULTANT SERVICES	\$	4,000.00	067	SPECIAL EDUCATION
0000001120	8/18/2016	0100	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	\$	540.00	067	SPECIAL EDUCATION
0000001123	8/18/2016	0100	DELL MARKETING L.P.	PRINTER	\$	207.35	067	SPECIAL EDUCATION
0000001125	8/18/2016	0100	N2Y INC	SUBSCRIPTIONS	\$	1,674.00	067	SPECIAL EDUCATION
0000001173	8/22/2016	0100	NEW BRIDGE SCHOOL	NPS - SUMMER SCHOOL	\$	2,824.00	067	SPECIAL EDUCATION
0000001220	8/29/2016	0100	ADVANTAGE ON CALL THERAPY	SPEECH/LANGUAGE THERAPIST	\$	90,650.00	067	SPECIAL EDUCATION
				<b>TOTAL</b>	<b>\$</b>	<b>101,053.50</b>		<b>SPECIAL EDUCATION</b>
0000000988	8/1/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	10.00	070	PUPIL SERVICES
0000001022	8/4/2016	0100	AUDIOMETRICS	EQUIPMENT REPAIRS	\$	135.00	070	PUPIL SERVICES
0000001105	8/16/2016	0100	DELL MARKETING L.P.	COMPUTER	\$	985.87	070	PUPIL SERVICES
0000001106	8/16/2016	0100	APPLE INC	LAPTOP	\$	1,090.80	070	PUPIL SERVICES
0000001149	8/19/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	50.00	070	PUPIL SERVICES
0000001150	8/19/2016	0100	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	45.00	070	PUPIL SERVICES
				<b>TOTAL</b>	<b>\$</b>	<b>2,316.67</b>		<b>PUPIL SERVICES</b>
0000001067	8/10/2016	0100	RENAISSANCE LEARNING INC	SOFTWARE LICENSES	\$	2,128.75	071	DISTRICT LIBRARY
0000001109	8/17/2016	0100	AMPLIFY EDUCATION INC	CLASSROOM MATERIALS	\$	593.73	071	DISTRICT LIBRARY
0000001226	8/29/2016	0100	PEARSON / SCOTT FORESMAN	HISTORY BOOKS	\$	48,147.56	071	DISTRICT LIBRARY
0000001227	8/29/2016	0100	CPM EDUCATIONAL PROGRAM	CLASSROOM MATERIALS	\$	3,929.19	071	DISTRICT LIBRARY
				<b>TOTAL</b>	<b>\$</b>	<b>54,799.23</b>		<b>DISTRICT LIBRARY</b>
0000000994	8/2/2016	6300	DEPARTMENT OF SOCIAL SERVICES	YALE PRESCHOOL LICENSE FEES	\$	484.00	072	PROJECT SAFE
0000000995	8/2/2016	6300	S&S WORLDWIDE	SUPPLIES PROJECT SAFE SUMMER	\$	404.82	072	PROJECT SAFE
0000001019	8/4/2016	6300	FOX'S PIZZA DEN	FOOD FOR PROJ. SAFE SUMMER CAM	\$	468.00	072	PROJECT SAFE
0000001020	8/4/2016	6300	FOX'S PIZZA DEN	FOOD FOR PROJ. SAFE SUMMER CAM	\$	570.00	072	PROJECT SAFE
0000001021	8/4/2016	6300	FOX'S PIZZA DEN	FOR FOR PROJ. SAFE SUMMER CAMP	\$	483.00	072	PROJECT SAFE
0000001047	8/5/2016	6300	MAD SCIENCE OF SAN DIEGO	STUDENT WORKSHOP FOR YALE	\$	630.00	072	PROJECT SAFE
0000001094	8/16/2016	6300	SANTEE LAKES RECREATION	ADMISSIONS	\$	117.00	072	PROJECT SAFE
0000001095	8/16/2016	6300	LAKESHORE	SUPPLIES FOR YALE PRE-SCHOOL	\$	1,000.00	072	PROJECT SAFE
0000001114	8/17/2016	6300	HANGSAFE HOOKS	BACK PACK HOOKS	\$	441.83	072	PROJECT SAFE
0000001158	8/22/2016	6300	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	\$	369.89	072	PROJECT SAFE
0000001171	8/22/2016	6300	HEAVEN'S BEST CARPET CLEANING	CARPET CLEANING SERVICES	\$	90.00	072	PROJECT SAFE
0000001185	8/24/2016	6300	GROSSMONT UNION HIGH SCHOOL DISTRICT	PROJ. SAFE AQUATICS ADMISSIONS	\$	298.00	072	PROJECT SAFE
0000001224	8/29/2016	6300	AMAZON.COM	SUPPLIES FOR YALE PRE-SCHOOL	\$	114.29	072	PROJECT SAFE
				<b>TOTAL</b>	<b>\$</b>	<b>5,470.83</b>		<b>PROJECT SAFE</b>
0000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$	24.00	073	TECHNOLOGY SERVICES
0000001001	8/3/2016	0100	UZBL	IPAD CASES	\$	3,969.00	073	TECHNOLOGY SERVICES
0000001002	8/3/2016	0100	TECH ARMOR	SUPPLIES FOR IPADS	\$	4,179.60	073	TECHNOLOGY SERVICES
0000001003	8/3/2016	0100	APPLE INC	IPAD SUPPLIES	\$	9,028.80	073	TECHNOLOGY SERVICES
0000001065	8/9/2016	0100	PROTEL COMMUNICATIONS INC.	ANNUAL SERVICE AGREEMENT	\$	20,308.00	073	TECHNOLOGY SERVICES
0000001093	8/16/2016	0100	SEHI COMPUTER PRODUCTS INC	FIREWALL FOR DISTRICT	\$	19,643.04	073	TECHNOLOGY SERVICES

000001093	8/16/2016	0100	SEHI COMPUTER PRODUCTS INC	FIREWALL FOR DISTRICT	\$ 29,933.28	073	TECHNOLOGY SERVICES	
000001183	8/24/2016	0100	FMZ INTERACTIVE	TECH SUPPORT	\$ 75.00	073	TECHNOLOGY SERVICES	
000001202	8/25/2016	0100	BEST BUY BUSINESS ADVANTAGE	ELECTRONIC EQUIPMENT - CH	\$ 518.37	073	TECHNOLOGY SERVICES	
000001214	8/26/2016	0100	APPLE INC	IPADS	\$ 132,528.00	073	TECHNOLOGY SERVICES	
					<b>TOTAL</b>	<b>\$ 220,207.09</b>		<b>TECHNOLOGY SERVICES</b>
000001028	8/4/2016	0100	MAINTEX INC	VACUUM REPAIR SUPPLIES	\$ 421.96	074	OPERATIONS/CUSTODIAL	
000001029	8/4/2016	0100	A-DISCOUNT VACUUM	VACUUM REPAIR PARTS	\$ 445.71	074	OPERATIONS/CUSTODIAL	
000001041	8/5/2016	0100	MAINTEX INC	CUSTODIAL EQUIPMENT	\$ 15,540.87	074	OPERATIONS/CUSTODIAL	
000001099	8/16/2016	0100	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 204.88	074	OPERATIONS/CUSTODIAL	
000001232	8/30/2016	0100	A-DISCOUNT VACUUM	CUSTODIAL SUPPLIES	\$ 322.92	074	OPERATIONS/CUSTODIAL	
					<b>TOTAL</b>	<b>\$ 16,936.34</b>		<b>OPERATIONS/CUSTODIAL</b>
000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$ 48.00	075	MAINTENANCE	
000001015	8/3/2016	0100	ABABA BOLT	HARDWARE/LOCK SUPPLIES	\$ 84.15	075	MAINTENANCE	
000001016	8/3/2016	0100	ARI ALLIED REFRIGERATION INC	HVAC SUPPLIES	\$ 162.51	075	MAINTENANCE	
000001031	8/4/2016	0100	KIRK PAVING, INC	BASKETBALL COURT STRIPING-CP	\$ 7,750.00	075	MAINTENANCE	
000001032	8/4/2016	0100	GB'S FENCE COMPANY	FENCING - CO	\$ 1,356.00	075	MAINTENANCE	
000001035	8/4/2016	0100	COMPETITIVE METALS INC	SUPPLIES FOR DROPS GRANT - PA	\$ 70.91	075	MAINTENANCE	
000001037	8/4/2016	0100	EWING IRRIGATION PRODUCTS	DROPS GRANT SUPPLIES - PA	\$ 252.05	075	MAINTENANCE	
000001038	8/4/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$ 107.96	075	MAINTENANCE	
000001040	8/5/2016	0100	KNIFFING'S DISCOUNT NURSERIES	TREES - DROPS GRANT - PRIDE	\$ 324.25	075	MAINTENANCE	
000001048	8/5/2016	0100	GRAINGER	HVAC SUPPLIES	\$ 169.00	075	MAINTENANCE	
000001077	8/10/2016	0100	COMPETITIVE METALS INC	M&O SUPPLIES	\$ 21.17	075	MAINTENANCE	
000001077	8/10/2016	0100	COMPETITIVE METALS INC	M&O SUPPLIES	\$ 126.24	075	MAINTENANCE	
000001080	8/11/2016	0100	GB'S FENCE COMPANY	BB COURTS/FIRE LINE FENCE - PA	\$ 7,295.00	075	MAINTENANCE	
000001081	8/11/2016	0100	KIRK PAVING, INC	ASPHALT REPAIRS - PA	\$ 6,750.00	075	MAINTENANCE	
000001110	8/17/2016	0100	CLARK SECURITY PRODUCTS,	ANNUAL FOR LOCKS/HARDWARE	\$ 4,500.00	075	MAINTENANCE	
000001112	8/17/2016	0100	EWING IRRIGATION PRODUCTS	DROPS GRANT SUPPLIES	\$ 684.14	075	MAINTENANCE	
000001113	8/17/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	VARIOUS SUPPLIES FOR M&O DEPT.	\$ 123.63	075	MAINTENANCE	
000001113	8/17/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	VARIOUS SUPPLIES FOR M&O DEPT.	\$ 80.66	075	MAINTENANCE	
000001113	8/17/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	VARIOUS SUPPLIES FOR M&O DEPT.	\$ 101.95	075	MAINTENANCE	
000001121	8/18/2016	0100	KIRK PAVING, INC	OVERLAY & STRIPING -PA PRE-SCH	\$ 8,900.00	075	MAINTENANCE	
000001152	8/19/2016	0100	PHASECHANGE ENERGY SOLUTIONS	TEMPURATURE REGULATOR FOR RELO	\$ 2,121.52	075	MAINTENANCE	
000001169	8/22/2016	0100	INLAND PACIFIC RESOURCE	VOLUNTEER DAY SUPPLIES	\$ 2,275.00	075	MAINTENANCE	
000001170	8/22/2016	0100	WASTE MANAGEMENT OF EL CAJON -	ROLL OFF - CAJON PARK	\$ 1,150.23	075	MAINTENANCE	
000001216	8/26/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR VOLUNTEER DAY	\$ 213.38	075	MAINTENANCE	
000001217	8/26/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$ 505.44	075	MAINTENANCE	
000001217	8/26/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$ 71.43	075	MAINTENANCE	
000001219	8/29/2016	0100	GB'S FENCE COMPANY	MATERIALS FOR VOLUNTEER DAY	\$ 4,548.26	075	MAINTENANCE	
000001235	8/31/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR M&O	\$ 328.19	075	MAINTENANCE	
					<b>TOTAL</b>	<b>\$ 50,121.07</b>		<b>MAINTENANCE</b>
000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$ 664.00	076	TRANSPORTATION	
000000989	8/2/2016	0100	DAY WIRELESS SYSTEMS	ANNUAL MAINT. AGREEMENT	\$ 216.00	076	TRANSPORTATION	
000000991	8/2/2016	0100	O'REILLY AUTO PARTS	BUS SUPPLIES FOR REPAIRS	\$ 119.10	076	TRANSPORTATION	
000000991	8/2/2016	0100	O'REILLY AUTO PARTS	BUS SUPPLIES FOR REPAIRS	\$ 193.62	076	TRANSPORTATION	
000000997	8/2/2016	0100	INTERSTATE BATTERY OF	SUPPLIES FOR VEHICLE REPAIRS	\$ 245.65	076	TRANSPORTATION	
000000998	8/2/2016	0100	FRAME & AXLE SERVICE OF	SUPPLIES FOR BUS REPAIRS	\$ 675.00	076	TRANSPORTATION	
000000999	8/2/2016	0100	CREATIVE BUS SALES INC	SUPPLIES FOR BUSES	\$ 291.06	076	TRANSPORTATION	

0000001000	8/2/2016	0100	AUTO ZONE	PARTS FOR BUS REPAIRS	\$	83.09	076	TRANSPORTATION
0000001007	8/3/2016	0100	BOB STALL CHEVROLET	PARTS FOR BUS REPAIRS	\$	125.36	076	TRANSPORTATION
0000001008	8/3/2016	0100	A-Z BUS SALES, INC.	PARTS FOR BUS REPAIRS	\$	218.84	076	TRANSPORTATION
0000001009	8/3/2016	0100	KIMBALL MIDWEST	PARTS FOR BUS REPAIRS	\$	571.28	076	TRANSPORTATION
0000001010	8/3/2016	0100	DRACO TRUCK CENTER	VEHICLE REPAIR PARTS	\$	37.70	076	TRANSPORTATION
0000001011	8/3/2016	0100	SCHOOL BUS PARTS COMPANY	PARTS FOR BUS REPAIRS	\$	612.66	076	TRANSPORTATION
0000001012	8/3/2016	0100	TIRE CENTERS, LLC	TIRES FOR VEHICLES	\$	3,147.61	076	TRANSPORTATION
0000001013	8/3/2016	0100	CALIFORNIA ENVIRONMENTAL SOLUTIONS INC	BUS REPAIRS	\$	1,195.20	076	TRANSPORTATION
0000001014	8/3/2016	0100	PECK'S HEAVY FRICTION INC	SUPPLIES FOR BUS REPAIRS	\$	351.20	076	TRANSPORTATION
0000001113	8/17/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	VARIOUS SUPPLIES FOR M&O DEPT.	\$	172.68	076	TRANSPORTATION
0000001162	8/22/2016	0100	A-Z BUS SALES, INC.	PARTS FOR BUS REPAIRS	\$	232.87	076	TRANSPORTATION
0000001163	8/22/2016	0100	CALIFORNIA ENVIRONMENTAL SOLUTIONS INC	BUS REPAIRS	\$	225.00	076	TRANSPORTATION
0000001165	8/22/2016	0100	EXPRESS PERFORMANCE CENTER	BUS REPAIRS	\$	343.44	076	TRANSPORTATION
0000001166	8/22/2016	0100	THE DETAIL SHOP	BUS DETAILING	\$	3,945.00	076	TRANSPORTATION
0000001167	8/22/2016	0100	HORSMAN AUTOMOTIVE	ANNUAL SMOG CHECKS	\$	820.40	076	TRANSPORTATION
0000001168	8/22/2016	0100	THOMAS INDUSTRIAL WATER	BUS WASH SUPPLIES	\$	140.00	076	TRANSPORTATION
0000001172	8/22/2016	0100	ON TIME STRIPING	RE-STRIPE BUS LOT	\$	550.00	076	TRANSPORTATION
0000001188	8/24/2016	0100	TIRE CENTERS, LLC	VEHICLE REPAIRS	\$	194.57	076	TRANSPORTATION
0000001189	8/24/2016	0100	INLAND KENWORTH (US) INC.	BUS REPAIRS	\$	442.19	076	TRANSPORTATION
0000001190	8/24/2016	0100	O'REILLY AUTO PARTS	SUPPLIES FOR VEHICLE REPAIRS	\$	58.26	076	TRANSPORTATION
0000001191	8/24/2016	0100	RELIABLE TIRE INC	RECYCLING FEES FOR TIRES	\$	88.00	076	TRANSPORTATION
0000001192	8/24/2016	0100	UNITY SCHOOL BUS PARTS	PARTS FOR BUS REPAIRS	\$	332.12	076	TRANSPORTATION
0000001193	8/24/2016	0100	KIRKS RADIATOR	BUS REPAIRS	\$	893.11	076	TRANSPORTATION
0000001194	8/24/2016	0100	INTERSTATE BATTERY OF	PARTS FOR VEHICLE REPAIRS	\$	309.57	076	TRANSPORTATION
0000001195	8/24/2016	0100	UNITED TRANSMISSION EXCHANGE	PARTS FOR BUS REPAIRS	\$	323.65	076	TRANSPORTATION
0000001196	8/24/2016	0100	BEARCOM WIRELESS	REPAIRS FOR BUS RADIOS	\$	195.00	076	TRANSPORTATION
0000001197	8/24/2016	0100	KIMBALL MIDWEST	SUPPLIES FOR BUS REPAIRS	\$	571.28	076	TRANSPORTATION
0000001198	8/24/2016	0100	A-Z BUS SALES, INC.	PARTS FOR BUS REPAIRS	\$	134.26	076	TRANSPORTATION
0000001199	8/24/2016	0100	SCHOOL BUS PARTS COMPANY	PARTS FOR BUS REPAIRS	\$	202.19	076	TRANSPORTATION
0000001239	8/31/2016	0100	CREATIVE BUS SALES INC	SUPPLIES FOR BUS REPAIRS	\$	812.43	076	TRANSPORTATION
					<b>TOTAL</b>	<b>\$</b>	<b>19,733.39</b>	<b>TRANSPORTATION</b>
0000001030	8/4/2016	4000	BRADY SO CAL INC	BATHROOM REMODEL - CH	\$	4,948.00	077	FACILITIES MODERNIZATION
0000001033	8/4/2016	0100	COUNTYWIDE MECHANICAL	REPL HVAC UNIT AT ERC	\$	6,795.00	077	FACILITIES MODERNIZATION
0000001034	8/4/2016	0100	CALIFORNIA ELECTRIC SUPPLY	RETROFIT KIT SUPPLIES - SC	\$	131.17	077	FACILITIES MODERNIZATION
0000001036	8/4/2016	0100	DUNN EDWARDS CORPORATION	PAINT SUPPLIES - PD MOD	\$	586.93	077	FACILITIES MODERNIZATION
0000001038	8/4/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$	41.17	077	FACILITIES MODERNIZATION
0000001038	8/4/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$	148.37	077	FACILITIES MODERNIZATION
0000001039	8/5/2016	0100	JOHNSTONE SUPPLY	PLUMBING SUPPLIES - PD MOD	\$	3,468.60	077	FACILITIES MODERNIZATION
0000001042	8/5/2016	0100	MERCURY DISPOSAL SYSTEMS INC	LIGHT BULB DISPOSAL	\$	1,525.20	077	FACILITIES MODERNIZATION
0000001043	8/5/2016	4000	SUPERIOR READY MIX CONCRETE	CONCRETE FOR CH RR REMODEL	\$	545.18	077	FACILITIES MODERNIZATION
0000001049	8/5/2016	0100	EWING IRRIGATION PRODUCTS	DROPS SUPPLIES - HC	\$	493.08	077	FACILITIES MODERNIZATION
0000001050	8/5/2016	0100	KRC ROCK INC	DROPS SUPPLIES - HC	\$	75.60	077	FACILITIES MODERNIZATION
0000001075	8/10/2016	4000	DFS FLOORING	FLOORING - CH RESTROOM REMODEL	\$	420.00	077	FACILITIES MODERNIZATION
0000001113	8/17/2016	4000	HOME DEPOT COMMERCIAL ACCOUNT	VARIOUS SUPPLIES FOR M&O DEPT.	\$	88.07	077	FACILITIES MODERNIZATION
0000001160	8/22/2016	0100	ABABA BOLT	LED RETROFIT SUPPLIES - CFH	\$	73.89	077	FACILITIES MODERNIZATION
0000001161	8/22/2016	0100	MERCURY DISPOSAL SYSTEMS INC	DISPOSAL OF LIGHTING FIXTURES	\$	2,177.06	077	FACILITIES MODERNIZATION
0000001204	8/25/2016	0100	HOME DEPOT COMMERCIAL ACCOUNT	RETROFIT KIT SUPPLIES - CP	\$	10.78	077	FACILITIES MODERNIZATION

0000001215	8/26/2016 0100	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR PD MODERNIZATION	\$ 127.60	077	FACILITIES MODERNIZATION
0000001218	8/29/2016 0100	LOWE'S STORE #1661	SUPPLIES FOR PD MODERNIZATION	\$ 89.00	077	FACILITIES MODERNIZATION
0000001231	8/30/2016 0100	WALTERS WHOLESALE ELECTRIC CO	LIGHTING RETROFIT KITS - CP	\$ 207.50	077	FACILITIES MODERNIZATION
				<b>TOTAL</b>	<b>\$ 21,952.20</b>	<b>FACILITIES MODERNIZATION</b>
0000001017	8/4/2016 0100	UNITED HEALTH SUPPLIES	INVENTORY REPLENISHMENT	\$ 1,379.13	078	WAREHOUSE
0000001044	8/5/2016 0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$ 1,312.47	078	WAREHOUSE
0000001045	8/5/2016 0100	WAXIE SANITARY SUPPLY	INVENTORY REPLENISHMENT	\$ 109.21	078	WAREHOUSE
0000001046	8/5/2016 0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$ 279.76	078	WAREHOUSE
0000001086	8/15/2016 0100	OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 119.60	078	WAREHOUSE
0000001126	8/18/2016 0100	AMAZON.COM	INVENTORY REPLENISHMENT	\$ 407.72	078	WAREHOUSE
0000001127	8/18/2016 0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$ 436.24	078	WAREHOUSE
0000001128	8/18/2016 0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$ 575.43	078	WAREHOUSE
0000001129	8/18/2016 0100	WAXIE SANITARY SUPPLY	INVENTORY REPLENISHMENT	\$ 62.21	078	WAREHOUSE
0000001130	8/18/2016 0100	DIRECT MOP	INVENTORY REPLENISHMENT	\$ 729.60	078	WAREHOUSE
0000001131	8/18/2016 0100	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	\$ 3,342.60	078	WAREHOUSE
0000001132	8/18/2016 0100	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	\$ 1,295.02	078	WAREHOUSE
0000001133	8/18/2016 0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$ 2,003.14	078	WAREHOUSE
0000001135	8/18/2016 0100	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	\$ 427.29	078	WAREHOUSE
0000001136	8/19/2016 0100	AMAZON.COM	INVENTORY REPLENISHMENT	\$ 639.06	078	WAREHOUSE
0000001137	8/19/2016 0100	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	\$ 931.50	078	WAREHOUSE
0000001138	8/19/2016 0100	KELLY PAPER	INVENTORY REPLENISHMENT	\$ 1,382.40	078	WAREHOUSE
0000001139	8/19/2016 0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$ 1,084.59	078	WAREHOUSE
0000001140	8/19/2016 0100	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	\$ 55.73	078	WAREHOUSE
0000001141	8/19/2016 0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$ 356.59	078	WAREHOUSE
0000001142	8/19/2016 0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$ 2,450.50	078	WAREHOUSE
0000001144	8/19/2016 0100	UNITED HEALTH SUPPLIES	INVENTORY REPLENISHMENT	\$ 152.28	078	WAREHOUSE
0000001209	8/26/2016 0100	US GAMES	INVENTORY REPLENISHMENT	\$ 680.79	078	WAREHOUSE
0000001210	8/26/2016 0100	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	\$ 146.19	078	WAREHOUSE
0000001211	8/26/2016 0100	AMAZON.COM	INVENTORY REPLENISHMENT	\$ 611.97	078	WAREHOUSE
0000001212	8/26/2016 0100	MAINTEX INC	INVENTORY REPLENISHMENT	\$ 139.45	078	WAREHOUSE
0000001213	8/26/2016 0100	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	\$ 743.01	078	WAREHOUSE
				<b>TOTAL</b>	<b>\$ 21,853.48</b>	<b>WAREHOUSE</b>
0000001038	8/4/2016 1300	HOME DEPOT COMMERCIAL ACCOUNT	MAINT. SUPPLIES	\$ 66.92	090	FOOD SERVICES
0000001086	8/15/2016 1300	OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 229.73	090	FOOD SERVICES
0000001238	8/31/2016 1300	CALIFORNIA ELECTRIC SUPPLY	SUPPLIES FOR CNS REPAIRS	\$ 11.23	090	FOOD SERVICES
				<b>TOTAL</b>	<b>\$ 307.88</b>	<b>FOOD SERVICES</b>

\$749,221.08



Consent Item D.2.4.  
Prepared by Karl Christensen  
September 20, 2016

Approval/Ratification of Revolving Cash Report

**BACKGROUND:**

The Revolving Cash Fund of \$15,000 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

**RECOMMENDATION:**

It is recommended that the Board of Education approve checks #22426 through #22428 on the \$15,000 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 \$10,731.24 as disclosed on the following report.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.4.

**SANTEE SCHOOL DISTRICT  
REVOLVING CASH REPORT- \$15,000**

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
08/30/16	22426	Larissa Evans	August Employee Paycheck not produced in Peoplesoft	5,658.41
09/02/16	22427	Michael Rowan II	August Employee Paycheck not produced in Peoplesoft	4,870.50
09/06/16	22428	Walmart	Lorene Foster - family assistance	200.00
<b>Total Checks Written</b>				<b>\$10,728.91</b>
08/31/16		Bank Fee - August, 2016		2.33
<b>Total to be Reimbursed</b>				<b>\$10,731.24</b>

Consent Item D.2.5. Acceptance of Donations  
 Prepared by Karl Christensen  
 September 20, 2016

**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>
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$100.00	Gary L. Holliday	Chet F. Harritt School
Backpacks, Educational Supplies, and Walmart Gift Card	\$400.00	Santee United Methodist Church	Rio Seco School
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$500.00</b>		

**RECOMMENDATION:**

Administration recommends acceptance of the donations listed above for the District and authorization granted 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 above are valued at \$500.00.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.2.5.

**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 D.2.6.

**Consultant / General Service Provider Report  
September 20, 2016**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Yurilko Hoots	General Service Provider	Translation Services	9/1/2016 - 8/31/2017	\$15/Oral Translations; \$20/Written Translations & Testing (Not to Exceed \$1,000)	EIA - LEP	Independent Contractor

Consent Item D.2.7.  
Prepared by Karl Christensen  
September 20, 2016

Approval of Final Change Order, Contract Amount and  
Authorization/Ratification to File Notice of Completion  
Documents for the Pepper Drive School HVAC  
Replacement Project

**BACKGROUND:**

Notice of Completion documents have been filed with the County Recorder for the HVAC Replacement Project at Pepper Drive School. Retention amounts withheld from progress payments will be released after 30 days from the date of recording the Notice of Completion.

Below is a synopsis of final construction costs under the Lease/Leaseback Agreement with Balfour Beatty Construction:

<b>Description</b>	<b>Amount</b>
Original Guaranteed Maximum Price	\$2,061,380
Final Change Order: 1. Credit for Unused Allowances 2. Credit for District's Contingency 3. Credit for District's Share (2/3) Shared Contingency	(\$140,010)
Final Construction Costs	\$1,921,370

**RECOMMENDATION:**

It is recommended that the Board of Education approve the final change order and authorize/ratify the filing of Notice of Completion documents for the Pepper Drive School HVAC Replacement Project.

This item supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

The amount of \$1,921,370 is funded from a combination of Prop 39 Energy Efficiency Funds, Deferred Maintenance, and Capital Improvement Program (CIP) funds. CIP funds used will be paid back from subsequent year Deferred Maintenance funds.

**STUDENT ACHIEVEMENT IMPACT:**

Strong, positive relationships exist between overall building conditions, a positive learning environment, and student achievement.

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

Agenda Item D.2.7.

**CONTRACT CHANGE ORDER #001  
TO AMENDMENT 18 (PHASE VIII PEPPER DR. SCHOOL HVAC UPGRADES)  
TO THE CONSTRUCTION SERVICES LEASE-LEASEBACK AGREEMENT**

**Santee School District**  
9625 Cuyamaca Street  
Santee, CA 92071

**Date: August 29, 2016**

**RE:** Pepper Drive – HVAC Upgrades  
**D.S.A. #:** 04-114604

**CHANGE ORDER REQUEST #:** 01  
**BALFOUR BEATTY JOB #:** 14441000

This change order represents full and final settlement for all remaining contractor and owner cost and time issues related to this project and final reconciliation of Owner Contingency, Contractor's Contingency, and Allowances as follows:

- |  |                      |
|--|----------------------|
| <b>1. CREDIT OF UNUSED FINISHES ALLOWANCE</b>                                    | <b>(\$41,810.00)</b> |
| <b>2. CREDIT FOR OWNERS CONTINGENCY</b>  | <b>(\$58,920.00)</b> |
| <b>3. CREDIT FOR OWNERS' SHARE (2/3) OF UNUSED CONTRACTOR/SHARED CONTINGENCY</b> | <b>(\$39,280.00)</b> |

Performance of the above-defined work will **DECREASE** the **CONTRACT** price in the amount of **\$140,010.00**

**Enclosures: Allowance, Owner Contingency Log, Contractor's Shared Contingency Log,**

Upon signing by the Owner and Contractor, the above noted Contract is hereby amended per this Change Order pursuant to the terms of the Agreement.

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor and inefficiencies.

ORIGINAL AMENDMENT AMOUNT:	\$2,061,380.00
PREVIOUS CHANGE ORDER AMOUNT:	\$ 0.00
TOTAL CHANGE ORDER AMOUNT:	(\$140,010.00)
<b>REVISED FINAL AMENDMENT 18 AMOUNT:</b>	<b>\$1,921,370.00</b>

Balfour Beatty Construction	Santee School District
<b>CONTRACTOR</b>	<b>OWNER</b>
10620 Treena St. San Diego, CA 92131	9625 Cuyamaca St., Santee CA 92071
<b>ADDRESS</b>	<b>ADDRESS</b>
<b>BY</b>	<b>BY</b>
<b>DATE</b>	<b>DATE</b>

*Chris Becker*  
8/30/16

# ALLOWANCES

8/30/2016

<b>Allowance for Finishes</b>	<b>\$78,500</b>
RCO #1 Demo of Existing Ramp	(\$1,600)
RCO #2 New Transformer Locations From AD-2	(\$8,976)
RCO #3 Move Electrical Lines for PSL's	(\$17,552)
RCO #4 New Electrical Panel for Building C	(\$3,561)
RCO #5 Brady Allowances	(\$7,237)
RCO #6 Delete Heat Detectors Not Installed	\$2,586
RCO #7 Added Sidewalk Replacement	(\$350)
<b>Subtotal</b>	<b>(\$36,690)</b>
<b>Remaining</b>	<b>\$41,810</b>

<b>Total Returned to District</b>	<b>\$41,810</b>
-----------------------------------	-----------------

Owner's Contingency	\$58,920
Shared Contingency	<u>\$39,280</u>
<b>TOTAL RETURNED TO DISTRICT</b>	<b>\$140,010</b>



Consent Item D.3.1.

Approval of Nonpublic Master Contract with Devereux Advanced Behavior Health for Residential Treatment Center Services and Nonpublic School Services

Prepared by Dr. Stephanie Pierce  
September 20, 2016

**BACKGROUND:**

At times, students with disabilities also demonstrate significant mental health needs. These students may require enrollment in a Residential Treatment Center (RTC) and nonpublic school (NPS) due to their need for intensive mental health intervention and to demonstrate educational progress. Recently, a student moved into the Santee School District who was currently placed at Devereux Advanced Behavior Health in Texas.

**RECOMMENDATION:**

Administration recommends the Board of Education approve the Nonpublic Master Contract with Devereux Advanced Behavior Health (NPS) for one student for the term beginning on September 7, 2016 through June 30, 2017. The Nonpublic 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:**

RTC/Nonpublic School	Number of Students	Duration of Service	Cost per Month/Day	Total Cost
Devereux NPS	1 student	250 days per year	\$139.29 per day	\$34,822.50
Travel reimbursement for parents up to 4 trips per year				\$15,000.00
<b>GRAND TOTAL</b>				<b>\$49,822.50</b>

The East County SELPA funding priorities for students with mental health needs cover the student’s room and board @ \$175.17 per days for 365 days and mental health services @ \$64.41 per days for 365 days.

**STUDENT ACHIEVEMENT:**

Some students require alternative settings and mental health intervention to demonstrate educational progress.

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

Agenda Item D.3.1.

Prepared by Dr. Stephanie Pierce  
September 20, 2016

**BACKGROUND:**

Administration seeks approval to provide an Early Admittance to Kindergarten Program (EAK) during the period January 9, 2017 to June 13, 2017. The program will be offered to approximately 120-140 students who will be 5 years of age by March 15, 2017. The goals of the program are to provide appropriate developmental and academic activities to prepare students for a successful schooling experience. The instructional program will meet the kindergarten requirement of 200 minutes each day. Past programs have been well received by parents and students.

A pre-registration drive will begin October 24, 2016 seeking approximately 120-140 applications for the program. Class size will be approximately 24 students.

The District will locate available space for the EAK classes at four to five schools throughout the District by mid-November. Transportation is the responsibility of the parents. EAK students are eligible for Project SAFE if the parents desire this service.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Early Admittance to Kindergarten Program for the period of January 9 to June 13, 2017 to serve children who are five years of age by March 15, 2017. It is further recommended that the program total 210 minutes of instruction each day.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The EAK program is funded by generation of additional Average Daily Attendance (ADA). In 2015-16, EAK generated \$275,958 in Local Control Funding Formula (LCFF) dollars. For 2015-16, additional ADA revenue exceeded expenditures for the program by \$76,154.

**STUDENT ACHIEVEMENT IMPACT:**

Early Admittance to Kindergarten (EAK) students participate in appropriate developmental and academic activities further developing their readiness for future schooling.

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



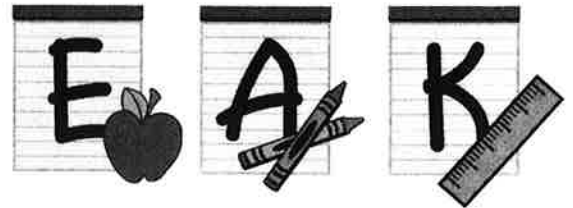
**What is EAK?** EAK is a state funded Early Admission to Kindergarten program designed for children who will be 5 years old by March 15, 2017.

**Who can attend?** Children must be five years old on or before March 15, 2017 to be eligible for EAK. Registration is limited, however we expect to accommodate all Santee School District residents who enroll with completed applications by October 28<sup>th</sup>. Applicants from other districts are welcome to apply and will be placed if space is available. Participation in the program is voluntary and is not designed to take the place of kindergarten.

**How to enroll:** This year, REGISTRATION WILL BEGIN THE WEEK OF October 24<sup>th</sup>, 2015. Please call Patty Ortiz at (619) 258-2358 or (619) 258-2360 to reserve a registration appointment time. Registration will be held at 9619 Cuyamaca St. (Next to Rio Seco School).

**IMPORTANT:** You must bring the following original documents for your child to your registration appointment.

- ✓ Birth certificate
- ✓ Updated immunization record
- ✓ Two proofs of residency



**All requirements must be met to complete registration.** See reverse side for minimum immunization requirements, including Hepatitis B and Varicella (Chickenpox) required by the State of California.

**Please note:** Registration for EAK and YALE (the before and after school care) are two separate processes. The registration requirements for one do not satisfy the requirements for the other.

**EAK begins:** January 9, 2017

**EAK location:** To be determined

**Transportation:** Transportation **will not** be provided for the EAK program.



**For further information,** please call 258-2358.

**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. Droegemeier, Joanna	Hill Creek	III-01	\$0.00	\$50,504.00	08-22-16
2. Lichty, Susan	Pepper Drive	III-01	\$0.00	\$50,504.00	08-22-16
3. Mckee, Rachel (replacing Naomi Daft)	PRIDE Academy	III-01	\$0.00	\$50,504.00	08-22-16

B. Temporary Rehires:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Barvinchak, Kim	Pepper Drive	III-04 to III-06	\$50,303.00	\$56,097.00	08-22-16

C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Butler, Elisabeth	Carlton Hills	V-11 to VI-11	\$76,056.00	\$81,939.00	08-22-16
2. Corderman, Michelle	Rio Seco	IV-09 to V-09	\$66,392.00	\$71,434.00	08-22-16
3. Daft, Naomi	<i>PRIDE Academy to Carlton Oaks</i>	IV-05	\$57,988.00	\$57,988.00	09-12-16
4. Farmer, Kelly	Cajon Park	V-08 to VI-08	\$69,123.00	\$74,376.00	08-22-16
5. Gibson, Casey	Carlton Hills	IV-03 to V-03	\$53,786.00	\$57,568.00	08-22-16
6. Hayward, Mary	Pepper Drive	V-09 to VI-09	\$71,434.00	\$76,897.00	08-22-16
7. Houfek, Megan	PRIDE Academy	IV-06 to V-06	\$60,089.00	\$64,501.00	08-22-16
8. McCormick, Debbie	Rio Seco	V-21 to VI-21	\$89,503.00	\$96,226.00	08-22-16
9. McPhillips, Kevin	Rio Seco	IV-03 to V-03	\$53,786.00	\$57,568.00	08-22-16
10. Rowan, Heidi	Carlton Hills	IV-06 to V-06	\$60,089.00	\$64,501.00	08-22-16
11. Sicat, Amille	Pepper Drive	III-05 to IV-05	\$54,206.00	\$57,988.00	08-22-16

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

**Classified Staff**

H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Ciaccio, Tony	Transportation	Van Driver 22 A / 5.0 hrs	\$0.00	\$1,780.00	09-07-16
2. Coe, Abigale (replacing Dan Pajimula)	Hill Creek	Project SAFE Assistant 17.5 A / 3.5 hrs	\$0.00	\$974.31	08-22-16
3. Glover, Dandridge	Hill Creek	Campus Aide CA A / 1.0 hrs	\$0.00	\$225.25	08-31-16

I. Rehires:

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

## Classified Staff - continued

### J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Huang, Michael (replacing Laura Stablein)	Cajon Park to <i>Pepper Drive</i>	Instructional Assistant, Limited English Proficient 20 A / 3.5 hrs	\$1,128.31	\$1,128.31	09-09-16
2. Klain, Wendy	Child Nutrition Services	Food Service Worker I 19 E / 5.0 hrs to 19 E / 8.0 hrs	\$1,944.15	\$3,110.64	09-06-16
3. Lawrence, Kim (Replacing Susan Bosjolie)	PRIDE Academy to <i>Carlton Hills</i>	Student Attendance Clerk 22 E / 3.75 hrs <i>Health Clerk</i> 27.5 A / 6.0 hrs	\$1,479.20	\$2,799.00	09-06-16
4. Lenihan, Jill	Carlton Oaks	Instructional Assistant, Visually Impaired 23 E / 6.0 hrs <i>PGL + 3</i>	\$2,759.25	\$2,772.75	08-22-16
5. Owens, Liz	Carlton Hills	Instructional Assistant, Special Ed II 21 E / 5.5 hrs to 21 E / 6.0 hrs	\$2,160.12	\$2,356.50	09-13-16
6. Rodden, Shannon	Rio Seco to <i>Chet F. Harritt</i>	Instructional Assistant, Special Ed II to 21 B / 2.0 hrs 21 B / 6.0 hrs	\$712.00	\$2,136.00	09-12-16
7. Shands, Debra	Cajon Park	Instructional Assistant, Special Ed II 21 E / 5.75 hrs to 21 E / 6.0 hrs	\$2,374.19	\$2,477.25	09-09-16
8. Stark, Kristina (replacing Jennifer Gasteiger)	Pepper Drive to <i>PRIDE Academy</i>	Food Service Worker I-A 20 E / 2.5 hrs to Instructional Assistant I 19 A / 3.0 hrs	\$981.87	\$921.00	09-12-16

### K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

### L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Burchard, Joy	Business Services	Accounting Assistant III	Moving out of state	10-01-16
2. Beretta, Alan	Maintenance of Operations	Grounds Maintenance Worker II	Retiring	12-02-16

### M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date
1. Fahl, Jesse	Chet F. Harritt	Food Service Worker III-A	11-15-16

### N. Dismissals:

Employee	Location	Position	Effective Date

### 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 D.4.1.

Consent Item D.4.2.

Approval of Addendum for Internship Credential Program Agreement with National University

Prepared by Tim Larson  
September 20, 2016

**BACKGROUND:**

On February 16, 2016, the Board approved the internship credential program agreement with National University. By allowing university students, certified as qualified and competent by National University to provide intern services, both the District and National University students benefit from the program. The addendum will increase the number of hours of support / mentoring and supervision required by the Commission.

This internship agreement became effective February 3, 2016 and shall continue until such time as either party gives 30 days' notice of its intent to terminate this agreement.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the addendum for the internship credential program agreement with National University.

**FISCAL IMPACT:**

There is no additional cost as a result of implementing this program.

**STUDENT ACHIEVEMENT IMPACT:**

This agreement will support student learning by increasing the pool of qualified teachers and to better prepare future teachers.

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

Agenda Item D.4.2.



**ADDENDUM TO EXISTING UNIVERSITY INTERNSHIP AGREEMENT**  
*Teacher Education & Special Education Programs*

This Addendum shall amend “Article 8, Clauses a, b & h” in the “INTERNSHIP CREDENTIAL PROGRAM AGREEMENT” with the below “Article 8. Program Support Extended” between National University and \_\_\_\_\_.

Whereas state regulations effective January 1, 2014 mandate specific support and supervision minimums, the “Program Support” section of the existing University Internship Credential Program Agreement must be amended. Intern teachers should receive, at a minimum, 15 hours of support/mentoring and supervision per month at a rate of between two and four hours per week. A California public school year consists of approximately 36 instructional weeks or nine months; therefore, the minimum yearly number of support/mentoring and supervision hours have been set at 144 hours by the Commission (36 weeks times four hours per week).

**“Article 8. Program Support Extended”**

**8.a.** Site Support Provider (District) will mentor, coach and consult with interns on all areas of responsibility as a teacher of record by visiting the classroom to conduct real time observations with pre- and post-debriefing protocols to provide weekly course planning, modeling and coaching with attention to differentiated instruction for English Learners; assessment of language needs and progress; and support for language accessible instruction. A minimum of two hours of support / mentoring and supervision must be provided to an intern every five instructional days.

University Support Providers will provide guidance and mentorship frequently for all students including, but not limited to English Language Learners via virtual communication, in-classroom coaching and mentoring as deemed appropriate.

**8.b** Site Support Providers will hold a valid Clear or Life Credential, three years of successful teaching experience and hold a valid English Learner Authorization or CLAD Certificate issued pursuant to section 80015 or a valid bilingual authorization issued pursuant to section 80015.1. Interns without an English Language Authorization must receive a minimum of 45 hours of focused English Language instruction support each school year.

University Support Providers will have current knowledge in their subject-matter area; ability to model best practices in teaching, scholarship and service; working knowledge about diversity (abilities, culture, language, ethnic, gender); and understanding of academic standards, frameworks and accountability for public schools.

**8.h.** Employer will provide supervision and ongoing support for a minimum of 100 hours per school year. Interns without an English Language Authorization must receive focused English Language instruction support. (b)(5)(B) Requires the employer to identify and individual with EL authorization who will be immediately available to assist an intern teacher who does not yet hold EL authorization.

University Support Providers will provide supervision and ongoing support for a minimum of 44 hours per school year.

University Support Providers will monitor the completion of employer-provided support via an Intern Support Verification Form to verify the clockwork hours provided by Site Support Providers and/or employer support personnel. Forms must be turned in as part of the intern’s clinical practice course assignments.

**8.i.** National University begins intern support four times a year (September, November, February, April). Schools who hire/place interns outside these start dates are required to provide 100% of the state mandated support (4 hours per week of general support, and 1.25 hours of EL specific support if the intern does not hold EL authorization) until the next available start date (September, November, February, April) at which point the University Support provider will provide University support services as noted in article (8.h.).

By signing, National University and \_\_\_\_\_ agree to the addition of “Article 8, Clauses a, b & h” to the “INTERNSHIP CREDENTIAL PROGRAM AGREEMENT” between National University and \_\_\_\_\_.

District: \_\_\_\_\_

National University

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Consent Item D.4.3.            Approval to Increase Work Hours for Identified Classified  
Non-Management Positions

Prepared by Tim Larson  
September 20, 2016

**BACKGROUND:**

Administration has reviewed staffing in the Maintenance & Operations department, as well as custodian coverage at Pepper Drive School, and is requesting to increase work hours for a Grounds Maintenance Worker I position and two (2) Custodian II positions.

If approved, the positions increasing in hours will be filled in accordance with the California School Employees Association (CSEA) collective bargaining agreement.

**RECOMMENDATION:**

It is recommended that the Board of Education approve to increase work hours for the following positions effective September 21, 2016:

- Increase one (1) Grounds Maintenance Worker I position from 3.75 to 8.0 hours
- Increase two (2) Custodian II position at Pepper Drive School from 6.0 to 8.0 hours

**FISCAL IMPACT:**

The annual cost to increase the Grounds Maintenance Worker I position will be \$32,816; the annual cost to increase two (2) Custodian II positions will be \$25,111 and will be paid by the General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.4.3.



Consent Item D.4.4.

Approval of Induction Program with San Diego County Office of Education

Prepared by Tim Larson  
September 20, 2016

**BACKGROUND:**

This agreement is to establish a working relationship with the County Office of Education to set forth conditions to support the District's Beginning Teacher Support and Assessment (BTSA) Induction Program. Among other obligations, SDCOE and the District agree to:

- Maintain commission-approved status
- Provide FACT (Formative Assessment for California Teachers) training for new support providers
- Support District leads to facilitate FACT verification
- Provide compensation for a District lead position based on supporting six (6) or more participating teachers
- Ensure all support providers understand their responsibilities
- Provide release time for participating teachers to complete the two required classroom observations

This agreement will be in effect September 21, 2016 and shall remain in effect until such time as either party gives notice of its intent to terminate this agreement.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the addendum for the internship credential program agreement with National University.

**FISCAL IMPACT:**

There is no additional cost as a result of implementing this program.

**STUDENT ACHIEVEMENT IMPACT:**

This agreement will support new teachers to successfully complete program requirements for a clear credential.

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

Agenda Item D.4.4.



# SAN DIEGO COUNTY OFFICE OF EDUCATION

NORTH COUNTY REGIONAL EDUCATION CENTER  
255 Pico Avenue, San Marcos, CA 92069 • 760-761-5100 • www.sdcoe.net  
Randolph E. Ward, Ed.D., Superintendent of Schools

## BTSA Induction Program District Agreement 2016-2017

**Santee School District**

District/School Name

This is an agreement between the Commission approved SDCOE BTSA Induction Program and San Diego County school districts. The purpose of this agreement is to establish a working relationship to set forth conditions that will outline this partnership.

### SECTION 1

The SDCOE BTSA Induction Program agrees to:

1. Maintain commission-approved status with the Commission on Teacher Credentialing by establishing, maintaining, and submitting accurate records required as part of the accreditation process.
2. Provide FACT training for new support providers.
3. Maintain and monitor the learning management system, Haiku, for support providers and participating teachers.
4. Support district leads to facilitate FACT verification and other meetings for support providers and participating teachers.
5. Recommend only those candidates who successfully complete program requirements for a clear credential.
6. Maintain communication with district leads through regularly scheduled District Lead meetings.
7. Maintain communication with districts through regularly scheduled Advisory Committee meetings.
8. Provide compensation for a district lead position based on supporting 6 or more participating teachers (not applicable to privates and non-publics). This compensation is based on a sliding scale.
9. Invoice responsible party based on option selected below:
  - Invoice district \$1000 per participating teacher per year: District will pay support providers.
  - Invoice district \$2500 per participating teacher per year: SDCOE will hire support providers as hourly limited term employees pending completion of employment process and pay up to \$1500 per participating teacher supported per year.
  - Invoice teacher \$1000 per year: District will pay support providers.
  - Invoice teacher \$2500 per year (\$2000 for year 2 returning candidates): SDCOE will hire support providers as hourly limited term employees pending completion of employment process and pay up to \$1500 per participating teacher support per year.

\*District/teacher will be invoiced the full amount for any drops after December 1, 2016.

## SECTION 2

The district agrees to:

1. Identify eligible participating teachers according to state criteria for eligibility.
2. Provide timely notification of new hires eligible for induction to the program by Oct.1.
3. Follow district approved support provider selection procedures, understanding that the best match is by school/grade level/content.
4. Ensure all support providers understand their responsibilities to and the requirements of the SDCOE BTSA Induction Program outlined in the Support Provider Memorandum of Understanding, including mandatory attendance to training for all new support providers.
5. Provide release time for support providers, as needed, to observe participating teachers as required by program completion requirements.
6. Provide release time for participating teachers to complete the two required classroom observations-one time in the fall and one time in the spring.
7. Upon request, participate in the evaluation of the SDCOE BTSA Induction Program.
8. Identify a district administrator to attend Advisory Committee meetings and participate in required accreditation activities.
9. If the district has six or more participating teachers enrolled in the program, the district will identify a district lead as the liaison between the district and the SDCOE BTSA Induction program. The district lead will:
  - a. Provide advice and assistance to both support providers and participating teachers.
  - b. Coordinate support provider/participating teacher pairing and provide SDCOE the pairing list.
  - c. Assist participating teachers and support providers in using Haiku.
  - d. Monitor grades in Haiku for all participating teachers within the district.
  - e. Facilitate FACT Verification meetings throughout the year.
  - f. Attend all monthly district lead meetings throughout the year. If unable to attend, District Lead will view the recordings.
  - g. Establish due dates for all assignments and notify program leadership of these due dates.
  - h. Communicate with program leadership as questions and needs arise.
  - i. Notify program leadership if concerns arise about a participating teacher or support provider. This concern includes potential non-completion.
  - j. Communicate with support providers consistently via e-mails, phone calls, meetings, etc.
  - k. Facilitate end-of-the-year colloquium(s) in May as determined by district/school.
  - l. Submit timesheets by due dates, if applicable.
10. Pay SDCOE based on the payment option selected in SECTION 1 item 9 of this document if applicable. District/teacher will be invoiced the full amount for any drops after December 1, 2016.

	<u>Tim Larson</u>	
District Representative Signature	Printed Name	Date

	<u>Sheiveh Jones</u>	
Induction Program Coordinator Signature	Printed Name	Date

**Item E. DISCUSSION AND/OR ACTION ITEMS**

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

**BACKGROUND:**

Board approval is requested to grant tenure to the following eligible certificated employees. Each of these individuals has worked two (2) years as required by Education Code and have demonstrated quality instructional service as assessed by each principal responsible. Therefore, they are now eligible for tenure after their first day of work in the 2016-2017 school year.

<b><u>Name</u></b>	<b><u>Site</u></b>
LaFuze, Jamie	Cajon Park
Register, Celina	Cajon Park
Thom, Stephen	Carlton Hills
Ropple, Kimberly	Carlton Hills
Credille, Kamrie	Carlton Hills
Gibson, Casey	Carlton Hills
Schmelzlen, Allison	Carlton Oaks
Lindsay, Kiersten	Hill Creek
Buntin, Amy	Hill Creek
McNearney, Michelle	Pepper Drive
Bryant, Victoria	Pepper Drive
Reed, Katyrose	Pepper Drive/Carlton Hills
McMahon, Meghan	PRIDE Academy
Isaacson, Laura	Rio Seco
Thompson, Sherry	Special Education
Barker, Adrienne	Special Education

**RECOMMENDATION:**

It is recommended that the Board of Education grant tenure to the above listed eligible certificated employees, effective after the end of their first day of work in the 2016-2017 school year. Granting tenure will allow the District to maintain qualified employees and enhance student learning.

**FISCAL IMPACT:**

There is not an additional fiscal impact to the General Fund as a result of this item.

**STUDENT ACHIEVEMENT IMPACT:**

Students learn best when taught by qualified, competent teachers. In order for teachers to receive tenure in the Santee School District, they must work a minimum of two (2) years, meet District employment standards, and receive positive evaluations from administrators.

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

Agenda Item E.1.1.

Discussion and/or Action Item E.2.1. Transportation of Students to Boys and Girls  
Prepared by Karl Christensen Club and Teen Center  
September 20, 2016

**BACKGROUND:**

The District has for many years provided transportation from schools to the Boys and Girls Club and Teen Center under Agreements with the Boys and Girls Club and the City of Santee.

At the September 6, 2016 meeting, the Board of Education asked for a detailed report on the impact to school operations and the District budget for providing this service. Administration will present a report to the Board to include the following information:

- History of revenue received for providing this service
- Number of students served and approximate wait times at schools
- Wait locations at schools and the impact to the school for providing supervision until busses arrive

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The District receives approximately \$100,000 in revenue each year from the Boys and Girls Club and the City of Santee for providing this service.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.1.

**BACKGROUND:**

At the September 6<sup>th</sup> meeting, the Board of Education established a sub-committee to review and discuss Board Advisory Committee charges. The Board sub-committee met and revised the current committee charges based on input from the Committee Chairs.

Proposed 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 revised 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 E.3.1.



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

## Previous Committee Charges:

Budget Advisory Committee focuses on the District's budget and fiscal solvency.

Calendar Committee provides input to the Board of Education for the District school calendar.

Character Education Committee develops and monitors programs that promote student character.

Communication Committee 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 it accurately back to the stakeholders they represent.

District Advisory Committee (DAC) reviews curriculum and instruction, focuses discussions about quality student achievement, reviews recommended curriculum and instructional policies, and discusses issues that affect and promote student well-being.

District English Learner Advisory Committee (DELAC) provides information on programs and services for English learners.

Facilities/Safety Committee reviews safety concerns and facility issues in the District.

Special Education Advisory reviews and discusses special education issues in order to work collaboratively with staff and parents to resolve concerns.

Wellness Committee provides input to the Board of Education for the development and evaluation of the local wellness policy.

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

## DRAFT of Revised 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**

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)
5. Review and comments on the District's reclassification procedures

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

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

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

### **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

Discussion and/or Action Item E 3.2.  
Prepared by Dr. Cathy Pierce  
September 20, 2016

Adoption of Resolution No. 1617-07  
Declaring October 10-14, 2016 as  
Week of School Administrator

**BACKGROUND:**

Research has repeatedly shown that quality school leadership is essential to student success. There is no better time to honor the school site leaders who make our schools great than during Week of the School Administrator, October 10-14, 2016.

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

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

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

**RECOMMENDATION:**

Administration recommends the Board of Education adopt Resolution No. 1617-07 declaring October 10-14, 2016 as School Administrator Week.

**FISCAL IMPACT:**

The fiscal impact to recognize our 19 school administrators will be approximately \$200 and will be paid from the Superintendent's budget.

**STUDENT ACHIEVMENT:**

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

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

Agenda Item E.3.2.

**RESOLUTION 1617-07 OF THE BOARD OF EDUCATION  
SANTEE SCHOOL DISTRICT**

**WEEK OF SCHOOL ADMINISTRATOR - October 10 – 14, 2016**

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

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

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

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

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

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

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

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

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

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

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

**BE IT RESOLVED**, by the Santee School District Governing Board that all school site administrators be commended for the contributions they make to successful student achievement and that October 10-14, 2016 be declared as the Week of the School Administrator in Santee School District.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 20<sup>th</sup> day of September, 2016, by the following vote:

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

Dated: September 20, 2016

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

Discussion and/or Action Item E.3.3.  
Prepared by Dr. Cathy A. Pierce  
September 20, 2016

Review/Adoption of Santee School District  
Governance Standards

**BACKGROUND:**

Annually, Board of Education adopts the Santee School District Governance Standards as a guideline to help increase effectiveness and improve the quality of governance and leadership for the District. The Santee School District Governance Standards were last reviewed and adopted by the Board of Education at the January 19, 2016 meeting.

**RECOMMENDATION:**

It is recommended that the Board of Education annually review and adopt at the Santee School District Governance Standards. Action is at the discretion of the Board.

**FISCAL IMPACT:**

There is no fiscal impact.

**STUDENT ACHIEVEMENT IMPACT:**

Effective governance assures a quality education for students.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item E.3.3.



# SANTEE SCHOOL DISTRICT



Guidelines to help clarify roles, increase effectiveness, raise the level of understanding and improve the quality of governance and leadership.

**January 2016**

## **BOARD OF EDUCATION MISSION STATEMENT**

*Santee School District, supported by an involved community, an outstanding staff, and a shared vision, assures a quality education that supports students in achieving academic excellence and in developing life skills needed for success in a diverse and changing society.*

# CALIFORNIA SCHOOL BOARDS ASSOCIATION

## PROFESSIONAL GOVERNANCE STANDARDS

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### The Individual Trustee

*In California's public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.*

#### To be effective, an individual trustee:

- Keeps learning and achievement for all students as the primary focus.
- Values, supports and advocates for public education.
- Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- Acts with dignity, and understands the implications of demeanor and behavior.
- Keeps confidential matters confidential.
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- Understands that authority rests with the Board as a whole and not with individuals.

### The Board

*School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a "governance team." This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.*

#### To operate effectively, the board must have a unity of purpose and:

- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Take collective responsibility for the board's performance.
- Periodically evaluate its own effectiveness.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.
- Govern within board-adopted policies and procedures.

### The Board's Jobs

*The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.*

#### Effective Boards:

- Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- Ensure that a safe and appropriate educational environment is provided to all students.
- Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.




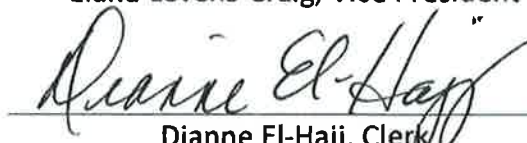
## SANTEE SCHOOL DISTRICT GOVERNANCE STANDARDS

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1. We will rely on our District goals and value statements when deliberating and taking action.
2. We will be responsive to the needs of our constituents and an advocate for children.
3. We will respect the opinions of others, including Board members, staff and community members and their right to express those opinions publicly as allowed by law.
4. When you are acting as a representative of the Board in an official capacity, you will represent the direction of the Board or uphold the majority of the Board's decision, even if it's counter to your point of view. It's our responsibility to hold each other accountable.
5. If any Board member feels that another Board member appears to be violating the Professional Governance Standards, we will seek to resolve our differences, and address the issue initially directly with the individual or as the next step, the differences can be taken to the entire Board to resolve the issue.
6. The Board's intention is not to surprise the Superintendent, or his/her staff; however, this may sometimes occur. The Board will use all due diligence to try to contact administration prior to the Board meetings about questions or issues that may come up in this forum that need to be addressed.
7. The Superintendent's intention is not to surprise the Board, or his/her staff; however, this may sometimes occur. The Superintendent will use all due diligence to try to contact the Board prior to the Board meetings about questions or issues that may come up in this forum that need to be addressed.
8. An assessment of the Board's performance will be conducted annually and the Professional Governance Standards will be subject to Board adoption annually.

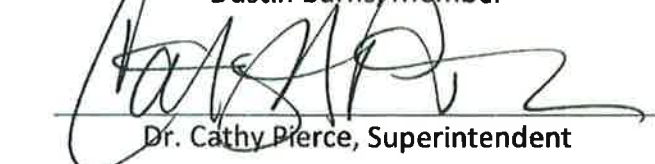
  
Barbara Ryan, President

  
Elana Levens-Craig, Vice President

  
Dianne El-Hajj, Clerk

  
Ken Fox, Member

  
Dustin Burns, Member

  
Dr. Cathy Pierce, Superintendent

January 19, 2016

Date Adopted by the Board

Discussion and/or Action Item E.3.4.  
September 20, 2016

Approval of Agreement with Leadership  
Associates to Conduct a Superintendent  
Search

**BACKGROUND:**

At the September 6, 2016 meeting, Dr. Cathy A. Pierce, Superintendent, announced her retirement on February 1, 2017. Since then, the Board began to request proposals for a firm to conduct the search for a Superintendent.

The Board met with Leadership Associates, in a Special Board meeting on September 13, to review and discuss their proposal. The agreement is being brought forth for approval.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Agreement with Leadership Associates to conduct a Superintendent search.

**FISCAL IMPACT:**

The cost for the search is \$22,500.

**STUDENT ACHIEVEMENT IMPACT:**

Effective leadership assures a quality education for students.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item E.3.4.



LEADERSHIP ASSOCIATES
50-855 Washington Street #C-205
La Quinta, CA 92253
Phone/Fax (760 771-4277

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made this September 2016 between LEADERSHIP ASSOCIATES, hereinafter called the Contractor, and SANTEE SCHOOL DISTRICT hereinafter called the District. The Contractor agrees to perform services for the District as follows:

The Contractor will facilitate a search for the District Superintendent as delineated in the search proposal

The District agrees to pay the Contractor TWENTY TWO THOUSAND, FIVE HUNDRED DOLLARS (\$22,500) for services provided.

Payment is to take place in two increments: (1) \$11,250 upon close of applications, and (2), \$11,250 upon selection of final candidate. The Contractor will submit invoices to the District for each of the payment increments. Payments are due within 30 days of receipt of invoice.

The Contractor is to perform the above services beginning September, 2016. Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

CONTRACTOR:
LEADERSHIP ASSOCIATES
Taxpayer ID#: 68-038 3653

DISTRICT:
SANTEE SCHOOL DISTRICT

By Richard D. Thome

By

Name Richard Thome

Name

Date September 14, 2016

Date

**SANTEE SCHOOL DISTRICT**  
**Suggested Timeline**  
**Superintendent Search 2016**

<u>DATE</u>	<u>EVENT</u>
September 12, 2016	Board receives proposal.
September 20, 2016	Board approves the consultant agreement. Board meets with consultants, identifies key qualities and characteristics desired in the new superintendent and publicly announces timeline and procedures for the selection of the superintendent.
September, October, 2016 (October 5, 2016, 6-8 pm, Board Forum at Rio Seco)	Consultants meet with staff and community designated by Board to receive input.
September, October, November, 2016	Consultants begin and continue identifying candidates. Development and printing of a position description
September 26, October 3, 2016	Advertising and active recruitment. Ad appears in <u>EdCal</u> –September 26 and October 3, 2016
November 1, 2016 5:00 p.m.	Deadline for applications.
November 1-10, 2016	Consultants complete comprehensive reference and background checks on applicants.
Week of November 14, or 21, 2016	Board meets with consultants, reviews applications and selects finalists to be interviewed.
December 2,3 or 9,10, 2016	Board interviews finalists.
Week following Board Interviews	Board visits community of leading candidate (optional) Board offers contract.
December 20, 2016	Board approves superintendent contract at a regularly scheduled board meeting.
February 1, 2017	New Superintendent begins.

September 20, 2016

**BACKGROUND:**

At the September 6, 2016 meeting, Dr. Cathy A. Pierce, Superintendent, announced her retirement on February 1, 2017. Since then, the Board began to request proposals for a firm to conduct the search for a new Superintendent. The Board met with Leadership Associates, in a Special Board meeting on September 13, to review and discuss their proposal.

Pending approval of the agreement with Leadership Associates, the Board of Education will begin the Phase I of the search and selection process of a new Superintendent which may include:

- Establish timeline and process for selection of a new Superintendent
- Establishing norms
- Identifying the strengths of the District
- Identifying the needs/critical issues facing the District
- Identifying the characteristics of a Superintendent
- Identifying the groups and individuals representing community members, students, parents, certificated/classified employees, and administrators to provide input regarding strengths, needs/critical issues and characteristics desired of a Superintendent.

**RECOMMENDATION:**

It is recommended that the Board of Education begin Phase I of the selection process.

**FISCAL IMPACT:**

The cost is included as part of the agreement with Leadership Associates.

**STUDENT ACHIEVEMENT IMPACT:**

Effective leadership assures a quality education for students.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item E.3.5.

**Item F. BOARD POLICIES AND BYLAWS**



Board Policies and Bylaws Item F.1.1.

First Reading: Board Policy 1312.3  
Uniform Complaint Procedures

Prepared by Tim Larson  
September 20, 2016

**BACKGROUND:**

This Board Policy has been revised to reflect new compliance procedures and is presented tonight for a first reading.

**RECOMMENDATION:**

Board Policy 1312.3, Uniform Complaint Procedures, is presented for a first reading. Action is at the discretion of the Board.

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Effective governance has a positive impact on student achievement.

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

Agenda Item F.1.1.

**UNIFORM COMPLAINT PROCEDURES**

The Governing Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation. The district shall investigate complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, harassment, intimidation, or bullying and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5 CCR 4620)

~~The district shall follow uniform complaint procedures to resolve any complaints alleging unlawful discrimination, harassment, intimidation, or bullying in district programs and activities based on actual or perceived characteristics of any protected group as identified under Education Code 200 and 220 and Government Code 11135. (5 CCR 4610) or based on association with a person or group of a protected group.~~

~~Uniform complaint procedures shall also be used when addressing complaints alleging the district's failure to comply with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities, the requirements for the development and adoption of a school safety plan, and state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and career technical and technical training programs, child care and development programs, child nutrition programs, Local Control Funding Formula programs, the LCAP implementation process, and special education programs. (5 CCR 4610)~~

~~Complaints related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, and teacher vacancies and misassignments shall be investigated pursuant to the district's Williams uniform complaint procedure (AR 1312.4).~~

~~The Board encourages the early, informal resolution of complaints at the site level whenever possible.~~

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, after school education and safety programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, special education programs, consolidated categorical aid programs, and any other district-implemented program which is listed in Education Code 64000(a) (5 CCR 4610)

2. Any complaint alleging the occurrence of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) against any student, employee, or other person participating in district programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group

**UNIFORM COMPLAINT PROCEDURES**

identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

3.Any complaint alleging district noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the student (Education Code 222)

4.Any complaint alleging district noncompliance with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

5.Any complaint alleging district noncompliance with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

6.Any complaint, by or on behalf of any student who is a foster youth, alleging district noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the district's educational liaison to the student, the award of credit for coursework satisfactorily completed in another school or district, school transfer, or the grant of an exemption from Board-imposed graduation requirements (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2)

7.Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a, alleging district noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another school or district or the grant of an exemption from Board-imposed graduation requirements (Education Code 51225.1, 51225.2)

8.Any complaint alleging district noncompliance with the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions (Education Code 51228.3)

9.Any complaint alleging district noncompliance with the physical education instructional minutes requirement for students in elementary school (Education Code 51210, 51223)

10.Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

11. Any other complaint as specified in a district policy

## UNIFORM COMPLAINT PROCEDURES

~~The Board acknowledges and respects every individual's right to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of all parties and the integrity of the process. As appropriate for any complaint alleging discrimination, harassment, intimidation, or bullying, the Superintendent or designee may keep the identity of the complainant confidential, to the extent that the investigation of the complaint is not obstructed.~~

~~The Board prohibits any form of retaliation against any complainant in the complaint process. Participation in the complaint process shall not in any way affect the status, grades, or work assignments of the complainant.~~

~~The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.~~

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. As appropriate for any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint if he/she is different from the complainant, as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to the UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints in accordance with applicable law and district policy.

### Non-UCP Complaints

## UNIFORM COMPLAINT PROCEDURES

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.

2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.

3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.

4. Any complaint alleging fraud shall be referred to the California Department of Education.

In addition, the district's Williams Uniform Complaint Procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education Code 35186)

### *Legal Reference:*

#### EDUCATION CODE

200-262.4 Prohibition of discrimination

222 Reasonable accommodations; lactating students

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18203 School libraries

32289 School safety plan, uniform complaint procedure

35186 Williams uniform complaint procedure

41500-41513 Categorical education block grants

48853-48853.5 Foster youth

48985 Notices in language other than English

49010-49013 Student Fees

49060-49079 Student records

49069.5 Rights of parents

49490-49590 Child nutrition programs

49490-49590 Child nutrition programs

51210 Courses of study grades 1-6

51223 Physical education, elementary schools

51225.1-51225.2 Foster youth and homeless children; course credits; graduation requirements

51228.1-51228.3 Course periods without educational content

52060-52077 Local control and accountability plan, especially:

52075 Complaint for lack of compliance with local control and accountability plan requirements

52160-52178 Bilingual education programs

**UNIFORM COMPLAINT PROCEDURES**

52300-52490 *Career-technical education*  
 52500-52616.24 *Adult schools*  
 52800-52870 *School-based coordinated programs*  
~~54000-54028 *Economic impact aid programs*~~  
~~54100-54145 *Miller-Unruh Basic Reading Act*~~  
 54400-54425 *Compensatory education programs*  
 54440-54445 *Migrant education*  
 54460-54529 *Compensatory education programs*  
 56000-56867 *Special education programs*  
 59000-59300 *Special schools and centers*  
 64000-64001 *Consolidated application process*  
 GOVERNMENT CODE  
 11135 *Nondiscrimination in programs or activities funded by state*  
 12900-12996 *Fair Employment and Housing Act*  
 PENAL CODE  
422.55 *Hate crime; definition*  
422.6 *Interference with constitutional right or privilege*  
 CODE OF REGULATIONS, TITLE 5  
 3080 *Application of section*  
 4600-4687 *Uniform complaint procedures*  
 4900-4965 *Nondiscrimination in elementary and secondary education programs*  
 UNITED STATES CODE, TITLE 20  
1221 *Application of laws*  
1232g *Family Educational Rights and Privacy Act*  
1681-1688 *Title IX of the Education Amendments of 1972*  
 6301-6577 *Title I basic programs*  
~~6601-6777 *Title II preparing and recruiting high quality teachers and principals*~~  
 6801-6871 *Title III language instruction for limited English proficient and immigrant students*  
 7101-7184 *Safe and Drug-Free Schools and Communities Act*  
 7201-7283g *Title V promoting informed parental choice and innovative programs*  
 7301-7372 *Title V rural and low-income school programs*  
12101-12213 *Title II equal opportunity for individuals with disabilities*  
 UNITED STATES CODE, TITLE 29  
794 *Section 504 of Rehabilitation Act of 1973*  
 UNITED STATES CODE, TITLE 42  
2000d-2000e-17 *Title VI and Title VII Civil Rights Act of 1964, as amended*  
2000h-2-2000h-6 *Title IX of the Civil Rights Act of 1964*  
6101-6107 *Age Discrimination Act of 1975*  
 CODE OF FEDERAL REGULATIONS, TITLE 28  
35.107 *Nondiscrimination on basis of disability; complaints*  
 CODE OF FEDERAL REGULATIONS, TITLE 34  
99.1-99.67 *Family Educational Rights and Privacy Act*  
100.3 *Prohibition of discrimination on basis of race, color or national origin*  
104.7 *Designation of responsible employee for Section 504*  
106.8 *Designation of responsible employee for Title IX*  
106.9 *Notification of nondiscrimination on basis of sex*  
110.25 *Notification of nondiscrimination on the basis of age*

## UNIFORM COMPLAINT PROCEDURES

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Title IX Coordinators, April 2015

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2002

WEB SITES

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

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

Family Policy Compliance Office: <http://familypolicy.ed.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/ocr>

U.S. Department of Justice: <http://www.justice.gov>

## Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

## Item H. CLOSED SESSION

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

*The Board will go into Closed Session to discuss:*

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
3. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
4. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
  - *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*
  - *Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)**Agency Negotiator: Cathy A. Pierce, Superintendent*
6. **Public Employee Performance Evaluation** (Gov. Code § 54957)  
*Superintendent*

## Item I. RECONVENE TO PUBLIC SESSION

## Item J. ADJOURNMENT

Agenda Items G, H, I, and J.