



Santee School District

SCHOOLS:

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

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

BOARD OF EDUCATION REGULAR MEETING A G E N D A November 15, 2011

District Mission

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.

6:00-6:45 p.m. BOARD MEMBERS WILL MEET WITH PRINCIPALS

Page #

A. OPENING PROCEDURES – 7:00 p.m.

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

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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. All meetings are recorded.

BOARD OF EDUCATION · Dan Bartholomew, Dustin Burns, Dianne El-Hajj, Ken Fox, Barbara Ryan
DISTRICT SUPERINTENDENT · Patrick Shaw, Ed.D.

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

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	<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
	Superintendent	
	1.1. <u>Approval of Minutes</u>	19
	It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
	1.2. <u>Establish Date and Time of Board's Annual Organizational Meeting</u>	27
	It is recommended that the Board of Education establish December 6, 2011 as the date and time for their annual organization meeting.	
	1.3. <u>Appointments to Board Advisory Committees</u>	28
	It is recommended that the Board of Education approve the recommended appointments to Board Advisory Committees.	
	Business Services	
	2.1. <u>Approval/Ratification of Travel Requests</u>	29
	It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	
	2.2. <u>Approval/Ratification of Expenditure Warrants</u>	31
	It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of October 2011.	
	2.3. <u>Approval/Ratification of Purchase Orders</u>	33
	It is recommended that the Board of Education approve and ratify purchase orders issued October 1, 2011 through October 31, 2011, as presented.	
	2.4. <u>Acceptance of Donations</u>	42
	It is recommended that the Board of Education accept the donations to the Santee School District.	
	2.5. <u>Approval/Ratification of Revolving Cash Report</u>	44
	It is recommended that the Board of Education approve the checks listed in the Revolving Cash Report, as presented.	
	2.6. <u>Approval to Submit Application for PL 81-874 and Designation of Authorized Representative</u>	46
	It is recommended that the Board of Education approve filing an application for PL 81-874 Federal Impact Aid funds for fiscal year 2011-12 and name Karl Christensen, Assistant Superintendent of Business Services, as the authorized District representative.	

- 2.7. **Authorization/Ratification to File Operations Application of Intent to Participate in the 2011-12 Class Size Reduction (CSR) Program** 47
It is recommended that the Board of Education authorize/ratify the filing of the 2011-12 Operations Application for the K-3 Class Size Reduction Program and recommends that Faith Mitchell, Business Services Coordinator, serve as the Board's representative for the class size reduction application and certification of implementation.
- 2.8. **Selection of Independent Auditor and Approval of Contract** 48
It is recommended that the Board of Education approve to enter into a contract with Vavrinek, Trine, Day & Co., LLP for 2011-12 through 2013-14 to conduct the District's annual audit beginning July 1, 2011.
- 2.9. **Approval to Waive Insurance Requirement for Use of Facilities at Carlton Hills for Music/Band Program** 60
It is recommended that the Board of Education waive the liability insurance requirement for the Use of Facilities request at Carlton Hills School for a music/band program through May 2012.
- 2.10 **Adoption of Resolution to Dedicate Easement to San Diego Gas & Electric Company – Cajon Park School** 61
It is recommended that the Board of Education adopt Resolution #1112-08 to Dedicate an Easement at Cajon Park School to SDG&E.

Educational Services

- 3.1. **Approval of 2011-12 School Site Fundraising Plans** 68
It is recommended that the Board of Education approve the 2011-12 School Site Fundraising Plans.
- 3.2. **Approval of Student Teaching Agreement with University of Southern California, Rossier School of Education** 78
It is recommended that the Board of Education approve the Student Teaching Agreement with University of Southern California, Rossier School of Education, effective through June 30, 2015.

Human Resources/Pupil Services

- 4.1. **Personnel, Regular** 85
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.
- 4.2. **Acceptance of Report on Certificated Credentials and Assignments** 89
It is recommended that the Board of Education approve the report on certificated credentials and assignments.
- 4.3. **Approval of Short Term Position for Technology Support at PRIDE Academy** 92
It is recommended that the Board of Education approve the short term position for technology support at PRIDE Academy.
- 4.4. **Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2011-2012** 93
It is recommended that the Board of Education approve the ASES MOU between Santee School District and the San Diego County Superintendent of Schools.

4.5.	<u>Adoption of Proclamation Endorsing the Great American Smokeout on November 17, 2011</u>	109
	It is recommended that the Board of Education adopt the proclamation endorsing the Great American Smokeout.	
F.	DISCUSSION AND/OR ACTION ITEMS	111
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	Superintendent	
1.1.	<u>Board Legislative Goals</u>	112
	It is recommended that the Board of Education review the draft Legislative Goals, make any revisions, and produce a document to share with legislators.	
	Business Services	
2.1.	<u>Conceptual Design Ideas and Constraints for Possible Solar Projects</u>	116
	This is an information only item. Action is at the discretion of the Board.	
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	119
H.	CLOSED SESSION	120
1.	<u>Conference With Labor Negotiator</u> (Govt. Code § 54956.8) <i>Agency Negotiator: Karl Christensen, Assistant Superintendent</i> <i>Employee Organizations: Classified School Employees Association</i>	
2.	<u>Public Employee Discipline/Dismissal/Release</u> (Govt. Code § 54957)	
3.	<u>Public Employee Performance Evaluation</u> (Govt. Code § 54957) <i>Superintendent</i>	
I.	RECONVENE TO PUBLIC SESSION	120
J.	ADJOURNMENT	120

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 December 6, 2011, 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
- ___ Bartholomew
- ___ El-Hajj
- ___ Fox
- ___ Burns

OPENING PROCEDURES ITEM A.

1. Call to Order and Welcome – 7:00 p.m.

2. District Mission

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.

3. Pledge of Allegiance

4. Approval of Agenda for the November 15, 2011 regular meeting

Agenda Item A.

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Reports and Presentations Item B.1. Superintendent's Report
Prepared by Dr. Patrick Shaw
November 15, 2011

The following items are presented for Board information:

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

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT
2011-12
CUMULATIVE THROUGH OCTOBER 31, 2011

Residential Rate: \$3.56 per square foot over 500 - effective 4/05/11

Commercial Rate: \$.29 per square foot - effective 6/16/08

Self Storage Rate: \$.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	9733 Notnil Court	07/18/11	615	\$2,189.40	HC
	X	9526 St. Andrews Drive	07/18/11	567	\$2,018.52	CO
	X	8321 Big Rock Road	07/21/11	785	\$2,794.60	CFH
X		1800 Joe Crosson Drive	08/02/11	3,016	\$874.64	PD
	X	1992 Los Senderos Drive (McMillin Morningview)	08/08/11	3,206	\$11,413.36	PD
	X	2084, 2144, 2155 Los Senderos Drive (McMillin Morningv	08/08/11	7,537	\$26,831.72	PD
	X	2037 Los Senderos Drive (McMillin Morningview)	08/08/11	2,000	\$7,120.00	PD
	X	7460-7465 Mission Villas Court (Bushy Hill 12)	08/24/11	10,770	\$38,341.20	CFH
	X	2144 Los Senderos (McMillin Morningview)	08/29/11	210	\$747.60	PD
	X	2084 Los Senderos (McMillin Morningview)	08/29/11	195	\$694.20	PD
	X	11402 Cacho Court	08/31/11	560	\$1,993.60	PD
	X	2246 Los Senderos Drive (McMillin Morningview)	09/28/11	3,206	\$11,413.36	PD
	X	2281 & 2293 Los Senderos Drive (McMillin Morningview)	09/28/11	4,293	\$15,283.08	PD
	X	2253 & 2288 Los Senderos Drive (McMillin Morningview)	09/28/11	5,244	\$18,668.64	PD
X		9310 Fanita Pkwy (Padre Dam MWD) Replace Shade Str	10/25/11	3,924	\$0.00	CO
TOTAL PAGE 1					\$140,383.92	

*Additional square footage (total is over 500 square feet)

**Fee Exempt - Senior / Elder Care Facility

***Fee Exempt - Less than 500 square feet

Requests For Use Of Facilities - November 15, 2011						
Group	Location	Date	Days	Time	Attendance	Fees Applied
Cajon Park Santee Cares Grant (Parent Night) Girl Scouts Riverview Community Church	Multi-Purpose Classroom Multi-Purpose	11/3/11 11/4/11 - 6/21/12 7/1/11 - 6/24/12	Thursday Thursday Sun-Mon	6:00 pm - 7:00 pm 6:00 pm - 8:00 pm 6:30 am - 7:00 pm	100 15 100 - 130	\$30.25/hr cust fee++
Carlton Oaks Academic Chess Girl Scouts	Classroom Multi-Purpose	9/26/11 - 11/14/11 11/10/11	Monday Thursday	2:40 pm - 4:10 pm 6:15 pm - 8:00 pm	20 100	
Chet F. Harritt PTA Yearbook Staff West Hills Blue & Black Brigade PTA (Halloween Carnival) Girl Scouts	Teacher's Break room Classroom Classroom Entire School Multi-Purpose	10/20/11 - 6/14/12 10/26/11 10/31/11 - 5/29/12 10/29/11 12/7/11 - 6/13/12	Thursday Wednesday Mon & Tues Saturday Wednesday	5:45 pm - 8:30 pm 10:00 am - 12:00 pm 2:30 pm - 3:45 pm 7:00 am - 6:00 pm 6:00 pm - 7:00 pm	20 4 10 - 15 600 10	\$299.50
Pepper Drive Girl Scouts (Daisys)	Classroom	11/1/11 - 6/19/12	Tuesday	3:00 pm - 4:00 pm	14	
Prospect Avenue (PRIDE Academy) Girl Scouts PTA (Fall Celebration)	Classroom Lunch Area	10/27/11 - 6/7/12 10/28/11	Thursday Friday	4:30 pm - 6:00 pm 4:00 pm - 9:00 pm	12 100	
Rio Seco Mt. Helix Runnin' Rebels (Cheer Practice) Girl Scouts of San Diego PTSA (Fall Carnival)	Multi-Purpose Multi-Purpose Entire School	11/2/11 - 11/16/11 11/2/11 - 6/6/12 11/4/11 - 11/6/11	Wednesday Wednesday Fri - Sun	6:00 pm - 8:00 pm 6:00 pm - 7:00 pm 8:00 am - 10:00 pm	25 12 1,200	\$518.50
Santee School Site Foothills Christian High School	Grass Field	11/25/11 - 2/13/12	Mon & Fri	12:30 pm - 2:30 pm	18	

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

**Santee School District
ENROLLMENT REPORT
11/10/2011
Month 3 Week 2**

SCHOOL	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	11/10/2011	11/10/2010**	# Diff	% Diff	11/10/11	11/10/10	# Diff SDC	% Diff SDC	Prior Week		
										Total Reg	Total Reg			SDC	SDC			11/10/11 Total All	11/4/11 Total All	Total Diff
Cajon Park	105	97	104	109	113	111	109	110	96	954	988	-34	-3.4%	65	62	3	4.8%	1019	1022	-3
Carlton Hills	44	40	44	41	43	44	42	98	92	488	494	-6	-1.2%	31	18	13	72.2%	519	520	-1
Carlton Oaks	77	96	79	91	74	98	94	95	120	824	833	-9	-1.1%	60	56	4	7.1%	884	885	-1
Chet F. Harritt	62	77	57	85	54	55	62	63	64	579	567	12	2.1%	0	9	-9	-100.0%	579	577	2
Hill Creek	75	84	83	94	87	73	86	83	78	743	763	-20	-2.6%	19	19	0	0.0%	762	761	1
Pepper Drive	101	90	78	77	71	75	82	94	85	753	701	52	7.4%	10	9	1	11.1%	763	765	-2
Prospect	61	58	60	55	58	52	57	71	57	529	494	35	7.1%	0	0	0	0.0%	529	527	2
Rio Seco	103	88	115	104	101	113	94	123	95	936	910	26	2.9%	49	37	12	32.4%	985	985	0
Sycamore Canyon	63	57	44	49	47	32	45	0	0	337	334	3	0.9%	1	0	1	100.0%	338	341	-3
SUBTOTAL	691	687	664	705	648	653	671	737	687	6143	6084	59	1.0%	235	210	25	11.9%	6378	6383	-5
Alternative School	0	1	6	3	3	4	5	4	9	35	30	5	16.7%					35	35	0
Success Academy								2	3	5	5	0	0.0%					5	5	0
NPS											0			3	2	1	50.0%	3	3	0
EAK										0	0							0	0	0
SUBTOTAL	0	1	6	3	3	4	5	6	12	40	35	5	14.3%					43	43	0
TOTAL	691	688	670	708	651	657	676	743	699	6183	6,119	64	1.0%					6421	6426	-5

*Veteran's Day 11/11. 4 day school week **Veteran's Day 11/11-11/12. 3 day school week

Please note: Special Ed. PK listed below are not reflected in the total count above because they do not receive ADA until they reach 5 years of age.

	PK	
Cajon Park	2	1021
Carlton Hills	1	520
Sycamore Canyon	32	370
Total PK	35	

Total Enrollment Including PK
6456

Schedule of Upcoming Events

Date	Event
November 21-25	Thanksgiving Break Schools Closed
November 29	Student Town Hall Meeting with the Board 6:00 p.m. at Rio Seco
December 1-3	CSBA Conference San Diego Convention Center
December 5-9	Parent-Teacher Conferences Minimum Days
December 6	Board Meeting - 7:00 p.m. Annual Organizational Meeting
December 19 through January 2	Winter Break - Schools Closed
January 3 (2012)	Board Meeting - 7:00 p.m.
January 16 (2012)	Martin Luther King Holiday - Schools and Departments Closed
January 17 (2012)	Board Meeting - 7:00 p.m.
January 24 (2012)	Board Budget Workshop
February 2,3, and 4	Strategic Planning Retreat February 2 - 5:30-8:30 p.m. February 3 - 5:30-8:30 p.m. February 4 - 8:30 a.m. to 1:30 p.m.
February 7 (2012)	Board Meeting - 7:00 p.m.
February 13 (2012)	Lincoln Holiday - Schools and Departments Closed
February 20 (2012)	Washington Holiday - Schools and Departments Closed
February 21 (2012)	Board Meeting - 7:00 p.m.

Reports and Presentations Item B.2.

Spotlight: Professional Leadership
Team Video

Prepared by Dr. Patrick Shaw
November 15, 2011

BACKGROUND:

During the last school year, the Professional Leadership Team has worked on creating “The Story of Santee School District.” The Professional Leadership Team was divided into five (5) groups (families), each consisting of diverse job responsibilities, in order to obtain outcomes that addressed all facets of the school district. The project culminated as they returned in August with each family assembling and presenting “The Santee Story” in a photo essay.

Tonight, the Superintendent will present the last of the five video presentations resulting from this project.

Agenda Item B.2.

Reports and Presentations Item B.3.
Prepared by Dr. Patrick Shaw
November 15, 2011

Spotlight on Learning-Principal Presentations:
Chet F. Harritt and Pepper Drive Schools

BACKGROUND:

The Principals are responsible for the instructional leadership at their school site in support of student achievement. This year, the Superintendent has asked each Principal to provide a presentation to the Board sharing their goals and professional development focus for the 2011-12 school year.

Tonight, Chet F. Harritt Principal, Andy Johnston, and Pepper Drive Principal, Debbie Brenner, will present to the Board of Education their goals and the programs and practices that are in place to attain the school's goals for student achievement.

Agenda Item B.3.

PUBLIC COMMUNICATION Item C

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

Agenda Item C.

PUBLIC HEARINGS Item D

Agenda Item D.

Public Hearings D.1.
Prepared by Karl Christensen
November 15, 2011

Public Hearing to Dedicate an
Easement at Cajon Park School
to San Diego Gas & Electric Company

BACKGROUND:

San Diego Gas & Electric Company (SDG&E) has scheduled service/infrastructure upgrades along Magnolia Avenue near the north driveway entrance of Cajon Park School to remove two power poles and outdated transformers and replace with a new power pole and ground mounted transformers. The work is scheduled during Spring break 2012 and requires the District to dedicate an 11 foot by 28 foot easement along Magnolia Avenue.

At its November 1, 2011 meeting, the Board of Education adopted Resolution #11112-06 of Intention to Dedicate an Easement to SDG&E, and authorized the public notice process. The Notice of this Public Hearing was posted 10 days prior in 3 public locations throughout the district and published in the San Diego Daily Transcript on November 5, 2011.

The public hearing will permit any interested citizens to raise questions or to provide input about the District's proposed easement dedication to SDG&E.

RECOMMENDATION:

It is recommended that the Board of Education hold a Public Hearing to Dedicate an Easement to SDG&E.

This recommendation supports the following District goals:

- Provide facilities that optimize the learning environment for all students.

FISCAL IMPACT:

SDG&E will pay the District a \$5,000 inconvenience fee in exchange for the granting of the easement. The cost of the advertisement is approximately \$500.00.

STUDENT ACHIEVEMENT IMPACT:

This is a facilities item.

Agenda Item D.1.

**NOTICE OF INTENTION TO DEDICATE
AN EASEMENT IN REAL PROPERTY
OWNED BY SANTEE SCHOOL DISTRICT
TO SAN DIEGO GAS & ELECTRIC COMPANY**

NOTICE IS HEREBY GIVEN that the Board of Education of Santee School District of San Diego County, California, on November 1, 2011, adopted Resolution #1112-06, a resolution of its intention to dedicate an easement in certain real property owned by the District to San Diego Gas & Electric Company for utility purposes, as follows:

BEFORE THE GOVERNING BOARD
OF THE SANTEE SCHOOL DISTRICT

RESOLUTION #1112-06 OF
INTENTION TO DEDICATE
EASEMENT TO SAN DIEGO GAS
& ELECTRIC COMPANY (Ed. Code
§ 17556)

WHEREAS, the Santee School District is now the owner of the real property described herein; and

WHEREAS, Education Code section 17556 authorizes the Governing Board to dedicate to the San Diego Gas & Electric Company for utility purposes the following real property belonging to the District:

THE PROPERTY IN WHICH THIS EASEMENT AND RIGHT OF WAY IS
HEREBY GRANTED IS SITUATED IN THE COUNTY OF SAN DIEGO,
STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

LOTS 1 AND 8 IN BLOCK 12 OF CAJON PARK, ACCORDING TO MAP
THEREOF NO. 767, FILED IN THE OFFICE OF THE COUNTY RECORDER
OF SAID COUNTY OF SAN DIEGO.

THE EASEMENT IN THE AFORESAID PROPERTY SHALL BE THAT
CERTAIN STRIP OF LAND, 11.00 FEET BY 28.00 FEET, THE
APPROXIMATE LOCATION SHOWN AND DELINEATED AS "EASEMENT
AREA", ON THE EXHIBIT "A", CONSISTING OF ONE (1) SHEET,
ATTACHED HERETO AND MADE A PART HEREOF.

WHEREAS, in the judgment of this Governing Board, it is in the best interests of this District that the above-described property be dedicated to the San Diego Gas & Electric Company for utility purposes;

NOW, THEREFORE, the Governing Board hereby declares its intention to dedicate the above-described property to the San Diego Gas & Electric Company for utility purposes; and

BE IT FURTHER RESOLVED that a public hearing upon the question of making the dedication be held on November 15, 2011, at 7:00 p.m. at the regular meeting of the Governing Board of the Santee School District.

BE IT FURTHER RESOLVED that notice of adoption of this resolution and of the time and place of holding the meeting at which the Board will act on the dedication shall be given by posting copies of this resolution, signed by a majority of members of this Board in three public places in the District not less than ten days before the date of the meeting, and by publishing this notice once not less than five days before the date of the meeting in a newspaper of general circulation published in the District.

ADOPTED by the Governing Board of the Santee School District on November 1, 2011, by the following vote:

Ayes:	5
Noes:	0
Absent:	0
Abstain:	0

/s/ Barbara Ryan, President

/s/ Dan Bartholomew, Vice President

/s/ Dianne El-Hajj, Clerk

/s/ Dustin Burns, Member

/s/ Ken Fox, Member

Members of the Governing Board
of the Santee School District

NOW THEREFORE, the legal description of said real property included in Resolution #1112-06, together with the terms and conditions of the proposed Deed of Dedication, may be examined in the office of the Assistant Superintendent Business Services of the Santee School District at 9625 Cuyamaca Street, Santee, CA 92071.

A PUBLIC MEETING of the Board of Education of the Santee School District will be held at its regular place of meeting at 9619 Cuyamaca Street, Santee, CA 92071, on November 15, 2011, at 7:00 p.m., at which time and place any person desiring to be heard regarding the proposed easement may appear and be heard.

SANTEE SCHOOL DISTRICT OF SAN DIEGO COUNTY, CALIFORNIA

*Published in the
San Diego Daily Transcript
on November 5, 2011*

**NARRATIVE FOR
PUBLIC HEARINGS D.1.**

**Public Hearing to Dedicate an Easement at Cajon Park School
to San Diego Gas & Electric Company**

Board President Reads:

At its November 1, 2011 meeting, the Board of Education adopted Resolution #1112-06 of Intention to Dedicate an Easement to SDG&E, and authorized the public notice process. The Notice of this Public Hearing was posted 10 days prior in 3 public locations throughout the district and published in the San Diego Daily Transcript on November 5, 2011. Adoption of Resolution #1112-08 (Board Item E.2.10.) is the last step in the process to dedicate the easement.

The public hearing will permit any interested citizens to raise questions or to provide input about this matter.

The public hearing is now open.

Is there anyone in the audience who wishes to make statements or ask questions regarding this matter?

After Discussion:

The Public Hearing is now closed.

CONSENT ITEMS Item E.

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

Agenda Item E

Consent Item E.1.1. Approval of Minutes
Prepared by Dr. Patrick Shaw
November 15, 2011

BACKGROUND:

Presented for Board approval –

- November 1, 2011, regular meeting minutes
- September 27, 2011, special meeting minutes
- November 7, 2011, special meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item E.1.1.

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

MINUTES

November 1, 2011

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

Prior to the Board regular Board Meeting, the Board met with Dr. Sheri Barker, Strategic Planning facilitator, to discuss desired outcomes of the upcoming Strategic Planning process.

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 7:03 p.m. and read the District Mission Statement.

Members present:

Barbara Ryan, President
Dan Bartholomew, Vice President
Dianne ElHajj, Clerk
Ken Fox, Member
Dustin Burns, Member

Administration present:

Dr. Patrick Shaw, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Kristin Baranski, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary

2. President Ryan invited the audience to recite the District Mission and then invited Stephanie Southcott, Principal at PRIDE Academy, to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda

It was moved and seconded to approve the agenda.

Motion: Burns **Second:** El-Hajj **Vote:** 5-0

B. REPORTS AND PRESENTATIONS

1. **Superintendent's Report**

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

2. **Professional Leadership Team Video**

Dr. Shaw presented the fourth of five photo essays developed by groups of the Professional Leadership Team.

3. **Principal Presentations from PRIDE Academy and Sycamore Canyon School**

Stephanie Southcott, Principal at PRIDE Academy, shared her pride in the achievement of her students. She reported their 18 point increase in API in 2010-11 and their API increase from 805 to 823 since the inception of the Academy focus. She shared CST data in Language Arts and Math. The area of focus for Language Arts will be in 3rd and 5th grades. The program implemented last year was very successful for 7th graders. Their Math results showed a large increase, laying a good foundation for their 8th grade year. Also implemented last year were the 6-week monitoring of all students in grades 1-6 in Language Arts and Math. Goals for 2011-12 include a student goal setting program. Newly implanted this year are Rosetta Stone language opportunities for qualified 7th & 8th graders, a new PRIDE Family focus, Club LIVE, Second Step, and all teachers GATE certified. She shared a photo of their new entrance provided through modernization and said that the school's exterior now reflects all the amazing teaching and learning going on inside the school.

Member Bartholomew asked how Rosetta Stone will be implemented. Mrs. Southcott said in order to participate, students must have scored 375 or higher in Language Arts and complete a language project. Rosetta Stone will be paid by site funds and students will have options for a variety of languages, requiring a minimum of two students per language minimum. This is important because a component of the program will include

conversational language. They also plan to have an adult fluent in each language to provide one hour per week of conversational language learning.

Debra Simpson, Principal of Sycamore Canyon, shared how proud her school is to be celebrating their increase of 21 points, boosting their API to 895. She shared Language Arts CST data showing large increases in 3rd and 6th grades and the focus for each grade level this school year. This year, school goals include the CAFÉ plan for grade 2-6, an intense Reading Recovery model, and detailed data analysis for individual and small group intervention with immediate feedback. Last year Sycamore Canyon implemented a Learning Center where CST data shows 35% of participating RSP students in below basic became proficient or advanced on last year's CST. This year all third grade through sixth grade teachers are GATE certified supporting the school-wide emphasis on rigor and extended learning.

Member Bartholomew said both schools had great gains and he was impress that their focus is how to get better next year. The Board thanked both Principals for their excellent presentations.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. 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. **Acceptance of Donations**
- 2.4. **Authorization to Sell/Dispose of Surplus Items**
- 2.5. **Adoption of Resolution of Intention to Dedicate Easement at Cajon Park School to San Diego Gas & Electric Company**
- 3.1. **Ratification of Contract Amendment with Trittippo Architecture and Planning for Extra Services on the Hill Creek 10-Classroom Addition Project**
- 3.2. **Acceptance of Construction and Authorization to File Notice of Completion Documents for Phase 2 Modernizations of Chet F. Harritt and PRIDE Academy at Prospect Avenue, and Chet F. Harritt Ball Fields Projects**
- 3.3. *Pulled for separate consideration.*
- 3.4. **Adoption of Resolution #1112-07 to Establish a Labor Compliance Program**
- 3.5. **Approval to Contract with California School Construction Services, Don Hendrix, for Labor Compliance Program Services**
- 4.1. **Annual Approval of Single Plans for Student Achievement**
- 4.2. **Approval of Invo Healthcare Associates, Inc. Agreement for Occupational Therapy (OT) Services**
- 4.3. **Approval of Open Ended Student Teaching and Practicum Agreement with National University**
- 4.4. *Pulled for separate consideration.*
- 5.1. **Personnel, Regular**
- 5.2. **Certification of Competence in Evaluation and Instructional Methodologies**
- 5.3. **Approval to Travel Outside the State for Identified Employee on Workers' Compensation Leave**

It was moved and seconded to approve Consent Items with the exception of items 3.1. and 4.4. which were pulled for separate consideration.

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

3.1. **Ratification of Contract Amendment with Trittippo Architecture and Planning for Extra Services on the Hill Creek 10-Classroom Addition Project** *(Pulled for separate consideration by Member Burns)*

Member Burns confirmed with administration the cost of \$13,000 for the architects to amend the plan of the Hill Creek 10-classroom building. He said he appreciates the entire team, returning to the drawing board and making the change possible. Member Burns moved approval.

Motion: Burns

Second: El-Hajj

Vote: 5-0

**4.4. Approval of Reimbursement Agreement with San Diego County Superintendent of Schools to Fund Excess Costs for Educationally Related Mental Health Services (ERMHS)
(Pulled for separate consideration by Member Burns)**

Member Burns asked if this agreement included any changes from last year's agreement. Kristin Barbarski said the agreement is the same as last year. President Ryan asked Mrs. Baranski if Administration would check to see if it could be done more inexpensively. Mrs. Baranski said Administration continues to collect data and assess needs to seek the lowest cost solution.

Motion: Burns

Second: Fox

Vote: 5-0

G. DISCUSSION AND/OR ACTION ITEMS

President Ryan invited comments from the public on any item listed under Discussion and/or Action. There were no comments.

1.1. Approval of Monthly Financial Report

Karl Christensen provided a monthly financial report. He said he is closely monitoring cash flow which is a bit tricky this year. Cash flow can be greatly impacted by any mid-year budget cuts and is also dependent on the outcome of a current redevelopment agency shift lawsuit and the potential for redevelopment funds. He continues to put together various scenarios based on these variables. If there is flat funding and the District received Educational Revenue Augmentation Funds (ERAF) funding of approximately \$5 M, a mid-year loan for cash may not be needed. However, the plans are in place if a loan is needed. The budget shows a deficit of \$ 2.1 M, with all budget revisions in place, which is very close to what was projected. Administration continues to work on trying to reduce the deficit wherever possible. Member Burns asked about the STRS payoff and if Mr. Christensen was suggesting to not pay it off. Mr. Christensen said if the mid-year triggers go into effect he will return to the Board to have another conversation about the pay off. Member Burns moved to approve the Monthly Financial Report.

Motion: Burns

Second: El-Hajj

Vote: 5-0

1.2. Solar Projects and Clean Renewable Energy Bonds Update

Karl Christensen reported he will share information about the outcomes of the Hill Creek solar project and the prospects of more solar in the future over the next three meetings to help the Board determine if they are interested in moving forward on additional solar projects. Administration will bring a recommendation to the Board to the December 6th meeting. He presented results of the solar program at Hill Creek for the first year of implementation. With their decrease in use after modernization, the solar at Hill Creek is producing approximately 100% of their energy consumption. He shared the post solar generation and consumption chart and SDG&E costs. The total project cost to install solar at Hill Creek was just under \$2.1 M, including some additional construction costs. Without the additional construction costs, the total installation cost was \$7.33 per watt. In order to make it financially feasible to install solar at another site, the cost would need to be much lower because the incentive levels have decreased dramatically and recently were suspended. The system is producing greater than projected. He shared lessons learned and that a pilot implementation was best for learning. Prior to new programs, there should be a focus on energy conservation and stabilize consumption before implementing solar and consideration of a smaller system size to offset a smaller proportion of need. He recommends the use of consultants for system sizing and analysis.

Solar carries other non-financial benefits. Jerelyn Lindsay, Hill Creek Principal, spoke about how the staff loves having solar. It has made the Hill Creek family very proud and driven the desire to conserve and develop other conservation programs. They feel they have a direct impact on the savings. She said the shade structures are of great benefit and the difference in the temperature under them is very substantial. They have also changed a lot of play area to be under the shade structures and the area is used often by the students, even during the rain. The shaded areas are also used for outdoor learning environments as an alternative option for teachers. There is a dashboard that will be in the new LRC and is also accessible on the website. Students can observe electricity use and the comparison to how much solar energy is being generated. The solar is a great educational tool and was the focus during "Solar Week" with lots of science projects school-wide. The Hill Creek family feels the sense of doing something right for the environment.

Board members appreciated the information and said they were supportive of using a consultant for for system sizing and analysis. No action was taken.

2.1. Approval of Annual Contract with Webb Cleff Architect & Engineering, Inc. for Architectural Services for Small Facility Projects

Mr. Christensen reported from time to time there is a need to have architectural services for small facility projects. Administration requested the Board to approve an annual architectural contract with Webb Cleff Architect & Engineering, Inc. for these small projects on an as needed basis. All projects would come before the Board for approval.

Member Burns moved to approve an annual architectural contract with Webb Cleff Architect & Engineering, Inc. for small facility projects.

Motion: Burns Second: Fox Vote: 5-0

H. BOARD POLICIES AND BYLAWS

1. Second Reading: Revised BP 4112.42; 4212.42; 4312.42; "Drug and Alcohol Testing for School Bus Drivers"

Revised Board Policy 4112.42; 4212.42; 4312.42, "Drug and Alcohol Testing for School Bus Drivers" was presented to the Board for a second reading and approval. There were no comments. Member Burns moved to approve the revised Board Policy.

Motion: Burns Second: Bartholomew Vote: 5-0

I. BOARD COMMUNICATION

Dr. Shaw asked the Board if there were specific topics for discussion with the principals at the meeting scheduled for November 15th. Board members did not have any specific topics. Dr. Shaw said the Principals would like to have a discussion about enrollment at school sites.

Member Burns shared a couple of concerns after their walkthrough at the three schools modernized this past summer. The concerns include the landscaping in the quad and outside the Principal's office at PRIDE Academy and the Legacy Paver Paths at Hill Creek and Chet F. Harritt which appear substandard in comparison to the other modernized schools. He said the new entrance at PRIDE Academy looks great.

President Ryan said she agrees that the Paths at Hill Creek and Chet F. Harritt seem very narrow and do not provide as nice of an appearance as the others. She would like Administration to see if those two paths could be widened to be more comparable to the others and if so, what the cost would be.

Member Fox said there is a need to hide the pipes in the front of the amphitheater at Hill Creek. He was impressed with the skylights and how much natural light they provide. One classroom at Chet F. Harritt had their skylights covered because it was too bright. Member El-Hajj would like to see if new file cabinets could be provided if a good deal was found. In the new classrooms, the file cabinets look old and worn.

The Board asked Administration to fix the landscaping at PRIDE Academy, cover the pipes at Hill Creek (hedges), and investigate the possibility of widening the Legacy Paver Paths at Hill Creek and Chet F. Harritt.

J. CLOSED SESSION

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

1. **Conference With Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiator: Karl Christensen, Assistant Superintendent
Employee Organizations: Classified School Employees Association
2. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
3. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

The Board entered closed session at 8:24 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:25 p.m. No action was reported.

K. ADJOURNMENT

The November 1, 2011 regular meeting adjourned at 10:25 p.m.

SANTEE SCHOOL DISTRICT
SPECIAL MEETING
OF THE BOARD OF EDUCATION

September 27, 2011
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Approval of Agenda
President Ryan called the meeting to order at 6:36 p.m.
Members present:

Barbara Ryan, President
Dan Bartholomew, Vice President
Dianne El-Hajj, Clerk
Ken Fox, Member
Dustin Burns, Member

Staff present:

Administration present:
Dr. Patrick Shaw, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Kristin Baranski, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary

3. Approval of Agenda
It was moved and seconded to approve the agenda.

Motion: Bartholomew Second: Fox Vote: 5-0

B. PUBLIC COMMUNICATION

There were no comments from the public.

C. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Ryan invited comments from the public on any item listed under Consent. There were no comments from the public.

C.1. Termination of Agreement and Finder's Fee

C.2. Consultant/Vendor Agreement

It was moved and seconded to approved Consent Items.

Motion: Bartholomew Second: Fox Vote: 5-0

D. BOARD WORKSHOP-CALIFORNIA STATE ASSESSMENT DATA REPORT

Administration provided a report to the Board of Education about student achievement data, analysis, and how it is translated into action. Dr. Shaw explained that the report was put together following the process used by administration when CST scores arrive.

1. API and AYP Data Overview

Bonner Montler, Coordinator of Assessment, presented charts showing Santee School District API scores since 2003, proficiency percentages of similar districts since 2002, 2011 STAR Weights by Content and by Grade Level, API Scale Calibration Factors, Significant Subgroups, API 900 Scenario, Participation Rate, and Percent Proficient.

Kristin Baranski, Director of Educational Services explained there the three options for testing of identified special education students and how they are weighted on the API scores.

2. Data Review Process

Mrs. Baranski presented the process used by Administration to review and analyze student results of the California State Test. The process begins with a broad view of the data and then breaks down by school, grade, and then by classes. Next, they review Content Cluster averages against county averages. Teachers are then provided reports on their students, which indicate strengths and weaknesses and the areas where the most work is needed. Administration compares student progress with state and county averages to see if the District is holding with the trends. Ninety-one percent of our 8th grader students

take the Algebra test in comparison to forty-five percent for other districts which creates a dip in 8th grade proficiency. She explained there are some concerns arising in Reading Comprehension and Writing strategies.

3. Translating Data Into Action

After reviewing their site data, principals develop school site goals which are translated through their Single Plan for Student Achievement targeting goals by content area, grade level, and subgroups. The Single Plan also cites the schools' dedicated fiscal support in support of their goals in the areas of professional development and resources.

Using the data, site instructional leadership, in collaboration with staff, develop programs such as Response To Instruction, interventions with specific student plans, early intervention, academic and/or behavioral goals supported by the Language Arts Specialist and other site personnel. Data for special education students has prompted teachers to increase mainstreaming time into general education and greater use of the core curriculum. Annual CATCH UP Plans are provided for English Learner student which provide goals and programs to support English Learners both at school and at home. Administration sets trimester benchmarks for assessments and reviews the results to make instructional adjustments before the CST and to align standards.

4. Professional Development for 2011-12

Professional Development for 2011-12 has been planned by grade level. Teachers are meeting and planning together and developing informal mentorships across the District. Reading professional development was provided over the summer. The annual Learning Fair has been successful and will continue with positive results in developing teacher partnerships. Teachers continue to participate in USD POST (Principals Ongoing Support and Training. Administration will support new teachers, teachers new to grade levels, and combination classroom teachers. The data will continue to be provided to teachers to review. Principals will continue to review data with teachers to develop appropriate teaching strategies and Educational Services support provide support as needed.

Educational Services will continue to provide GATE teacher support, SDC classroom teacher support, understanding of the CELDT, and software specific trainings. Future needs include reading and writing instruction for developing student writers, planning for the transition to common core standards and a new assessment process, and continued teacher support in the use of assessment data, formative and summative, and the development of common assessments. They will also continue to use the Literacy Plan that was developed several years ago.

Mrs. Baranski and Mr. Montler answered specific questions from Board members. Board members thanks Mrs. Baranski and Mr. Montler for putting the material together and providing such a comprehensive presentation. They were pleased to have the information, learn the "language" and the many acronyms used, and to know the how the data is used and translated into actions to improve student achievement. Board members feel they are much better equipped for future conversations about assessment.

E. CLOSED SESSION

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

1. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)

The Board entered closed session at 9:45 p.m.

F. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:15 p.m. No action was reported.

G. ADJOURNMENT

The September 27, 2011 special meeting was adjourned at 10:15 p.m.

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

**MINUTES
November 7, 2011**

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

A. CALL TO ORDER

President Ryan called the meeting to order at 6:30 p.m.

Members present:

Barbara Ryan, President
Dan Bartholomew, Vice President
Ken Fox, Member
Dustin Burns, Member

B. PUBLIC COMMUNICATION

There was no request from the public to address the Board.

C. CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release (Gov't Code §54957)

The Board received the facts alleged, evidence, including written documentation and the testimony of witnesses, in the Notice of Recommended Disciplinary Action for employee #369-264. The Board excused all parties and deliberated in closed session.

D. RECONVENE TO PUBLIC SESSION AND ADJOURNMENT

The Board reconvened to public session at 7:50 p.m. President Ryan reported that in closed session the Board voted to dismiss employee # 369-264. (3 ayes, 1 no). President Ryan voted not in favor of dismissal.

The November 7, 2011 special meeting was adjourned at 7:51 p.m.

Consent Item E.1.2. Establish Date and Time of Board's Annual Organizational Meeting

Prepared by Dr. Patrick Shaw
November 15, 2011

BACKGROUND:

Education Code sections 35143 and 72000(2) (A) require that the annual organizational meeting of governing boards for 2011 be held between December 2 and December 16, 2011, inclusive. The day and time of the annual organizational meeting shall be selected by the Board at its regular meeting held immediately prior to December 2. If a board fails to select the day and time of its annual meeting, the County Superintendent of Schools sets the date.

The next regularly scheduled Board meeting for this organizational process to occur is December 6, 2011.

RECOMMENDATION:

Administration recommends that the Board of Education set the annual organizational meeting for the regular Board meeting on December 6, 2011, and authorize completion of the Notice of December 2011 Organizational Meeting of the Governing Board.

Motion:

Second:

Vote:

Agenda Item E.1.2.

BACKGROUND:

At the October 4, 2011, the Board approved the appointment of applicants to Board Advisory Committees for 2011-12. Following this initial recruitment for volunteers, there remained some vacancies for community membership of several committees. A second notice seeking volunteers was distributed and additional applications have been received.

Administration is bringing the names of the following applicants to the Board for approval of their appointment to vacant member positions on Board Advisory Committees.

NAME	PARENT/COMMUNITY MEMBER	SCHOOL REPRESENTED	COMMITTEE MEMBERSHIP DESIRED
Alexis Agostino	Community Member		Advisory Committee for Instruction
Mark Agostino	Community Member		Advisory Committee for Instruction
Allyson Jackson	Parent	Hill Creek	Advisory Committee for Instruction
Michelle McNearney	Parent	Carlton Oaks	Advisory Committee for Instruction
Maria-Stella Cuevas	Parent	PRIDE Academy	Special Education Advisory Committee
Deborah McHone	Community Member		Special Education Advisory Committee
Michelle McNearney	Parent	Carlton Oaks	Special Education Advisory Committee
Nancy Burris	Parent	Carlton Oaks	Special Education Advisory Committee

RECOMMENDATION:

Administration recommends that the Board of Education approve administration's recommendation to appoint these applicants to 2-year terms on the listed Board Advisory Committees.

FISCAL IMPACT:

There is no fiscal impact in appointing Board Advisory Committee members.

Motion:

Second:

Vote:

Agenda Item D.1.3.

Consent Item E.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
November 15, 2011

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:

- Establish a staff development program as the cornerstone of effective instructional programs and employee performance.

FISCAL IMPACT:

The estimated travel expenses are \$1,716, plus substitute costs of \$210, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Board Travel Report - November 15, 2011									
Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel	
Thurs-Sat, 12/01/11 - 12/03/11	Dustin Burns	Board	California School Boards Association Annual Conference 2011	San Diego	\$0	\$923	Board	The CSBA conference will provide innovative and effective new ideas to make changes that will have a positive impact on schools, with a focus on resources to advance the best interests of students, public education and leadership issues.	
Thurs-Sat, 12/01/11 - 12/03/11	Tiffani Brown	RS	California League of Schools Annual Conference	San Diego	\$210	*0	SLIB	This annual conference will focus on creating a climate of achievement in the classroom through differentiated instruction, integrated technology, data analysis, API strategies, and classroom management. *There is no registration fee for this conference as Ms. Brown is a presenter during this event.	
Wednesday, 01/18/12	Minnie Malin	HR	ACSA 2012 Symposium for Negotiators	San Diego	\$0	\$483	Human Resources	This is a workshop that will provide methods for negotiations.	
Travel Requiring Airfare, Overnight Stay, and/or Out of County									
Wednesday, 12/07/11	Christina Becker	M&O	State Allocation Board Meeting	Sacramento	\$0	\$310	Facilities Modernization	Ms Becker will be representing Santee School District at the State Allocation Board considers joint use modernization grant funding for the District.	

Consent Item E.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 November 15, 2011

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 October 2011:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-963721 TO 12-974747	\$422,552.50
09 00	N/A	\$0.00
12 06	12-971467	\$222.06
13 00	12-963776 TO 12-974749	\$87,808.30
14 00	N/A	\$0.00
21 09	N/A	\$0.00
21 39 / 21 08	12-963798 TO 12-974756	\$3,386,297.42
25 18	12-967663 TO 12-972686	\$12,599.00
25 38	N/A	\$0.00
35-00	N/A	\$0.00
40-00	N/A	\$0.00
63 00	12-966411 TO 12-974757	\$16,603.74
		\$3,926,083.02

Student Body Warrants issued for the period of October 2011:

\$6,373.83

Payroll Warrant #'s beginning 10-044902 through 10-044967 and 10-835590 through 10-836367 and 10-052503:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$2,782,491.56
06 00	\$809,592.31
12 06	\$22,020.91
13 00	\$81,943.19
25-18	\$7,082.87
63 00	\$179,722.30
\$3,882,853.14	

RECOMMENDATION:

Administration recommends that the Board approve the expenditure warrants for the month of October as presented.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$7,815,309.99 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

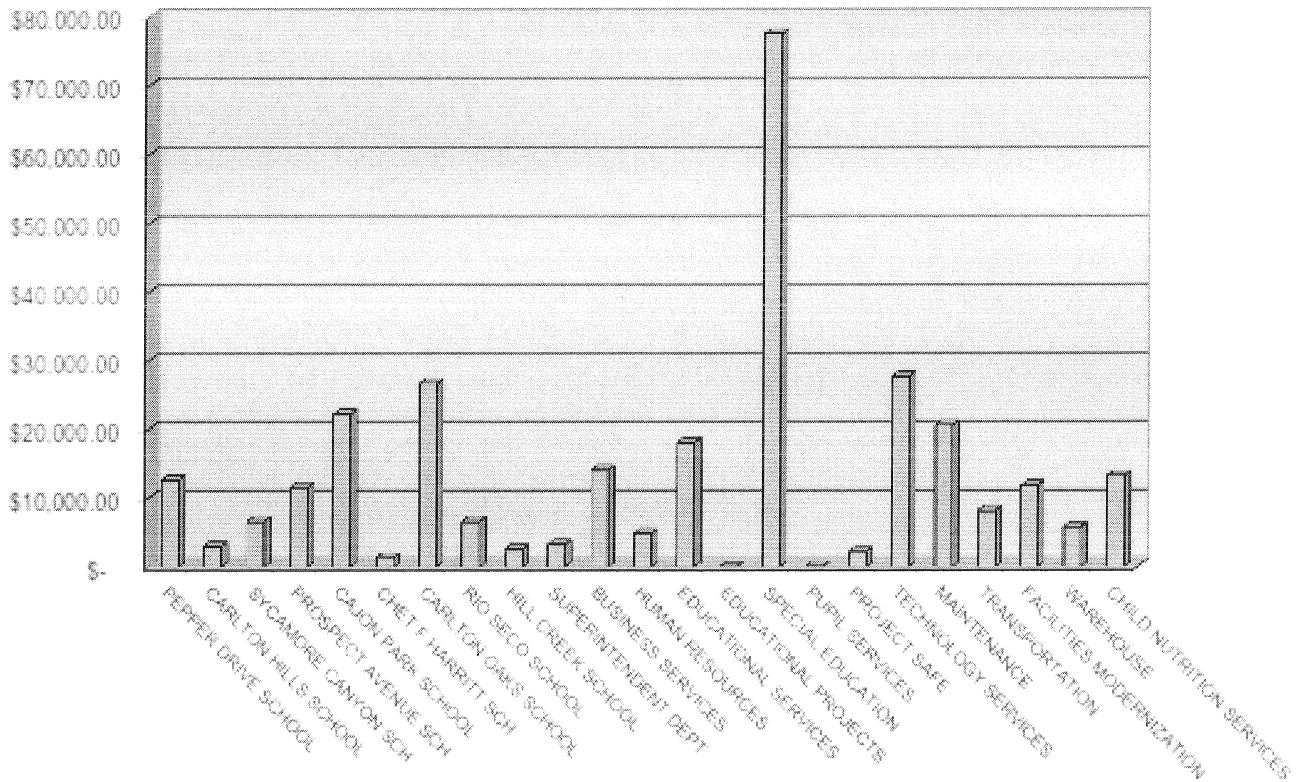
This is a fiscal item. All fiscal resources impact student achievement.

Motion:		Second:		Vote:		Agenda Item E.2.2.
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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.

**PURCHASE ORDER REPORT
 OCTOBER 2011**



- The Special Education purchase orders include payments for various specialized consulting agreements.

33

RECOMMENDATION:

Administration recommends approval of purchase orders #110537 through #110677 issued October 1, 2011 through October 31, 2011.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The fiscal impact of \$300,281.92 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.3.
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LOCATION LIST 2011-12

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

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

Fund Numbers

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

M = Monthly Blanket
 A = Annual Blanket
 L = Lottery

PURCHASE ORDER EXCEEDED BY 10%
 FOR THE MONTH OF OCTOBER 2011

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
110274	8/2/2011	21-39	CONCEPTS SCHOOL & OFFICE ADDITIONAL UNITS	007	LIBRARY SHELVING AT CHET F HARRITT OVER 10%	\$14,212.63 \$2,660.56
					NEW TOTAL	\$16,873.19
110275	8/2/2011	21-39	CONCEPTS SCHOOL & OFFICE ADDITIONAL UNITS	007	LIBRARY SHELVING AT PRIDE OVER 10%	\$14,212.63 \$4,535.71
					NEW TOTAL	\$18,748.34

**PURCHASE ORDER LISTING - OCTOBER 2011
BY SITE**

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
110564	10/6/2011	3	SAN DIEGO SYMPHONY	ADMISSIONS	\$ 390.00	002	PEPPER DRIVE SCHOOL
110569	10/6/2011	6	RENAISSANCE LEARNING INC	CLASSROOM MATERIALS	\$ 138.01	002	PEPPER DRIVE SCHOOL
110599	10/13/2011	6	TROXELL COMMUNICATIONS INC	EQUIPMENT SUPPLIES	\$ 270.34	002	PEPPER DRIVE SCHOOL
110608	10/17/2011	6	STUDY ISLAND	SUBSCRIPTIONS - GRADES 2-8	\$ 4,396.00	002	PEPPER DRIVE SCHOOL
110609	10/17/2011	3	RENAISSANCE LEARNING INC	CLASSROOM MATERIALS	\$ 4,409.01	002	PEPPER DRIVE SCHOOL
110614	10/18/2011	3	SCHOLASTIC BOOK FAIRS - 10	FUNDRAISER - PD	\$ 2,625.98	002	PEPPER DRIVE SCHOOL
110631	10/21/2011	6	DELL MARKETING L.P.	PRINTER	\$ 260.13	002	PEPPER DRIVE SCHOOL
110673	10/31/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 162.83	002	PEPPER DRIVE SCHOOL
					TOTAL \$ 12,652.30		PEPPER DRIVE SCHOOL
110617	10/18/2011	3	ACCESS APPARELS AND PRINTING	SPIRIT T-SHIRTS - CH	\$ 91.01	003	CARLTON HILLS SCHOOL
110654	10/25/2011	3	BUTTER BRAID SAN DIEGO	FUNDRAISER	\$ 2,940.00	003	CARLTON HILLS SCHOOL
					TOTAL \$ 3,031.01		CARLTON HILLS SCHOOL
110540	10/4/2011	3	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$ 42.32	004	SYCAMORE CANYON SCH
110597	10/12/2011	3	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR - SC	\$ 2,662.20	004	SYCAMORE CANYON SCH
110598	10/12/2011	3	SKEDADDLE FUNDRAISERS	FUNDRAISER - SC	\$ 2,810.00	004	SYCAMORE CANYON SCH
110640	10/24/2011	3	TROXELL COMMUNICATIONS INC	ELECTRONIC SUPPLIES	\$ 634.95	004	SYCAMORE CANYON SCH
110660	10/26/2011	3	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS	\$ 465.00	004	SYCAMORE CANYON SCH
					TOTAL \$ 6,614.47		SYCAMORE CANYON SCH
110537	10/3/2011	6	SDCOE/MEDIA SERVICES	REGISTRATION FEES	\$ 30.00	005	PROSPECT AVENUE SCH
110539	10/4/2011	6	DELL MARKETING L.P.	COMPUTER	\$ 801.33	005	PROSPECT AVENUE SCH
110562	10/5/2011	6	VIRCO MANUFACTURING CORP	SCIENCE CHAIRS	\$ 999.92	005	PROSPECT AVENUE SCH
110571	10/6/2011	6	TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIPMENT REPL/PTS	\$ 615.71	005	PROSPECT AVENUE SCH
110592	10/11/2011	3	HARCOURT OUTLINES INC	FUNDRAISER	\$ 405.69	005	PROSPECT AVENUE SCH
110611	10/17/2011	6	TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIPMENT	\$ 2,183.04	005	PROSPECT AVENUE SCH
110612	10/17/2011	3	OMA'S PUMPKIN PATCH	ADMISSIONS	\$ 420.00	005	PROSPECT AVENUE SCH
110616	10/18/2011	3	3 DAY BLINDS	OFFICE MODERNIZATION	\$ 1,615.19	005	PROSPECT AVENUE SCH
110636	10/24/2011	6	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 40.00	005	PROSPECT AVENUE SCH
110642	10/24/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 173.82	005	PROSPECT AVENUE SCH
110669	10/31/2011	6	TROXELL COMMUNICATIONS INC	EQUIPMENT PARTS/REPAIRS	\$ 1,289.14	005	PROSPECT AVENUE SCH
110674	10/31/2011	6	TECH4LEARNING	SOFTWARE LICENSES	\$ 2,880.00	005	PROSPECT AVENUE SCH
110675	10/31/2011	6	CDW GOVERNMENT INC	COMPUTER MONITOR	\$ 121.63	005	PROSPECT AVENUE SCH
					TOTAL \$ 11,575.47		PROSPECT AVENUE SCH
110554	10/4/2011	3	PC MALLGOV	SOFTWARE LICENSES	\$ 682.08	006	CAJON PARK SCHOOL
110555	10/4/2011	6	PC MALLGOV	SOFTWARE LICENSES	\$ 917.36	006	CAJON PARK SCHOOL

110565	10/6/2011	3	SAN DIEGO SYMPHONY	ADMISSIONS	\$ 775.00	006	CAJON PARK SCHOOL
110566	10/6/2011	3	LENOVO (UNITED STATES) INC.	LAPTOPS	\$ 15,304.82	006	CAJON PARK SCHOOL
110567	10/6/2011	3	PC MALLGOV	SOFTWARE LICENSES	\$ 2,979.90	006	CAJON PARK SCHOOL
110593	10/11/2011	3	LENOVO (UNITED STATES) INC.	LAPTOP	\$ 896.94	006	CAJON PARK SCHOOL
110594	10/11/2011	3	PC MALLGOV	SOFTWARE LICENSE	\$ 90.31	006	CAJON PARK SCHOOL
110664	10/27/2011	3	DELL MARKETING L.P.	PRINTER	\$ 165.38	006	CAJON PARK SCHOOL
110665	10/28/2011	3	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTIONS	\$ 201.66	006	CAJON PARK SCHOOL
110666	10/28/2011	3	MAINTEX INC	SUPPLIES	\$ 183.61	006	CAJON PARK SCHOOL
					TOTAL \$	22,197.06	CAJON PARK SCHOOL
110641	10/24/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 138.93	007	CHET F HARRITT SCH
110671	10/31/2011	3	LENOVO (UNITED STATES) INC.	LAPTOP & DOCKING UNIT	\$ 1,067.18	007	CHET F HARRITT SCH
110672	10/31/2011	3	PC MALLGOV	SOFTWARE LICENSE	\$ 83.18	007	CHET F HARRITT SCH
					TOTAL \$	1,289.29	CHET F HARRITT SCH
110600	10/13/2011	3	SUNDANCE STAGE LINES	FIELD TRIP TRANSPORTATION	\$ 1,261.00	008	CARLTON OAKS SCHOOL
110607	10/17/2011	3	SCHOOL NURSE SUPPLY INC	HEALTH OFFICE SUPPLIES	\$ 92.86	008	CARLTON OAKS SCHOOL
110618	10/18/2011	3	TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIPMENT PARTS	\$ 327.10	008	CARLTON OAKS SCHOOL
110619	10/19/2011	3	DUDLEY'S BAKERY, INC.	FUNDRAISER - 6TH GRADE CAMP	\$ 1,045.60	008	CARLTON OAKS SCHOOL
110624	10/20/2011	3	FLAGSHIP CRUISES AND EVENTS	ADMISSIONS	\$ 2,905.00	008	CARLTON OAKS SCHOOL
110643	10/24/2011	3	ENTERTAINMENT PUBLICATIONS, LL				
					TOTAL \$	20,215.60	008
110652	10/25/2011	6	DELL MARKETING L.P.	COMPUTER	\$ 260.13	008	CARLTON OAKS SCHOOL
110663	10/26/2011	3	AUDIO VIDEO INSTALLS	ELECTRONIC EQUIP. REPAIRS	\$ 425.00	008	CARLTON OAKS SCHOOL
110670	10/31/2011	6	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTIONS	\$ 163.00	008	CARLTON OAKS SCHOOL
					TOTAL \$	26,695.29	CARLTON OAKS SCHOOL
110568	10/6/2011	3	AL'S SPORT SHOP	PE SUPPLIES	\$ 2,025.70	009	RIO SECO SCHOOL
110667	10/28/2011	3	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTIONS	\$ 154.28	009	RIO SECO SCHOOL
110668	10/28/2011	3	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR	\$ 4,430.65	009	RIO SECO SCHOOL
					TOTAL \$	6,610.63	RIO SECO SCHOOL
110623	10/20/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 348.68	010	HILL CREEK SCHOOL
110628	10/20/2011	3	TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIPMENT	\$ 51.95	010	HILL CREEK SCHOOL
110632	10/21/2011	3	DELL MARKETING L.P.	PRINTER	\$ 260.13	010	HILL CREEK SCHOOL
110633	10/21/2011	3	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTIONS	\$ 330.00	010	HILL CREEK SCHOOL
110650	10/25/2011	3	OMA'S PUMPKIN PATCH	ADMISSIONS	\$ 518.00	010	HILL CREEK SCHOOL
110676	10/31/2011	3	VIRCO MANUFACTURING CORP	CHAIRS FOR TECH LAB	\$ 1,050.37	010	HILL CREEK SCHOOL
					TOTAL \$	2,559.13	HILL CREEK SCHOOL
110556	10/5/2011	3	SANTEE CHAMBER OF COMMERCE	ADVERTISEMENT IN ECHO	\$ 3,000.00	062	SUPERINTENDENT DEPT
110557	10/5/2011	3	S4 MEDIA	GRAPHIC DESIGN FOR AD	\$ 150.00	062	SUPERINTENDENT DEPT
110591	10/10/2011	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 150.00	062	SUPERINTENDENT DEPT

					TOTAL \$ 3,300.00	SUPERINTENDENT DEPT
110585	10/10/2011	3	BURNS, DUSTIN	REPLACE CANCELED WARRANT	\$ 295.86 064	BUSINESS SERVICES
110590	10/10/2011	3	6 OFFICEMAX CONTRACT INC	OFFICE SUPPLIES - ALL SITES	\$ 4,650.27 064	BUSINESS SERVICES
110620	10/20/2011	3	6 OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	\$ 5,589.33 064	BUSINESS SERVICES
110621	10/20/2011	12	6 OFFICE DEPOT INC	OFFICE SUPPLIES-STATE PRE-SCH	\$ 222.06 064	BUSINESS SERVICES
110647	10/25/2011	3	UNITED PARCEL SERVICE	RETURN FREIGHT	\$ 8.58 064	BUSINESS SERVICES
110648	10/25/2011	25	18 WELLS FARGO BANK	COPS FEES	\$ 1,800.00 064	BUSINESS SERVICES
110649	10/25/2011	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT DELIVERY	\$ 51.59 064	BUSINESS SERVICES
110655	10/26/2011	3	KAPPA SURVEYING INC	BOUNDARY SURVEY AT CFH	\$ 1,400.00 064	BUSINESS SERVICES
				TOTAL \$ 14,017.69	BUSINESS SERVICES	
110627	10/20/2011	13	SHARP REES-STEALY MEDICAL	EXAM	\$ 331.00 065	HUMAN RESOURCES
110637	10/24/2011	3	OHUSKY, SCOTTIE	REIMBURSEMENT FOR OVERPYMT	\$ 73.38 065	HUMAN RESOURCES
110638	10/24/2011	3	SCSEBA	COBRA PAYMENT	\$ 4,191.12 065	HUMAN RESOURCES
110639	10/24/2011	3	DELTACARE PMI	COBRA PAYMENT	\$ 234.45 065	HUMAN RESOURCES
				TOTAL \$ 4,829.95	HUMAN RESOURCES	
110634	10/24/2011	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 99.00 066	EDUCATIONAL SERVICES
110635	10/24/2011	6	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 2,000.00 066	EDUCATIONAL SERVICES
110646	10/24/2011	3	6 INTEL-ASSESS, INC.	ASSESSMENTS TRAINING	\$ 15,000.00 066	EDUCATIONAL SERVICES
110610	10/17/2011	3	NORENBERG, JULIE	CONSULTANT AGREEMENT	\$ 560.05 069	EDUCATIONAL SERVICES
110625	10/20/2011	3	SDCOE/MEDIA SERVICES	REGISTRATION FEES	\$ 60.00 069	EDUCATIONAL SERVICES
110651	10/25/2011	6	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	\$ 360.00 069	EDUCATIONAL SERVICES
				TOTAL \$ 18,079.05	EDUCATIONAL SERVICES	
110570	10/6/2011	3	ANSMAR PUBLISHERS INC	CLASSROOM MATERIALS	\$ 31.25 068	EDUCATIONAL PROJECTS
				TOTAL \$ 31.25	EDUCATIONAL PROJECTS	
110538	10/4/2011	6	LC BARNES THERAPY	CONSULTANT SERVICES	\$ 70,560.00 067	SPECIAL EDUCATION
110584	10/10/2011	6	CALICO SOFTWARE SYSTEMS INC	ANNUAL AGREEMENT - 11/12	\$ 6,832.20 067	SPECIAL EDUCATION
110613	10/18/2011	6	SANDCASE	REGISTRATION FEES	\$ 115.00 067	SPECIAL EDUCATION
				TOTAL \$ 77,507.20	SPECIAL EDUCATION	
110583	10/10/2011	6	DELL MARKETING L.P.	EQUIPMENT SUPPLIES	\$ 49.77 070	PUPIL SERVICES
110626	10/20/2011	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 50.00 070	PUPIL SERVICES
				TOTAL \$ 99.77	PUPIL SERVICES	
110622	10/20/2011	63	OFFICE DEPOT INC	OFFICE SUPPLIES - PROJ. SAFE	\$ 110.19 072	PROJECT SAFE
110630	10/20/2011	63	ALEXANDER'S MOBILITY SERVICES	PROJ. SAFE SUMMER MOVES	\$ 2,000.00 072	PROJECT SAFE
				TOTAL \$ 2,110.19	PROJECT SAFE	
110577	10/7/2011	3	6 TECH4LEARNING	SOFTWARE LICENSES - MANY SITES	\$ 3,960.00 073	TECHNOLOGY SERVICES
110578	10/7/2011	13	SEHI/PROCOMP COMPUTER PRODUCTS	HP TABLETS - CNS	\$ 6,002.18 073	TECHNOLOGY SERVICES
110658	10/26/2011	3	SCHOOL MESSENGER	ANNUAL AGREEMENT 11/12	\$ 17,712.75 073	TECHNOLOGY SERVICES

					TOTAL \$ 27,674.93		TECHNOLOGY SERVICES
110572	10/7/2011	6	RAMONA PAVING AND CONSTRUCTION	ASPHALT SIDEWALK - PD	\$ 6,831.00	075	MAINTENANCE
110573	10/7/2011	6	JOHNSTONE SUPPLY	HVAC SUPPLIES - PD	\$ 761.03	075	MAINTENANCE
110574	10/7/2011	6	JOHNSTONE SUPPLY	ELECTRICAL SUPPLIES - PD	\$ 85.64	075	MAINTENANCE
110575	10/7/2011	6	JOHNSTONE SUPPLY	HVAC SUPPLIES - PD	\$ 45.62	075	MAINTENANCE
110576	10/7/2011	6	JOHNSTONE SUPPLY	ELECTRICAL SUPPLIES - M&O	\$ 55.54	075	MAINTENANCE
110601	10/13/2011	6	ADVANCE PLUMBING CO	EMERGENCY PLUMBING SVCS - RS	\$ 2,599.13	075	MAINTENANCE
110653	10/25/2011	6	COUNTYWIDE MECHANICAL	HVAC REPAIRS	\$ 9,280.45	075	MAINTENANCE
110657	10/26/2011	6	PORTABLE STORAGE CORP	STORAGE CONTAINER MOVES - PD	\$ 887.50	075	MAINTENANCE
					TOTAL \$ 20,545.91		MAINTENANCE
110541	10/4/2011	6	INTERSTATE BATTERY OF	SHOP SUPPLIES	\$ 141.42	076	TRANSPORTATION
110542	10/4/2011	6	ROADONE	TOWING SERVICES	\$ 224.40	076	TRANSPORTATION
110543	10/4/2011	6	PARKHOUSE TIRE INC	BUS REPAIRS & MAINTENANCE	\$ 1,950.76	076	TRANSPORTATION
110544	10/4/2011	6	MAGNOLIA TEST ONLY STATION	SMOG TESTS	\$ 220.00	076	TRANSPORTATION
110545	10/4/2011	6	SCHOOL BUS PARTS COMPANY	BUS REPAIRS & MAINTENANCE	\$ 177.47	076	TRANSPORTATION
110546	10/4/2011	6	NORTH COUNTY REBUILDERS	BUS REPAIRS & MAINTENANCE	\$ 26.67	076	TRANSPORTATION
110547	10/4/2011	6	MIRAMAR TRUCK CENTER	BUS REPAIRS & MAINTENANCE	\$ 2,745.19	076	TRANSPORTATION
110548	10/4/2011	6	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE	\$ 350.00	076	TRANSPORTATION
110549	10/4/2011	6	DREW FORD	BUS REPAIRS & MAINTENANCE	\$ 14.98	076	TRANSPORTATION
110550	10/4/2011	3	MASON'S SAW & LAWNMOWER	MOWER REPAIRS/PARTS	\$ 1.73	076	TRANSPORTATION
110551	10/4/2011	6	KIMBALL MIDWEST	BUS REPAIRS & MAINTENANCE	\$ 340.67	076	TRANSPORTATION
110552	10/4/2011	13	ABACOR INC	PARTS FOR CNS	\$ 73.95	076	TRANSPORTATION
110553	10/4/2011	6	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$ 1,288.42	076	TRANSPORTATION
110586	10/10/2011	6	INTERSTATE BATTERY OF	BUS REPAIRS & MAINTENANCE	\$ 289.79	076	TRANSPORTATION
110587	10/10/2011	6	ALL STAR GLASS	M&O VEHICLE REPAIRS	\$ 72.00	076	TRANSPORTATION
110588	10/10/2011	6	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$ 130.38	076	TRANSPORTATION
110589	10/10/2011	13	KIRKS RADIATOR	CNS VEHICLE REPAIRS & MAINT.	\$ 73.44	076	TRANSPORTATION
					TOTAL \$ 8,121.27		TRANSPORTATION
110558	10/5/2011	21	39 TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIP - HC	\$ 1,657.21	077	FACILITIES MODERNIZATION
110559	10/5/2011	21	39 DELL MARKETING L.P.	PRINTERS - HC	\$ 534.44	077	FACILITIES MODERNIZATION
110560	10/5/2011	21	39 DELL MARKETING L.P.	COMPUTERS - HC	\$ 1,601.17	077	FACILITIES MODERNIZATION
110561	10/5/2011	21	39 CDW GOVERNMENT INC	COMPUTER EQUIPMENT - HC	\$ 970.52	077	FACILITIES MODERNIZATION
110563	10/5/2011	21	39 DECKER EQUIPMENT	CHAIR FLOOR PROTECTORS - MODS	\$ 563.63	077	FACILITIES MODERNIZATION
110602	10/14/2011	21	39 INSTITUTIONAL CABINET &	CABINETRY WORK - PA	\$ 2,300.00	077	FACILITIES MODERNIZATION
110603	10/14/2011	21	39 SEHI/PROCOMP COMPUTER PRODUCTS	ELECTRONIC EQUIPMENT - CFH	\$ 1,509.58	077	FACILITIES MODERNIZATION
110629	10/20/2011	21	39 UNITED SITE SERVICES OF CA INC	TEMP. FENCE - CFH MOD.	\$ 125.00	077	FACILITIES MODERNIZATION
110659	10/26/2011	21	39 PORTABLE STORAGE CORP	TEMPORARY STORAGE - CFH	\$ 275.00	077	FACILITIES MODERNIZATION

110661	10/26/2011	21	39	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT SAMPLING - PD	\$	625.00	077	FACILITIES MODERNIZATION
110677	10/31/2011	21	39	CONCEPTS SCHOOL & OFFICE	LIBRARY FURNITURE - CFH	\$	1,621.22	077	FACILITIES MODERNIZATION
						TOTAL	\$ 11,782.77		FACILITIES MODERNIZATION
110579	10/10/2011	3		SPORT SUPPLY GROUP INC	STORES SUPPLIES	\$	58.19	078	WAREHOUSE
110580	10/10/2011	3		SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	327.13	078	WAREHOUSE
110581	10/10/2011	3		MOORE MEDICAL CORP	STORES SUPPLIES	\$	137.38	078	WAREHOUSE
110582	10/10/2011	3		OFFICE DEPOT INC	STORES SUPPLIES	\$	47.41	078	WAREHOUSE
110595	10/12/2011	3		FERGUSON ENTERPRISES INC	STORES SUPPLIES	\$	2,275.68	078	WAREHOUSE
110604	10/14/2011	3		SPORT SUPPLY GROUP INC	STORES SUPPLIES	\$	129.30	078	WAREHOUSE
110605	10/14/2011	3		SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	78.61	078	WAREHOUSE
110606	10/14/2011	3		CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	2,626.41	078	WAREHOUSE
110656	10/26/2011	3		SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	74.99	078	WAREHOUSE
						TOTAL	\$ 5,755.10		WAREHOUSE
110596	10/12/2011	13		WEBB CLEFF ARCHITECTURE	A & E FOR CENTRAL KITCHEN ROOF	\$	12,500.00	090	CHILD NUTRITION SERVICES
110644	10/24/2011	13		MAYER REPORGRAPHICS, INC.	CNS KITCHEN ROOF BID PRINTING	\$	422.99	090	CHILD NUTRITION SERVICES
110645	10/24/2011	13		SAN DIEGO DAILY TRANSCRIPT	CNS KITCHEN ROOF AD FOR BID	\$	279.20	090	CHILD NUTRITION SERVICES
						TOTAL	\$ 13,202.19		CHILD NUTRITION SERVICES
							\$ 300,281.92		

Consent Item E.2.4. Acceptance of Donations
 Prepared by Karl Christensen
 November 15, 2011

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 Construction of a new Grass Field, "Field of Dreams" for PE	\$675.82	Target – Take Charge of Education Fundraiser	Cajon Park School
	\$1,000.00	Mission Federal Credit Union	
	\$1,000.00	Santee School District Foundation	
Mini-grant: Funds to Support the "Caring Campus" and Team/Character Building Intramural Sports Program	\$1,000.00	Santee School District Foundation	Carlton Hills School
Mini-grant: Funds to Support the Peace Patrol Program	\$1,000.00	Santee School District Foundation	Carlton Oaks School
Mini-grant: Funds to Support an After School Music Program	\$1,000.00	Santee School District Foundation	Chet F. Harritt School
Mini-grant: Funds to Support a Fitness Room with the Purchase of Indoor Exercise Equipment	\$1,000.00	Santee School District Foundation	Hill Creek School
Mini-grant: Funds to Support the EduDance Program	\$1,000.00	Santee School District Foundation	Pepper Drive School
Mini-grant: Funds to Support the Drama Program with the Purchase of Lights for Media Center Stage	\$1,000.00	Santee School District Foundation	PRIDE Academy at Prospect Avenue School
Mini-grant: Funds to Support the Junior High Book Club	\$1,000.00	Santee School District Foundation	Rio Seco School
Mini-grant: Funds to Support the Café in the Classroom Literacy Program	\$1,000.00	Santee School District Foundation	Sycamore Canyon School
Mini-grant: Funds to Support the Foreign Language Program	\$500.00	Santee School District Foundation	Alternative Home School Program
Mini-grant: Funds to Support the Classroom Science Station	\$500.00	Santee School District Foundation	Santee Success Program
TOTAL DONATIONS RECEIVED	\$11,675.82		

RECOMMENDATION:

It is recommended that the Board of Education accept the donations listed above for the District and authorize staff to send letters of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The donations above are valued at \$11,675.82.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.4.
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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:

Administration recommends approval of check #22216 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The fiscal impact is \$22.71 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.5.
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SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
10/31/11	22216	Board of Equalization	Diesel Fuel Tax- 3rd Quarter 2011	22.71
		Total Checks Written		\$22.71
		Total to be Reimbursed		\$22.71

Consent Item E.2.6. Approval to Submit Application for PL 81-874 and
Prepared by Karl Christensen Designation Of Authorized Representative
November 15, 2011

BACKGROUND:

PL 81-874 Federal Impact Aid is available to districts for students whose parents live or work on military bases or at other federal facilities. Part of the application process for obtaining the PL 81-874 money requires that we receive approval for the application process, which is prepared online in January, from our Board of Education. The Board is also required to name an authorized District representative.

RECOMMENDATION:

Administration recommends that the Board approve filing the application for PL 81-874 Federal Impact Aid funds for fiscal year 2011-12 and name Karl Christensen, Assistant Superintendent of Business Services, as the authorized District representative.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

The fiscal impact is an estimated income of \$96,006 for 2011-12.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.6.
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Consent Item E.2.7.
Prepared by Karl Christensen
November 15, 2011

Authorization/Ratification to File Operations Application
of Intent to Participate in the 2011-12 Class Size
Reduction (CSR) Program

BACKGROUND:

Each year, the District must apply to participate in the K-3 Class Size Reduction Program. Adoption of the application authorizes participation in this program in grades K-3 at all schools. The application was sent to the California Department of Education. Additionally, it is recommended that Karl Christensen, Assistant Superintendent of Business Services, serve as the Board's representative for the class size reduction application and certification of implementation.

RECOMMENDATION:

It is recommended that the Board of Education authorize/ratify the filing of the 2011-12 Operations Application for the K-3 Class Size Reduction Program and recommends that Karl Christensen, Assistant Superintendent of Business Services, serve as the Board's representative for the class size reduction application and certification of implementation.

This recommendation supports the following District goals:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.
- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The District will receive approximately \$1,997,424 from Class Size Reduction operations revenue to pay for the teachers' salaries and benefits.

STUDENT ACHIEVEMENT IMPACT:

The class size reduction program with a student/teacher ratio of 24:1 is one factor in potentially promoting student achievement.

Motion:		Second:		Vote:		Agenda Item E.2.7.
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BACKGROUND:

At its September 21, 2010 meeting, the Board authorized contracted services from Vavrinek, Trine, Day & Co., LLP (VTD) to perform all necessary work for the 2010-11 audit report. The services under this 1-year contract are nearly completed. The firm has performed well during the last several years providing the District with a highly independent, comprehensive and unbiased evaluation of District financial operations. Specifically, VTD findings and recommendations led to significant improvements to the accounting and reporting of cash activities, improvement to student body accounting and restricted program compliance.

Under State law, the firm will rotate staff assignment to ensure the same high level of independence and objectivity. This staff rotation meets all State law requirements to rotate staff or firms every three years.

Presented for Board approval is a contract with VTD to perform all necessary work and audit services for the fiscal years 2011-12, 2012-13, and 2013-14 beginning July 1, 2011.

RECOMMENDATION:

Administration recommends Board of Education approval to enter into a contract with Vavrinek, Trine, Day & Co., LLP for 2011-12 through 2013-14 in the amount of \$21,500 for each year to conduct the District's annual audit beginning July 1, 2011.

FISCAL IMPACT:

This fiscal impact will be in the amount of \$21,500 each year to conduct the District's annual audit beginning 2011-12 through 2013-14.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.8.
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CONTRACT FOR AUDITING

This agreement made and entered into this 27th day of October 2011, between the Governing Board of the Santee School District, of San Diego County, State of California, hereafter referred to as "District" and VAVRINEK, TRINE, DAY & CO., LLP, Certified Public Accountants, hereafter referred to as "Auditors".

We understand the services we are to provide the District for the year ended June 30, 2012. We will audit the financial statements of the District, as of and for the one-year period beginning July 1, 2011 and ending June 30, 2012, with the option to renew for the years ending June 30, 2013 and 2014, respectively. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A) to accompany the District's basic financial statements. As part of our engagement, we will apply certain limited procedures to District's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule

Supplementary information other than RSI, also accompanies District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and will provide an opinion on it in relation to the basic financial statements:

1. Schedule of Expenditures of Federal Awards.
2. Schedules required by current *Standards and Procedures for Audits of California K-12 Local Educational Agencies*, issued by the Education Audit Appeals Panel.

AUDIT OBJECTIVES

The objective of our audit is the expression of an opinion as to whether your basic financial statements are fairly presented, in all material respects, in conformity with United States generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended for the information and use of the governing board, management, specific legislative or regulatory bodies, Federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with United States generally accepted auditing standards; the standards outlined in the *Standards and Procedures for Audits of California K-12 Local Educational Agencies* the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinion on the financial statements or the Single Audit compliance opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

MANAGEMENT RESPONSIBILITIES

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities (if applicable), the aggregate discretely presented component units (if applicable), each major fund, and the aggregate remaining fund information of the District and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for Federal Awards program compliance with applicable laws and regulations and the provisions of contracts and grant agreements. Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein.

You are responsible for management decisions and functions. As part of the audit, we will prepare a draft of your financial statements, Schedule of Expenditures of Federal Awards, and related notes. In accordance with Government Auditing Standards, you will be required to review and approve those financial statements prior to their issuance and have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for making all financial records and related information available to us, including identifying significant vendor relationships in which the vendor has the responsibility for program compliance and for the accuracy and completeness of that information. Management's responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of the audit, we will assist with preparation of your financial statements, Schedule of Expenditures of Federal Awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, Schedule of Expenditures of Federal awards, and related notes and for accepting full responsibility for such decisions.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review during the interim phase of our audit.

Management is responsible for establishment and maintenance of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, and the timing and format related thereto.

AUDIT PROCEDURES - INTERNAL CONTROLS

Matthew S. Miller is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major Federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards, Government Auditing Standards, and OMB Circular A-133.

AUDIT PROCEDURES - COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of test of transactions and other applicable procedures described in the OMB Circular A-133 Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

AUDIT ADMINISTRATION AND ACCESS TO WORKPAPERS

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will provide the appropriate number of copies of our reports to the District; however, it is management's responsibility to submit the reporting package (including financial statements, Schedule of Expenditures of Federal Awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the designated Federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits. At the conclusion of the engagement, we will provide information to management as to where the reporting packages should be submitted and the number to submit.

The audit documentation for this engagement is the property of the auditors and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the appropriate Cognizant or Oversight Agency for Audit or its designee, a Federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities.

We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of the auditor. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release or for any additional period requested. If we are aware that a Federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

AUDIT FEES

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The fee listed below is based on anticipated cooperation from your personnel, the assumption that unexpected circumstances will not be encountered during the audit, no significant changes in reporting format and/or audit requirements or significant changes in the operations of the District.

If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fee. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

The maximum annual fee for auditing services under the terms of this contract shall not exceed \$21,500 for the year ended June 30, 2012, with the two-year option for the years ended June 30, 2013, and 2014, respectively, for personal services, with the exception that any additional auditing services provided for (1) any changes in District reporting format, i.e., GASB requirements and/or audit requirements, issued by the Education Audit Appeals Panel, Federal Agencies, American Institute of Certified Public Accountants, or Governmental Accounting Standards Board, (2) any changes in the number of funds or accounts maintained by the District during the period under this contract, and (3) any Federal Program and State Special Projects/compliance issues shall be in addition to the above maximum fee for personal services.

The final installment will represent the 10% withheld amount pursuant to Education code 14505 and will be presented for payment upon certification by the Controller that the audit report conforms to the reporting provisions of the Audit Guide. All billings for additional audit fees or services will be billed as these services are provided. In accordance with Education Code Section 14505 (b), the District shall withhold fifty percent (50%) of the audit fee for any subsequent year of multi-year contract if the prior year's audit report was not certified as conforming to reporting provisions of the audit guide. This contract shall be null and void if a firm or individual is declared ineligible pursuant to subdivision (c) of Section 41020.5. The withheld amount shall not be payable unless payment is ordered by the State Board of Accountancy or the audit report for that subsequent year is certified by the controller as conforming to reporting provisions of the audit guide.

COMPENSATION

All personal services performed by the Auditors shall be reimbursed at the following hourly rates:

Partner/Principal	\$ 190
School Services Consultant	150
Manager	150
Supervisor	130
Senior in Charge	110
Staff Accountant	90
Paraprofessional	60

In addition to such payment for personal services, Auditors shall be reimbursed for such travel as may be necessary, with mileage computed at the approved Internal Revenue Service rate per mile.

If a dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Rules before resorting to litigation. The costs of any mediation proceedings shall be shared equally by all parties. The District and Auditors both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the rules of the American Arbitration Association. Such arbitration will be binding and final. IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT, IN THE EVENT OF DISPUTE OVER FEES, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.

ANNUAL REPORT - FORM AND CONTENT, DELIVERY

The form and content of the annual audit shall be in conformity, to the extent practicable, with such form and content as may be prescribed by the State of California under Section 41020 of the Education Code, including the required compliance audit provisions of Circular A-133, *Audits of State of Local Governments*, issued by the U.S. Office of Management and Budget, as issued pursuant to the Single Audit Act Amendments of 1996.

The audit shall be completed and the audit report shall be delivered in accordance with time requirements as specified in the *Standards and Procedures for Audits of California K-12 Local Educational Agencies*, issued by Educational Audit Appeals Panel, unless delayed by circumstances beyond the control of the Auditors. Fifteen (15) bound copies and CD Rom of the audit report shall be rendered to the District, in addition to the copies required to be filed with the applicable governmental units. Copies in excess of the contract amount will be billed at \$15.00 each.

Government Auditing Standards require that we provide you with a copy of our most recent quality control review report. Our peer review report, for the year ended December 2008, accompanies this letter.

We appreciate the opportunity to be of service to Santee School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. This contract will continue in effect until cancelled by either party.

WORKERS' COMPENSATION

VAVRINEK, TRINE, DAY & CO., LLP is aware of the provisions of Section 3700 of the Labor Code that requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code. VAVRINEK, TRINE, DAY & CO., LLP is in compliance with such provisions.

NON LICENSEE OWNERS

VAVRINEK, TRINE, DAY & CO., LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business and Professions Code. It may be anticipated that the non licensee owners will be performing limited audit services for the agency.

GOVERNING BOARD OF
SANTEE SCHOOL DISTRICT

VAVRINEK, TRINE, DAY & CO., LLP

By _____

District

By  _____

Partner

Federal Identification Number: 95-6002872



Vavrinek, Trine, Day & Co., LLP
Certified Public Accountants

VALUE THE DIFFERENCE

October 27, 2011

Mr. Karl Christensen
Assistant Superintendent of Business Services
Santee School District
9625 Cuyamaca Street
Santee, CA 92071

Dear Karl:

The attached quality control review report of Vavrinek, Trine, Day & Co., LLP for the year ended December 31, 2008, is being provided to you in accordance with *Government Auditing Standards*. A new report will be provided to you every three years during the period that we performed audit services for you.

Yours very truly,

Matthew S. Miller
of VAVRINEK, TRINE, DAY & CO., LLP

MSM/cr

Attachment

YANARI WATSON MCGAUGHEY P.C.

DALE M. YANARI (1947-2004) ♦ RANDY S. WATSON ♦ G. LANCE MCGAUGHEY
FINANCIAL CONSULTANTS/CERTIFIED PUBLIC ACCOUNTANTS

System Review Report

June 26, 2009

To the Partners of
Vavrinek, Trine, Day & Co., LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Vavrinek, Trine, Day & Co., LLP (the firm) applicable to non-SEC issuers in effect for the year ended December 31, 2008. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*; audits of employee benefit plans, and audits performed under FDICIA.

In our opinion, the system of quality control for the accounting and auditing practice of Vavrinek, Trine, Day & Co., LLP applicable to non SEC issuers in effect for the year ended December 31, 2008, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Vavrinek, Trine, Day & Co., LLP has received a peer review rating of *pass*.

Yanari Watson McGaughey P.C.

Yanari Watson McGaughey P.C.

9250 EAST COSTILLA AVENUE, SUITE 450
GREENWOOD VILLAGE, COLORADO 80112-3647
(303) 792-3020
FAX (303) 792-5153

Consent Item E.2.9.
Prepared by Karl Christensen
November 15, 2011

Approval to Waive Liability Insurance Requirement
for Use of Facilities at Carlton Hills for Music/Band
Program

BACKGROUND:

The District has received a request from a music teacher at West Hills High School to offer a music/band program after school at Carlton Hills School on Wednesdays and Thursdays through May 2012. Since participants may be required to incur some costs for providing their own musical instruments, it cannot be operated as a Santee School District program. Instead, the instructor will be operating under the Use of Facilities policies and procedures outlined in Board Policy and Administrative Regulation 1330 for "Free Use."

This Board policy requires that users of District facilities maintain their own liability insurance and name the District as an additional insured on their insurance policy. The instructor does not have her own insurance for this purpose. Therefore, a waiver of this requirement is necessary in order to allow this Use of Facilities request. Waiving the requirement means the District retains liability for any injuries resulting from this Use of Facilities.

RECOMMENDATION:

Administration recommends waiving the liability insurance requirement for the Use of Facilities request at Carlton Hills School for a music/band program through May 2012.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.
- Provide facilities that optimize the learning environment for all students.

FISCAL IMPACT:

There is no fiscal impact other than incidental/unquantifiable retention of liability for any injury resulting from Use of Facilities.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.9.
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Consent Item E.2.10.
Prepared by Karl Christensen
November 15, 2011

Adoption of Resolution to Dedicate Easement
to San Diego Gas & Electric Company -
Cajon Park School

BACKGROUND:

San Diego Gas & Electric Company (SDG&E) has scheduled service/infrastructure upgrades along Magnolia Avenue. Cajon Park School, which is located at 10300 Magnolia Avenue, has electrical services on two power poles with outdated old transformers near the north driveway entrance of the school. These two poles and transformers will need to be removed and ground mounted transformers and meter equipment placed on an approximate 11' x 28' concrete pad. A new pole will also be installed and the service feed to the school's switchgear will be redone. This work is scheduled during Spring Break 2012. Transfer / Dedication of the easement will allow SDG&E to service and maintain the equipment and feeds at the new, relocated area. Adoption of this resolution is the last step in the process as outlined below:

- Adoption of Resolution of Intention to Dedicated Easement to SDG&E: November 1, 2011.
- Notice of Public Hearing Posted 10 days prior and Advertised at least 5 days prior to Dedication of Easement, no later than November 5, 2011, and November 10, 2011 respectively.
- Public Hearing and Adoption of Resolution to Dedicate Easement to SDG&E: November 15, 2011.

SDG&E officials have requested that the District not place trees over the underground electrical service line to prevent damage.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution #11112-08 to Dedicate an Easement at Cajon Park School to SDG&E.

This recommendation supports the following District goals:

- Provide facilities that optimize the learning environment for all students.

FISCAL IMPACT:

SDG&E will pay the District a \$5,000 inconvenience fee in exchange for the granting of the easement.

STUDENT ACHIEVEMENT IMPACT:

This is a facilities item.

Motion:		Second:		Vote:		Agenda Item E.2.10.
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BEFORE THE GOVERNING BOARD
OF THE SANTEE SCHOOL DISTRICT

RESOLUTION #1112-08 OF DEDICATE
EASEMENT TO SAN DIEGO GAS &
ELECTRIC COMPANY
(Ed. Code § 17556)

WHEREAS, the Santee School District is currently the owner of the real property described herein; and

WHEREAS, Education Code section 17556 authorizes the Governing Board to dedicate to San Diego Gas & Electric Company for utility purposes the following real property belonging to the District:

THE PROPERTY IN WHICH THIS EASEMENT AND RIGHT OF WAY IS HEREBY GRANTED IS SITUATED IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

LOTS 1 AND 8 IN BLOCK 12 OF CAJON PARK, ACCORDING TO MAP THEREOF NO. 767, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY OF SAN DIEGO.

THE EASEMENT IN THE AFORESAID PROPERTY SHALL BE THAT CERTAIN STRIP OF LAND, 11.00 FEET BY 28.00 FEET, THE APPROXIMATE LOCATION SHOWN AND DELINEATED AS "EASEMENT AREA", ON THE EXHIBIT "A", CONSISTING OF ONE (1) SHEET, ATTACHED HERETO AND MADE A PART HEREOF.

WHEREAS, in the judgment of this Governing Board, it is in the best interests of this District that the above-described property be dedicated to the San Diego Gas & Electric Company for utility purposes;

NOW, THEREFORE, the Governing Board hereby dedicates the above-described property to the San Diego Gas & Electric Company for utility purposes; and

BE IT FURTHER RESOLVED that a public hearing upon the question of making the dedication was held on November 15, 2011, at 7:00 p.m. at the regular meeting of the Governing Board of the Santee School District.

BE IT FURTHER RESOLVED that notice of adoption of this resolution and of the time and place of holding the meeting at which the Board will act on the dedication was given by posting copies of Resolution #1112-06, of Intention to Dedicate Easement to SDG&E, signed by a majority of members of this Board in three public places in the District not less than ten days before the date of the meeting, and by publishing such notice once not less than five days before the date of the meeting in a newspaper of general circulation published in the District.

ADOPTED by the Governing Board of the Santee School District on November 15, 2011, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Barbara Ryan, President

Dan Bartholomew, Vice President

Dianne El-Hajj, Clerk

Dustin Burns, Member

Ken Fox, Member

Members of the Governing Board of the
Santee School District

Recording Requested by
San Diego Gas & Electric Company

When recorded, mail to:

San Diego Gas & Electric Company
8335 Century Park Court, Suite 100
San Diego, CA 92123-1569
Attn: Real Estate Records - CP11D

SPACE ABOVE FOR RECORDER'S USE

Project No.: 056330-020
Const. No.: 2951700
A.P. No. : 381-020-41
Sketch No.: OS-14822

Transfer Tax None
SAN DIEGO GAS & ELECTRIC COMPANY

EASEMENT

SANTEE SCHOOL DISTRICT OF THE COUNTY OF SAN DIEGO, CALIFORNIA, (Grantor), grants to SAN DIEGO GAS & ELECTRIC COMPANY, a corporation (Grantee), an easement and right of way in, upon, over, under and across the lands hereinafter described, to erect, construct, change the size of, improve, reconstruct, relocate, repair, maintain and use facilities consisting of:

1. Underground facilities and appurtenances for the transmission and distribution of electricity.
2. Communication facilities, and appurtenances.

The above facilities will be installed at such locations and elevations upon, along, over and under the hereinafter described easement as Grantee may now or hereafter deem convenient or necessary. Grantee also has the right of ingress and egress, to, from and along this easement in, upon, over and across the hereinafter described lands. Grantee further has the right, but not the duty to clear and keep this easement clear from explosives, buildings, structures and materials.

The property in which this easement and right of way is hereby granted is situated in the County of San Diego, State of California described as follows:

Lots 1 and 8 in Block 12 of Cajon Park, according to Map thereof No. 767, filed in the Office of the County Recorder of said County of San Diego.

The easement in the aforesaid property shall be that certain strip of land, 11.00 feet by 28.00 feet, the approximate location shown and delineated as "EASEMENT AREA", on the Exhibit "A", consisting of one (1) sheet, attached hereto and made a part hereof.

Grantor grants to Grantee the right to erect and maintain on Grantor's property immediately adjacent to this easement retaining walls and/or protective barricades as may be necessary for Grantee's purposes.

Grantor shall not erect, place or construct, nor permit to be erected, placed or constructed, any building or other structure, plant any tree, drill or dig any well, within this easement.

Grantor shall not increase or decrease the ground surface elevations within this easement after installation of Grantee's facilities, without prior written consent of Grantee, which consent shall not unreasonably be withheld.

Grantor further grants to Grantee the right to assign any or all of the rights granted in this easement in whole or in part to other companies providing utility or communication facilities/services.

Grantee shall have the right but not the duty, to trim or remove trees and brush along or adjacent to this easement and remove roots from within this easement whenever Grantee deems it necessary. Said right shall not relieve Grantor of the duty as owner to trim or remove trees and brush to prevent danger or hazard to property or persons.

CONDUITS CARRY HIGH VOLTAGE ELECTRICAL CONDUCTORS, therefore Grantor shall not make or allow any excavation or fill to be made within this easement WITHOUT FIRST NOTIFYING SAN DIEGO GAS & ELECTRIC COMPANY BY CALLING (619) 696-2000, and OBTAINING PERMISSION.

The legal description for this easement was prepared by San Diego Gas & Electric Company pursuant to Section 8730 of the Business and Professions Code, State of California.

This easement shall be binding upon and inure to the benefit of successors, heirs, executors, administrators, permittees, licensees, agents or assigns of Grantor and Grantee.

IN WITNESS WHEREOF, Grantor executed this instrument this _____ day of _____, 20_____.

SANTEE SCHOOL DISTRICT OF THE COUNTY OF SAN DIEGO, CALIFORNIA

BY: _____

NAME: _____

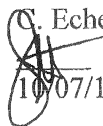
TITLE: _____

BY: _____

NAME: _____

TITLE: _____

Drawn
Checked
Date

C. Echeverria

10/07/11

STATE OF CALIFORNIA

COUNTY OF _____)SS.

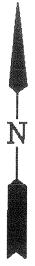
On _____, before me _____
_____ (name, title of officer), appeared _____
_____.

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

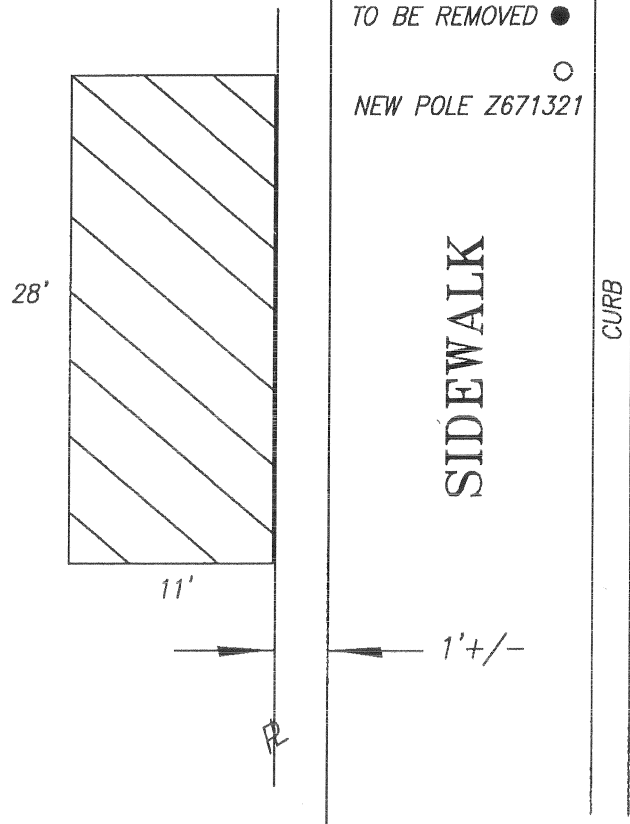


381
02

CAJON PARK
MAP NO. 767
BLOCK 12

LOT 1

SANTEE SCHOOL DISTRICT OF
THE COUNTY OF SAN DIEGO,
CALIFORNIA



TO WOODGLEN VISTA DR.

MAGNOLIA AVENUE



11' x 28'
EASEMENT AREA

UG ELEC.

EXHIBIT "A"

SAN DIEGO GAS & ELECTRIC SAN DIEGO, CALIFORNIA		ORIGINATOR: TPascoe	OK TO INSTALL:	PROJECT NO.		
		SURVEYED BY: NONE	R/W OK:	056330-020		
TL13821-Fan. To Magnolia OH Distribution Magnolia Avenue Santee		DRAWN BY: Echeverria	DATE:	CONST. NO.		
		DATE: 10/07/11	THOS. BROS.	2951700		
		SCALE: NONE		DRAWING NO.		
				OS-14822		
NO.	SUPPLEMENTS			DATE:	BY	APP'D

BACKGROUND

Santee School Board Policy 1321 requires that the school sites annually submit their Fundraising Plan to the Board for approval. These plans are developed identifying the fundraisers for the year, the length of time the fundraiser will occur, and the projected income.

Although the fundraising activities differ from school to school based on the requirements of the student body and community, common needs include: sixth grade camp, eighth grade promotion activities, book fairs, AVID, and various other ASB and PTA programs. The plans are attached for review.

RECOMMENDATION

Administration recommends approval of the School Site Fundraising Plans for each of the schools.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT

Approval of the School Site Fundraising Plans will provide authorization for school staff, students and families to pursue opportunities to generate funding to support school and community needs. In 2010-11, the District school sites raised 312,343 through their fundraising efforts.

STUDENT ACHIEVEMENT IMPACT:

Participation in the school fundraising activities encourages social interactions, school pride and a connection to the school which develops emotional well being and promotes student learning and success in school.

**Santee School District
Cajon Park School
Fundraising Plans 2011-12**

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Student Lunch Auction	7 th /8 th Grade Students	Assist with cost of field trips, honor roll and attendance incentives	Two 1-day events	\$1,800
Braided Bread	6 th graders and 8 th grade camp counselors	6 th Grade Camp	2 weeks (fall)	\$5,000 (To be applied to individual student accts.)
Cookie Dough	5 th and 6 th graders	6 th Grade Camp	2 weeks (spring)	\$10,000 (To be applied to individual student accts.)
Jog-a-thon	K-3 4-6	Raise funds for grass field	½ day ½ day	\$2,500
Junior High Jog-a-thon	7-8	Raise funds for grass field	½ day	\$5,000
Box Tops for Education Carnival, Coin Drive Fall Fundraiser (Catalog Purchases) Silent Auction (Basket Auction) Spring Art Fundraiser	PTSA – All Grades	To assist with costs including: Planners, calendars, banners, shirts, camp scholarships, promotion events, books, family night activities, gifts, grants, incentives, arts, school nights, field trip support, etc...	Ongoing	\$40,000
JH Tag Days	7-8	Assist with cost of field trips, honor roll and attendance incentives	Two 1-day events	\$400
Community Sponsors: Albertsons, Target, Vons, eScript	All grades	Support activities and materials for all students	Ongoing	\$5,000
Stuff the Turkey	All grades	Arts Attack Fundraiser	4 weeks	Unknown -(New fundraiser- amount to be totaled and divided evenly amongst schools)
Jump Rope for Heart/Hoops for Heart	All grades	American Heart Association	2 weeks	\$2,000

Santee School District
Carlton Hills School
Fundraising Plans 2011-12

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Candy bar sales	8 th and 6 th grade students	8 th grade promotion dance and excursion/ camp	2 weeks	\$5000
Butter Braids	5 th and 6 th grade students	6 th grade camp	2 weeks	\$1000
Jog-At-Thon	All grades	Teacher Supplies	2 weeks	\$5,000
Jump rope for Heart	All grades	Community Service Service Learning for American Heart Association	2 weeks	\$5,000
Turkey Fundraiser	All grades	Santee Foundation	2 weeks	\$1000
Pennies for Pasta	All grades	Community Service Leukemia donation	2 weeks	\$2000
Gift Wrap	All grades	PTA	2 weeks	\$3000
Cookie Dough	All grades	PTA	2 weeks	\$3000

Santee School District

Carlton Oaks School

Fundraising Plans 2011-12

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Gold C Book Sales Cookie Dough	All Students	Teachers Classroom Supplies	1 month	\$1,500
Mixed Bag Designs Butter Braided Bread Cookie Dough Dudley's Bread	5 th & 6 th Graders	5 th & 6 th Grade Camp accounts	Sept- Nov Feb-Mar April-May	No profit – All funds to student accounts
Popsicles	All Students	6 th Grade Camp Scholarship Fund	Minimum days weekly	No profit – All funds to student scholarship account
ASB – Jog-A-Thon	All Students	Fund ASB yearly budget	One Day Event	\$2000
Jump Rope for Heart	All Students	District Project	Two weeks	\$1,000

Santee School District
Chet F. Harritt School
Fundraising Plans 2011-12

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Nature's Vision Fundraising	PTA School-wide	Activities Fund 6 th Grade Camp 8 th Grade Promotion Activities	2 weeks	\$4000
Entertainment Coupon Book	5 th - 6 th grade 7 th - 8 th grade Project SAFE	6 th Grade Camp 8 th Grade Promotion Activities Enrichment Supplies	2 weeks	\$500
PartyLite Candles	PTA School-wide	Activities Fund 6 th Grade Camp 8 th Grade Promotion Activities	2 weeks	\$2000
SkeDaddle Cookie Dough	Project SAFE	Enrichment Supplies	2 weeks	\$500
Braid Bread	PTA School-wide	Activities Fund	1 week	\$1000
See's Valentines Candy	PTA School-wide	Activities Fund 6 th Grade Camp 8 th Grade Promotion Activities	2 weeks	\$3000
SkeDaddle Cookie Dough	PTA School-wide	Activities Fund 6 th Grade Camp 8 th Grade Promotion Activities	2 weeks	\$3000
Braid Bread	PTA School-wide	Activities Fund	2 weeks	\$2000
See's Spring Candy Sale	Project SAFE	Enrichment Supplies	2 weeks	\$500

Santee School District
 Hill Creek **School**
Fundraising Plans 2011-2012

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Innisbrook	PTSA School-wide	Activities Fund	2 weeks	\$6000
Butter Braided Bread	PTSA School-wide	Activities Fund	2 weeks	\$4000
Bookfair	PTSA School-wide	Activities Fund	1 week	\$4000
Holiday Shop	PTSA School-wide	Activities Fund	1 week	\$4000
Rummage Sale Car Wash	PTSA School-wide	Activities Fund	1 day	\$500 \$200
Cookie Dough	5 th – 8 th grade	6 th Grade Camp 8 th Grade Promotion Activities	2 weeks	\$2000
Dudley's Bakery	5 th – 8 th grade	6 th grade camp 8 th grade promotion activities	2 weeks	\$2000
Scentsy	5 th – 8 th grade	6 th grade camp 8 th grade promotion activities	2 weeks	\$2000

Santee School District

Pepper Drive School

Fundraising Plans 2011-12

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Genevieve Gift Wrap	PTO	PTO General Fund, Middle School Activities	2 Weeks	\$3,000
Trolley Night/ Fall	PTO	PTO General Fund	1 Day	\$650
Harvest Festival	PTO	PTO General Fund	1 Day	\$2,000
Dances	ASB	Middle School Activities	3 Days	\$1500
Car Wash	Middle School	Middle School Activities	5 Day ticket sales	\$600
Book Fair	Book Fair Fund	Book Fair Fund	4 Days	\$2000
Holiday Gift Shop	PTO	PTO General Fund	5 Days	\$400
Trolley Night Spring	PTO	PTO General Fund	1 Day	\$650
Holiday Gram	ASB	Middle School Activities	2 Days	\$400
Cookie Dough	School	Donation Account	5 Days	\$400
Marie Calendars	Middle School	Middle School Activities	10 Days	\$800

Santee School District
PRIDE Academy School

Fundraising Plans 2011-12

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Sample: Gold C Book Sales	8th grade students	8th Grade Promotion Dance & Excursion	2 weeks	\$5,000
Signature Fundraiser	PTA – all students	Funds to support student programs	2 weeks	\$4000
Entertainment Books	PTA – all students	Funds to support student programs	2 weeks	\$1000
Braided Bread	5 th /6 th grade students	Individual students raise money to off-set the cost of 6 th gr camp	2 weeks	\$1500
Signature Cookie Dough Sale	5 th /6 th grade students	Individual students raise money to off-set the cost of 6 th gr camp	2 weeks	\$2500
Jog-A-Thon	All students	Funds to support student programs – 50% PTA, 50% to site conations	1 day	\$1500
Stuff the Turkey	All Students – SSD Foundation	Funds to purchase books for the school site	1 month	\$1500
See's Candy Fundraiser	PTA – all students	Funds to support student programs	2 weeks	\$1000

Santee School District
Rio Seco School
Fundraising Plans 2011-12

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Box Tops for Education	PTSA	Support school programs	Ongoing	\$600
Community Partners (ie, e-scrip, Target, Krogers)	PTSA	Support school programs	Ongoing	\$750
Fall Carnival	PTSA	Support school programs	1 day	\$2000
Fall Fundraiser	PTSA	Support school programs	2 weeks	\$10,000
Spring Fundraiser	PTSA	Support school programs	2 weeks	\$10,000
Pasta for Pennies	ASB	Leukemia Foundation	3 weeks	\$2200
Skedaddle Cookie Dough	5 th and 6 th grade students	6 th grade camp	2 weeks	Not to exceed activity expenses
Panda Express	ASB	Support school programs	5 days/year	\$500
Tag day	ASB	Support school programs	1 day	\$100
Mimi's Café	ASB	Support school programs	2 days/year	\$200
Lunch box social	ASB	Support school programs	2 days/year	\$500
Soriano's	ASB	Support school programs	2 days/year	\$150
JH dances	ASB	Support school programs	5 days/year	\$1000
Valentine grams	ASB	Support school programs	1 day	\$100

Santee School District
Sycamore Canyon School
Fundraising Plans 2011-2012

Description of Fundraiser	Group participating (e.g. ASB, Grade level)	Purpose	Length of fundraiser	Expected Income
Box tops	All Students	PTA activities	All year	unknown
E-Script	All Students	School	All year	\$450
Holiday shop	All Students	PTA	Dec	\$1000
Spirit Cups	All Students	PTA	3 weeks	\$1500
Flyer Night	All Students	PTA	All year	\$2000
Recycle program	All Students	School	All year	\$150
Jog-Walk	All Students	ASB	2 weeks	\$5,000
Student Store	All Students	ASB	1 day per week/ Nov. - June	\$500
Ghost Grams	All Students	ASB	Oct	\$200
Cupid Grams	All Students	ASB	Feb	\$200
Towne Center Night	All Students	ASB	Winter/ 1 night Spring/ 1 night	unknown
Skedaddle cookie dough	5 th /6 th	6 th grade camp funds	Nov.	unknown
Yogurt Night	All Students	School	May	\$500
Movie Night 4 th -6 th	ASB	School funds	1 evening	\$200

Consent Item E.3.2.

Approval of Student Teaching Agreement with University of Southern California, Rossier School of Education

Prepared by Kristin Baranski
November 15, 2011

BACKGROUND:

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers and interns. Santee School District has received a Student Teaching Agreement with University of Southern California, Rossier School of Education for this purpose. The terms of the agreement are effective November 16, 2011 to June 30, 2015.

RECOMMENDATION:

Administration recommends that the Student Teaching Agreement with University of Southern California, Rossier School of Education for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

- Establish a staff development program as the cornerstone of effective instructional programs and employee performance.

FISCAL IMPACT:

University of Southern California shall pay the District for field laboratory classroom placement of student teachers an honorarium of \$350.00. This amount is transferred to the school site budget for the master teacher's instructional budget.

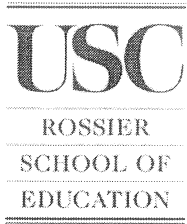
STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

78



Rossier School
of Education

MAT@USC Program

Santee School District
9625 Cuyamaca St.
Santee, CA 92071

Term and Parties

This Agreement will be effective from October 1, 2011 to June 30, 2015 and is between:

The University of Southern California ("USC") is a California nonprofit educational institution; our address is Waite Phillips Hall, 3470 Trousdale Parkway, Los Angeles, CA 90089. Our program (the "Program") is a Master of Arts in Teaching.

2tor, Inc. ("2tor") is a Delaware corporation; its office is at 8201 Corporate Drive, Suite 900, Landover, Maryland 20785. USC and 2tor are collectively referred to herein as "we"; and

You are Santee School District ("You"); your address is 9625 Cuyamaca St., Santee CA 92071 (the "School or District").

You, 2tor and USC are the "Parties."

Placement of USC's Program Teacher Candidates.

1. *Cooperating Schools:* You will host a teacher candidate or candidates during a period of observation and/or practice, allowing them to observe students and/or teach well-planned lessons mediated by Guiding Teachers. This will occur during school operating hours and in multiple classrooms. These aspects of learning to teach may also extend to interviewing teachers, school leaders, students, and other members of the school community.

You may terminate any teacher candidate for any violation of your regulations or for other reasonable cause in accordance with your standard policies or practice.

2. *Guiding Teachers:* Through your recommendation, our observation and candidate reference, we will identify teachers working within the School or District, based on their experience, that we believe would make outstanding Guiding Teachers to supervise and prepare teacher candidates. Both you and we must approve the participation of any teacher as a Guiding Teacher, but you will make your best effort to approve enough Guiding Teachers to place the teacher candidates as mentioned above. If a Guiding Teacher is unable to perform his or her duties pursuant to this Agreement, the District agrees to provide the teacher candidate with the best possible alternative Guiding Teacher to supervise and prepare the teacher candidate, and not a substitute teacher who the District employs as a replacement for the original Guiding Teacher.

3. *Honorarium:* 2tor will pay an honorarium of \$350 to each Guiding Teacher for participation in the Program. We may end an individual's participation as a Guiding Teacher at any time for any reason, in which case the honorarium will be paid pro rata.

4. *Consent for Video:* The performance in the classroom of teacher candidates may be videorecorded, and information about teacher candidates may be obtained by USC or 2tor. The School or District will provide reasonable assistance to teacher candidates in obtaining signed video release forms and other necessary consents from each Guiding Teacher and your students.

Post-Graduation Employment of USC's Candidates

5. *Hiring:* As described, you are hosting some number of USC's teacher candidates in your schools. You will make a reasonable effort to offer these teacher candidates an interview for a full-time teaching position following successful completion of the Program. Should you hire him or her, you make no promise of tenure or any other differential treatment.

6. *Data:* For the first three school years after you hire a teacher candidate, you will assist and cooperate with the teacher candidates and/or USC in collecting student-level performance data for students he or she teaches. We will keep this data confidential and use it only to facilitate analysis of our effectiveness, and will share our findings with you. This paragraph will survive the expiration or termination for any reason of this Agreement.

Legal Matters

7. *Compliance with Law.* Despite anything else in this Agreement, each party to this Agreement will comply with applicable law. We will take all commercially reasonable measures to protect personally-identifiable data about your students consistent with the Family Education Rights and Privacy Act ("FERPA"), and work with you to adhere to your background check policy.

8. *Lack of Employment Relationship.* Guiding Teachers are your employees, not ours. Neither USC nor 2tor will hire or otherwise determine any Guiding Teacher's employment by you. We won't pay any Guiding Teacher's wages, salary, benefit or compensation of any kind, except that (with your permission) 2tor will pay an honorarium to each Guiding Teacher for participation in the Program. Further, neither 2tor nor USC will supervise or control any Guiding Teacher during the course of his or her employment by you, except that we will monitor training and feedback given by Guiding Teachers to teacher candidates.

It is understood and agreed that teacher candidates are not to be considered employees of USC, 2tor or the District. Teacher candidates are fulfilling specific requirements for in-classroom experience as a part of the MAT@USC degree program, led by USC faculty members, which includes assignments that will be completed in the cooperating school setting.

9. *Termination & Renewal.* Any Party may terminate this Agreement with or without cause by providing the other parties written notice pursuant to Section 12. Termination will be effective at the end of the school year during which the notice of termination is issued. For the avoidance of doubt, other than where a District removes a teacher candidate pursuant to Section 1 above, the District shall permit current teacher candidates to complete the current school year at the time of termination. Absent termination by either party pursuant to this Section 9, upon completion of the initial term of this Agreement as first set forth above, this Agreement shall automatically renew for successive one year periods.

10. *Final Agreement.* This Agreement is the final, complete expression of agreement. It supersedes any and all prior or contemporaneous agreements or understandings, written or oral, among the Parties regarding its subject matter and may not be changed without written agreement of each Party.

11. *Indemnification.* USC agrees to indemnify, defend and hold harmless you, your employees, agents, and representatives, from all claims, actions, awards or judgements for damages, including costs, expenses and attorneys' fees where liability is found to exist by reason of the acts or omissions of USC, its employees, agents, trustees or representatives.

2tor agrees to indemnify, defend and hold harmless you, your employees, agents, and representatives, from all claims, actions, awards or judgements for damages, including costs, expenses and attorneys' fees where liability is found to exist by reason of the acts or omissions of 2tor, its employees, agents, trustees or representatives.

You agree to indemnify, defend and hold harmless USC and 2tor, their employees, agents, trustees and representatives, from all claims, actions, awards or judgements for damages, including costs, expenses and attorneys' fees where liability is found to exist by reason of the acts or omissions of your employees, agents or representatives.

12. *Notices.* All notices, requests, or demands to or upon any Party under this Agreement will be in writing, and will be deemed given on the date received (or on the next date if such confirmation is not by 3pm), addressed as follows:

For 2tor

2tor, Inc.
8201 Corporate Drive • Suite 900
Landover, MD 20785
Attn: Office of Placement Services
Fax: (888) 878-5380

With a copy to:

Obermayer Rebmann Maxwell & Hippel
LLP
One Penn Center • Suite 1900
1617 John F. Kennedy Boulevard
Philadelphia, PA 19103-1895
Attn: Todd J. Glassman, Esq.
Fax: (215) 665-3165

For USC

University of Southern California
Rossier School of Education
1150 S. Olive Street • Suite 2100
Los Angeles, CA 90015
Attn: Erika Klein, Director
Fax: (213) 821-3424

For School or District

Santee School District
9619 Cuyamaca St.
Santee, CA 92071
Attn: Kristin Baranski, Educational Services
Tel: (619) 258-2351
Fax: (619) 258-2230

13. *Limitation of Liability.* No party will be liable to another or to any other person for any reason for any indirect, consequential, incidental, exemplary, punitive, or special damages, of any nature or character, including, but not limited to, damages for loss of goodwill, profits or data, work stoppage, or material computer failure or malfunction, whether in an action in contract, tort, or otherwise, arising out of or in connection with this Agreement, even if the party at fault or in breach has been advised of the possibility of such damages.

14. *Severability.* Whenever possible, each provision of this Agreement will be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be prohibited by or invalid under applicable law, such provision will be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of this Agreement.

15. *Descriptive Headings; Interpretation.* The descriptive headings of this Agreement are inserted for convenience only and do not constitute a substantive part of this Agreement. The use of the word “including” in this Agreement will be by way of example rather than by limitation.

16. *Binding Effect.* This Agreement will be binding upon, and will inure to the benefit of its parties and their respective legal representatives, predecessors, beneficiaries, successors, controlling persons, affiliates, subsidiaries, parents, assigns, officers, directors, employees, and agents.

17. *Counterparts.* This Agreement may be executed in one or more counterparts, including by facsimile. All executed counterparts together will be deemed to be one and the same instrument.

18. *Governing Law.* This Agreement will be construed by and governed under the laws of the State of California, without regard to its conflict of laws principles.

19. *Waiver of Jury Trial.* The Parties hereby irrevocably and unconditionally waive trial by jury in any action or proceeding arising out of, in connection with or relating to this Agreement.

20. *Authorization to Sign.* Each person signing this Agreement represents and warrants that he/she is authorized to the fullest extent of the law to sign and bind in the capacity provided for herein.

21. *Confidentiality.* During the term of this Agreement and for a period of two years thereafter, each Party will maintain as confidential and will not use or disclose any information or materials designated in writing as confidential

by USC or its agents, except as required by applicable law or as authorized in writing by the Party designating such information as "confidential".

Again, we look forward to working with you!

UNIVERSITY OF SOUTHERN
CALIFORNIA, ON BEHALF OF THE
ROSSIER SCHOOL OF EDUCATION

By: _____

Name:

Title:

2tor, Inc.

By: _____

Name:

Title:

Please sign below if these terms are acceptable

School or District: Santee School District

By: _____

Name: Karl Christensen

Title: Assistant Superintendent, Business Services

Please Mail or Fax this Agreement to:

Office of Placement Services/MAT@USC
c/o 2tor, Inc.
1150 S. Olive Street • Suite 2050
Los Angeles, CA 90015
Fax: (213) 493-6557

Prepared by Minnie Malin
November 15, 2011

BACKGROUND:

Education Code Section 44258.9 requires that administration inform the Board of Education annually about any certificated employees who are assigned to perform services not authorized by their credential. Accordingly, all certificated management and non-management employees are legally authorized to serve in their respective 2011-12 assignments. All certificated management, all K-6 classroom teachers and most upper grade certificated staff hold the appropriate credentials for their specific assignment. The qualifications regarding upper grade certificated staff needing additional authorizations beyond their original credentials supported with proper experience and training are summarized below.

Special Authorizations

Listed below by Education Code are the methods approved by CTC to license teachers for instruction in grades K-8:

Education Code Section 44258.7(c) and (d)

Allows twelve (12) full-time teachers with special skills and preparation outside of their credential authorization to be assigned to teach in the area of their special skills for an elective course (a course other than English, math, science or social studies), provided the assignment is approved by the local Assignment Committee prior to the beginning of the semester. The Assignment Committee consisting of STA and administrative members, Cameron Williams, Allwyn Gazi, and Minnie Malin have approved these assignments.

Education Code Section 44258.1

- a. Allows twenty-seven (27) elementary teachers with credentials authorizing instruction in self-contained classrooms to teach in grades five through eight in a middle school, provided that the teacher teaches two or more subjects two or more periods a day to the same group of students, and
- b. Allows elementary teachers to teach subjects they are already teaching for an additional period or periods at the same grade level for up to 50% of the total teaching assignment.

Education Code Section 44258.3

Allows two (2) teachers holding credentials authorizing them to teach any subject(s) in departmentalized classes in any of grades kindergarten through eighth upon local verification of knowledge of the subject(s) to be taught with the teachers consent.

Teachers are also providing instruction for part of their assignments based on adopted Board resolutions under the following provisions:

Education Code Section 44256(b)

Permits nine (9) teachers who have elementary credentials to instruct in departmentalized classes because they have completed twelve semester units, or six upper division or graduate units, in the subject taught. One (1) teacher has two (2) authorizations that allow the teacher to teach two (2) subjects.

Education Code Section 44263

Permits two (2) teachers to instruct in departmentalized classes because they have completed eighteen semester units, or nine upper division or graduate semester units, in the subject taught.

Education Code Section 44258.2

Permits two (2) teachers who have a single subject secondary credential to instruct another subject in a departmentalized situation because the teacher has completed twelve semester units, or six upper division or graduate semester units, in the subject taught.

Additionally, the following number of teachers are authorized under legal provisions designed to alleviate recruitment constraints:

University Internships

Allows two (2) teachers who have enrolled at a college or university in a Commission-approved intern program, to be issued University Intern Credentials. These one to two-year programs are administered by California colleges and universities in partnership with local school districts and are designed to provide participants with classroom experience while they complete course work requirements for the preliminary credential. University Intern Credentials authorize the holder to serve, under the supervision of a Commission-approved college or university and the holder's employer, in the area or subject listed on the credential.

Waiver

This provision enables one (1) teacher to serve as a Language Speech and Hearing Specialist while taking college course work to finish their certificates this year. Waivers are another provision to facilitate special education staff recruitment.

Special Education Limited Assignment (SELAP)

This assignment authorizes one (1) teacher to teach in the area of specialization as listed on the individual permit.

Recruitment

Special education, math, science and bilingual instruction continue to be areas where qualified candidates are scarce. The district works to identify promising candidates who demonstrate a strong potential for success and who will commit to regularly taking the course work needed for their assignment's authorization if they don't have the proper credential.

RECOMMENDATION:

Administration recommends the Board accept this annual report of certificated credentials and assignments.

This recommendation supports the following district goals:

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

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Qualified teachers are the keystone to obtaining student achievement. The required authorizations presented tonight are based upon training and special skills of current staff to support student achievement, according to required Education Codes.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.2.

Consent Item E.4.3. Approval of Short Term Position for Technology Support at PRIDE Academy

Prepared by Minnie Malin
November 15, 2011

BACKGROUND:

PRIDE Academy at Prospect Avenue is requesting to hire a short term position for additional technology assistance to support their technology integration program. PRIDE Academy currently receives technical support one (1) day per week. The short term position will provide their site with an additional 8.0 hours per week through the end of May.

Education Code section 45103 allows a governing Board to employ “short term employees” by designating the classification needed and a start and end time for the service. Presented tonight for Board approval is a short term employment opportunity.

RECOMMENDATION:

Administration recommends approving the employment of the following short term employment opportunity:

- One (1) Technology Technician position for 8.0 hours per week from November 16, 2011 through May 31, 2012.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

The cost to employ one (1) short term Technology Technician position will be approximately \$4,200 and will be paid from site EIA and Title I funds.

STUDENT ACHIEVEMENT IMPACT:

Staff members will benefit from additional technical support resulting in the ability to provide supplemental resources to students.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.3.

Consent Item E.4.4. Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2011-2012

Prepared by Minnie Malin
November 15, 2011

BACKGROUND:

The After School Education and Safety Program (ASES) operates in accordance with the provisions of the California *Education Code* (EC) sections 8482-8484.7 and has provided before and after school programs since the 2007-2008 school year. This program delivers a minimum of 1.5 to 2.0 hours of activities before school and a minimum of 3.0 hours after school. ASES is eligible to receive a three-year grant that shall be awarded in three one-year increments and is subject to semiannual attendance reporting once every three years and has proven to be a successful program.

Included in the Memorandum of Understanding (MOU) are stipulations and conditions such as attendance and staffing requirements, expenditure and monitoring guidelines, and pupil and school safety. Presented tonight is the MOU for approval.

RECOMMENDATION:

Administration recommends approval of the MOU between ASES and San Diego County Superintendent of Schools for fiscal year 2011-2012.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

ASES is a self-supporting, fee-based program and will not impact the general fund.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide support for staff and students to meet educational and other relevant needs.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.4.

MEMORANDUM OF AGREEMENT

This Agreement for the After School Education and Safety Program (ASES) is entered into this 1st day of July 2011 by and between the **San Diego County Superintendent of Schools** (herein known as "SDCOE" or "County") and **Santee School District** who agrees to provide the services in accordance with the provisions of the California *Education Code* (EC) sections 8482-8484.7. Failure to comply with the following grant rules, regulations, and policies may result in denial of the remaining grant amount and an invoice from the County to Santee School District for up to the entire grant amount allocated for the ASES Program. Any invoice from the California Department of Education (CDE) to the County due to Santee School District's failure to comply with grant rules, regulations and policies will result in the Santee School District reimbursing the full invoice amount(s) to the County within 30 days of submission of such invoice(s).

1. General Conditions:

ASES Program Hours of Operation and Attendance Requirements:

1. The After School Program will begin operation immediately upon the end of the regular school day and operate until at least 6:00 pm for a minimum of 15 hours per week, and on every "regular school day" and any day that students attend and instruction takes place.
2. For After School programs, provide program services for a minimum of three hours and at least up to 6:00 p.m. every regular school day. For Before School programs, provide program services for a minimum of 1 1/2 to 2 hours every school day as stipulated in the individual application.
3. Elementary students to participate every day that the after school component operates. Middle school **and/or** junior high school should participate a minimum of nine (9) hours a week and three (3) days a week to accomplish ASES after school component program goals.
4. Establish a policy for early release of students attending the ASES after school component needing to leave a program before closing which includes written parental permission stating the dates, times, and reasons for the early release. However, the after school component must remain open until at least 6:00 p.m.
5. Ensure that Elementary students participate in every day's activity that the ASES before school component is operational. Middle school or junior high school should participate a minimum of six (6) hours a week or three (3) days a week to accomplish program goals.
6. Establish a policy for late arrival of those students attending the ASES before school component needing to arrive late to the before school component of the program. This late arrival policy should include parental permission stating dates, times and reasons for the late arrival.
7. To ensure that subsequent ASES grant awards will not be reduced due to insufficient program attendance and performance, Santee School District must enforce the grant rules in compliance with **California Education Code 8483.7. (a) (1) (A)**. California Education Code 8483.7. (a) (1) (A) states: Each school that establishes a program pursuant to this article is eligible to receive a three-year direct grant, that shall be awarded in three one-year increments and is subject to semiannual attendance reporting and requirements as described in Section 8482.3 once every three years:
 - i. The CDE shall provide technical support for development of a program improvement plan for grantees under the following conditions:(I) If actual pupil attendance falls below 75 percent of the target attendance level in any year of the grant.(II) If the grantee fails, in any year of the grant, to demonstrate measurable outcomes pursuant to Section 8484.
 - ii. The CDE shall adjust the grant level of any school within the program that is under its targeted attendance level by more than 15 percent in each of two consecutive years.

- iii. In any year after the initial grant year, if the actual attendance level of a school within the program falls below 75 percent of the target attendance level, the CDE shall perform a review of the program and adjust the grant level as the CDE deems appropriate.

Failure to comply with **California Education Code 8483.7 shall result in a reduction of the ASES grant award allocations.**

2. Web-Based Attendance and Daily Attendance Accountability Requirements.

1. In FY 11/12 Santee School District receiving ASES funds must implement the *City Span Web-based Attendance Tracking System* (www.youthservices.net/sandiego) for daily program attendance entry.
2. Santee School District must fully utilize the “*Automated Card Scanning*” capability for the system. The *City Span Web-based Attendance Tracking System* will ensure that full attendance is documented only for students complying with their individual Early Release/Late Arrival times on file in accordance with ASES Program California Education Code Section and the intent of the Early Release/Late Arrival Policies for students in the ASES program.
3. Use the web-based attendance system’s card scanning features to ensure that all students are counted for attendance purposes in compliance with *EC* Section 8483(a)(1) and *EC* Section 8483(1)(a)(1).
4. Should Santee School District choose not to implement the *City Span System* Santee School District must provide a description and demonstration of their attendance tracking system to SDCOE for review. All districts choosing not to use the SDCOE Web-based Attendance System must fully demonstrate that the attendance system they implement has the necessary capability to ensure that full attendance is documented only for students complying with their individual Early Release/Late Arrival times on file in accordance with ASES Program California Education Code Section and the intent of the Early Release/Late Arrival Policies for students in the ASES program. Also, all districts choosing not to use the City Span system must use daily automated attendance features that will ensure that all students that are counted for attendance purposed follow *EC* Section 8483(a)(1) and *EC* Section 8483(1)(a)(1). All non-City Span systems will be reviewed by SDCOE staff to ensure State Audit Guide and California Education Code compliance. Each district will be subject to site review of the attendance procedures at a minimum of 15 ASES programs. During the attendance review the district’s system must ensure that all Early Release/Late Arrival Policies as well as ensure that all students that are counted for attendance purposed follow *EC* Section 8483(a)(1) and *EC* Section 8483(1)(a)(1).
5. Santee School District will identify key staff members to participate in trainings provided by SDCOE/City Span for implementation of the new Card Scanning System.
6. In addition, Santee School District must monitor on a weekly basis that all student sign-in (AM Program) and sign-out (PM Program) times comply with the Early Release/Late Arrival times on file for each student.

3. Staffing Requirements:

1. Santee School District must ensure a student-to-staff ratio of no more than 20 to 1 at all ASES sites.
2. Santee School District must establish qualifications for each staff position that, at a minimum, ensure that all staff members who directly supervise pupils meet the minimum qualifications for an instructional aide, pursuant to the policies of the District.
3. Santee School District shall be solely responsible for students, staff, and parents accessing services

under this Agreement. Santee School District certifies that it shall provide adequate supervision of the students, parents, staff, trainees and other providers, and that its staff will follow legal guidelines on reporting child abuse/neglect.

4. Santee School District must certify that all personnel providing services to students are adequately screened so as to prevent the assignment of personnel who may pose a threat to the safety and welfare of students, and that such personnel has already provided evidence of freedom from tuberculosis prior to starting service at the school site.
5. Santee School District must reserve the right to accept or reject the assignment of any personnel and the right to remove him/her from Santee School District's premises

4. State Mandated Data and Evaluation Requirements:

1. Participate in statewide evaluation process as determined by the CDE and provide all required information.
2. Respond to additional surveys or other methods of data collection that may be required throughout the duration of the program.
3. Annually provide participating pupils' regular school day and program attendance and STAR test results as requested by Santee School District.
4. To standardize procedures and collection tools developed for evaluation purposes.
5. Ensure the timely and accurate collection of data required to conduct the ASES program evaluations including but not limited to Annual Performance Reports.

5. Student Reimbursement Rate, Payment, and Program Expenditure Guidelines:

1. Distribute allocated funds to participating schools and ensure fiscal responsibility in accordance with CDE guidelines. This includes a reimbursement calculation formula that is consistent with CDE guidelines that provide for a rate of \$7.50 per student per day for PM (After School) reimbursement and a rate of \$5.00 per student per day for AM (Before School) reimbursement.
2. Allow participation of any student of a participating school regardless of their ability to pay.
3. Upon notification of overpayment of the ASES grant in excess of the grant award amount or request for reimbursement of unexpended ASES grant funds by the CDE, Santee School District will be required to return the entire amount of funding in question to the County (SDCOE).
4. Ensure that expenditures shall comply with all applicable provisions of state and local rules, regulations and policies relating to the administration, use, and accounting for public school funds, including, but not limited to, the EC.
5. Failure to comply with California Education Code 8483.7 shall result in a reduction of the ASES grant award during the current fiscal year or in subsequent years of the grant.

6. Categorical Program Monitoring and Annual Program Audit Guidelines.

1. Provide a copy of Categorical Program Monitoring (CPM) and Annual Program Audit findings/exceptions to SDCOE relative to the administration of the ASES Grant Requirements per California State Education Code Sections 8482-8484.6 and the Standards and Procedures for Audits of California K-12 Local Education Agencies 2007-2008; Article 3.1. § 19846. After School Education and Safety Program.
2. Participate in Categorical Program Monitoring (CPM) training.

7. Budget Restrictions

1. No more than 15% of the grant monies may be used for administrative costs (including indirect costs equal to the lesser of 5% of the grant amount or the agency's CDE approved indirect cost rate).
2. Each grantee must expend at least 85% of grant funding directly for pupils.
3. No more than 15% of the annual grant amount may be used for start-up costs in year one only.
4. Funds must supplement, not supplant, existing services. Programs cannot use ASES funds to pay for existing levels of service.
5. Only sites operating programs are eligible to claim administrative, operational, and/or start-up costs.

8. Program Matching Funding Requirements.

1. Provide matching funds equal to or greater than one-third (33 percent) of the grant award amount.
2. Provide facilities and space usage provided for ASES Programs may not be more than 25 percent of the match requirement.
3. State categorical funds for remedial education activities may not be used to fulfill match requirements.

9. Additional ASES Program Operation Requirements.

1. Designate an ASES Contact person.
2. Ensure the designated ASES Contact attends the scheduled ASES District Contact meetings provided by the Region 9 Technical Assistance Center (RTAC), the After School Administrative Program Support Center (ASC), the Children's Initiative (CI), and the San Diego County Office of Education (SDCOE).
3. Operate the After School Education and Safety Program (ASES) to improve academic achievement and provide safe and healthy recreation and prevention activities for students at qualified school sites.
4. Commit resources to ensure the delivery of integrated, age-appropriate ASES programs.
5. Ensure that the program will include an educational and literacy element designed to provide tutoring and/or homework assistance in one or more of the following core content subject areas: language arts, mathematics, history and social science, science and computer training.
6. The program will have an educational enrichment element that may include, but not limited to fine arts, recreation, health awareness, physical fitness and prevention activities. Such activities should be determined based on students' needs and interests.
7. Plan the program through a collaborative process that includes parents, youth, and representatives of participating public school sites, governmental agencies (e.g. city and county parks and recreation departments), local law enforcement, community organizations, and the private sector.
8. If the site is not located on a school campus, it must be as accessible and available as the school site with safe transportation being provided by Santee School District or designee to enrolled pupils.
9. Provide a snack that conforms to nutrition standards as established by the U.S. Department of Agriculture.
10. Provide information regarding the After School Program in a form and language that is easily understandable to all parents.
11. Each partner in the application will share responsibility for the quality of the program.
12. Collaborate and coordinate with the regular school day program.

13. Identify, assign, and maintain indoor/outdoor space at participating school sites that are to be utilized by the ASES program.
14. Notify the County in the event the district intends to close or relocate an ASES program school site, either temporarily or permanently.
15. All staff and volunteers will fulfill health screening and fingerprint clearance requirements in current law according to district policy
16. Each ASES funded district will be responsible for the development of a FY 2011-2012 After School Program Plan as part of the San Diego ASES program Consortium. The District's ASES Program Plan template has been provided by the Region 9 Technical Assistance Center (RTAC). Working in collaboration with the District Contact, Site Coordinator, Site Principal and other CBO partnerships the district ASES program plan is due on September 30, 2011 to the Region 9 Lead.
17. District staff will review the ASES program plan annually and provide updates and/or revisions based on ASES program components, California Department of Education guidelines, identified district program changes based on grant reduction or new sites.
18. Each district ASES Program plan will identify FY 2011-2012 Attendance Goals described in Section VII of the San Diego Consortium After School Program Plan.
19. Ensure that ASES staff attends countywide, regional, and district training opportunities designed to maximize program effectiveness.
20. Host scheduled technical assistance site visits conducted by staff from RTAC, the After School Administrative Program Support Center (ASC) and the Children's Initiative.
21. Work with staff from RTAC, the After School Administrative Support Center (ASC), and the Children's Initiative to review site visitation and technical assistance reports and plan for continuous program improvement.
22. Ensure the proper record keeping and documentation of program activities and the timely submission of all required reports.
23. Contribute 2% from the grant funds to SDCOE for countywide program coordination, training, technical assistance and administrative support.

10. As the official Grantee of Record, the County will provide the following:

1. In coordination with Santee School District, inform statewide after school efforts impacting San Diego County by working with the California Department of Education, the Governor's Office, the Office of the Secretary of Education, the Department of Finance, the California State Legislature, and the California Advisory Committee on Before and After School Programs.
2. In coordination with Santee School District, educate and involve stakeholders and elected officials including: parents, government agencies, community organizations and the private sector in after school issues and efforts.
3. Serve as the fiscal, technical, and program liaison between the districts, school sites, and the California Department of Education regarding the ASES programs.
4. Establish and process Memoranda of Agreement (MOAs) with all districts providing after school services via ASES grants.
5. Maintain files of MOAs and invoices submitted by implementing districts.
6. Establish and maintain master files of ASES participants, funding levels, attendance, expenditures, allocations and payment transmittals.
7. Verify all ASES funding levels and allocations based on official records provided by CDE.
8. Ensure the timely collection of all required data and submission of evaluation reports, and incur the associated sub-contracted costs, as negotiated.
9. Develop, verify, and obtain appropriate signatures on all required ASES reports for submission to CDE.

10. Using information provided by CDE, prepare end of grant reconciliation reports and submit to CDE by the required deadlines.
11. Provide funding notification and payment distribution to districts in a timely manner.
12. Ensure that program goals are met efficiently and effectively.
13. Ensure that information on fiscal requirements is shared with all partners expediently.
14. Compile required annual progress reports and submit them in a timely manner.
15. Share data on program process and outcomes via District Contact meetings and Consortium Steering Committee meetings.
16. Convene, in coordination with Santee School District, meetings of after school stakeholders, as necessary.
17. Coordinate any publicity, press releases or media coverage of programs with Santee School District prior to release and distribution.
18. Identify and secure program support resources, including volunteer staff, for ASES program providers that garner cash and in-kind contributions to the Consortium equal to at least one-third of the total annual amount retained by County.
19. Ensure that all staff positions, project materials, or services funded with the 2% consortium fee directly provide and serve the county's ASES funded before and after school programs.
20. Provide training and technical assistance to districts in San Diego County in excess of those provided through the After School Administrative Support Center (ASC) and the Region 9 Regional Technical Assistance Center (RTAC) resources.
21. Ensure the development and maintenance of a web based attendance reporting system for use of all consortium members for Phase I (District Monthly Attendance Reporting). Additionally provide Phase II (Daily Site Attendance Reporting) and Phase III (Student Uploading of data from Infinite Campus) as venues to participating districts.
22. Ensure consortium-wide program evaluation and the preparation of CDE required evaluation reports.
23. Conduct annual needs assessment and convene task forces for needed areas of program training, technical assistance, products and support.
24. With input from consortium members, develop protocols for site visits, information sharing, advocacy, public relations and marketing activities, and other events impacting after school programs.
25. Provide training and technical assistance in preparation for Categorical Program Monitoring (CPM) visits from California Department of Education. This preparation will include mock site visits.

11. Terms and Conditions of the Grant Award

- All statutes and regulations applicable to each program under which state funds are made available through this application will be met by the District in its administration of each site program. The district will follow its program plans as specified by the agency application.
- Santee School District will make reports to the County as necessary to enable the County to perform its duties and will maintain such records and provide access to those records as the County deems necessary. The district shall maintain such records for at least five years after the completion of the activities for which the funds are used.
- Santee School District will make any application, evaluation, periodic program plan, or report relating to each program available to parents and other members of the general public. (California Public Records Act, Government Code Section 6250 et seq.)
- **Record revenues and expenditures for this grant as follows: for Standardized Account Code Structure (SASC) coding, use Resource Code 9065 and Revenue Object Code 8590. For ex-**

penses, use Goal 7111 – Non agency Educational appropriation function and object code where the funds are expended.

- This grant shall be administered in accordance with the provisions of California Education Code (EC) sections 8482-8484.6. Further, expenditures shall comply with all applicable provisions of federal, state and local rules, regulations and policies relating to the administration, use and accounting for public school funds, including, but not limited to, the Education Code of the State of California.
- The grantee shall use these funds in accordance with the approved application.
- If a program participant receives state funds to operate ASES in excess of the amount warranted due to the program failing to operate and the program serving fewer pupils than planned, raising an inadequate amount of matching funds, failing to expend funds fully or any other reason during the grant period, the county shall reduce any subsequent allocations by the amount equal to the overpayment.
- If an ASES program site stops program operations, the county will bill the agency for the amount of the overpayment. If payment is not received within three months of the billing invoice date, any overpayment will be withheld from the next payment to the district.
- Santee School District shall submit quarterly expenditure reports and program reports (including evaluation reports) as required. **FAILURE TO SUBMIT INTERIM REPORTS AS REQUIRED MAY RESULT IN DENIAL OF THE REMAINING GRANT AMOUNT. FAILURE TO SUBMIT AN ANNUAL EXPENDITURE REPORT WITHIN THREE MONTHS OF THE REPORTING DATE MAY RESULT IN DENIAL OF THE REMAINING GRANT AMOUNT.**
- **FAILURE TO SUBMIT A FINAL EXPENDITURE REPORT WITHIN SIX MONTHS OF THE REPORTING DATE WILL RESULT IN A BILLING FROM THE CDE FOR THE ENTIRE AMOUNT OF ANY GRANT FUNDS ADVANCED AND POSSIBLE REDUCTION OF ANY SUBSEQUENT YEARS' GRANT (S).**
- Santee School District shall comply with the General Assurances attached to this MoA.
- This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.
- The CDE GRANT NO., FY, PCA, VENDOR NO., and SUFFIX as specified below will be used on all communications:



**COHORT 6: CDE GRANT NO. 37-23939-1137-EZ: FY 11/12: PCA 23939
VENDOR NO. 1037: SUFFIX NO. EZ**

12. PERIOD OF AGREEMENT

According to the terms of the ASES Program (ASES) grant, the term of this Agreement shall be July 1, 2011 through June 30, 2012.

13. COMPENSATION/COSTS AND PAYMENT SCHEDULE

The After School Education and Safety Programs are considered direct grants and CDE shall pay grantees (County) according to the following schedule authorized in Education Code 8482.4:

“The department shall allocate 65 percent of the first-year grant amount no later than 30 days after the grantee submits the grant award acceptance letter to the CDE. Of the remaining 35 percent of the grant, the CDE shall allocate 25 percent or more of the funds within the operational

period of the program and may retain up to 10 percent of the total grant until all administrative requirements of the grant have been met.”

Program funds will be dispersed to **Santee School District** based on Education Code 8482.4 reimbursement from CDE. Annual ASES allocation(s) shall not exceed * **\$188,829.29** for Santee School District.

Payments of the grant may actually differ from the granted amount as determined by CDE due to: 1) Non operation of a program at a school sites or non operation of a funded grant component. 2) The districts inability to expend the total grant award by the June 30, 2012 final expenditure deadline for all ASES grant funds as determined by CDE. 3) Any ASES program Audit Findings or Program Compliance issues that result in the reduction of grant award or repayment of expended ASES funding will be paid by Santee School District.

All payments will be made by SDCOE subsequent to actual receipt of funds from CDE.

** Reflected in the amount above is the subtraction of the 2% contribution of grant funds for county-wide program coordination, technical assistance and program support, as agreed herein. The 2% payments will be deducted after program funds have been deposited to the district via auditor transfer.*

14. DISTRICT & COUNTY CONTACT PERSONS' NAMES & ADDRESSES

District Contact:

*Pamela Brasher, Director
Out-of-School Time Programs
Santee School District
4619 Cuyamaca St
Santee CA 92071
619 258-2369*

County Contact:

Daymon Beach, Coordinator
SDCOE, Student Support Services
5404 Napa Street
San Diego, CA 92110
(619) 718-6780

15. CONFIDENTIALITY

1. This agreement, all communications and information obtained by Santee School District from the County Office relating to this agreement, and all information developed by Santee School District under this agreement, are confidential. Except as provided in Subsection 3, without the prior written consent of an authorized representative of the County, Santee School District shall neither divulge to, nor discuss with, any third party either the work and services provided hereunder, or any communication or information in connection with such services or work, except as required by law. Prior to any disclosure of such matters, whether as required by law or otherwise, Santee School District shall inform the County, in writing, of the nature and reasons for such disclosure. Santee School District shall not use any communications or information obtained from the County for any purpose other than the performance of this agreement, without the County's written prior consent.
2. At the conclusion of the performance of this agreement, Santee School District shall return to the County all written materials constituting or incorporating any communications or information obtained from the County. Upon the County's specific approval, Santee School District may retain

copies of such materials, subject to the requirements of Subsection 1.

3. Santee School District may disclose to any subcontractor, or County approved third parties, any information otherwise subject to Subsection 1 that is reasonably required for the performance of the subcontractor's work. Prior to any such disclosure, Santee School District shall obtain the subcontractor's written agreement to the requirements of Subsection 1 and shall provide a copy of such agreement to the County.
4. Santee School District represents that it shall not publish or cause to be disseminated through any press release, public statement, or marketing or selling effort any information which relates to this agreement without the prior written approval of the County.
5. Santee School District obligation of confidence with respect to information submitted or disclosed to Santee School District by County hereunder shall survive termination and comply with all requirements outlined in this Agreement which is attached hereto and made a part hereof.

16. CONFIDENTIALITY OF SERVICES

Identities of all respondents including but not limited to staff, principal(s), parent(s), student(s) and individual responses on surveys in conjunction with this evaluation will be kept confidential by the Contractor. Reports generated will reflect aggregated data. No individual responses will be used. Contractor is not authorized to redistribute or share any data or information with any agency, entity or individual without the written consent of the County.

Contractor agrees to all of the following:

(a) Neither Contractor nor any of its Subcontractors shall disclose Private Information obtained from the County in the performance of this Agreement to any other Subcontractor, person, or other entity, unless one of the following is true:

(i) The disclosure is authorized by this Agreement;

(ii) The Contractor received advance written approval from the Contracting Department to disclose the information; or

(iii) The disclosure is required by law or judicial order.

(b) Notwithstanding any other provisions of law, any school district, including any county office of education or superintendent of schools, may participate in an interagency data information system that permits access to a computerized database system within and between governmental agencies or districts as to information or records which are non-privileged, and where release is authorized as to the requesting agency under state or federal law or regulation, if each of the following requirements are met:

- 1) Each agency and school district shall develop security procedures or devices by which unauthorized personnel cannot access data contained in the system.
- 2) Each agency and school district shall develop procedures or devices to secure privilege or confidential data from unauthorized disclosure.
- 3) Each school district shall comply with access log requirements of Section 49064.
- 4) The right of access granted shall not include the right to add, delete, or alter data without the written permission of the agency holding the data.

- 5) An agency or school district may not make public or otherwise release information on an individual contained in the database where the information is protected from disclosure or release as to the requesting agency by state or federal law or regulation.

(c) Any disclosure or use of Private Information authorized by this Agreement shall be in accordance with any conditions or restrictions stated in this Agreement. Any disclosure or use of Private Information authorized by a Contracting Department shall be in accordance with any conditions or restrictions stated in the approval.

(d) Any failure of Contractor to comply with the Nondisclosure of Private Information Ordinance shall be a material breach of this Agreement. In such an event, in addition to any other remedies available to it under equity or law, the County may terminate this Agreement, debar Contractor, or bring a false claim action against Contractor.

17. TERMINATION FOR CONVENIENCE

1. The County may, by written notice to Santee School District, terminate this agreement in whole or in part at any time, for the County's convenience. Upon receipt of such notice, Santee School District shall:
 - (1) Immediately discontinue all services affected (unless the notice directs otherwise) and
 - (2) Deliver to the County all information and material as may have been involved in the provision of services in the performance of this agreement, whether completed or in process. Termination of this agreement shall be as of the date of receipt by Santee School District of such notice.
2. If the termination is for the convenience of the County, Santee School District shall submit a final invoice within 60 days of termination and upon approval by the County, the County shall pay Santee School District the sums earned for the services actually performed prior to the effective date of termination and other costs reasonably incurred by Santee School District to implement the termination.
3. Santee School District shall not be entitled to anticipatory or consequential damages as a result of any termination under this section. Payment to Santee School District in accordance with this section shall constitute the District's exclusive remedy for any termination hereunder. The rights and remedies of the County provided in this section are in addition to any other rights and remedies provided by law or under this agreement.

18. TERMINATION FOR DEFAULT

1. The County may, by written notice to Santee School District, terminate this agreement in whole or in part at any time because of the failure of Santee School District to fulfill its contractual obligations. Upon receipt of such notice, Santee School District shall:
 - (1) Immediately discontinue all services affected (unless the notice directs otherwise) and
 - (2) Deliver to the County all information and material as may have been involved in the provision of services in the performance of this agreement, whether completed or in process. Termination of this agreement shall be as of the date of receipt by Santee School District of such notice.

2. If the termination is due to the failure of Santee School District to fulfill its contractual obligations, the County may take over the services, and complete the services by contract or otherwise. In such case, Santee School District shall be liable to the County for any reasonable costs or damages occasioned to the County thereby.

19. INDEPENDENT CONTRACTOR

It is expressly understood that at all times, while rendering the services described herein, and in complying with any terms and conditions of this Agreement, Santee School District is acting as an independent contractor and not as an officer, agent, or employee of the County.

20. HOLD HARMLESS

Santee School District agrees to hold harmless, defend, and to indemnify the County, its officers, agents, and employees against any and all losses, injuries, claims, actions, judgments, and liens arising from, or alleged to have arisen from, Santee School District performance, or lack thereof, under this Agreement.

21. WORKERS' COMPENSATION

Santee School District shall provide workers' compensation insurance or shall self-insure their services in compliance with provisions of Section 3700 of the Labor Code of the State of California. A Certificate of Insurance may be provided, providing for such, or Santee School District shall sign and file with the County the following certificate:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provision of that Code, and I will comply with such provision before commencing the performance of the work of this Agreement."

22. NON-FUNDING

Notwithstanding any of the foregoing provisions, if for any fiscal year of this Agreement the San Diego County Board of Education fails to appropriate or allocate funds for future periodical payments under this Agreement, the County will not be obligated to pay the balance of funds remaining unpaid beyond the fiscal period for which funds have been appropriated or allocated, and may terminate this Agreement with 30 days' written notice.

23. AUDIT

Santee School District agrees to maintain and preserve until five years after termination of the Agreement with the County, and to permit the State of California or any of its duly authorized representatives, to have access to and to examine and audit any pertinent books, documents, papers, and records related to this Agreement.

24. INSURANCE REQUIREMENTS

Santee School District must ensure that it shall maintain and shall cause each Subcontractor to maintain Public Liability and Property Damage Insurance to protect them and the Superintendent of

Schools from all claims for personal injury, including accidental death, as well as from all claims for property damage arising from the operations under this Agreement. The minimum amounts of such insurance shall be as hereinafter set forth.

Amounts of Insurance:

General Liability Comprehensive form - Products/Completed Operations	Bodily Injury and Property Damage	\$ <u>500,000</u> Amount
Auto Liability Comprehensive form - Owned, Non-owned Hired	Bodily Injury and Property Damage Combined	\$ <u>500,000</u> Amount

Santee School District shall file, with the County, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the **SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS** as an additional insured.

25. GOVERNING LAW/VENUE SAN DIEGO

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

26. COMPLIANCE WITH LAW

Santee School District shall be subject to, and shall comply with, all Federal, State, and local laws and regulations applicable with respect to its performance under this Agreement including, but not limited to: licensing, employment, and purchasing practices, and wages, hours, and conditions of employment, including non-discrimination.

27. FINAL APPROVAL

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

28. TOBACCO-FREE FACILITY

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

29. PUPIL SAFETY / SCHOOL SAFETY ACT

Pupil Safety/School Safety Act: The Santee School District Program Manager shall determine the Contractor/Provider’s level of contact with pupils from the following two (2) choices, by inserting an **X** below:

_____ The Contractor /Provider will have “**limited contact**” with pupils and the Contractor/Provider may be required to do one or more of the following to protect pupils:

- 1.Prohibit Contractor/Provider’s employees from using student restroom facilities,
- 2.Perform work when school is not in session,
- 3.Provide security patrols or supervision,
- 4.Restrict Contractor/Provider’s employees’ access to site grounds, and/or
- 5.Provide badges or other visible means of Contractor/Provider’s identification.

X The Contractor /Provider will have “**greater than limited contact**” with pupils and the Contractor/Provider shall require their employees, including the employees of any subcontractor, who will provide these services, to submit their fingerprints in order to conduct a criminal background check per Education Code §45122.1. The Contractor/Provider shall not permit any employee, including the employees of any subcontractor, to perform services under this contract until:

- 1.The Department of Justice has determined that these employees have not been convicted of, or have charges pending for a defined felony.
- 2.The Contractor/Provider has **certified in writing** to the Santee School District Program Manager that the employer and all of these employees have not been convicted of, or do not have charges pending for a defined felony.

By (Authorized Signature)

Date

Name (Type or Print)

Title

30. ENTIRE AGREEMENT

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

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be duly executed, such parties acting by their representatives being thereunto duly authorized.

COUNTY

SAN DIEGO COUNTY
SUPERINTENDENT OF SCHOOLS


By (Authorized Signature) **IBS**
OCT 19 2011

Name (Type or Print)

Title

10-18-11

Date

DISTRICT

SANTEE SCHOOL DISTRICT

By (Authorized Signature)

Name (Type or Print)

Title

Date

Federal I.D. No./Social Security #

Funding Status Per School

San Diego County Office of Education

Grant Number: 37-23939-1037-EZ

Grant Type: ASES Cohort 6-EZ

Fiscal Year: 2011-12

CDS Code	School Name	Components	Amount Awarded
37683616040380	Prospect Avenue Elementary	After School Base	\$112,500.00
37683616040380	Prospect Avenue Elementary	After School Supplemental	\$33,750.00
37683616040380	Prospect Avenue Elementary	Before School Base	\$35,717.65
37683616040380	Prospect Avenue Elementary	Before School Supplemental	\$10,715.30
		District Total Grant Amount	\$192,682.95
		Less 2% Grant Amount	\$188,829.29

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Consent Item E.4.5. Adoption of Proclamation Endorsing the Great American Smokeout on November 17, 2011

Prepared by Minnie Malin
November 15, 2011

BACKGROUND:

A major education goal of the Santee School District is to provide students with the knowledge, skills, and attitudes needed for a drug free life. To support this, American Cancer Society, Santee Solutions Coalition, and Communities Against Substance Abuse are requesting the Board of Education adopt a proclamation that supports the Great American Smokeout on November 17, 2011. This proclamation is part of our commitment to help educate our students about the effects of Tobacco as part of the Tobacco Use Prevention and Education Grant.

RECOMMENDATION:

Administration recommends that the Board of Education approve the proclamation to promote the Great American Smokeout in support of a healthier Santee Community.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT:

This proclamation promotes the belief that a drug-free life is a necessary component for a safe and healthy community and contributes to academic achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.5.

**PROCLAMATION
GREAT AMERICAN SMOKEOUT
November 17, 2011**

WHEREAS, the American Cancer Society encourages all tobacco users to join the Great American Smokeout and quit for at least one day; and

WHEREAS, the American Cancer Society has set aside November 17, 2011 as the 36th Annual Great American Smokeout; and

WHEREAS, the purpose for the observance of the day is to create awareness and draw community attention to the risk tobacco smoking poses to the health, wellbeing and welfare of the human race; and

WHEREAS, the tobacco epidemic kills nearly 6 million people each year; and

WHEREAS, after high blood pressure, tobacco is the biggest contributor to non-communicable diseases, which account for 64% of deaths worldwide; and

WHEREAS, tobacco killed 100 million people in the 20th century; and

WHEREAS, Santee School District is working to promote global understanding and 21st century learning skills for all students;

NOW THEREFORE BE IT PROCLAIMED that the Santee School District hereby recognizes and supports the American Cancer Society's GREAT AMERICAN SMOKEOUT on November 17, 2011 and encourages all citizens in the community who smoke, use chew or dip tobacco, to demonstrate to themselves and to their children that they can quit by joining the Great American Smokeout.

Adopted this 15th day of November 2011.

Barbara Ryan, President

Dan Bartholomew, Vice-President

Dianne El-Hajj, Clerk

Ken Fox, Member

Dustin Burns, Member

Dr. Patrick Shaw, Superintendent

DISCUSSION AND/OR ACTION ITEMS Item F.

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

Agenda Item F

Discussion and/or Action Item F.1.1. Board's Legislative Goals for 2011-12
Prepared by Dr. Patrick Shaw
November 15, 2011

BACKGROUND:

This is the time of the year when the Board reviews their legislative goals in anticipation of the State Legislature beginning to develop legislation and bills that may impact education. Meetings may be scheduled to present Santee School District's Legislative Goals to our State Senator and State Assemblyman as they begin consideration of legislative bills. At the November 2, 2010 and December 7, 2010 Board meetings, Board members approved the legislative goals attached. At this time the Board chose to retain the consolidated Legislative Goals as a short list of priority goals the Board is interested in actively seeking legislation to implement. An additional list of legislation changes that the Board supports is an attachment to the goals.

At the October 18, 2011 Board meeting, administration provided for the Board's review and consideration, the 2010-11 Board Legislative Goals. This item is returning with administration's recommendations for the Board to produce legislative goals for 2011-12 that would positively impact instructional and fiscal solvency.

Tonight, Member Ryan, the Board's legislative representative, will facilitate any discussion by the Board about the Legislative Goals.

RECOMMENDATION:

It is recommended that the Board review the 2010-11 Legislative Goals that include recommendations from Administration and provide any input and/or recommendations to produce Legislative Goals for 2011-12 which may be presented to legislative representatives for the upcoming legislative session. Action is at the discretion of the Board.

FISCAL IMPACT:

There is no current fiscal impact of this item.

STUDENT ACHIEVEMENT IMPACT:

Any legislation that may come about would have a direct impact in student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

PRIORITY LEGISLATIVE GOALS FOR 2012

DRAFT

November 15, 2011

1. Seek legislation that would eliminate State deferrals *of apportionments and reimburse school districts for costs incurred for short-term, cash flow borrowing necessitated by State deferrals.* ~~to school districts.~~
2. Seek or support legislation to provide *equity*, adequacy, stability, flexibility, and local control in State funding for K-12 education programs and operations.
3. Seek or support legislation to provide instructional materials categorical flexibility beyond ~~2012-2013~~ *2013-14* for high achieving school districts, as defined by State accountability guidelines.
4. Seek or support legislation to amend the Open Enrollment Act, SB X5 4, excluding any school with an Academic Performance Index of 800 or above from the annual Open Enrollment Schools list.
5. *Seek or support legislation allowing high achieving elementary school districts, as defined by State accountability guidelines, the use of standards-aligned online or electronic curriculum in lieu of State-adopted textbooks.*
6. *Seek or support legislation providing local district funding for the technology infrastructure needed to equitably implement the SMARTER Balanced Assessment System beginning in 2014-2015.*

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4. Seek or support legislation to amend the Open Enrollment Act, SB X5 4, excluding any school with an Academic Performance Index of 800 or above from the annual Open Enrollment Schools list.
5. *Seek or support legislation allowing high achieving elementary school districts, as defined by State accountability guidelines, the use of standards-aligned online or electronic curriculum in lieu of State-adopted textbooks.*
6. *Seek or support legislation providing local district funding for the technology infrastructure needed to equitably implement the SMARTER Balanced Assessment System beginning in 2014-2015.*

LEGISLATIVE PUBLIC POLICY FOR 2012

FULL FUNDING LEGISLATION

- A-1. Seek enactment of school finance legislation, which will provide full funding for at-risk intervention before and after school programs, including removing the cap for at-risk students served by summer school.
- A-2. Seek or support legislation to fully fund the purchase of standards based textbooks in all core areas and the purchase of consumable materials annually for the primary grade levels or grades K-2.
- A-3. Seek legislation to reform and fully fund the mandated cost requirements for school districts.
- A-4. Reinstate funding for classroom libraries.

ACADEMIC ACHIEVEMENT LEGISLATION

Move Goal #5 to Here:

- A-5. Seek or support legislation enhancing the application of 21st Century Learning Skills into the curriculum frameworks and professional teaching standards.
- ~~A-5—Seek or support legislation to expand the current core textbook adoption cycle timeline.~~
- A-6. Seek legislation that assures 7-8 grade levels in K-8 schools are rated on the Academic Performance Index (API) and Adequate Yearly Progress (AYP) measures compared with other 7-8 schools.
- A-7. Support legislation that would require textbook publishers to provide instructional materials for combination or multi-grade classrooms in grades K-8 prior to State Board approval.
- A-8. Seek or support legislation providing block grant/categorical funds, thereby allowing local school districts to recognize and meet individual needs of all students rather than only those in special programs.

EQUAL FUNDING FOR K-8

- A-9. Seek enactment of school finance legislation, which will fund elementary districts' 7th and 8th grade ADA at the same level as for unified and secondary districts.
- A-10. Seek legislation that supports Level II developer fees for K-8 schools to mitigate the impact of facilities construction and modernization and equalize the funding streams for new school construction for elementary school districts with 7th and 8th grade students to be on the same playing field as high schools.

BACKGROUND:

At the November 1, 2011 Board meeting, Administration presented financial results and electrical generation and consumption patterns for the first year of operations of the Hill Creek Solar Project. The solar team -- composed of Balfour Beatty, Baker Electric/Solar, Webb-Cleff Architects, and District staff -- continues to refine system sizes, analyze school usage and layouts, and develop and refine financial models for other schools to determine the viability of future solar projects. The team has been evaluating each site using the following criteria:

1. Conducive to all or mostly roof mounted system to avoid increased cost for shade structures
2. Roofs are fairly new to avoid or minimize cost of replacement prior to installation of solar
3. Building layout minimizes trenching and shading and allows correct and uniform orientation of solar panels
4. Site energy usage is higher than District average to justify solar infrastructure costs
5. Energy usage and costs are relatively predictable and stable. At least 1 year of prior usage history post-modernization preferable.
6. Overall financial model holds the potential for close to break-even net present value of cash flows using CREBs financing without solar initiative payments.

Originally the intention was to consider PV (photovoltaic) systems that offset 80% to 90% of energy consumption similar to the Hill Creek design. However, new information obtained from the California Center for Sustainable Energy ("CCSE"), the non-profit consultant company that performed the last solar energy analysis for the District, indicates that the DG-R solar favorable tariff rate structure may actually provide more financial benefit per kWh of solar produced at the lower end of the spectrum. In other words, some sites may benefit from a smaller implementation that offsets 20% to 30% of energy consumption. The District is contracting with CCSE to perform an analysis of all 8 school sites to determine the probable SDG&E cost and savings at varying levels of offset. A final report is expected by November 18th and will be presented at the December 6, 2011 Board meeting when the results of the financial model are reported and recommendations are put forth for the Board of Education's consideration.

Based on a cursory review of the above criteria, the team has tentatively placed the remaining 8 schools in the following order of possible viability for solar:

- Carlton Hills: Meets all criteria.
- Cajon Park: Meets all criteria except #2. Replacement of roofs would be necessary prior to installation of solar.
- PRIDE Academy: Does not meet criterion #1 or #5. Tree shading, solar panel orientation, and HVAC unit location on the roofs will constrain PV array placement on roofs. No history of post modernization electrical usage. May benefit from a smaller system.
- Carlton Oaks: Does not meet criterion #1 or #6. Buildings would not support roof mounted systems without substantial structural upgrades. Mostly shade structure implementation would be required as was done for Hill Creek. May benefit from a smaller system.
- Rio Seco: Does not meet criterion #1 or #6. Buildings would not support roof mounted systems without substantial structural upgrades. Mostly shade structure or ground mount implementation would be required as was done for Hill Creek. May benefit from a smaller system.
- Sycamore Canyon: Does not meet criterion #2, #4, or #6. Buildings can support roof mounted system but replacement of roofs would be necessary prior to installation of solar. Energy usage is the lowest in the District. May benefit from a smaller system.
- Chet F. Harritt: Does not meet criterion #1, #5, or #6. Buildings would not support roof mounted systems without substantial structural upgrades. Mostly shade structure implementation would be required. No history of post modernization electrical usage. May benefit from a smaller system.
- Pepper Drive: Does not meet criterion #2, #5, or #6. Buildings can support mostly roof mounted systems but replacement of roofs would be necessary prior to installation of solar. In addition, due to the schools lack of modernization it would be difficult to design a PV system on the roof before the individual package units and skylights have been done as part of the modernization. Consequently, mostly shade structure or ground mount implementation would be required. Also modernization energy efficiencies should be realized before solar generation. The future classroom addition could support a roof mounted solar system and the north property area along rattlesnake mountain may be able to support a ground mount system as part of such a future project. School not yet modernized so no history of post modernization electrical usage.

Although a complete shade structure implementation may not be financially viable, the following school sites have wooden shade structures that need replacement/repair (listed in descending order of urgency):

1. Carlton Hills*
2. Pepper Drive
3. Chet F Harritt
4. Rio Seco
5. Cajon Park*
6. Sycamore Canyon

Therefore, replacement of some shade structures with new ones supporting solar panels is being considered as a possible option to supplement solar production at select school sites (*). In addition, depending on the outcome of the CCSE analysis, some of the above schools may benefit from smaller PV systems with a few shade structures.

Administration will present conceptual designs, site layouts, and 3D renderings for Carlton Hills, Cajon Park, Carlton Oaks, and PRIDE Academy to provide the Board with example constraints and considerations for all sites. At the December 6, 2011 Board meeting, Administration will present the financial model estimated results for each contemplated school and, if warranted, seek approval to initiate design and engineering for the financially viable projects.

RECOMMENDATION:

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

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.
- Provide facilities that optimize the learning environment for all students.

FISCAL IMPACT:

Unknown at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.1.
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BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item G.

Agenda Item G.

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CLOSED SESSION Item H.

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

The Board will go into Closed Session to discuss:

1. **Conference With Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiator: Karl Christensen, Assistant Superintendent
Employee Organizations: Classified School Employees Association
2. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
3. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

RECONVENE TO PUBLIC SESSION Item I.

ADJOURNMENT Item J.