



Santee School District

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

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

**BOARD OF EDUCATION
 REGULAR MEETING
 AGENDA
 May 16, 2023**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

| | <u>Page #:</u> |
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| A. OPENING PROCEDURES – 6:00 p.m. | 5 |
| 1. Call to Order and Welcome | |
| 2. District Mission | |
| 3. Pledge of Allegiance | |
| 4. Approval of Agenda | |
| B. REPORTS AND PRESENTATIONS | 6 |
| 1. Superintendent’s Report | |
| 1.1. Developer Fees and Collection Report | 7 |
| 1.2. Enrollment Reports | 9 |
| 1.3. Schedule of Upcoming Events | 11 |
| 2. Spotlight on Education: Eighth Grade Student Academic Achievement Awards | 12 |
| <p><i>The Board will take a short break to honor the participating students.</i></p> | |
| 3. Presentation of Classified School Employees Association and its Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and CSEA | 13 |
| C. PUBLIC COMMUNICATION | 15 |
| <p><i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to three (3) minutes. Meetings are recorded.</i></p> | |
| D. PUBLIC HEARING | 16 |
| 1. Public Hearing for Classified School Employees Association and its Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and CSEA | 17 |

- E. CONSENT ITEMS** 18
- 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.*

Superintendent

- 1.1. Approval of Minutes** 19
- It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

Business Services

- 2.1. Approval/Ratification of Travel Requests** 29
- It is recommended that the Board of Education approve/ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.

- 2.2. Approval/Ratification of Expenditure Warrants** 31
- It is recommended that the Board of Education approve the expenditure warrants for the month of April 2023 as presented.

- 2.3. Approval/Ratification of Purchase Orders** 33
- It is recommended that the Board of Education approve and ratify purchase orders #0000013520 through #000003653 issued April 1, 2023 through April 30, 2023.

- 2.4. Approval of Agreement with the City of Santee for Transportation Services** 43
- It is recommended that the Board of Education approve the Transportation Agreement with the City of Santee to increase fees for District-provided transportation services to the Santee Teen Center.

- 2.5. Approval/Ratification to Contract with Studio WC** 54
- It is recommended that the Board of Education approve/ratify the Studio WC design agreement for the shade structure at Prospect Avenue Preschool.

- 2.6. Acceptance of Donations, Grants, and Bequests** 57
- It is recommended that the Board of Education accept the donations, grants, and/or bequests and authorize letters of appreciation be sent on behalf of the Board.

- 2.7. Approval of Agreement with Information & Energy Services, Inc.** 58
- It is recommended that the Board of Education approve the Agreement with Information & Energy Services, Inc.

Educational Services

- 3.1. Approval/Ratification of ESSER III Summer Grant Program Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Office of Education for Fiscal Year 2023-2024** 66
- It is recommended that the Board of Education approve the ESSER III Summer Grant Program between Santee School District's After School Education and Safety Program (ASES) and San Diego County Office of Education for Fiscal Year 2023-2024.

- 3.2. Approval of State Preschool Program Annual Report to California Department of Education** 67
- It is recommended that the Board of Education approve the State Preschool Program Annual Report to California Department of Education.

| | | |
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| | Human Resource/Pupil Services | |
| 4.1. | <u>Personnel, Regular</u> It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals. | 91 |
| 4.2. | <u>Approval of Short-Term Positions</u> It is recommended that the Board of Education approve the short-term positions. | 94 |
| F. | DISCUSSION AND/OR ACTION ITEMS <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> | 95 |
| | Superintendent | |
| 1.1. | <u>Live Stream Board of Education Meetings Update</u> It is recommended that the Board of Education discuss the update on logistics and fiscal impact to record and archive meetings. Action, if any, is at the discretion of the Board. | 96 |
| | Business Services | |
| 2.1. | <u>Solar & Fleet Electrification</u> This is an information item. Action, if any, is at the discretion of the Board of Education. | 97 |
| 2.2. | <u>May Revise and State Budget Update</u> This is an information item. Action, if any, is at the discretion of the Board of Education. | 98 |
| | Educational Services | |
| 3.1. | <u>Approval of Agreement for Outdoor Education Program with the San Diego County Office of Education</u> It is recommended that the Board of Education approve the agreement for the Outdoor Education Program with the San Diego County Office of Education. | 99 |
| | Human Resource/Pupil Services | |
| 4.1. | <u>Approval of Memorandum of Understanding with San Diego Youth Services for Here Now Program Renewal</u> It is recommended that the Board of Education approve the Memorandum of Understanding with San Diego Youth Services to continue offering the Here Now Program. | 101 |
| G. | BOARD POLICIES AND BYLAWS | 119 |
| 1.1. | <u>Second Reading: Revised Board Policies (BP)/Administrative Regulation (AR):</u> <ul style="list-style-type: none">• BP 6020 - Parent Involvement It is recommended that the Board of Education adopt revised BP 6020 – Parent Involvement, is being presented in a second reading. | 120 |

| | | |
|----|---|-----|
| H. | EMPLOYEE ASSOCIATION COMMUNICATION | 125 |
| I. | BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS | 125 |
| J. | CLOSED SESSION | 125 |
| 1. | <u>Conference with Labor Negotiator</u> (Gov't. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organizations: Santee Teachers Association (STA); and Classified School Employees Association (CSEA)</i> | |
| 2. | <u>Public Employee Performance Evaluation</u> (Gov't. Code § 54957) <i>Superintendent</i> | |
| K. | RECONVENE TO PUBLIC SESSION | 125 |
| L. | ADJOURNMENT | 125 |

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. As of this posting, the next regular meeting of the Board of Education will be held in-person on June 6, 2023, at 6:00 p.m. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

ITEM A. OPENING PROCEDURES – 6:00 P.M.

1. Call to Order and Welcome
2. District Mission
 - *Providing an extraordinary education in an inspiring environment with caring people*
3. Pledge of Allegiance
4. Approval of Agenda for the May 16, 2023, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees Collection Report
 - 1.2. Enrollment Reports
 - 1.3. List of Upcoming Events
2. Spotlight on Education: Eighth Grade Student Academic Achievement Awards
3. Presentation of Classified School Employees Association and its Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and CSEA

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT

2022-23

CUMULATIVE THROUGH MAY 2, 2023

Residential Rate: \$2.53 per square foot - effective 3/18/21; \$2.97 per square foot - effective 8/20/2022
 Commercial Rate: \$0.41 per square foot - effective 5/17/20; \$0.48 per square foot - effective 8/20/2022
 Self Storage Rate: \$0.03 per square foot - effective 5/17/20; \$0.02 per square foot - effective 8/20/2022

| COM | RES | SS | ADDRESS | DATE OF COLLECT. | SQUARE FEET | AMOUNT | SCHOOL OF ATTENDANCE |
|---------------------|-----|----|----------------------------|------------------|-------------|---------------------|----------------------|
| | X | | 8539 Fanita Dr | 07/01/22 | 555 | \$1,404.15 | PA |
| | X | | 1842 Pepper Villa Dr | 07/21/22 | 808 | \$2,044.24 | PD |
| | X | | 800 Lantern Crest Way | 08/01/22 | 62,224 | \$25,511.84 | PD |
| | X | | 8730 Ruocco Dr | 08/19/22 | 3,811 | \$9,641.83 | PD |
| | X | | 9731 McCardle Way | 08/30/22 | 702 | \$2,084.94 | SC |
| | X | | 9913 Conejo Rd | 08/31/22 | 1,075 | \$3,192.75 | RS |
| | X | | 8620 Dove Hill Dr | 09/06/22 | 1,183 | \$3,513.51 | CFH |
| | X | | 353 Cascade Rd ADU | 09/12/22 | 2,370 | \$7,038.90 | PD |
| | X | | 10337 Buena Vista Ave | 09/14/22 | 880 | \$2,613.60 | PA |
| | X | | 1847 N Mollison Ave | 09/30/22 | 3,339 | \$9,916.83 | PD |
| | X | | 7757 Mission Gorge Rd | 10/05/22 | 500 | \$240.00 | CFH |
| | X | | 9580 Bundy Dr | 12/02/22 | 662 | \$1,966.14 | HC |
| | X | | 10148 Marcella Ct | 12/05/22 | 1,432 | \$4,253.04 | SC |
| | X | | 9224 Fairen Lane | 12/15/22 | 865 | \$2,569.05 | PA |
| | X | | 2308 Nielsen St | 12/21/22 | 1,041 | \$3,091.77 | PA |
| | X | | 1347 Roxanne Dr ADU | 01/10/23 | 1,136 | \$3,373.92 | PD |
| | X | | 680 W Bradley Ave | 01/25/23 | 4,040 | \$1,939.20 | PD |
| | X | | 8720 Ruocco Drive | 01/30/23 | 3,261 | \$9,685.17 | PD |
| | X | | 9310 Dempster Dr | 01/30/23 | 609 | \$1,808.73 | CO |
| | X | | 1346 Somermont Dr | 02/21/23 | 1,200 | \$3,564.00 | PD |
| | X | | 9440 Mandeville Ct | 04/06/23 | 900 | \$2,673.00 | CH |
| | X | | 11132 Summit Ave | 04/26/23 | 1,130 | \$3,356.10 | CP |
| | X | | 1291 Tuttle Ln FEES EXEMPT | 04/27/23 | 1,361 | \$0.00 | PD |
| | X | | 9300 Song Bird Way | 05/04/23 | 2,226 | \$6,611.22 | HC |
| | X | | 9305 Song Bird Way | 05/04/23 | 2,016 | \$5,987.52 | HC |
| | X | | 9316 Song Bird Way | 05/04/23 | 2,384 | \$7,080.48 | HC |
| | X | | 9321 Song Bird Way | 05/04/23 | 2,226 | \$6,611.22 | HC |
| | X | | 9328 Song Bird Way | 05/04/23 | 2,226 | \$6,611.22 | HC |
| | X | | 9337 Song Bird Way | 05/04/23 | 2,384 | \$7,080.48 | HC |
| | X | | 10201 River Bluff Dr | 5/4/2023 | 2,226 | \$6,611.22 | HC |
| | X | | 10209 River Bluff Dr | 05/04/23 | 2,016 | \$5,987.52 | HC |
| | X | | 10223 River Bluff Dr | 05/04/23 | 2,226 | \$6,611.22 | HC |
| TOTAL PAGE 1 | | | | | | \$164,674.81 | |

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

**DEVELOPER FEES COLLECTION REPORT
2022-23
CUMULATIVE THROUGH MAY 2, 2023**

Residential Rate: \$2.53 per square foot - effective 3/18/21; \$2.97 per square foot - effective 8/20/2022
 Commercial Rate: \$0.41 per square foot - effective 5/17/20; \$0.48 per square foot - effective 8/20/2022
 Self Storage Rate: \$0.03 per square foot - effective 5/17/20; \$0.02 per square foot - effective 8/20/2022

| COM | RES | ADDRESS | DATE OF COLLECT. | SQUARE FEET | AMOUNT | SCHOOL OF ATTENDANCE |
|-----|-----|----------------------|------------------|--------------|---------------------|----------------------|
| X | | 10231 River Bluff Dr | 05/04/23 | 2,384 | \$7,080.48 | HC |
| X | | 10239 River Bluff Dr | 05/04/23 | 2,226 | \$6,611.22 | HC |
| X | | 10247 River Bluff Dr | 05/04/23 | 2,016 | \$5,987.52 | HC |
| X | | 10255 River Bluff Dr | 05/04/23 | 2,384 | \$7,080.48 | HC |
| X | | 10263 River Bluff Dr | 05/04/23 | 2,226 | \$6,611.22 | HC |
| X | | 10279 River Bluff Dr | 05/04/23 | 2,016 | \$5,987.52 | HC |
| X | | 10287 River Bluff Dr | 05/04/23 | 2,384 | \$7,080.48 | HC |
| X | | 10295 River Bluff Dr | 05/04/23 | 2,016 | \$5,987.52 | HC |
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| | | | | TOTAL | \$217,101.25 | |

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

**Santee School District
ENROLLMENT REPORT
4/28/2023
Month 10 Week 2
School Week 36**

| SCHOOL | REGULAR ED | | | | | | | | | | | | | SPECIAL ED | | | | | | | | Total All | | | | | | | | | | |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|--------------|-------------|---------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|-----------|---------------|-------------|--------------|----------|
| | EAK 5yo | TK | K | Gr 1 | Gr 2 | Gr 3 | Gr 4 | Gr 5 | Gr 6 | Gr 7 | Gr 8 | 04/28/23 | 04/22/22 | # Diff | % Diff | TK | K | Gr 1 | Gr 2 | Gr 3 | Gr 4 | Gr 5 | Gr 6 | Gr 7 | Gr 8 | 04/28/23 | 04/22/22 | # Diff | % Diff | 04/28/23 | 04/21/23 | # Diff |
| Cajon Park | 22 | 72 | 71 | 68 | 80 | 98 | 98 | 107 | 109 | 88 | 813 | 826 | -13 | -1.6% | 9 | 8 | 9 | 5 | 6 | 7 | 10 | 5 | 10 | 69 | 65 | 4 | 6.2% | 882 | 881 | 1 | | |
| Carlton Hills | 22 | 50 | 49 | 55 | 47 | 55 | 58 | 53 | 63 | 74 | 526 | 570 | -44 | -7.7% | 11 | 11 | 5 | 3 | 9 | 4 | 4 | 4 | 3 | 54 | 46 | 8 | 17.4% | 580 | 581 | -1 | | |
| Carlton Oaks | 24 | 63 | 88 | 79 | 72 | 84 | 85 | 79 | 112 | 86 | 772 | 755 | 17 | 2.3% | 11 | 10 | 6 | 9 | 8 | 11 | 8 | 13 | 8 | 84 | 69 | 15 | 21.7% | 856 | 855 | 1 | | |
| Chet F. Harritt | 23 | 66 | 64 | 63 | 72 | 60 | 68 | 48 | 74 | 51 | 589 | 589 | 0 | 0.0% | 0 | 0 | 0 | 0 | 0 | 3 | 9 | 3 | 5 | 20 | 24 | -4 | 0.0% | 609 | 609 | 0 | | |
| Hill Creek | 13 | 22 | 72 | 69 | 73 | 79 | 73 | 78 | 63 | 52 | 648 | 663 | -15 | -2.3% | 1 | 8 | 4 | 4 | 5 | 5 | 3 | 0 | 0 | 30 | 28 | 2 | 7.1% | 678 | 676 | 2 | | |
| Pepper Drive | 22 | 64 | 57 | 77 | 57 | 83 | 85 | 94 | 80 | 70 | 689 | 773 | -84 | -10.9% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | 689 | 690 | -1 | |
| Pride Academy | 22 | 56 | 71 | 72 | 69 | 46 | 49 | 65 | 61 | 51 | 562 | 584 | -22 | -3.8% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 562 | 564 | -2 |
| Rio Seco | 20 | 80 | 102 | 96 | 90 | 89 | 94 | 115 | 91 | 103 | 880 | 876 | 4 | 0.5% | 5 | 9 | 9 | 11 | 5 | 8 | 11 | 10 | 8 | 76 | 69 | 7 | 10.1% | 956 | 955 | 1 | | |
| Sycamore Canyon | 16 | 44 | 48 | 50 | 56 | 31 | 49 | 30 | 0 | 0 | 324 | 337 | -13 | -3.9% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | -1 | 0.0% | 324 | 323 | 1 | |
| SUBTOTAL | 33 | 173 | 567 | 619 | 633 | 622 | 619 | 664 | 654 | 642 | 577 | 5803 | 5973 | -170 | -2.8% | 1 | 44 | 42 | 33 | 33 | 33 | 36 | 42 | 35 | 34 | 333 | 302 | 31 | 10.3% | 6136 | 6,134 | 2 |
| Alternative School | 0 | 4 | 0 | 1 | 0 | 1 | 3 | 2 | 3 | 1 | 15 | 49 | -34 | -69.4% | | | | | | | | | | | | | | | | | | |
| Santee Success | | | | | | | | 1 | 4 | 1 | 6 | 5 | 1 | 20.0% | | | | | | | | | | | | | | | | | | |
| NPS | | | | | | | | | | | 0 | 0 | | | 0 | 0 | 0 | 2 | 1 | 2 | 2 | 1 | 3 | 11 | 14 | -3 | -21.4% | 11 | 10 | 1 | | |
| SUBTOTAL | | | 4 | 0 | 1 | 0 | 1 | 3 | 3 | 7 | 2 | 21 | 54 | -33 | -61.1% | 0 | 0 | 0 | 0 | 2 | 1 | 2 | 2 | 1 | 3 | 11 | 15 | -4 | -26.7% | 32 | 30 | 2 |
| TOTAL | 33 | 173 | 571 | 619 | 634 | 622 | 620 | 667 | 657 | 649 | 579 | 5824 | 6,027 | -203 | -3.4% | 1 | 44 | 42 | 33 | 35 | 34 | 38 | 44 | 36 | 37 | 344 | 317 | 27 | 8.5% | 6168 | 6164 | 4 |

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

Prepared by R.Wright

| | PK | EAK 4yo | Total All |
|---------------------|------------|-----------|------------|
| Cajon Park | 0 | 0 | 882 |
| Carlton Hills | 0 | 0 | 580 |
| Carlton Oaks | 0 | 0 | 856 |
| Chet F Harritt | 0 | 0 | 609 |
| Hill Creek | 0 | 9 | 687 |
| Pepper Dr | 0 | 0 | 689 |
| Pride Academy | 0 | 0 | 562 |
| Rio Seco | 0 | 3 | 959 |
| Sycamore Canyon | 115 | 0 | 439 |
| Total PK/EAK | 115 | 12 | 127 |

| |
|--------------------------------------|
| Total Enrollment Including PK |
| 6295 |

Santee School District
ENROLLMENT REPORT
 5/5/2023
 Month 10 Week 3
 School Week 37

| SCHOOL | REGULAR ED | | | | | | | | | | | | | SPECIAL ED | | | | | | | | Total All | | | | | | | | | | | |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|--------------|---------------|--------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|---------------|--------------|-------------|--------------|----------|----|
| | EAK 5yo | TK | K | Gr 1 | Gr 2 | Gr 3 | Gr 4 | Gr 5 | Gr 6 | Gr 7 | Gr 8 | 05/05/23 | 04/29/22 | # Diff | % Diff | TK | K | Gr 1 | Gr 2 | Gr 3 | Gr 4 | Gr 5 | Gr 6 | Gr 7 | Gr 8 | 05/05/23 | 04/29/22 | # Diff | % Diff | 05/05/23 | 04/28/23 | # Diff | |
| Cajon Park | | 22 | 72 | 70 | 68 | 80 | 98 | 98 | 107 | 109 | 88 | 812 | 827 | -15 | -1.8% | 9 | 8 | 9 | 5 | 6 | 7 | 10 | 5 | 10 | 69 | 65 | 4 | 6.2% | 881 | 882 | -1 | | |
| Carlton Hills | | 22 | 50 | 49 | 55 | 47 | 55 | 57 | 53 | 63 | 74 | 525 | 570 | -45 | -7.9% | 11 | 11 | 5 | 3 | 9 | 4 | 4 | 4 | 3 | 54 | 47 | 7 | 14.9% | 579 | 580 | -1 | | |
| Carlton Oaks | | 24 | 63 | 88 | 79 | 72 | 84 | 85 | 79 | 112 | 86 | 772 | 755 | 17 | 2.3% | 11 | 10 | 6 | 9 | 8 | 11 | 8 | 13 | 8 | 84 | 69 | 15 | 21.7% | 856 | 856 | 0 | | |
| Chet F. Harritt | | 23 | 66 | 64 | 63 | 72 | 60 | 68 | 48 | 75 | 52 | 591 | 589 | 2 | 0.3% | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 9 | 3 | 5 | 20 | 23 | -3 | 0.0% | 611 | 609 | 2 | |
| Hill Creek | 16 | 22 | 72 | 69 | 73 | 79 | 73 | 78 | 63 | 52 | 54 | 651 | 665 | -14 | -2.1% | 1 | 8 | 4 | 4 | 5 | 5 | 3 | 0 | 0 | 0 | 30 | 28 | 2 | 7.1% | 681 | 678 | 3 | |
| Pepper Drive | | 22 | 63 | 56 | 77 | 57 | 82 | 85 | 93 | 80 | 70 | 685 | 775 | -90 | -11.6% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | 685 | 689 | -4 |
| Pride Academy | | 22 | 57 | 71 | 73 | 69 | 46 | 49 | 65 | 61 | 51 | 564 | 584 | -20 | -3.4% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 564 | 562 | 2 |
| Rio Seco | 20 | | 80 | 102 | 96 | 89 | 89 | 94 | 115 | 91 | 104 | 880 | 878 | 2 | 0.2% | 5 | 9 | 9 | 11 | 5 | 8 | 11 | 10 | 8 | 76 | 69 | 7 | 10.1% | 956 | 956 | 0 | | |
| Sycamore Canyon | | 16 | 44 | 48 | 50 | 56 | 31 | 49 | 30 | 0 | 0 | 324 | 336 | -12 | -3.6% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | -1 | 0.0% | 324 | 324 | 0 | |
| SUBTOTAL | 36 | 173 | 567 | 617 | 634 | 621 | 618 | 663 | 653 | 643 | 579 | 5804 | 5979 | -175 | -2.9% | 1 | 44 | 42 | 33 | 33 | 33 | 36 | 42 | 35 | 34 | 333 | 302 | 31 | 10.3% | 6137 | 6,136 | 1 | |
| Alternative School | | 0 | 4 | 0 | 1 | 0 | 1 | 4 | 2 | 3 | 1 | 16 | 49 | -33 | -67.3% | | | | | | | | | | | 0 | 1 | | | 16 | 15 | 1 | |
| Santee Success | | | | | | | | | | | | 6 | 3 | 3 | 100.0% | | | | | | | | | | | 0 | 0 | 0 | 0.0% | 6 | 6 | 0 | |
| NPS | | | | | | | | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 2 | 1 | 2 | 2 | 1 | 3 | 11 | 13 | -2 | -15.4% | 11 | 11 | 0 | | |
| SUBTOTAL | | 4 | 0 | 1 | 0 | 1 | 4 | 3 | 7 | 2 | 22 | 52 | -30 | -57.7% | 0 | 0 | 0 | 0 | 2 | 1 | 2 | 2 | 1 | 3 | 11 | 14 | -3 | -21.4% | 33 | 32 | 1 | | |
| TOTAL | 36 | 173 | 571 | 617 | 635 | 621 | 619 | 667 | 656 | 650 | 581 | 5826 | 6,031 | -205 | -3.4% | 1 | 44 | 42 | 33 | 35 | 34 | 38 | 44 | 36 | 37 | 344 | 316 | 28 | 8.9% | 6170 | 6168 | 2 | |

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

Prepared by R.Wright

| | PK | EAK 4yo | Total All |
|---------------------|------------|----------|------------|
| Cajon Park | 0 | 0 | 881 |
| Carlton Hills | 0 | 0 | 579 |
| Carlton Oaks | 0 | 0 | 856 |
| Chet F Harritt | 0 | 0 | 611 |
| Hill Creek | 0 | 6 | 687 |
| Pepper Dr | 0 | 0 | 685 |
| Pride Academy | 0 | 0 | 564 |
| Rio Seco | 0 | 2 | 958 |
| Sycamore Canyon | 116 | 0 | 440 |
| Total PK/EAK | 116 | 8 | 124 |

| |
|--------------------------------------|
| Total Enrollment Including PK |
| 6294 |

Schedule of Upcoming Events

Meeting Locations:

Educational Resource Center (ERC) – 9619 Cuyamaca, Santee
 District Office (DO) Conference Room – 9625 Cuyamaca, Santee

| Date | Event |
|---------|--|
| May 16 | Board of Education Meeting; 6:00 pm, ERC |
| May 23 | SafetyNet: Smart Cyber Choices; 6:00pm, Rio Seco MPR |
| May 25 | Character Education and School Climate Committee; 4:00 pm, ERC |
| May 27 | Santee Street Fair (featuring Santee SD student art); 10:00 am – 6:00 pm |
| May 29 | Memorial Day – Schools and Departments Closed |
| May 30 | Salute to Excellence; 5:30 pm, Town Center Park East, Santee (behind SportsPlex) |
| June 6 | Board of Education Meeting; 6:00 pm, ERC |
| June 19 | Juneteenth Observance - Schools and Departments Closed |
| June 20 | Board of Education Meeting; 6:00 pm, ERC |
| June 14 | Last Day of School |

Prepared by Dr. Lisa Paisley
May 16, 2023

BACKGROUND:

Tonight, we are honoring students who were selected to compete in the Academic Achievement Award competition for the 2022-23 school year.

Two eighth grade students from each school were selected to participate in this competition by their teachers in collaboration with the school administration.

The Academic Student Achievement Award is provided to eighth grade students who participate in an annual end of the year competition. This year the Academic Achievement Award Competition integrated the areas of writing, speech and mathematics. Students completed an authentic math task with real world data and problems. The students used their mathematical solutions, combined with several informational articles to draft an informative essay, and finally, crafted a persuasive speech with visuals to inform an audience about their topic.

This evening the Board of Education and Assistant Superintendent of Educational Services, Dr. Stephanie Pierce, will honor the students selected by their school who participated in this year's 2022-23 competition. The City of Santee and the Santee Chamber of Commerce will both be represented to present the top recipient awards. The names of the award winners will be announced at the Board meeting.

Academic Achievement Participants

Cajon Park

Alexis Buquet
Aiden Turnbloom

Chet F. Harritt

Jacob Timmerman
Ryan Nobles

PRIDE Academy

Marwan Al Qaissi
Saverna Zengilou

Carlton Hills

Jason Neal
Riley Kulak

Hill Creek

Jay Alcantara

Rio Seco

Dylan Chapelle
Megan Messick

Carlton Oaks

Marcus Baird
Lilee Roudebush

Pepper Drive

Morgan McGhee
Anthony Terry

Reports and Presentations Item B.3.
Prepared by Tim Larson
May 16, 2023

Presentation of Classified School
Employees Association and its Chapter
#557 (CSEA) Initial Proposal to Modify
Articles of the Collective Bargaining
Agreement Between Santee School
District and CSEA

Tonight, CSEA's initial proposal to modify articles of the collective bargaining agreement between the Santee School District and CSEA are presented. Copies of the attached CSEA proposal have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiations proposals. The public hearing on the proposal will be held at tonight's meeting.

Agenda Item B.3.

**PLEASE POST UNTIL
May 16, 2023**

INITIAL PROPOSAL

FROM THE

**CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION
AND ITS CHAPTER #557**

to the

**SANTEE SCHOOL DISTRICT
BOARD OF EDUCATION**

May 16, 2023

**It is the District's intention to modify articles of the
Current Collective Bargaining Agreement
Between
Santee School District
and**

Classified School Employees Association and its Chapter #557

**Classified School Employees Association and its Chapter #557 opens the following articles
for substantive changes:**

**Article 11
Article 14
Article 15
Article 19**

**Hours
Holidays
Vacation
Compensation**

**The public hearing will be held at the regular Board of
Education meeting on May 16, 2023**

Item C. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item not on the agenda. The Board has a policy limiting any speaker to three (3) minutes. The Board may not take action on any item presented. Requests-to-speak, should be submitted in advance. Meetings are recorded.

Agenda Item C.

Item D. PUBLIC HEARING

Agenda Item D.

Public Hearing Item D.1.
Prepared by Tim Larson
May 16, 2023

Public Hearing for Classified School
Employees Association and its Chapter
#557 (CSEA) Initial Proposal to Modify
Articles of the Collective Bargaining
Agreement Between Santee School
District and CSEA

Copies of the CSEA proposal have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center, and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals.

Agenda Item D.1.

Item E. CONSENT ITEMS

Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Requests-to-speak should be submitted in advance.

Agenda Item E.

Consent Item E.1.1.
Prepared by Dr. Kristin Baranski
May 16, 2023

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- May 2, 2023, regular meeting minutes
- May 2, 2023, special meeting minutes
- May 4, 2023, 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**

May 2, 2023
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 6:00 p.m.

Members present:

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

Administration present:

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

2. District Mission

President El-Hajj welcomed those present and invited the audience to recite the District Mission.

3. Pledge of Allegiance

Students Mason Rodriguez, grade 5 at Carlton Hills; Thesseus Rodriguez grade 3 at Rio Seco; and Evan Rodriguez, grade 1 at Carlton Hills, led members, staff, and audience, in the Pledge of Allegiance.

4. Approval of Agenda

President El-Hajj presented the agenda for approval. Member Burns moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Spotlight on Education: Special Student Recognition

Dr. Lisa Paisley, Assistant Superintendent of Educational Services, shared students from the special education program were being honored for overcoming obstacles, and challenges, to make outstanding strides in learning. Dr. Brienne Downing, Director of Special Education, read narratives about each of the students, while President El-Hajj, and Vice President Fox, presented the students with a certificate and a medal.

Cajon Park: Fabian Guevara
Carlton Hills: Tyler Gonzalez
Carlton Oaks: Ciant'e Nixon
Chet F. Harritt: Conner Mills
Hill Creek: Alexis Svoboda

Pepper Drive: Mariyah Gibbs
PRIDE Academy: Chance Denstad
Rio Seco: Theseus Rodriguez
Sycamore Canyon:
Evelyn Ellson

The Board commended the students for their hard work. The Board took a short recess for cookies in honor of the students.

C. PUBLIC COMMUNICATION

President El-Hajj invited members of the audience to address the Board about any item not on the agenda. President El-Hajj noted there were requests to speak.

Daniel Bickford, representing the Kiwanis Club of Santee, noted the annual Junior Olympics were a huge success and expressed his appreciation to District staff, volunteers, and students for their hard work. Mr. Bickford shared Rio Seco students were the top Olympians again this year.

Karen Sturn, parent, noted her opposition of the *I Am Jazz* books in the school libraries.

D. CONSENT ITEMS

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

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Revolving Cash Report
- 2.2. Approval/Ratification of General Services Agreements
- 2.3. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.4. Acceptance of Donations, Grants, and Bequest
- 2.5. Adoption of Resolution No. 2223-18 Requesting Temporary Transfer of Funds
- 2.6. Approval/Ratification of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.7. Approval of Interdistrict Attendance Agreements
- 2.8. Adoption of Resolutions Authorizing Specific Designated Agents
- 2.9. Approval of Agreement with DS&C for Municipal Advisory Services
- 2.10. Approval of Agreement with Top Notch Catering, LLC for Summer Meals for ELOP and ASES Programs
- 2.11. Approval/Ratification to Contract for Informal Bids through the CUPCAA Process for Award of Bid #2023-012-001, Gunite Spraying of Slope
- 2.12. Authorization to Solicit Formal Bids for Fresh Produce for Child Nutrition Services Department: Bid #2023-090-001, Fresh Produce
- 2.13. Authorization to Solicit Formal Bids for Grass Fields at Cajon Park, PRIDE Academy, and Sycamore Canyon
- 2.14. Authorization to Solicit Formal Bids for Exterior Paint Projects at Cajon Park, Carlton Oaks, Chet F. Harritt, Hill Creek, PRIDE Academy, District Office, and Educational Resource Center
- 2.15. Approval of 2023-24 Student Accident Insurance
- 3.1. Approval to Increase the Agreement with San Joaquin County Office of Education to Provide Claims Administration Services for the Medi-Cal Billing Option Program
- 3.2. Ratification of Nonpublic School Master Contract with Stein School for Nonpublic School Services
- 3.3. Approval of Memorandum of Understanding with Alliant International University, California School of Education for Placement of Practicum Students, Student Teachers and Interns for the Psychology Program or School Counseling Program
- 3.4. Approval of Affiliation Agreement with Rutgers, The State University of New Jersey, Departments of Rehabilitation and Movement Sciences for Placement of Practicum Students in the Clinical Education Program

- 3.5. **Ratification of Nonpublic Agency Master Contract with ProCare Therapy due to Cost Increase**
- 4.1. **Personnel, Regular**
- 4.2. **Ratification of Internship Affiliation Agreement with San Diego County Superintendent of Schools (SDCOE) – pulled for separate consideration**
- 4.3. **Approval to Purchase Social, Academic, Emotional, Behavior Risk Screener (SAEBRS) Product and Services**

Member Burns asked to pull item 4.2. Ratification of Internship Affiliation Agreement with San Diego County Superintendent of Schools (SDCOE) for separate consideration. Member Burns moved approval of Consent Items, with the exception the of item 4.2.

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

- 4.2. **Ratification of Internship Affiliation Agreement with San Diego County Superintendent of Schools (SDCOE) – pulled for separate consideration**

Member Burns noted being employed by SDCOE and inquired on any financial impact. With no financial impact noted, Member Burns moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

President El-Hajj noted there was a request to speak on item 1.1. Approval to Live Stream Board of Education meetings. She explained the Superintendent would introduce the item and then the public speaker would have an opportunity to address the Board.

Superintendent

- 1.1. **Approval to Live Stream Board of Education Meetings**

Superintendent Baranski explained that until the recent pandemic, Board of Education meetings were in person. She noted the increase in public participation when the meetings were hybrid and the Board’s ongoing discussion on holding the meetings in-person and hybrid. Superintendent Baranski shared renovations for the room would help support Board and other meetings, professional development, etc., and noted installation of the new equipment had begun during spring break. She explained some of the equipment was on backorder but noted anticipating completion of all renovations by mid-June. Superintendent Baranski recommended the District add a hybrid model (live feed, not recorded) commencing at the July 18 Board meeting with public comment only being available at the in-person meeting.

Tracie Thill, Santee resident, shared her excitement and appreciation for live streaming the Board of Education meetings.

Member Levens-Craig inquired on the format for those watching online and if anyone would have to monitor or allow access to viewing; and if online public comments would be allowed.

President El-Hajj inquired on the Board’s preference on public communication. Member Ryan noted supporting the Superintendent’s recommendations and suggested adjusting the format, as needed. Member Burns shared based on prior meetings, he did not support online public communication; and stressed concerns with student privacy when students are invited to the meetings. He inquired on the logistics of the placement of the cameras.

Superintendent Baranski stressed the importance of student safety and noted that if a parent did not want their child in camera view, they would not be able to come to the front of the room. She explained the camera would capture anyone standing in the front of the room. Superintendent Baranski noted the cameras would capture the Board and Executive Council areas, but not at close range. Member Burns inquired if the public speakers would be in camera view. Superintendent Baranski inquired about the Board’s preference to have another camera for the public speaker and noted the Executive Assistant would have controlling ability of the equipment. Member Burns shared he supported the public speaker be in the view. Member Fox noted he supported Superintendent Baranski’s recommendation.

Member Levens-Craig moved approval of the Superintendent’s recommendation to add a hybrid model (live feed, not recorded) commencing at the July 18 Board meeting with public comment only being available at the in-person meeting.

Upon discussion, the Board asked Administration to obtain a cost to record and store the meetings.

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

Business Services

2.1. Approval of Monthly Financial Report

Dr. Marcia Hamilton, Assistant Superintendent of Business Services, presented the monthly financial report for cash and budget revision transactions posted through March 31, 2023. The District ended the month with a cash balance in the General Fund of approximately \$35,722,593, sufficient funds to pay all of the District’s financial obligations with internal cash. Dr. Hamilton noted the Governor’s May Revise assumptions will impact the development of the 2023-24 budget. Member Ryan moved approval.

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

F. BOARD POLICIES AND BYLAWS

President El-Hajj noted item F.1.1. and F.1.2. were second readings. Member Burns moved approval. President El-Hajj noted item F.1.3. was a first readings and asked the Board to contact Administration with any questions. Member Levens-Craig suggested language to clarify the allowance of missing two meetings without financial penalty on BP 9250 – Board Bylaw 9250. Upon discussion, the Board approved the addition of the language. Member Ryan moved approval of F.1.1. with the suggested changes, and F.1.2. as presented.

1.1. Second Reading: Revised Board Policies (BP)/Administrative Regulation (AR):

- BP 9250 – Revised Board Bylaw 9250 – Renumeration, Reimbursement, and Other Benefits

1.2. Second Reading: Revised Board Policies (BP)/Administrative Regulation (AR):

- BP 6142.6 – Visual and Performing Arts
- BP 6142.7 – Physical Education

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

President El-Hajj invited Briana Buckner to address the Board on the item F.1.3.

Briana Buckner, parent, was present to follow-up on an email she had sent to the Board and school administration regarding an incident at her child's school. She shared that after a presentation, during Check Your Mood week, her student was pulled out of class to be assessed and asked questions that were unfamiliar to her student and without parental consent. Ms. Buckner advocated that parents be required to opt-in, and not opt-out, when their student is being exposed to sensitive subjects.

1.3. First Reading: Revised Board Policies (BP)/Administrative Regulation (AR):

- BP 6020 – Parent Involvement

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association (STA) President, was present but did not have a report.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski discussed student surveys and active vs passive consent. She explained Education Code calls that some surveys be opt-out, but noted the District has established different response action based on community needs. Superintendent Baranski shared the Check Your Mood survey is a passive consent and noted the sensitivity of the survey and Ms. Buckner's valid concerns.

Member Ryan noted being in support of the opt-in option for parents. She noted families have different values believes and personally believed it was the parents' right to exclude their student when sensitive subjects are being discussed or presented. Member Ryan expressed her gratitude towards Ms. Buckner for bringing the issue to their attention.

Member Burns shared being in support of the opt-in option and noted the need for all surveys to be reviewed. He stressed the partnership between public education and parents and noted parents should be notified when sensitive matters are discussed or presented to students. Member Burns shared agreeing with Ms. Buckner and explained that it is common practice for the sitting President to respond to concerns on behalf of the Board.

Member Fox noted agreeing with Member Ryan's perspective.

Superintendent Baranski supported the opt-in option but noted it may prevent students that may need participation. She noted the District will move forward with the opt-in option. Superintendent Baranski shared challenges with permission slips in the past and explained the Check Your Mood survey is a way for students to check on their, and their friends, moods.

Member Levens-Craig asked if communication could also be sent to parents via email on an upcoming survey; and suggested parents be informed of the new opt-in option during back-to-school nights to make sure their student is not missing out on anything.

Superintendent Baranski shared Principals were working together to establish a uniform way to communicate to parents. Member Burns suggested looking into an online permission slip to help with submitting and collecting the information. He differentiated an academic field trip versus a District initiative and noted teachers should not be responsible for collecting permission slips for a District initiative.

Member Ryan noted being familiar with the agency offering those programs and knows their intent is not to do anything harmful or not appropriate. But noted the presenters are not from the area and not familiar with the community. Member Ryan noted these agencies already have established agendas for their presentations and suggested the District request a copy to review the content.

Member El-Hajj shared that in her experience as a junior high teacher, the Check Your Mood survey impacted and benefited many students. She expressed her apologies to Ms. Buckner for her experience and the miscommunication.

Superintendent Baranski and Member Ryan provided an update on their Coast2Coast Federal Advocacy trip to Washington, DC. Superintendent Baranski shared appreciation to Member Ryan for scheduling individual meetings with the Legislatures. She noted some districts were unable to advocate for their districts because no meetings were scheduled and/or were cancelled. Superintendent Baranski noted meeting with four (4) staffers and Congressman Darrell Issa had stopped by during their visit. Member Ryan noted that during past visits from the San Diego Delegation, they were able to meet with all the Legislatures. She noted it is more common to meet with their staffers. Member Ryan shared all their meetings were very productive and a great opportunity to discuss local needs. She suggested the Board travel to Washington, D.C.

Superintendent Baranski noted visiting the renovated YMCA facility with President El-Hajj, Member Ryan, and Member Fox. She explained the YMCA changes include a no public nudity; and addition of individual stalls in the locker rooms. Superintendent Baranski explained that students on field trips would not be using the locker rooms, except when a large group of students require use of restrooms, and the single stalls are occupied. In this case, locker rooms would be cleared, and District staff would accompany the students. Member Ryan noted the shower curtains have been replaced with shower doors. Member Burns noted he was unable to attend but would work with the Superintendent's office to schedule a visit. President El-Hajj noted feeling comfortable with the renovations. Superintendent Baranski noted an update would be sent to parents with the YMCA's policy. President El-Hajj suggested a legislative goal to forbid public nudity in the presence of minors in public places.

Superintendent Baranski shared the ability of the District's current library system to notify parents of the books their student checkouts from the library and displayed a sample copy of the email that is generated by the system. She noted libraries are closing for the year and suggested this feature be activated during the 2023-24 school year. Member Burns expressed his gratitude towards Administration for the information.

Member Levens-Craig expressed his appreciation to the Bryce Storm, Director of Maintenance & Operations, and his team for removing the weeds that obstructed the sidewalk by Cajon Park. Member Levens-Craig noted parking issues continued at the little league fields. Superintendent Baranski noted speaking to the Fire Marshall. She shared the issue is escalating and noted learning of a situation that happened on Saturday where emergency vehicles were unable to enter to render help.

Member Levens-Craig inquired on the Board's participation during staff appreciation weeks and shared enjoying her visit to Gillian Ryan's classroom. She shared enjoying the Chamber of Commerce Heroes Celebration to celebrate the Teacher of the Year.

Member Burns asked that communication be sent to the Maintenance Department on their behalf to express their appreciation for removing the weeds at the sites. He noted the Lunch on the Lawns are well attended and shared his excitement to see the families back on the campuses. Member Burns inquired how teachers felt about holding Open House in conjunction with Lunch on the Lawn. He explained teachers were usually visiting with families in the past. Member Burns attended the Communication Committee meeting and expressed his appreciation to Cori Harris, Director of Communications and Community Engagement, for her presentation on the District and school websites. He noted Ms. Harris has done a lot of work to make sure the websites look professional and user-friendly and shared being surprised that the District homepage had been visited 182,000 times in the last six (6) months.

Member Burns noted the District did its due diligence in being available to answer questions regarding lead testing results from Carlton Hills. He noted there was no one in attendance, which proved the District is doing a great job in communicating. Member Burns expressed appreciation

to Dr. Marcia Hamilton, Assistant Superintendent of Business Services; Bryce Storm, Director of Maintenance & Operations; and Tim Dobbins, Carlton Hills Principal, for being in attendance.

I. CLOSED SESSION

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

1. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
*Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)*
2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board entered closed session at 7:48 p.m.

J. RECONVENE TO OPEN SESSION

1. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
*Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)*
2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board reconvened to public session at 9:45 p.m. and reported no action was taken.

K. ADJOURNMENT

With no further business, the regular meeting of May 2, 2023, was adjourned at 9:45 p.m.

Dustin Burns, Clerk

Dr. Kristin Baranski, Secretary

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

May 2, 2023
MINUTES

Cameron Family YMCA
10123 Riverwalk Drive
Santee, CA 92071

A. OPENING PROCEDURES

The meeting was called to order at 1:00 p.m. by President El-Hajj.

B. PUBLIC COMMUNICATION

There was no public communication.

C. FACILITY VISIT

The majority of the Board of Education and Superintendent toured the Cameron Family YMCA renovations.

D. ADJOURNMENT

The May 4, 2023 special meeting was adjourned at 2:00 p.m.

Dustin Burns, Clerk

Dr. Kristin Baranski, Secretary

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

May 4, 2023
MINUTES

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

A. OPENING PROCEDURES

The meeting was called to order at 5:30 p.m. by President El-Hajj.

B. PUBLIC COMMUNICATION

There was no public communication.

President El-Hajj noted the parents/guardians for student #: 11-2223 did not attend; and the expulsion hearing would have to be rescheduled for a later date.

C. CLOSED SESSION

1. Consideration of Student Matter (Ed. Code § 48918) Student #: 11-2223
Due to non-attendance, the Board did not meet in closed session.

D. RECONVENE TO PUBLIC SESSION AND ADJOURNMENT

Due to non-attendance, the Board did not meet in closed session.

E. ADJOURNMENT

The May 4, 2023 special meeting was adjourned at 5:45 p.m.

Dustin Burns, Clerk

Dr. Kristin Baranski, Secretary

Consent Item E.2.1.
Prepared by Dr. Marcia Hamilton
May 16, 2023

Approval/Ratification of Travel Requests

BACKGROUND:

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

| SUPPORTED | STRATEGIC OBJECTIVE | DESCRIPTION |
|-----------|---------------------|---|
| ✓ | Staff Development | Implement a staff development plan as the cornerstone of employee performance and growth. |

FISCAL IMPACT:

The estimated travel expenses are \$16,202.00 as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Board Travel Report - May 16, 2023

| Travel Dates | | Attendees | Site or Dept. | Conference or Workshop | Location | Sub Cost | Estimated Expenses | Budget | Purpose of Travel | District Goal |
|--|----------|-----------|---------------------|------------------------|---|------------|--------------------|----------|-------------------|--|
| Friday, | 07/21/23 | 06/22/24 | Dr. Marcia Hamilton | Business Services | Fiscal Crisis & Management Assistance Team Professional Mentorship Program | Sacramento | \$0 | \$16,202 | Business Services | Mentor Program is designed to help meet the need for qualified and well-trained California local educational agency. |
| Travel Requests That Require Airfare; Overnight Stay; and/or Travel Outside of the State of California | | | | | | | | | | |
| | | | | | | \$0 | \$16,202 | | | |

District Goals:

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

Consent Item E.2.2.
 Prepared by Dr. Marcia Hamilton
 May 16, 2023

Approval/Ratification of Expenditure Warrants

BACKGROUND:

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

Commercial Warrants issued for the period of April 2023:

| <u>Fund #/Name</u> | <u>Warrant #'s</u> | <u>Amount</u> |
|---------------------------|---------------------------|----------------------|
| 0100 General | 10221 TO 14010432 | \$488,528.88 |
| 0900 | N/A | N/A |
| 1200 | 10706 | \$34.76 |
| 1300 | 10221 TO 14010421 | \$87,772.06 |
| 1400 | 14010398 | \$7,980.00 |
| 2109 | N/A | N/A |
| 2139 / 2108 | N/A | N/A |
| 2518 | N/A | N/A |
| 2538 | N/A | N/A |
| 3500 | N/A | N/A |
| 4000 | 14004776 | \$4,092.24 |
| 6300 | 10221 TO 14010426 | \$6,387.27 |
| TOTAL: | | \$594,795.21 |

Student Body Warrants issued for the period of April 2023:

| |
|-----------|
| NA |
|-----------|

Payroll Warrants issued for the period of April 2023:

| <u>Fund #/Name</u> | <u>Amount</u> |
|---------------------------|----------------------|
| 01 00 | \$8,094,940.03 |
| 12 00 | \$35,869.33 |
| 13 00 | \$119,468.79 |
| 14 00 | \$0 |
| 25 18 | \$0 |
| 63 00 | \$131,913.27 |
| \$8,382,191.42 | |

RECOMMENDATION:

It is recommended that the Board of Education approve the expenditure warrants for the month of April 2023 as presented.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$8,976,986.63 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of April 2023:

| AMOUNT | LOCATION |
|--------------------|----------------------|
| \$30957.70 | BUSINESS SERVICES |
| \$1986.09 | CAJON PARK SCHOOL |
| \$24155.04 | CARLTON HILLS SCHOOL |
| \$1493.24 | CARLTON OAKS SCHOOL |
| \$42000.41 | CENTRAL KITCHEN |
| \$8769.06 | CHET F HARRITT SCH |
| \$1175.63 | EDUCATIONAL PROJECTS |
| \$4473.91 | EDUCATIONAL SERVICES |
| \$15293.34 | HILL CREEK SCHOOL |
| \$1842.58 | HUMAN RESOURCES |
| \$51845.41 | MAINTENANCE |
| \$35571.73 | PEPPER DRIVE SCHOOL |
| \$36646.22 | PROJECT SAFE |
| \$6605.40 | PROSPECT AVENUE SCH |
| \$935.64 | RIO SECO SCHOOL |
| \$2122.82 | SPECIAL EDUCATION |
| \$21929.87 | STATE PRE-SCHOOL |
| \$18000.00 | SUPERINTENDENT DEPT |
| \$5687.89 | SYCAMORE CANYON SCH |
| \$143098.06 | TECHNOLOGY SERVICES |
| \$7588.10 | TRANSPORTATION |
| \$18468.99 | WAREHOUSE |
| | |
| \$480647.13 | Grand Total |

RECOMMENDATION:

Administration recommends approval of purchase orders # 0000015740 through # 0000015871 issued April 1, 2023 through April 30, 2023.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$480,647.13 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.

LOCATION LIST 2022-23

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 APRIL 2023**

| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
|--------|-----------|------|---|-----|---|----------------------------------|
| 14229 | 4/28/2023 | 0100 | SDG&E | 078 | ELECTRIC BILL INCREASED AMOUNT | \$ 1,274,969.00 \$ 268,531.00 |
| | | | | | NEW TOTAL | \$ 1,543,500.00 |
| 15154 | 4/21/2023 | 0100 | SAN JOAQUIN COUNTY OFFICE OF EDUCATION | 078 | LEA MEDICAL BILLING INCREASED AMOUNT | \$ 4,800.00 \$ 7,000.00 |
| | | | | | NEW TOTAL | \$ 11,800.00 |

**PURCHASE ORDER LISTING
APRIL 2023
REPORT BY SITE**

| PO Number | DATE | VENDOR | DESCRIPTION | FUND | AMOUNT | LOC | LOCATION |
|------------|-----------|--|--------------------------------|------|-----------------|-----|-----------------------------------|
| 15753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 0100 | 1595.77 | 064 | BUSINESS SERVICES |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 796.40 | 064 | BUSINESS SERVICES |
| 0000015757 | 4/11/2023 | SAGE RENEWABLE ENERGY CONSULTING, INC. | INTERCONNECTION APP ASSIST. | 4000 | 618.75 | 064 | BUSINESS SERVICES |
| 0000015759 | 4/13/2023 | FEDERAL EXPRESS CORPORATION | MAILING - BUSINESS SERVICES | 0100 | 11.00 | 064 | BUSINESS SERVICES |
| 0000015760 | 4/13/2023 | FEDERAL EXPRESS CORPORATION | MAILING - BUSINESS SERVICES | 0100 | 23.34 | 064 | BUSINESS SERVICES |
| 0000015760 | 4/13/2023 | FEDERAL EXPRESS CORPORATION | MAILING - BUSINESS SERVICES | 0100 | 6.82 | 064 | BUSINESS SERVICES |
| 0000015766 | 4/17/2023 | SANDRA VELASQUEZ | RELEASE OF CLAIMS | 0100 | 3395.87 | 064 | BUSINESS SERVICES |
| 0000015793 | 4/19/2023 | SAGE RENEWABLE ENERGY CONSULTING, INC. | SANTEE SD EV PLANNING | 4000 | 19000.00 | 064 | BUSINESS SERVICES |
| 0000015825 | 4/26/2023 | FEDERAL EXPRESS CORPORATION | MAILING SERVICES - BUS SERV | 0100 | 11.00 | 064 | BUSINESS SERVICES |
| 0000015826 | 4/26/2023 | DALE SCOTT & CO., INC. | FINANCIAL SERVICES - BUS SERV | 0100 | 5498.75 | 064 | BUSINESS SERVICES |
| | | | | | 30957.70 | | BUSINESS SERVICES Total |
| 0000015772 | 4/18/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - CP | 0100 | 1106.93 | 006 | CAJON PARK SCHOOL |
| 0000015773 | 4/18/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - OSTP | 0100 | 484.86 | 006 | CAJON PARK SCHOOL |
| 0000015832 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CP | 0100 | 213.32 | 006 | CAJON PARK SCHOOL |
| 0000015833 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CP | 0100 | 180.98 | 006 | CAJON PARK SCHOOL |
| | | | | | 1986.09 | | CAJON PARK SCHOOL Total |
| 0000015758 | 4/12/2023 | FOLLETT SCHOOL SOLUTIONS INC. | BOOK ORDER FOR CH | 0100 | 30.51 | 003 | CARLTON HILLS SCHOOL |
| 0000015784 | 4/19/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - CH | 0100 | 53.85 | 003 | CARLTON HILLS SCHOOL |
| 0000015813 | 4/21/2023 | MERINO LANDSCAPE INC. | OUTDOOR LEARNING - CH | 0100 | 2200.00 | 003 | CARLTON HILLS SCHOOL |
| 0000015834 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CH | 0100 | 1812.76 | 003 | CARLTON HILLS SCHOOL |
| 0000015835 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CH | 0100 | 179.29 | 003 | CARLTON HILLS SCHOOL |
| 0000015836 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CH | 0100 | 78.63 | 003 | CARLTON HILLS SCHOOL |
| | | | | | 24155.04 | | CARLTON HILLS SCHOOL Total |
| 0000015761 | 4/13/2023 | MIDAMERICA BOOKS | LIBRARY BOOKS - CO | 0100 | 313.96 | 008 | CARLTON OAKS SCHOOL |
| 0000015789 | 4/19/2023 | IDENT-A-KID SERVICES OF AMERICA, INC | OFFICE SUPPLIES - CO | 0100 | 94.82 | 008 | CARLTON OAKS SCHOOL |
| 0000015822 | 4/24/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - CO | 0100 | 107.31 | 008 | CARLTON OAKS SCHOOL |
| 0000015853 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CO | 0100 | 68.68 | 008 | CARLTON OAKS SCHOOL |
| 0000015854 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CO | 0100 | 12.70 | 008 | CARLTON OAKS SCHOOL |
| 0000015854 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CO | 0100 | 72.18 | 008 | CARLTON OAKS SCHOOL |
| 0000015862 | 4/27/2023 | REALLY GOOD STUFF INC | SCHOOL SUPPLIES - CO | 0100 | 73.59 | 008 | CARLTON OAKS SCHOOL |
| 0000015865 | 4/27/2023 | JON MOFFAT | CYBER EDUCATION CONSULTING -CO | 0100 | 750.00 | 008 | CARLTON OAKS SCHOOL |
| | | | | | 1493.24 | | CARLTON OAKS SCHOOL Total |
| 0000015750 | 4/11/2023 | AMAZON.COM SERVICES, INC. | CNS SUPPLY | 1300 | 36.61 | 090 | CENTRAL KITCHEN |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 1300 | 71.28 | 090 | CENTRAL KITCHEN |
| 0000015762 | 4/17/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - CNS | 1300 | 14.58 | 090 | CENTRAL KITCHEN |
| 0000015763 | 4/17/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - CNS | 1300 | 9.83 | 090 | CENTRAL KITCHEN |
| 0000015774 | 4/18/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - CNS | 1300 | 160.49 | 090 | CENTRAL KITCHEN |
| 0000015810 | 4/21/2023 | SEDANO FORD OF LM, INC. | NEW VEHICLE - CNS | 1300 | 40900.55 | 090 | CENTRAL KITCHEN |
| 0000015829 | 4/27/2023 | AMAZON.COM SERVICES, INC. | CNS SUPPLIES | 1300 | 36.60 | 090 | CENTRAL KITCHEN |
| 0000015830 | 4/27/2023 | AMAZON.COM SERVICES, INC. | CNS SUPPLIES | 1300 | 42.45 | 090 | CENTRAL KITCHEN |
| 0000015831 | 4/27/2023 | AMAZON.COM SERVICES, INC. | CNS SUPPLIES | 1300 | 30.01 | 090 | CENTRAL KITCHEN |
| 0000015848 | 4/27/2023 | ABACOR INC | TRANSPORTATION SUPPLIES | 1300 | 698.01 | 090 | CENTRAL KITCHEN |
| | | | | | 42000.41 | | CENTRAL KITCHEN Total |
| 0000015741 | 4/5/2023 | ALL FOR KIDZ | SCHOOL SUPPLIES | 0100 | 2514.89 | 007 | CHET F HARRITT SCH |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 146.40 | 007 | CHET F HARRITT SCH |
| 0000015777 | 4/18/2023 | JOSTENS | YEARBOOK DEPOSIT - CFH | 0100 | 1311.60 | 007 | CHET F HARRITT SCH |
| 0000015788 | 4/19/2023 | SEA WORLD OF CALIFORNIA | FIELD TRIP - CFH | 0100 | 63.00 | 007 | CHET F HARRITT SCH |
| 0000015851 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CFH | 0100 | 46.32 | 007 | CHET F HARRITT SCH |
| 0000015852 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CFH | 0100 | 3878.52 | 007 | CHET F HARRITT SCH |

| | | | | | | | |
|------------|-----------|---------------------------------|--------------------------------|------|-----------------|-----|-----------------------------------|
| 0000015856 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - CFH | 0100 | 65.88 | 007 | CHET F HARRITT SCH |
| 0000015863 | 4/27/2023 | POSITIVE PROMOTIONS | SCHOOL SUPPLIES - CFH | 0100 | 742.45 | 007 | CHET F HARRITT SCH |
| | | | | | 8769.06 | | CHET F HARRITT SCH Total |
| 0000015744 | 4/6/2023 | FOLLETT SCHOOL SOLUTIONS INC. | BOOK ORDER | 0100 | 975.63 | 068 | EDUCATIONAL PROJECTS |
| 0000015783 | 4/19/2023 | SUPERINTENDENT OF SCHOOLS | TRAINING - ERC | 0100 | 200.00 | 068 | EDUCATIONAL PROJECTS |
| | | | | | 1175.63 | | EDUCATIONAL PROJECTS Total |
| 0000015753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 0100 | 209.45 | 066 | EDUCATIONAL SERVICES |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 161.45 | 066 | EDUCATIONAL SERVICES |
| 0000015818 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 5.50 | 066 | EDUCATIONAL SERVICES |
| 0000015818 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 14.85 | 066 | EDUCATIONAL SERVICES |
| 0000015818 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 5.00 | 066 | EDUCATIONAL SERVICES |
| 0000015818 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 449.00 | 066 | EDUCATIONAL SERVICES |
| 0000015818 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 3274.52 | 066 | EDUCATIONAL SERVICES |
| 0000015823 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - ERC | 0100 | 354.14 | 066 | EDUCATIONAL SERVICES |
| | | | | | 4473.91 | | EDUCATIONAL SERVICES Total |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 149.84 | 010 | HILL CREEK SCHOOL |
| 0000015775 | 4/18/2023 | ZOOLOGICAL SOCIETY OF SAN DIEGO | FIELD TRIP - HC | 0100 | 390.00 | 010 | HILL CREEK SCHOOL |
| 0000015814 | 4/21/2023 | RUTTKAY DEVELOPMENT CORP. | OUTDOOR LEARNING - HC | 0100 | 10925.00 | 010 | HILL CREEK SCHOOL |
| 0000015827 | 4/26/2023 | TROPHY MASTER | SCHOOL SITE SUPPLIES - HC | 0100 | 21.01 | 010 | HILL CREEK SCHOOL |
| 0000015860 | 4/27/2023 | SUNDANCE STAGE LINES | FIELD TRIP - HC | 0100 | 1870.00 | 010 | HILL CREEK SCHOOL |
| 0000015867 | 4/27/2023 | FOLLETT SCHOOL SOLUTIONS INC. | BOOK ORDER - HC | 0100 | 1937.49 | 010 | HILL CREEK SCHOOL |
| | | | | | 15293.34 | | HILL CREEK SCHOOL Total |
| 0000015740 | 4/5/2023 | SAN DIEGO MIRAMAR COLLEGE | CHILD DEVELOPMENT CAREER FAIR | 0100 | 75.00 | 065 | HUMAN RESOURCES |
| 0000015778 | 4/18/2023 | WESTERN GRAPHIX | PRINT SUPPLIES - HR | 0100 | 567.58 | 065 | HUMAN RESOURCES |
| 0000015779 | 4/18/2023 | SAVE-A-LIFE EDUCATORS INC | CPR TRAINING - HR | 0100 | 1200.00 | 065 | HUMAN RESOURCES |
| | | | | | 1842.58 | | HUMAN RESOURCES Total |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 2107.16 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 80.39 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 2143.85 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 1444.69 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 1605.24 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 1573.45 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 1192.85 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 2081.92 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 857.52 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 419.08 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 2111.94 | 075 | MAINTENANCE |
| 0000015746 | 4/10/2023 | PACWEST AIR FILTER LLC | AIR FILTER - DISTRICT WIDE | 0100 | 5265.00 | 075 | MAINTENANCE |
| 0000015747 | 4/10/2023 | KNIFFING'S DISCOUNT NURSERIES | TREE REPLACEMENT - M&O | 0100 | 888.86 | 080 | MAINTENANCE |
| 0000015755 | 4/11/2023 | FERGUSON ENTERPRISES INC | DRINKING FOUNTAINS - M&O | 0100 | 7905.40 | 075 | MAINTENANCE |
| 0000015756 | 4/11/2023 | FORDYCE CONSTRUCTION INC | DRINKING FOUNTAIN INSTALL - CP | 0100 | 825.00 | 075 | MAINTENANCE |
| 0000015769 | 4/18/2023 | HODGE PRODUCTS INC | M&O SUPPLIES | 0100 | 341.89 | 075 | MAINTENANCE |
| 0000015786 | 4/19/2023 | GILBERT CASTRO | OUTDOOR SHADE STRUCTURE - CP | 0100 | 17800.00 | 075 | MAINTENANCE |
| 0000015824 | 4/26/2023 | SOS SURVIVAL PRODUCTS | SURVIVAL KITS - ALL SITES | 0100 | 3201.17 | 075 | MAINTENANCE |
| | | | | | 51845.41 | | MAINTENANCE Total |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 158.50 | 002 | PEPPER DRIVE SCHOOL |
| 0000015764 | 4/17/2023 | PC SPECIALISTS INC. | PROMETHEAN BOARDS - PD | 0100 | 14447.12 | 002 | PEPPER DRIVE SCHOOL |
| 0000015804 | 4/20/2023 | CDW GOVERNMENT INC | TECHNOLOGY EQUIPMENT | 0100 | 214.38 | 002 | PEPPER DRIVE SCHOOL |
| 0000015806 | 4/20/2023 | CDW GOVERNMENT INC | TECHNOLOGY EQUIPMENT | 0100 | 188.91 | 002 | PEPPER DRIVE SCHOOL |
| 0000015812 | 4/21/2023 | FORDYCE CONSTRUCTION INC | OUTDOOR LEARNING - PD | 0100 | 18770.00 | 002 | PEPPER DRIVE SCHOOL |
| 0000015815 | 4/24/2023 | ARMSTRONG GARDEN CENTERS | LANDSCAPE SUPPLIES - PD | 0100 | 427.33 | 002 | PEPPER DRIVE SCHOOL |
| 0000015819 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 26.88 | 002 | PEPPER DRIVE SCHOOL |
| 0000015819 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 25.32 | 002 | PEPPER DRIVE SCHOOL |
| 0000015819 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 76.96 | 002 | PEPPER DRIVE SCHOOL |

| | | | | | | | |
|------------|-----------|---------------------------------|----------------------------|------|-----------------|-----|----------------------------------|
| 0000015819 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 31.24 | 002 | PEPPER DRIVE SCHOOL |
| 0000015819 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 26.93 | 002 | PEPPER DRIVE SCHOOL |
| 0000015819 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 18.31 | 002 | PEPPER DRIVE SCHOOL |
| 0000015819 | 4/24/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 17.19 | 002 | PEPPER DRIVE SCHOOL |
| 0000015855 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PD | 0100 | 127.00 | 002 | PEPPER DRIVE SCHOOL |
| 0000015859 | 4/27/2023 | ZOOLOGICAL SOCIETY OF SAN DIEGO | FIELD TRIP - PD | 0100 | 360.00 | 002 | PEPPER DRIVE SCHOOL |
| 0000015869 | 4/27/2023 | NATIVE WEST NURSERY, INC. | LANDSCAPE - PD | 0100 | 655.66 | 002 | PEPPER DRIVE SCHOOL |
| | | | | | 35571.73 | | PEPPER DRIVE SCHOOL Total |
| 0000015753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 0100 | 2309.42 | 072 | PROJECT SAFE |
| 0000015753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 0100 | 1127.28 | 072 | PROJECT SAFE |
| 0000015753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 6300 | 301.41 | 072 | PROJECT SAFE |
| 0000015753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 6300 | 2261.95 | 072 | PROJECT SAFE |
| 0000015753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 6300 | 301.42 | 072 | PROJECT SAFE |
| 0000015753 | 4/11/2023 | CITI CARDS / | DISTRICT PURCHASES | 6300 | 159.63 | 072 | PROJECT SAFE |
| 0000015770 | 4/18/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLY ORDER - OSTP | 0100 | 16.04 | 072 | PROJECT SAFE |
| 0000015770 | 4/18/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLY ORDER - OSTP | 0100 | 10.32 | 072 | PROJECT SAFE |
| 0000015770 | 4/18/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLY ORDER - OSTP | 0100 | 41.99 | 072 | PROJECT SAFE |
| 0000015771 | 4/18/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 26.93 | 072 | PROJECT SAFE |
| 0000015771 | 4/18/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 26.88 | 072 | PROJECT SAFE |
| 0000015771 | 4/18/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 21.54 | 072 | PROJECT SAFE |
| 0000015771 | 4/18/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 9.27 | 072 | PROJECT SAFE |
| 0000015771 | 4/18/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 16.65 | 072 | PROJECT SAFE |
| 0000015771 | 4/18/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 53.30 | 072 | PROJECT SAFE |
| 0000015781 | 4/19/2023 | CDW GOVERNMENT INC | TECHNOLOGY EQUIPMENT | 6300 | 194.22 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 88.33 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 22.52 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 27.14 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 10.23 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 24.13 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 46.22 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 15.07 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 35.55 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 27.13 | 072 | PROJECT SAFE |
| 0000015794 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 385.06 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 26.66 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 4.84 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 16.42 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 7.70 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 16.23 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 13.23 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 18.74 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 26.65 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 4.85 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 16.42 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 7.72 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 16.22 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 13.24 | 072 | PROJECT SAFE |
| 0000015795 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 18.75 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 19.38 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 14.00 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 6.45 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 8.07 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 10.99 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 12.14 | 072 | PROJECT SAFE |

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|------------|-----------|--------------------------------------|--------------------------------|------|-----------------|-----|----------------------------------|
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 14.00 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 19.37 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 13.99 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 6.47 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 8.07 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 11.00 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 12.13 | 072 | PROJECT SAFE |
| 0000015796 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 13.99 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 22.60 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 18.30 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 7.53 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 5.37 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 0100 | 8.59 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 22.59 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 18.32 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 7.54 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 5.39 | 072 | PROJECT SAFE |
| 0000015797 | 4/20/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - OSTP | 6300 | 8.60 | 072 | PROJECT SAFE |
| 0000015798 | 4/20/2023 | SEA WORLD OF CALIFORNIA | FIELD TRIP - OSTP | 6300 | 3600.00 | 072 | PROJECT SAFE |
| 0000015799 | 4/20/2023 | SEA WORLD OF CALIFORNIA | FIELD TRIP - OSTP | 6300 | 2800.00 | 072 | PROJECT SAFE |
| 0000015800 | 4/20/2023 | VERNE N BROOKS JR. | RISING STARS AFTERSCHOOL - OST | 0100 | 3000.00 | 072 | PROJECT SAFE |
| 0000015800 | 4/20/2023 | VERNE N BROOKS JR. | RISING STARS AFTERSCHOOL - OST | 0100 | 3000.00 | 072 | PROJECT SAFE |
| 0000015801 | 4/20/2023 | USS MIDWAY MUSEUM | FIELD TRIP - OSTP | 6300 | 520.00 | 072 | PROJECT SAFE |
| 0000015807 | 4/20/2023 | CDW GOVERNMENT INC | TECHNOLOGY EQUIPMENT | 6300 | 80.45 | 072 | PROJECT SAFE |
| 0000015809 | 4/21/2023 | SMART & FINAL | FOOD SUPPLIES - OSTP | 6300 | 638.66 | 072 | PROJECT SAFE |
| 0000015814 | 4/21/2023 | RUTTKAY DEVELOPMENT CORP. | OUTDOOR LEARNING - HC | 0100 | 10925.00 | 072 | PROJECT SAFE |
| 0000015816 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 3614.07 | 072 | PROJECT SAFE |
| 0000015816 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 138.86 | 072 | PROJECT SAFE |
| 0000015820 | 4/24/2023 | BENJAMIN FLOWERS | STAFF SHIRTS - OSTP | 6300 | 267.00 | 072 | PROJECT SAFE |
| | | | | | 36646.22 | | PROJECT SAFE Total |
| 0000015767 | 4/17/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - PA | 0100 | 38.46 | 005 | PROSPECT AVENUE SCH |
| 0000015767 | 4/17/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - PA | 0100 | 31.23 | 005 | PROSPECT AVENUE SCH |
| 0000015767 | 4/17/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - PA | 0100 | 26.66 | 005 | PROSPECT AVENUE SCH |
| 0000015785 | 4/19/2023 | GILBERT CASTRO | FENCE - PA | 0100 | 5300.00 | 005 | PROSPECT AVENUE SCH |
| 0000015791 | 4/19/2023 | AMAZON.COM SERVICES, INC. | OFFICE SUPPLIES - PA | 0100 | 106.14 | 005 | PROSPECT AVENUE SCH |
| 0000015849 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PA | 0100 | 9.19 | 005 | PROSPECT AVENUE SCH |
| 0000015849 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PA | 0100 | 13.17 | 005 | PROSPECT AVENUE SCH |
| 0000015850 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PA | 0100 | 7.54 | 005 | PROSPECT AVENUE SCH |
| 0000015850 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PA | 0100 | 13.30 | 005 | PROSPECT AVENUE SCH |
| 0000015850 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PA | 0100 | 13.34 | 005 | PROSPECT AVENUE SCH |
| 0000015850 | 4/27/2023 | AMAZON.COM SERVICES, INC. | SCHOOL SUPPLIES - PA | 0100 | 28.66 | 005 | PROSPECT AVENUE SCH |
| 0000015861 | 4/27/2023 | STARFALL EDUCATION | ANNUAL SUBSCRIPTION - PA | 0100 | 355.00 | 005 | PROSPECT AVENUE SCH |
| 0000015864 | 4/27/2023 | LAKESHORE LEARNING MATERIALS | SCHOOL SUPPLIES - PA | 0100 | 306.06 | 005 | PROSPECT AVENUE SCH |
| 0000015866 | 4/27/2023 | IDENT-A-KID SERVICES OF AMERICA, INC | SCHOOL SUPPLIES - PA | 0100 | 356.65 | 005 | PROSPECT AVENUE SCH |
| | | | | | 6605.40 | | PROSPECT AVENUE SCH Total |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 122.82 | 009 | RIO SECO SCHOOL |
| 0000015768 | 4/18/2023 | JUNIOR LIBRARY GUILD | LIBRARY BOOKS - RS | 0100 | 812.82 | 009 | RIO SECO SCHOOL |
| | | | | | 935.64 | | RIO SECO SCHOOL Total |
| 0000015780 | 4/19/2023 | CDW GOVERNMENT INC | TECHNOLOGY EQUIPMENT | 0100 | 144.33 | 067 | SPECIAL EDUCATION |
| 0000015782 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 0100 | 619.02 | 067 | SPECIAL EDUCATION |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 0100 | 538.75 | 067 | SPECIAL EDUCATION |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 0100 | 6.47 | 067 | SPECIAL EDUCATION |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 0100 | 80.81 | 067 | SPECIAL EDUCATION |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 0100 | 11.65 | 067 | SPECIAL EDUCATION |

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| 0000015802 | 4/20/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 139.00 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 8.29 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 12.26 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 231.66 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 161.61 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 12.92 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 58.16 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 12.92 | 067 | SPECIAL EDUCATION |
| 0000015808 | 4/20/2023 | AMAZON.COM SERVICES, INC. | CLASSROOM SUPPLIES - SPED | 0100 | 10.69 | 067 | SPECIAL EDUCATION |
| 0000015858 | 4/27/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 0100 | 74.28 | 067 | SPECIAL EDUCATION |
| | | | | | 2122.82 | | SPECIAL EDUCATION Total |
| 0000015776 | 4/18/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 1200 | 16905.98 | 012 | STATE PRE-SCHOOL |
| 0000015776 | 4/18/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 1200 | 1614.63 | 012 | STATE PRE-SCHOOL |
| 0000015776 | 4/18/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 1200 | 120.00 | 012 | STATE PRE-SCHOOL |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 1200 | 1616.25 | 012 | STATE PRE-SCHOOL |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 1200 | 19.39 | 012 | STATE PRE-SCHOOL |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 1200 | 219.78 | 012 | STATE PRE-SCHOOL |
| 0000015790 | 4/19/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 1200 | 34.94 | 012 | STATE PRE-SCHOOL |
| 0000015803 | 4/20/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 1200 | 165.00 | 012 | STATE PRE-SCHOOL |
| 0000015803 | 4/20/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 1200 | 445.50 | 012 | STATE PRE-SCHOOL |
| 0000015857 | 4/27/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 1200 | 371.41 | 012 | STATE PRE-SCHOOL |
| 0000015868 | 4/27/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 1200 | 416.99 | 012 | STATE PRE-SCHOOL |
| | | | | | 21929.87 | | STATE PRE-SCHOOL Total |
| 0000015821 | 4/24/2023 | SANTEE CHAMBER OF COMMERCE | SANTEE MAGAZINE ADD SPACE | 0100 | 18000.00 | 062 | SUPERINTENDENT DEPT |
| | | | | | 18000.00 | | SUPERINTENDENT DEPT Total |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 426.67 | 004 | SYCAMORE CANYON SCH |
| 0000015765 | 4/17/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 107.64 | 004 | SYCAMORE CANYON SCH |
| 0000015765 | 4/17/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 902.95 | 004 | SYCAMORE CANYON SCH |
| 0000015765 | 4/17/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 8.00 | 004 | SYCAMORE CANYON SCH |
| 0000015765 | 4/17/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 218.00 | 004 | SYCAMORE CANYON SCH |
| 0000015792 | 4/19/2023 | TREETOP PRODUCTS | SCHOOL SITE FURNITURE - SC | 0100 | 1225.87 | 004 | SYCAMORE CANYON SCH |
| 0000015792 | 4/19/2023 | TREETOP PRODUCTS | SCHOOL SITE FURNITURE - SC | 0100 | 63.41 | 004 | SYCAMORE CANYON SCH |
| 0000015792 | 4/19/2023 | TREETOP PRODUCTS | SCHOOL SITE FURNITURE - SC | 0100 | 2694.65 | 004 | SYCAMORE CANYON SCH |
| 0000015817 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 11.00 | 004 | SYCAMORE CANYON SCH |
| 0000015817 | 4/24/2023 | APPLE INC | TECHNOLOGY EQUIPMENT | 0100 | 29.70 | 004 | SYCAMORE CANYON SCH |
| | | | | | 5687.89 | | SYCAMORE CANYON SCH Total |
| 0000015742 | 4/5/2023 | SOUTH COAST COPY SYSTEMS | TECHNOLOGY EQUIPMENT | 0100 | 4344.48 | 073 | TECHNOLOGY SERVICES |
| 0000015754 | 4/11/2023 | OFFICE DEPOT INC | OFFICE SUPPLY ORDER | 0100 | 209.30 | 073 | TECHNOLOGY SERVICES |
| 0000015787 | 4/19/2023 | POWERSCHOOL GROUP, LLC | TRAINING - TECHNOLOGY | 0100 | 2500.00 | 073 | TECHNOLOGY SERVICES |
| 0000015811 | 4/21/2023 | SEDANO FORD OF LM, INC. | NEW DISTRICT VEHICLE | 0100 | 34554.07 | 073 | TECHNOLOGY SERVICES |
| 0000015870 | 4/28/2023 | BLUUM USA, INC. | TECHNOLOGY EQUIPMENT | 2538 | 61989.06 | 073 | TECHNOLOGY SERVICES |
| 0000015871 | 4/28/2023 | WILLIAM BEAIRSTO | TECHNOLOGY EQUIPMENT | 4000 | 39501.15 | 073 | TECHNOLOGY SERVICES |
| | | | | | 143098.06 | | TECHNOLOGY SERVICES Total |
| 0000015743 | 4/5/2023 | KIRKS RADIATOR | TRANSPORTATION INVOICE | 0100 | 2034.36 | 076 | TRANSPORTATION |
| 0000015843 | 4/27/2023 | O'REILLY AUTO CUST ID#1208957 | TRANSPORTATION SUPPLIES | 0100 | 9.06 | 076 | TRANSPORTATION |
| 0000015843 | 4/27/2023 | O'REILLY AUTO CUST ID#1208957 | TRANSPORTATION SUPPLIES | 0100 | 109.20 | 076 | TRANSPORTATION |
| 0000015844 | 4/27/2023 | BORDER TIRE | TRANSPORTATION SUPPLIES | 0100 | 169.88 | 076 | TRANSPORTATION |
| 0000015845 | 4/27/2023 | A-Z BUS SALES, INC. | TRANSPORTATION SUPPLIES | 0100 | 73.84 | 076 | TRANSPORTATION |
| 0000015846 | 4/27/2023 | PECK'S HEAVY FRICTION INC | TRANSPORTATION SUPPLIES | 0100 | 16.21 | 076 | TRANSPORTATION |
| 0000015847 | 4/27/2023 | KIRKS RADIATOR | TRANSPORTATION SUPPLIES | 0100 | 1931.99 | 076 | TRANSPORTATION |
| 0000015848 | 4/27/2023 | ABACOR INC | TRANSPORTATION SUPPLIES | 0100 | 3243.56 | 076 | TRANSPORTATION |
| | | | | | 7588.10 | | TRANSPORTATION Total |
| 0000015745 | 4/6/2023 | WASTE MANAGEMENT OF EL CAJON - | WASTE DISPOSAL CONTAINERS | 0100 | 1613.11 | 078 | WAREHOUSE |
| 0000015748 | 4/10/2023 | OFFICE DEPOT INC | INVENTORY REPLENISHMENT | 0100 | 23.53 | 078 | WAREHOUSE |

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|------------|-----------|---------------------------|-------------------------|------|------------------|------------------------|
| 0000015748 | 4/10/2023 | OFFICE DEPOT INC | INVENTORY REPLENISHMENT | 0100 | 91.87 078 | WAREHOUSE |
| 0000015748 | 4/10/2023 | OFFICE DEPOT INC | INVENTORY REPLENISHMENT | 0100 | 65.17 078 | WAREHOUSE |
| 0000015749 | 4/10/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 577.32 078 | WAREHOUSE |
| 0000015749 | 4/10/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 55.69 078 | WAREHOUSE |
| 0000015749 | 4/10/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 319.78 078 | WAREHOUSE |
| 0000015749 | 4/10/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 625.81 078 | WAREHOUSE |
| 0000015751 | 4/11/2023 | MAINTEX INC | INVENTORY REPLENISHMENT | 0100 | 1069.05 078 | WAREHOUSE |
| 0000015752 | 4/11/2023 | CAMEO PAPER & JANITORIAL | INVENTORY REPLENISHMENT | 0100 | 624.73 078 | WAREHOUSE |
| 0000015752 | 4/11/2023 | CAMEO PAPER & JANITORIAL | INVENTORY REPLENISHMENT | 0100 | 848.53 078 | WAREHOUSE |
| 0000015805 | 4/20/2023 | CDW GOVERNMENT INC | TECHNOLOGY EQUIPMENT | 0100 | 444.64 078 | WAREHOUSE |
| 0000015828 | 4/27/2023 | MEDCO SUPPLY COMPANY | INVENTORY REPLENISHMENT | 0100 | 261.83 078 | WAREHOUSE |
| 0000015837 | 4/27/2023 | SUPPLY SOLUTIONS | INVENTORY REPLENISHMENT | 0100 | 4956.50 078 | WAREHOUSE |
| 0000015838 | 4/27/2023 | AMAZON.COM SERVICES, INC. | INVENTORY REPLENISHMENT | 0100 | 2374.81 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 234.19 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 397.33 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 184.36 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 1306.77 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 201.90 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 359.94 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 103.28 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 58.19 078 | WAREHOUSE |
| 0000015839 | 4/27/2023 | SOUTHWEST SCHOOL SUPPLY | INVENTORY REPLENISHMENT | 0100 | 176.71 078 | WAREHOUSE |
| 0000015840 | 4/27/2023 | SCHOOL SPECIALTY, INC | INVENTORY REPLENISHMENT | 0100 | 83.01 078 | WAREHOUSE |
| 0000015841 | 4/27/2023 | CANNON SPORTS INC | INVENTORY REPLENISHMENT | 0100 | 452.55 078 | WAREHOUSE |
| 0000015841 | 4/27/2023 | CANNON SPORTS INC | INVENTORY REPLENISHMENT | 0100 | 216.21 078 | WAREHOUSE |
| 0000015842 | 4/27/2023 | US GAMES | INVENTORY REPLENISHMENT | 0100 | 742.18 078 | WAREHOUSE |
| | | | | | 18468.99 | WAREHOUSE Total |
| | | | | | 480647.13 | Grand Total |

Consent Item E.2.4.
Prepared by Dr. Marcia Hamilton
May 16, 2023

Approval of Agreement with the City of
Santee for Transportation Services

BACKGROUND:

Santee School District has worked with the City of Santee to provide transportation services for the Santee Teen Center. The Santee Teen Center is a valuable place to engage teenage children in a positive environment. The District and the City are mutually interested in and concerned with the provision of adequate transportation services from schools to the Santee Teen Center. At its November 21, 2006 meeting, the Board of Education approved a Transportation Services Agreement and began providing transportation services in February 2007. Renewal requests have been approved regularly in subsequent years. Administration has received a renewal request for the transportation services agreement from the City of Santee for the 2023-24 year. The agreement may be extended by mutual consent for up to three (3) additional 12-month periods, subject to 5% annual increases for extension beyond the 2023-24 year.

Due to increases in transportation costs over the past year, the Santee Teen Center will pay the District \$17.07 per student, per week. This is a 5% increase over the 2022-23 rate of \$16.26. They will also pay for field trips outlined in Attachment D of the Agreement.

RECOMMENDATION:

It is recommended that the Board of Education approve the transportation agreement with the City of Santee to increase fees for District-provided transportation services to the Santee Teen Center.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact is estimated at \$77,000 in revenue. Actual revenue generated by the District will be determined by the number of students participating and the number of trips scheduled.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:

Second:

Vote:

Agenda Item E.2.4.

**TRANSPORTATION SERVICES BETWEEN THE
SANTEE SCHOOL DISTRICT AND THE CITY OF SANTEE**

AGREEMENT

THIS AGREEMENT is entered into between the Santee School District of Santee, California, hereinafter called "District" and the City of Santee, California, hereinafter called "City."

WITNESSETH

WHEREAS, the District and the City are mutually interested in and concerned with the provision of adequate transportation services from schools to the Santee Teen Center, and

WHEREAS, the District and the City are mutually interested in providing transportation services for Santee recreation programs, and

WHEREAS, the District has personnel, equipment, and other required facilities under its jurisdiction suitable for transportation services within their resources,

NOW THEREFORE, it is hereby mutually agreed as follows:

A. INSURANCE AND INDEMNITY:

1. Insurance Required. The District shall take out and maintain, during the performance of all terms of this Agreement, the following types and amounts of insurance. The term "insurance" shall be understood and agreed to include any self-insurance provided to the District as a member of the San Diego County Schools Risk Management Joint Powers Authority as an authorized self-insurer.

- a. Commercial General Liability insurance with limits no less than \$2,000,000 per occurrence / \$4,000,000 aggregate, for bodily injury, personal injury, and property damage;
- b. Commercial Automobile Liability insurance (any auto) with limits of \$1,000,000 per accident for bodily injury and property damage;
- c. Employer's Liability insurance with limits of \$1,000,000 per accident for injury or disease; and
- d. Workers' Compensation insurance as required by the State of California.

2. Evidence of Insurance. The District shall file with the City evidence of insurance certifying coverage as required above. Such evidence shall include original copies of acceptable additional insured endorsements, and a Certificate of Insurance (most recent version of Acord Form 25 or equivalent). All evidence of insurance shall be signed by a properly authorized officer, agent or qualified representative of the self-insured and/or insurer and shall certify the District as a named insured, and the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

3. Policy Provisions.

- a. The District will name the City and all of its officers, employees, volunteers, and agents as additional insured on all automobile liability policies required to meet the limits stated in section A.1. above, for the term of the agreement. As an additional insured, the City shall be expressly endorsed onto the policy as a cancellation notice recipient such that the City shall receive a copy of any cancellation notice in the event a policy is cancelled.

- b. Automobile Liability insurance policies shall contain a provision stating that the District's policies are primary insurance and that the insurance of the City or any named additional insureds shall not be called upon to contribute to any loss

4. Indemnity. The District shall indemnify, defend (with counsel acceptable to the City), and hold harmless the City, its officers, employees, volunteers, and agents against any and all claims, damages, liability, loss or injury to persons and property, cost or expenses, including attorney fees, resulting from the willful acts or sole negligence of the District or its officers, employees, or agents. This hold harmless agreement shall apply to all liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by the District.

5. District Liability. The District's liability for Transportation services shall begin upon entry to District vehicles and end upon exit from District vehicles.

B. DISPUTE RESOLUTION:

Any disputes concerning terms and conditions of this Agreement or performance thereunder shall be settled by mutual desire of both parties, through amicable negotiations within ninety (90) days. In the event that amicable negotiation does not produce mutually agreeable results, the parties agree to submit the dispute to nonbinding arbitration. The arbitrator will be selected by mutual agreement within thirty (30) days of written request for arbitration by either party. If there is no agreement, an arbitrator will be selected under the rules of the American Arbitration Association, upon written request of either party.

C. TERMS AND CONDITIONS REGARDING TRANSPORTATION SERVICES FOR THE CITY OF SANTEE:

- 1. The District shall provide transportation to the City of Santee as provided on Attachments A and B, in accordance with applicable State Laws and Regulation.
 - a. City shall provide District with reasonable prior notice of any change in the City's needs for transportation services under this Agreement, including any change in scheduling or pick-up locations. Notice shall be provided to:

Leslie Peabody, Director
Transportation Department.
Santee School District
9625 Cuyamaca Street
Santee, CA 92071
(619) 258-2336
leslie.peabody@santeesd.net

District shall make reasonable efforts to accommodate changes in the City's needs once it receives notice pursuant to this Subsection. Cancellation of transportation services may be affected according to Subsection D of this Agreement.

- b. The District shall provide transportation to locations within County boundaries and locations mutually agreed to by the District and City.
- 2. The District shall submit to the City, a bill for the transportation service on a monthly basis.

Community Services Department
Attn: James Northum
City of Santee
10601 Magnolia Avenue
Santee, CA 92071

3. The City shall pay the District on a monthly basis as follows:

Teen Center:

\$17.07 per student per week. The City shall provide the District with a weekly roster of students eligible to utilize the transportation program. The deadline for the City to submit weekly roster to the District will be agreed upon by both parties. The District shall provide the City with an invoice based on the roster submitted by the City.

Recreation Programs:

City shall pay the District on a per trip basis for field trips. Each trip will be at a mutually agreed upon cost not to exceed the published field trip price per Attachment D. The City shall submit payment to the District within 30 business days after receipt of the invoice.

4. District shall provide the same level of service and shall abide by all rules and regulations applicable to the District's normal operation of District school buses in the operation of the transportation services provided to the City under the terms of this Agreement.

D. GENERAL PROVISIONS:

This Agreement may be modified by the parties at any time by written agreement, executed by an authorized agent of each party. It is understood that all fees for service included in this agreement may be adjusted annually for inflation by written agreement of the parties.

The employees and other agents of the District are not the employees of the City. The term of this agreement shall be from July 1, 2023 through June 30, 2024; however, either party may terminate the same at any time upon thirty (30) days notice in writing.

This contract may be extended by mutual consent of the parties for up to three (3) additional 12-month periods. Prior to executing an extension, District shall notify City of any changes to pricing to be effective for extension period.

SIGNATURES ON NEXT PAGE

City of Santee

Marlene Best Date
City Manager

Approved As To Form

City Attorney

Santee School District

Dr. Marcia Hamilton Date
Assistant Superintendent
Business Services

Approved by the Board of Education

On the _____ day of _____ 2023.
Santee School District
9625 Cuyamaca Street
Santee, CA 92071-2674

**ATTACHMENT A
TEEN CENTER**

1. The District shall provide transportation to the City of Santee Teen Center, located at, 8115 Arlette Street, Santee, from the following school sites.

Cajon Park
Hill Creek
Rio Seco

Carlton Hills
Pepper Drive
Sycamore
Canyon

Carlton Oaks
Prospect Avenue

2. Scheduled pick-up times will be set by mutual agreement of the Parties in August 2023. City will be notified of any time changes twenty-four (24) hours prior to the change. The District will provide notice to:

James Northum, Recreation Program Supervisor
Community Services Department
City of Santee
10601 Magnolia Avenue
Santee, CA 92071
(619) 258-4100 ext. 120
jnorthum@cityofsanteeca.gov

3. The City shall be responsible for providing to the District a weekly/monthly roster of students participating in the program.

Students participating in this program are subject to the Bus Rules and Regulations (Attachment C) while riding the bus.

**ATTACHMENT B
RECREATION
PROGRAMS**

- A. The District shall provide to the City transportation for recreation program field trips from various City facilities to various locations within the County of San Diego as mutually agreed.

- B. Scheduled pick-up times will be set by mutual agreement of the Parties. City of Santee will be notified of any time changes twenty-four (24) hours prior to the change. The District will provide notice to:

James Northum, Recreation Program Supervisor
Community Services Department
City of Santee
10601 Magnolia Avenue
Santee, CA 92071
(619) 258-4100 ext. 120
jnorthum@cityofsanteeca.gov

ATTACHMENT C

SANTEE SCHOOL DISTRICT BUS RULES AND REGULATIONS

To make our transportation system as safe as possible, it is mandatory for all students to comply with the following rules and regulations that were established by the Santee School District Board according to State regulations. The parent or guardian will be held responsible for the cost of repair or replacement of any damaged to district property, plus any reward offered for information leading to the identification of the student or person that caused the damage.

Please discuss the following basic rules concerning school bus behavior with your child so that they may cooperate in providing a safe ride for all:

1. Only normal conversation is allowed in the bus. Rude, discourteous and annoying conduct is prohibited at all times.
2. Nothing is to be put out of the windows at any time
Objects are not to be thrown in to, out of or at the bus.
3. Students are to remain seated while the bus is in motion. The aisles are to remain clear and everyone is to face forward while sitting in the seats. If the bus seats are equipped with passenger restraint system (seat belts), they must be worn.
4. Preparation for boarding and departing from the bus will take place after the bus has come to a complete stop and the door is opened.
5. Emergency doors are to be used only for intended purposes. Students must keep their hands-off emergency equipment as this is to be used in case of an accident or emergency.
6. Physical contact such as slapping, hitting, poking, shoving, pulling hair, etc. in the bus or while at the bus stop m is unacceptable.
7. NO Glass articles, of any kind are not allowed on the bus.
8. Animals, reptiles or insects of any kind are prohibited.
9. All students who must cross the street on which the bus is stopped, must cross in front of the bus with the bus driver.
10. Eating, drinking, and chewing gum is not permitted on the bus.
11. All students will refrain from using profane language, vulgar gestures, taunting and teasing, etc.
12. Damage to or defacing to the bus is prohibited.
13. Students must not tamper with bus controls at any time.
14. Spitting is prohibited at all times.
15. Students are to ride the bus to/from their designated bus stop only.
16. Students are to give accurate identification when requested by the driver.
17. Tobacco, lighters, and/or matches are not allowed on the bus.
18. Cell phones must be turned off and put away while on board the bus. If it is SEEN, USED OR HEARD it will be confiscated.
19. Any behavior that endangers the life or limb of riders or the driver, or that creates an unsafe condition will not be tolerated.

20. The bus driver is in charge of the bus and all students will show proper respect to the driver of the bus. The bus driver may designate where students must sit on the bus.

**ATTACHMENT D FIELD TRIPS
(FISCAL YEAR 2023-24)**

| Date | Pickup time | Pickup Location | Destination | Return Pickup Time | Dropoff | Notes | Fee |
|---|-------------|---------------------------------|----------------------------|--------------------|---------|-------|---------------|
| 7/12,7/19,7/25,8/2, 8/9,8/16,6/19/24,6/26/24 | 1:15pm | Town Center Community Park East | Big Rock Park- Teen Center | N/A | N/A | | SSD Fieldtrip |
| 7/11/23 | 9:00am | Big Rock Park- Teen Center | Sesame Place | 3:30pm | 4:30pm | | SSD Fieldtrip |
| 7/18/23 | 9:00am | Big Rock Park- Teen Center | Mission Beach | 2:00pm | 3:00pm | | SSD Fieldtrip |
| 7/26/23 | 11:00am | Big Rock Park- Teen Center | Padres Game | 3:45pm | 4:45pm | | SSD Fieldtrip |
| 8/1/23 | 10:00am | Big Rock Park- Teen Center | SD Ice Arena | 2:00pm | 2:45pm | | SSD Fieldtrip |
| 8/8/23 | 10:30am | Big Rock Park- Teen Center | Rockin' Jump | 1:45pm | 2:30pm | | SSD Fieldtrip |
| 6/18/24 | 9:00am | Big Rock Park- Teen Center | Santee Lakes | 2:00pm | 2:20pm | | SSD Fieldtrip |
| 6/25/24 | 9:00am | Big Rock Park- Teen Center | La Jolla Shores | 2:00pm | 3:00pm | | SSD Fieldtrip |

| Location | Address |
|---------------------------------|--|
| Big Rock Park – Teen Center | 8115 Arlette Street, Santee, CA 92071 |
| Town Center Community Park East | 550 Park Center Drive, Santee, CA 92071 |
| Sesame Place | 2052 Entertainment Circle, Chula Vista, CA 91911 |
| Mission Beach | 3146 Mission Blvd, San Diego, CA 92109 |
| Padres Game | 100 Park Blvd., San Diego, CA 92101 |
| San Diego Ice Arena | 11048 Ice Skate Place, San Diego, CA 92126 |
| Rockin' Jumps | 8190 Miralani Drive, San Diego, CA 92126 |
| Santee Lakes | 9310 Fanita Parkway, Santee, CA 92071 |
| La Jolla Shores | 8300 Camino Del Oro, La Jolla, CA 92037 |

Consent Item E.2.5.
Prepared by Dr. Marcia Hamilton
May 16, 2023

Approval/Ratification to Contract with Studio WC

BACKGROUND:

From time to time, the District contracts with Studio WC for architectural design. Studio WC will provide a design for the placement of a 20'x30' shade structure located on the Prospect Avenue Preschool site. The design will include the placement of the shade structure, the needed site work, and the required ADA upgrades to the parking and path of travel. The addition of the shade structure will provide additional outdoor learning space for the preschool students.

RECOMMENDATION:

It is recommended that the Board of Education approve the Studio WC design agreement for the shade structure at Prospect Avenue Preschool.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact is \$13,000.00 from State Preschool Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.5.

April 19, 2023

Santee School District
9880 Riverwalk Dr.
Santee, CA 92071

Attn: Bryce Storm, Director Facilities, Maintenance and Operations

Re: Preschool Shade Structure – Pride Academy

Dear Mr. Storm,

Thank you for the opportunity to provide you with a proposal for your Pride Academy Preschool Shade Structure. The following is our understanding of the scope of work:

Provide design through closeout services for the new placement of (1) 20'x30' shade structure and certification of existing play structure. Design shall include structure placement, site work, and ADA upgrades to parking and path of travel.

StudioWC Scope of Work

Requires (1) DSA OTC Submittal –

1. Retrieve site as-built plans
2. Conduct site visit for visual survey
3. Develop site plans
4. Provide preliminary plans for review
5. Submit to Local Fire Authority, as required, and DSA for plan approval
6. Provide bid period services – respond to RFIs, prepare and submit addenda to DSA
7. Provide construction administration assistance – respond to RFIs, prepare and submit Construction Change Documents to DSA
8. Provide project closeout services and apply for certification with DSA

District Scope of Work

1. Pay for DSA fees
2. Provide construction document distribution
3. Provide Inspector of Record (IOR) and sign DSA-5 Form
4. Provide construction period testing
5. Provide DSA-168 Form
6. Provide General Conditions and Construction Contract
7. Pay additional DSA fees at Closing

Fee Proposal

1. Design fee: \$13,000.00

The total proposed fee is \$13,000.00 for all architectural services, including printing and scanning of plans. Please let me know if this is acceptable.

Sincerely,



Rebecca Peterson Ibarra, AIA
Sr. Vice-President

Consent Item E.2.6.
 Prepared by Dr. Marcia Hamilton
 May 16, 2023

Acceptance of Donations, Grants, and Bequests

BACKGROUND:

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

| <i>Item</i> | <i>Approximate Value</i> | <i>Received From</i> | <i>Designated For Use At</i> |
|--|--------------------------|----------------------|------------------------------|
| DONATIONS | | | |
| Donation of \$5,000.00 for Convertible Benches | \$5,000.00 | Rio Seco PTSA | Rio Seco School |
| GRANTS | | | |
| (None) | | | |
| BEQUESTS | | | |
| (None) | | | |
| TOTAL RECEIVED | \$5,000.00 | | |

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The donations, grants, and/or bequests listed above are valued at \$5,000.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.6.

Consent Item E.2.7.
Prepared by Dr. Marcia Hamilton
May 16, 2023

Approval of Agreement with Information & Energy
Services, Inc.

BACKGROUND:

Assembly Bill 802 requires owners of large commercial buildings to report energy use to the California Energy Commission by June 1st each year. The energy use reporting for 2022 is due June 1, 2023. Administration recommends hiring Information & Energy Services, Inc. (IES, Inc.) to provide energy consulting services to satisfy the annual AB802 reporting. The California Energy Commission requires reporting on buildings that are 50,000 square feet or larger. The District has six sites including Carlton Hills, Cajon Park, Chet F. Harritt, Carlton Oaks, Rio Seco and Hill Creek.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement with IES, Inc. for reporting the required energy use of the six sites listed above satisfying the AB802 requirements.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact for utilizing IES, Inc. services to provide the AB802 energy reporting for six sites is \$3,000.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.7.

IES, Inc.

**Information & Energy
Services, Inc.**

Professional Services Agreement

**AB802 Building Energy Benchmarking Services
2023**

For

Santee School District

May 10, 2023

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (hereinafter referred to as "Agreement") is entered into as of May 10, 2023 (the "Effective Date") by and between Information & Energy Services, Inc, a California corporation (hereinafter referred to as the "Company") and Santee School District (herein after referred to as "Customer").

WITNESSETH

Customer is requesting Company to provide building energy benchmarking services to satisfy annual AB802 requirements for the Customer.

WHEREAS, Customer desires to hire the Company to provide energy consulting services as described herein and the Company is willing to provide such services on the terms and conditions set forth herein;

NOW THEREFORE, in consideration of the mutual promises and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Term of the Agreement

1.1 This Agreement will commence on the Effective Date, and shall be in full force and effect until the Services (defined below) are completed; provided, however, Customer may terminate this Agreement at any time upon written notice to the Company, but any expiration or termination of this Agreement shall not affect the parties obligations hereunder which have accrued prior to such expiration or termination.

1.2 If Customer should willfully neglect or fail to perform any of its obligations under this Agreement, and such failure to continue for a period of thirty (30) calendar days after written notice thereof from the Company to Customer, the Company will have the right to immediately terminate this Agreement.

2. Services

The Company shall provide services to the Customer at sites to be determined on an ongoing basis. A detailed break-out of the above services to be performed are described in Exhibit A attached hereto and made a part hereof (the "Services"). The Services shall be performed in a first class manner, and shall be performed on the schedule set forth in Exhibit A. In no event shall the Company have any authority to enter into any agreements on behalf of the Customer, and the Company shall not make or create any obligations, representations or warranties on behalf of Customer. **In addition, while the Company will make recommendations on certain equipment they are by no means a substitute for engineering designs and should not be interpreted as such.**

3. Charges / Payment

- 3.1 The Charges for the proposed services described herein are:
- **AB802 Building Energy Benchmarking for 6 District properties:** \$3,000.00 due at project completion.
- 3.2 Services are payable within thirty (30) days of the completing services for the Customer.

4. General

- 4.1 This Agreement is the entire Agreement between the parties and it supersedes all prior agreements and understandings between the parties concerning the subject matter herein. It may be modified only by written agreement signed by duly authorized representatives of each party.
- 4.2 This Agreement will be governed by the laws of the State of California, and all disputes hereunder will be tried in the appropriate federal or state courts located in California.
- 4.3 Any notices hereunder shall be sent to the following addresses, either by hand delivery, recognized over-night delivery service, certified mail, e-mail or facsimile and shall be deemed given upon receipt:

Michael B. Rogers, P.E., C.E.M
President
Information & Energy Services, Inc.
21951 Purebred Lane
Escondido, CA 92029
Phone: (760) 908-6321
E-mail: mrogers@iesenergy.com

Bryce Storm
Director of Facilities, Maintenance & Operations
Santee School District
9880 Riverwalk Dr.
Santee, CA 92071
Direct: 619-258-2334
E-mail: Bryce.storm@santeesd.net

4.4. The Company shall act solely in the best interest of Customer in making any recommendations to Customer with respect to contractors for the Project and in performing the Services.

4.5 In no event shall the Company have any right to assign its rights or obligations under this Agreement or enter into a subcontract with respect to its duties under this Agreement without the prior written consent of Customer. This Agreement shall inure to the benefit of the successors and assigns of Customer.

4.6 The Company hereby expressly and irrevocably waives any and all lien rights it may have with respect to the Project by virtue of the performance of its duties and responsibilities hereunder. Without limiting the foregoing, however, as a condition to receiving final payment hereunder, the Company shall deliver the final energy report which will serve as the Certificate of Completion to Customer with respect to any Services covered by such payment including, upon termination or expiration of this Agreement, a Certificate of Completion for all services hereunder.

5. Indemnification

The Company agrees to defend, indemnify, and hold the Customer harmless from any and all liabilities, losses, costs, damages, penalties and any other expenses including attorney's fees arising directly or indirectly, either from the Company's acts or omissions or the Company's breach of any obligation imposed by or according to this Agreement. The Company will indemnify and hold the Customer harmless from any obligation, cost, claim, judgment, attorney's fees, and attachments arising from, growing out of, or in any way connected with the services rendered to the Customer under the terms of this Agreement.

The Customer agrees to defend, indemnify, and hold the Company harmless from any and all liabilities, losses, costs, damages, penalties and any other expenses including attorney's fees arising directly or indirectly, either from the Customer's acts or omissions or the Customer's breach of any obligation imposed by or according to this Agreement.

6. Insurance

The Company shall maintain during the term of this Agreement all of the following insurance coverage's pursuant to policies and with carriers reasonably satisfactory to Customer:

(a) Workers Compensation Insurance at no less than statutory requirements, and Employer's Liability Insurance with a limit of not less than \$1 Million per occurrence, each coverage and policy limit.

(b) Commercial liability insurance coverage on an occurrence basis with limits of not less than \$1 Million each occurrence and a general aggregate limit of not less than \$1 Million.

(c) Automobile liability insurance covering owned, hired and non-owned vehicles, with separate coverage in an amount not less than \$1 Million combined single limit for bodily injury and property damage.

(d) Errors and omission insurance coverage in an amount not less than \$1 Million.

Prior to the commencement of the Services, the Company shall provide Customer with certificates evidencing such insurance if requested. The certificates for the commercial liability insurance and automobile liability insurance shall name Customer as an additional insured if requested and shall provide that such insurance may not be terminated or reduced unless the insurer gives Customer at least thirty (30) days prior written notice thereof. Any insurance maintained by the Company shall be primary, and any insurance maintained by Customer shall be non-contributory therewith.

7. Ownership of Documents

Drawings, specifications, data and other documents furnished by the Company are "works for hire" and shall be owned by and the property of Customer, and shall not infringe on copyrights or other rights of third parties, additionally Customer shall retain all common law, statutory and other rights, including copyright in those Drawings, specifications, data and other documents. The Company shall be permitted to retain copies of such drawings, specifications, data and other documents, however, for its own records. Customer shall have the right to inspect all books and records of the Company related to the Project at any reasonable time upon reasonable prior notice to the Company.

In witness of this, the undersigned have executed this Agreement as of the day and year first written above.

COMPANY

Information & Energy Services, Inc.

CUSTOMER

Santee School District

By: _____
Michael B. Rogers, P.E., C.E.M.
President

By: _____
Bryce Storm
Director of Facilities, M&O

Date: _____

Date: _____

EXHIBIT – A: Scope of Services

i. GENERAL SERVICES

IES, Inc. will provide the following services to the Customer:

1. AB802 Building Energy Benchmarking compliance

The California Energy Commission (CEC) is requiring buildings larger than 50,000 square feet to report energy usage data on an annual basis. IES will assist the Customer with setting up Customer sites, listed in Exhibit B, in the ENERGY STAR Portfolio Manager and updating those sites' utility history prior to the June 1st, 2023 deadline to ensure the Customer is compliant with the Building Energy Benchmarking Program. After completing all updates and uploads, IES will confirm program submission on behalf of the Customer and assist in any questions or review comments which arise in review with the CEC.

Customer to provide the following information for IES to complete these services:

- Access to 24 months of SDG&E utility history for all accounts at all 6 sites listed in Exhibit B
- Historical building information as requested including but not limited to square footage sizing and age of buildings

IES proposes to complete these services at a cost of \$3,000.00.

EXHIBIT – B: Properties in Scope

The Customer has requested 6 locations within the Santee School District be included in this scope. These locations are listed below:

1. Carlton Hills
2. Cajon Park
3. Chet Harritt
4. Carlton Oaks
5. Rio Seco
6. Hill Creek

Consent Item E.3.1.

Approval/Ratification of ESSER III Summer Grant Program Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Office of Education for Fiscal Year 2023-2024

Prepared by Dr. Lisa Paisley
May 16, 2023

BACKGROUND:

The California Department of Education states that, “the purpose of the ESSER III grant is for the implementation of evidence-based summer enrichment programs, and to ensure such programs respond to students’ academic, social, and emotional needs as well as address the disproportionate impact of COVID for our most marginalized youth.”

As of July 2023, funding will be available for summer programming. The funding will support the ASES program by providing summer opportunities for students to participate in educational field trips and enrichment programs that fill the gaps in continuous learning and support the 21st century skills needed for future success.

RECOMMENDATION:

Administration recommends approval of the ESSER III Summer Grant Program between Santee School Districts ASES program and San Diego County Office of Education for fiscal year 2023-2024

This recommendation supports the following district goal:

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

FISCAL IMPACT:

The ESSER III grant will provide up to \$60,000 based on ASES summer enrollment.

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.3.1.

Consent Item E.3.2.

Approval of State Preschool Program Annual
Report to California Department of Education

Prepared by Dr. Lisa Paisley
May 16, 2023

BACKGROUND:

Santee School District is required to submit an annual report to the California Department of Education for the State Preschool Program housed at PRIDE Academy at Prospect Avenue School. The annual report is a self-evaluation process. In this self-evaluation, staff determines areas of strength and need, and utilizes the information gathered during the self-evaluation process to make program improvements for the following school year. Each year the preschool director, site administrator, and classroom teachers use an Early Childhood Environmental Rating Scale (ECERS) for program evaluation and the classroom teachers assess three through five-year old students on numerous developmental aspects using the Developmental Results Developmental Profile (DRDP). Parents also complete a survey as part of this evaluation process. Administration compiles these findings and reviews them with the preschool team to write and submit an annual report of the program. This year's Annual Report consists of the self-review process and key findings from the classroom assessments, parent survey and ECERS.

The State Preschool report is attached for review.

RECOMMENDATION:

Administration recommends that the Board of Education approve the Annual Report of the State Preschool Program for the 2022-2023 school year.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.
- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.
- Provide social, emotional and health service programs, integrated with community resources, to foster student character and personal well-being.

FISCAL IMPACT:

The submission of the annual report allows Santee School District to maintain funding of approximately \$500,000 toward the State Preschool Program. There is no fiscal impact for submission of this report.

STUDENT ACHIEVEMENT IMPACT:

Annual self-evaluation continues to increase our capacity to improve student development for three through five-year old children in the State Preschool Program.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

California State Preschool Program

Program Self-Evaluation

FOR REVIEW ONLY. DO NOT SUBMIT TO THE EED.

Fiscal Year 2022–23

For Fiscal Year (FY) 2022–23, CSPP contractors will use the Early Education Division’s Program Instrument to conduct the FY 2022-23 Program Self-Evaluation (PSE) and will complete a survey to satisfy the submission requirements for the PSE. The survey will identify how programs met or did not meet the contract terms and conditions of the California State Preschool Program (CSPP) contract. Along with multiple choice options for items 1-20 in the Program Instrument, contractors will include a written list of tasks needed to modify the program in order to address all areas identified through the PSE process as needing improvement, including how those will be addressed in a timely and effective manner, and/or procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards.

All CSPP contractors are required to complete this survey. Please have one (1) staff submit this survey on behalf of your CSPP agency by no later than 5:00 pm on **Thursday, June 1, 2023**. To complete this survey, responses to all questions are required unless stated otherwise. For any questions regarding this survey, please reach out to fy2223pse@cde.ca.gov.

Contact Information for Executive or Program Director

Agency Role of Contact Person: Dawn Minutelli, Program Director

First Name of Executive or Program Director: Dawn

Last Name of Executive or Program Director: Minutelli

Email Address of Executive or Program Director: dawn.minutelli@santeesd.net

Phone Number of Executive or Program Director: 619-258-2357

Agency Information

For the following question, you will be asked to select your lead county from a list.

After you select your county, you will be prompted to choose your agency name and vendor number from a list.

Select your lead county: San Diego

Select your (selected) County agency: San Diego

Select your (selected) County vendor number: 6836

Statement of Completion:

By providing an electronic signature, I certify that an annual plan has been developed and implemented for the Program Self-Evaluation (PSE) that includes the use of the Program Instrument (PI), the Desired Results Parent Survey, and the Desired Results Development Profile and age-appropriate Environment Rating Scales for all applicable contract types, per California Code of Regulations, Title 5 (5 CCR), Section 17709.

I also certify that all documents required as part of the PSE have been completed and are available for review and/or for submittal upon request, and:

- *The Program Instrument <https://www.cde.ca.gov/ta/cr/documents/eed2223.docx> including Items 1 through 20, as applicable, was used to complete the PSE; and*
- *Staff and board members were involved in the PSE process*

Reminder: All supporting documents required as part of the PSE (see Statement of Completion) are to be kept on site and **shall not be included** with the submission of the PSE.

Electronic Signature: Dawn Minutelli

Submission Date: Will submit following approval at the May 16th Board Meeting.

How have staff and board members been involved in the program self-evaluation process? (Select all that apply)

- Program staff and board members developed a written list of tasks needed to modify the program in order to address all areas that need improvement
- Meeting(s) were held with board and staff to review program self-evaluation process
- Staff completed and/or reviewed the Environment Rating Scale (ERS) findings, the Desired Results Developmental Profile – 2015 (DRDP-2015), Parent Surveys, and the Program Instrument and developed an action plan to address areas in need of improvement
- The contractor identified areas that required modification in response to guidance released from CDE, and developed an action plan to respond to any changes in guidance (examples include newly issued Management Bulletins, EED webinars, and email communications)

- A summary of the PSE process and findings was presented to the board and gathered input from board members
- Other

Describe other staff and board member involvement in the PSE process not listed above: This report was completed in collaboration with the preschool team and shared with the Santee School District Board of Education on May 16, 2023.

EED 01: Family Selection

Families with children enrolled in the CSPP are selected according to the priorities of that program.

- Meets requirements
- Needs Improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Written admissions policies and procedures
- If applicable, a waitlist has been established and families are enrolled from the waitlist in priority order
- Other:

Describe other evidence reviewed in the EED 01: Family Selection section not listed above: We have updated our website to reflect the changes made to eligibility, and this is reviewed with all families during the registration process.

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: We will continue to follow all state guidelines regarding the priorities for enrolling students. We have been monitoring the percent of special education students and Multilingual Learners to ensure that we are meeting the percentages set by the state.

EED 02: Family Eligibility Requirements

Families with children enrolled in the program have met the eligibility requirements of the contract. A family data file has been established for each family that includes a completed application for services and supporting documentation of eligibility.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Application for Services (CD 9600 or comparable form)
- Records of Eligibility and Family Size (If the site is an approved FRPM site, no documentation for eligibility or need required)
- Proof of California residency
- Income documentation, income calculation work sheet, and birth records
- 5% enrollment reserved for children with exceptional needs (IEP or IFSP)
- Written materials for parents include family eligibility requirements
- Other:

Describe other evidence reviewed in the EED 02: Family Eligibility

Requirements section not listed above: Eligibility requirements are provided to families at registration. They are also listed on our website.

[EED 02: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here]

This year we have worked with technology to make the upload into CPARIS more streamlined. This will help us to review the number of students on an IEP, Multilingual Students, and students who are homeless each time the report is submitted. Identifying these learners will help us make programmatic decisions to meet the needs of our diverse population.

EED 05: Compliance with Due Process

The contractor complies with the program's due process requirements, including: (1) providing parents with written information regarding their responsibility to comply with program rules; (2) issuing a notice of action where appropriate; and (3) establishing procedures for parental appeal of any contractor's decision contained in the notice of action.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Written policies and procedures are provided to parents regarding program rules and responsibilities
- Written policies and procedures regarding the parents right to appeal any action taken by the contractor
- A completed Notice of Action (NOA) is issued to the parent(s) at initial certification and recertification

- A completed NOA is issued to the parent(s) when there is change of service
- NOAs were sent/delivered to the parent(s) within thirty (30) calendar days from the date the application for services was signed by the parent(s).
- Parents are provided 14 calendar days to appeal when the NOA is hand-delivered, or 19 calendar days to appeal when the NOA is mailed
- Parents are provided instructions on how to request an appeal hearing, as printed on the second page of NOA, form CD 7617 (or comparable form)
- For contractors that have a CSPP contract and a contract type that is administered by California Department of Social Services (CDSS), and the family has a child enrolled in each, two NOAs – one with appeal information for CDE and one with appeal information for CDSS, are issued to the parent(s)
- Other

[EED 05: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] We are in compliance with all due process procedures. We will continue to follow all current and newly introduced guidelines. We monitor Management Bulletins and put in place any new guidelines as soon as they are introduced.

EED 06: Recording and Reporting Attendance

The program has adopted policies and procedures that are consistent with statutes and regulations on excused and unexcused absences. Documentation of recording and reporting attendance records are consistent with certified hours of enrollment that are established for the child/parent/guardian.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Written policies constituting an excused absence for “family emergency” and “in the best interest of the child.”
- System to organize and correctly record absences by category; illness of child/parent, court ordered visitation, best interest (limited to 10 days per fiscal year except for CPS and at-risk children) abandonment of care, and family emergency.
- Contractor has eliminated unexcused absence policies (5 CCR Section 17819.5)
- Written policy for abandonment of care

- Daily sign in/out sheets are used as primary source documents. The parent or other adult authorized shall enter time of arrival and departure on a sign-in/sign-out sheet and shall sign the sheet using their full signature.
- For children dually enrolled in part-day CSPP and/or TK/K: First and last initials of the contractor's authorized representative along with a notation of the time are required to document when a school-age child departs for and returns from school during the day. (If applicable)
- Other

[EED 06: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] , We are in the process of updating our handbook for the 2-23-2024 school year. We will be including a written policy for abandonment of care. We will be sharing California Code Regulation 17819.5 with our teachers, attendance clerk, and program secretary to ensure we are following.

EED 07: Parent Involvement and Education

There is a parent involvement and education component, including the sharing of program goals and structure with families. The program ensures that effective, two-way, comprehensive communication between staff and parents is carried out on a regular basis throughout the program year.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- The contractor offers a parent orientation and there is evidence of parent orientations occurring (If selected, route to the question below)
 - **Evidence reviewed from parent orientations**
 - Parent orientation agendas
 - Participant sign-in sheets
 - Meeting minutes
 - Handouts
 - Other

Describe other evidence reviewed from parent orientations that was not listed above:

- Documentation of at least two (2) individual conferences with parents per year.
- Open door policy statement

California Department of Education – April 2023

- Agenda and/or minutes of Parent Advisory Committee meetings
- **Sharing of information between staff and parents concerning their child's progress.** Select all that apply (If selected, route to the question below)
 - **Evidence reviewed from shared information between staff and parents concerning their child's progress** (*Select all that apply*)
 - Parent bulletin board
 - Newsletter – hard copy and/or electronic
 - **Survey**
 - **Other**

Describe other evidence reviewed from shared information between staff and parents concerning their child's progress that was not listed above: Teachers share information via email. They also utilize Seesaw, a Learning Management System to keep families up to date on what their children are learning, and upcoming events.
- **Sharing information between staff and parents concerning their child's developmental profile (DRDP)**
- **Parent Education Meetings** (If selected, route to the question below)
 - **Evidence reviewed from Parent Education Meetings** (*Select all that apply*)
 - **Topics/Agendas:**
 - Minutes
 - **Presentations/materials**
 - Sign-in Sheets
 - Other

Please explain other evidence reviewed Parent Education Meetings that was not listed above:
- Other
 - **Describe other evidence reviewed in the EED 07: Parent Orientations section not listed above:** Our preschool program is located on the Pride Academy campus, which opens many opportunities for our students and parents. They are included in all school activities, such as: Family Movie

Night, Family Math Night, Literacy Nights, Lunch on the Lawn and PTA meetings.

Parent Education opportunities offered to parents during FY 2022-23. (Select all that apply):

- Developmental domains covered in the Preschool Learning Foundations
- Child behaviors captured in the Desired Results Developmental Profile (DRDP) assessment to support parent observation
- Overview of the program's curriculum approach, including a timeline of learning topics and how to reinforce learning in the families' home
- The purpose of screening tools and family involvement in the screening process, such as the Ages & Stages Questionnaire
- Cultural engagement and fostering a sense of belonging, including uplifting and celebrating family cultures represented in the program
- Importance of bilingualism and strengthening the home language
- Connection to community resources, such as local libraries and community educational events
- Connection to health and social services in the community and an overview of the referral process
- Transitioning to Transitional Kindergarten or Kindergarten settings
- Promoting positive behaviors
- Toileting and potty training

• **Other**

Describe other Parent Education opportunities offered to parents not listed above: Pride Academy has a Community Liaison who has worked with organizations and the community to set up a pantry on the Pride campus. The pantry has food, clothing and other personal items. This is available for any of our preschool families in need.

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: Our preschool team met to review the parent survey results and parents have shared they are interested in the opportunity to be more involved. The following data is from our parent survey:

| | Very Satisfied | Satisfied | Not Satisfied |
|---------------------------------------|-----------------------|------------------|----------------------|
| Interaction with other Parents | 79.2% | 19.5% | 1.3% |
| Parent Involvement | 76.6% | 23.4% | |
| Cultural Activities | 81.8% | 16.9% | 1.3% |

In planning for next year, we have discussed new ways to involve our parents, as well as increase the communication. We will be sending home a monthly calendar that will share the theme for each week, upcoming events and the back will offer tips for families to use with their children at home. Our families also shared they would like to see more activities for our students and families. We discussed decorating classroom doors each month to celebrate a different culture. We will also add more culturally diverse books to our libraries. We will also invite parents into the room for cultural celebrations. Another parent suggestion was to take field trips. Due to our split schedule, it has been difficult to do this. However, we will begin bringing learning experiences to campus, such as Splash Lab, La Jolla Playhouse, San Diego Youth Symphony and other engaging experiences.

EED 08: Health and Social Services

The program includes identification of the child and family health and social service needs and makes referrals to appropriate agencies for services. The program conducts follow-up to ensure that identified needs have been met.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Documentation used to identify child and family health and social service needs.
- Documentation of referral process and referral list of appropriate agencies for services
- Completed child and/or family health and social service referral documents
- Written referral follow-up procedures
- Documented follow-up with parent to ensure health and social services needs have been met
- Other

- Describe other evidence reviewed in the EED 08: Health and Social Services section not listed above:

Describe the tasks needed to modify the program in order to address all areas identified through the PSE process as needing improvement in the EED 08: Health and Social Services section, including how those will be addressed in a timely and effective manner.

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: Our program is working with our Director, Community Collaborative and District Homeless/Foster Liaison to improve how we follow up with families to ensure that we connect them with the services they need.. We will be working with both of them to make sure our families have the resources they need. Our parent survey indicated that 72% of our families were very satisfied with this area, and 28% were satisfied. We would like to increase the percent of families who are very satisfied by ensuring we reach out to connect them with necessary services.

EED 09: Site Licensure and License Exempt

Each site has a current license issued by the authorized licensing agency or is appropriately exempt from licensure.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Current site or FCCHEN provider's facility license(s), if applicable
- Receipt for payment of the annual licensing fees, if applicable
- Site licensing reports and deficiency clearance(s), if applicable
- Exemption from Title 22 Licensing Requirements issued by the CDE, EED, if applicable
- Exemption from Title 22 Licensing Requirements issued by the CDE, EED posted in classroom, if applicable
- Otherwise exempt from Title 22 Licensing Requirements
 - Describe the type of exemption from Title 22 Licensing Requirements

[EED 09: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] Most of our records for licensing are kept in a binder at the school site. However, since we are part of an LEA some of our paperwork is kept in Human Resources, this is made available during licensing visits.

EED 10: Staff–Child Ratios

The applicable staff-child ratios are met for each age group (1:8 adult-child ratio, 1:24 teacher-child ratio) Compliance with these ratios shall be determined based on actual attendance.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Classroom personnel roster
- Classroom observation

[EED 10: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] During Covid we switched to an AM/PM schedule with 12 students in the morning and 12 in the afternoon, with two adults in each session. Our staff liked being able to meet the needs of learners in a smaller setting. We maintained a smaller ratio with three classes of 16 in the AM/PM post Covid, each class was staffed with two adults to meet the 1:8 ratio. We also have an additional Instructional Assistant who floats between classes to offer breaks. Previously, we only had two morning classes and one afternoon. Our new model has allowed us to serve 96 students instead of 72. Our team is currently looking at the structure for next year to determine the best way to serve the students in our program. The following areas of our parent survey indicate families feel this has been a positive setting for their children:

| | Very Satisfied | Satisfied | Not Satisfied |
|--|----------------|-----------|---------------|
| Overall Satisfaction of Program | 96% | 4% | |
| Number of Adults Working with Children | 92.2% | 7.8% | |
| Your Child is Safe in this Program | 100% | | |
| Your Child is Happy in this Program | 100% | | |
| Experience and Training of Staff | 90% | 10% | |
| Background and Experience of Staff | 97.4% | 2.6% | |

EED 11: Environment Rating Scales

The program shall complete an environment rating scale to measure program quality for the appropriate age group and setting and shall achieve a rating of “Good,” defined as scoring at least an average of 5.0 on each subscale of the environment rating scale.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Completed the Environment Rating Scale (ERS) for each classroom and/or Family Child Care Home
- Achieved a minimum average score of “Good” on each subscale (average score of 5.0 or higher) for each classroom and/or Family Childcare Home
- Completed corrective action plan for any ERS subscale that did not achieve a rating of “Good” or score of at least an average of 5.0 for each classroom and/or Family Childcare Home
- Completed ERS Summary of Findings report for each classroom, site, and the agency

[EED 11 Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] All three of our preschool classrooms scored between 6.75 and 7 in all areas, and scored perfect 7 in both Interaction and Program Structure. We have spent a lot of our funds to create inclusive and child friendly indoor and outdoor environments over the past several years, and will continue to do this through our next two projects, which involve putting Gunite on the slope around the preschool playground so the rain does not cause the slope to runoff onto our playground each time it rains. We will also be installing a shade structure over our climbing structure since it has direct sunlight for a good portion of the day. The only area we scored a 5 in was for music, and we will be incorporating music both inside and outside next year. We are researching some possible music extension programs to bring to our classrooms as well. We will also work on ensuring that our art projects are less teacher directed and more student choice.

EED 12: Nutrition

The program provides for the nutritional needs of children in attendance.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Menus showing that nutritious meals and snacks are provided

- Evidence showing that the nutritional requirements specified by the federal Child Care Food Program or the Nutritional School Lunch Program are met
- Documentation and/or observation that meals and snacks are culturally and developmentally appropriate for the children being served
- Written policies to parent and/or providers regarding meals/snacks offered, meal service, child nutrition, and no additional fee to parents for meals/snacks served
- Other [Text Box]
 - Describe other evidence reviewed in the EED 12: Nutrition section:

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: Our CSPP Program has lunch provided through Santee School District’s Child Nutrition Program. All state guidelines regarding nutrition are followed. Food allergies are posted and frequently reviewed. All meals allow for children to select from several menu options. Our parent survey indicated the following:

| | Very Satisfied | Satisfied | Not Satisfied |
|-----------|----------------|-----------|---------------|
| Nutrition | 81.8% | 16.9% | 1.3% |

EED 13: Developmental Profile

The program maintains the Desired Results Developmental Profile – 2015 (DRDP – 2015) and Desired Results parent survey data for children and families. The program uses the information to plan and conduct age and developmentally appropriate activities and to monitor family involvement and satisfaction.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Results from the DRDP (2015) are used to plan and conduct age and developmentally appropriate activities. (i.e. lesson plans, concept webs, etc.)
- The Child’s Developmental Progress forms for parent conferences (or similar) were individualized for each child
- Classroom/Site/Agency DRDP (2015) Summary of Findings
- Child Portfolios (If selected, route to the question below)
 - Evidence Reviewed from Child Portfolios:

- A “child portfolio” with documentation to support the DRDP (2015) assessment, including dated entries, written anecdotal/observational notes by teachers and parents, child’s work samples, etc.
- Classroom/Site/Agency Group Data Summaries
- Utilizing DRDP Online
- Other
 - **Describe other evidence reviewed from the Child Portfolios not listed above:** Our program has used Learning Genie, an online program to record anecdotal and photographic evidence and observations for the DRDP. This allows our preschool staff to use a combination of online and paper portfolios for student progress monitoring. Each staff member has an iPad to assist them with this process.
- Parent-Teacher Conferences (If selected, route to the question below)
 - **Evidence Reviewed from Parent-Teacher Conferences:**
 - Information from the DRDP-2015 is shared with parent
 - For each Child Developmental Progress form (or similar) individualization, parental participation, and opportunities for discussion regarding that child’s DRDP (2015) are indicated
 - Other

Describe other evidence reviewed from the Parent-Teacher Conferences not listed above:

Select areas of strength in your observation, scoring, and using the results of DRDP data (*Select all that apply*)

- A bilingual staff person was able to observe dual language learner(s) using their home language
- Any necessary accommodations or adaptations were able to be made for assessing children with disabilities
- Staff were proactive in addressing any potential biases they might encounter when observing children
- Both the lead teacher and assistant teacher(s) were able to provide documentation and discuss ratings for each child

- Multiple sources of documentation were used to complete the DRDP-2015 (e.g., parent observations, teacher observation of behavior, work samples etc.)
- Ratings were completed outside of time with children in the classroom
- Observations of math and literacy skills specifically were able to be embedded in small-group or center-time activities
- Staff were able to practice individualization with children to scaffold them along the developmental continuum within each measure
- Results were communicated to parents by providing printed reports in addition to verbal information during the parent-teacher conference
- Used the DRDP Portfolio App to record and visualize data
- Used the support of a vendor to record and visualize data
- Used results to inform curriculum planning and implementation

Describe the tasks needed to modify the program in order to address all areas identified through the PSE process as needing improvement in the EED 13: Developmental Profile section, including how those will be addressed in a timely and effective manner, or

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards:

Teachers have a minimum of two and a half-paid hours after their contract ends each week to meet to collaborated on DRDP progress in their classes and to plan instruction based on the ongoing assessments. All new staff is trained on the DRDP. The trainings have mainly been online since Covid, and we hope there will be in person offerings again soon. A review of our DRDP data shows the following: All three classes showed improvement in English Language Development, we believe this is due to providing more opportunities for students to talk in both structured and unstructured situations. Our team has also worked on wait time, allowing students to take the time to think and then respond before jumping in and providing them with the language. All three classes also showed growth in early literacy skills of letters and sounds. Many of the students have also begun adding written text to their pictures.

[EED 13: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] We will be working with staff on how to adapt the DRDP for students on IEPs. We will also ensure our multilingual learners have the opportunity to be assessed in their home language through collaboration with our Multilingual Learner Department. Two areas from the DRDP that show a need for improvement is Social Emotional Learning and early math skills. We will be focusing on these throughout the 23-24 school year. We will start with a positive behavior training in August, and then will have regular follow up trainings throughout the year. Teacher collaboration time will also include talking about students who are struggling with self-regulation and strategies to help them with this. Our curriculum

resource teachers will provide training on developmentally appropriate math activities to develop number sense, shapes, patterning and sequencing. After the training they will model how to use manipulatives and games to engage learners and learn these skills through play.

EED 14: Staff Qualifications

Each program staff is qualified for the position held. Each program operating two or more sites or family child care homes has a qualified program director. Each program with more than one site has a qualified site supervisor at each site. Each site has qualified teachers.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Personnel Roster for each Classroom
- Copies of current permits, credentials, or certificates for each teacher, site supervisors, and program director
- Site supervisor qualification waiver issued by the CDE, if applicable
- Program Director qualification waiver issued by the CDE, if applicable

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: Our program keeps all staff credentials in a binder located in the office on the school campus where our CSPP program is located. Credentials are up updated when renewed, or when new credentials are earned. We also make sure to add any new staff information, and remove staff no longer with the program.

EED 15: Staff Professional Development Program

The program has developed and implemented a staff development component for staff.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- An orientation plan for new employees
- Agendas, minutes, and sign-in sheets for staff development meetings, workshops and conference attendance

- Identification of training needs of staff or service providers, aligned to the Desired Results System
- Written job descriptions
- Annual written performance evaluations, unless another frequency is specified in their bargaining agreement
- Internal communication system that support each staff with information necessary to carry out their' assigned duties
- Other

Describe other evidence reviewed in the EED 15: Staff Professional Development Program section:

Which professional development topic areas did your staff participate in one-time or multi-day workshops or trainings? (Select all that apply)

- Effective adult-child interactions aligned to the Classroom Assessment Scoring System (CLASS).
- Children's literacy and language development (aligned with the *California Preschool Learning Foundations* and the *California Preschool Curriculum Frameworks*)
- Children's developing math and science skills (aligned with the *California Preschool Learning Foundations* and the *California Preschool Curriculum Frameworks*)
- Children's social-emotional development (aligned with the *California Preschool Learning Foundations* and the *California Preschool Curriculum Frameworks*)
- Implicit bias and culturally- and linguistically-responsive practice
- Adverse Childhood Experiences (ACEs) and trauma- and healing-informed practice to support children's mental health
- Curriculum implementation and learning activity plans aligned to the *California Preschool Curriculum Frameworks*
- Creating developmentally appropriate environments, aligned to the ERS
- Administration and use of the Desired Results Developmental Profile to inform instruction
- Administration and use of a screening tool, like the Ages & Stages Questionnaire, to identify potential developmental delays
- Support for multilingual learners, including home language development and strategies for a bilingual classroom

- Serving children with disabilities in inclusive settings, including Universal Design for Learning and the Teaching Pyramid
- Strategies to prevent suspensions and expulsions, such as Positive Behavioral Interventions & Strategies (PBIS)
- Engaging racially, culturally- and linguistically-diverse families
- Referral and follow-up procedures for health and social services
- Collecting, analyzing and applying data to inform continuous program quality improvement
- Other

Describe other professional development topic areas your staff participated in during one-time or multi-day workshops or trainings not listed above: Our preschool team has worked with our district behavior specialist to develop positive strategies to support students. In August of 2023 they have been invited to attend a half day training on Positive Behavior Interventions, followed by a make-it/take-it workshop.

Which professional development topics areas did your staff receive ongoing, job-embedded coaching (e.g., monthly)? (Select all that apply)

- Effective adult-child interactions aligned to the Classroom Assessment Scoring System (CLASS).
- Children’s literacy and language development (aligned with the *California Preschool Learning Foundations* and the *California Preschool Curriculum Frameworks*)
- Children’s developing math and science skills (aligned with the *California Preschool Learning Foundations* and the *California Preschool Curriculum Frameworks*)
- Children’s social-emotional development (aligned with the *California Preschool Learning Foundations* and the *California Preschool Curriculum Frameworks*)
- Implicit bias and racially, culturally- and linguistically-responsive practice
- Adverse Childhood Experiences (ACEs) and trauma- and healing-informed practice to support children’s mental health
- Curriculum implementation and learning activity plans aligned to the *California Preschool Curriculum Frameworks*
- Creating developmentally informed environments, aligned to the ERS
- Administration and use of the Desired Results Developmental Profile to inform instruction

- Administration and use of a screening tool, like the Ages & Stages Questionnaire, to identify potential developmental delays
- Support for multilingual learners, including home language development and strategies for a bilingual classroom
- Serving children with disabilities in inclusive settings, including Universal Design for Learning and the Teaching Pyramid
- Strategies to prevent suspensions and expulsions, such as Positive Behavioral Interventions & Strategies (PBIS)
- Engaging racially, culturally- and linguistically-diverse families
- Child and family identification for health and social service needs, written referrals and written follow-up procedures to ensure health and social service needs have been met
- Other [TEXT BOX]

[EED 15: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] Teachers meet weekly to review student progress and plan for instruction. Professional Development is offered at the beginning of each school year. Teachers are given the opportunity to attend the Early Years Conference and all new staff are provided with DRDP training. Current staff are also provided with opportunities for DRDP refresher training.

EED 16: Prohibition Against Religious Instruction or Worship

The program refrains from religious instruction and worship.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Written information that the program refrains from religious instruction and worship
- Other

Describe other evidence reviewed in the EED 16: Prohibition Against Religious Instruction or Worship section:

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards:
Continue to follow all current procedures.

[EED 16: Add description of tasks that need to be improved or on-going procedures to continue to meet standards here] This is included in our parent handbook and shared with families at registration. It is reviewed during orientation.

EED 17: Inventory Records

The CSPP contractor maintains an inventory record for all equipment and all non-disposable items with an estimated useful life of more than one year, purchased in whole or in part with early learning and care contract funds, shall be maintained.

- **Meets requirements**
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Inventory Record (If selected, route to question below)
 - Inventory Record Acquisition Descriptions of:
 - **Item Description**
 - **Serial or identification number**
 - **Funding source**
 - **Acquisition date**
 - **Cost**
 - **Location of item**
 - **Use**
 - **Current condition**
 - **Transfer, replacement, or disposition of obsolete or unusable equipment**
 - **Evidence of contractor conducting a physical check of the inventory of equipment within the last two years**
 - **Procedures for procurement of goods and services that prohibit conflicts of interest and ensure competition for non-LEA's**

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: All of our inventory is tagged by the Santee School District. We follow all district and state policies for purchasing and discarding materials.

EED 18: Program Self-Evaluation Process

The program has developed and implemented an annual evaluation plan that addresses any areas identified during the self-evaluation as needing improvement.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Completed Agency Self Evaluation Report or Program Action Plan
- An assessment/written documentation of the program by staff and board members
- Program Review Instrument Findings (EED 1-20)
- Desired Results Developmental Profile Findings
- Environmental Rating Scales Findings
- Desired Results Parent Survey Findings
- An analysis of the findings (If selected, route to the question below)
 - **Evidence Reviewed for the analysis of the findings**
 - A written plan for program improvements identified on the Program Self Evaluation
 - Evidence of ongoing monitoring to ensure that items that met requirements on the Program Self-Evaluation continue to meet requirements
 - Modifications made for areas identified during the self-evaluation as needing improvement

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: This plan was written in collaboration with our preschool team and shared with the Santee School Board. We will use our PSE to guide our planning for the 2023-2024 school year.

EED 19: Fiscal Reporting

The program has submitted fiscal attendance and accounting reports for each contract to CDE consistent with the laws for state or federal fiscal reporting and accounting.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed: *(Select all that apply)*

- Evidence that expenditures and claims for reimbursement are substantiated with supporting documentation
- Fiscal attendance and accounting reports are submitted on time

Describe the procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards: Our program follows all processes for purchasing materials. CDE Equipment Purchases are submitted for any project or purchase over \$5000. We also require Board approval prior to moving forward with large projects. The program director meets monthly with the Assistant Superintendent of Business Services and the Assistant Superintendent of Educational Services to review and discuss current expenditures as well as future purchases/projects.

EED 20: Annual Fiscal Audit

The program has submitted to CDE's Office of External Audits an acceptable financial and compliance audit.

- Meets requirements
- Needs improvement to meet requirements

Evidence Reviewed:

- Evidence that the annual Fiscal Audit was submitted to CDE timely
- If applicable, follow-up to any findings identified in the audit report

Describe the procedures for the ongoing monitoring of the program to ensure that] areas of the program that are satisfactory continue to meet standards: Continue to work collaboratively with our fiscal department and auditor to ensure compliance and fiscal solvency.

BACKGROUND:

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

Certificated Staff

A. New Appointments:

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

B. Temporary Rehires:

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

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

| Employee | Location | Class/Step | Reason | Recommendation | Effective Date |
|-----------------|---------------|------------|-------------|----------------|----------------|
| 1. Rust, Angela | Long-Term LOA | | Family Care | Approve | 08-23 to 06-24 |

E. Resignations:

| Employee | Location | Class/Step | Reason | Effective Date |
|------------------------|----------------------|------------|-------------|----------------|
| 1. Ascroft, Meghan | Hill Creek | V-13 | Resignation | 06-14-23 |
| 2. Cass, Mary | Cajon Park | IV-14 | Resignation | 06-14-23 |
| 3. Cummings, Hannah | Pepper Drive | IV-4 | Resignation | 06-14-23 |
| 4. Foley, Patricia | Rio Seco | IV-9 | Resignation | 06-14-23 |
| 5. Hohimer, Donald | Chet F. Harritt | V-14 | Retirement | 06-14-23 |
| 6. Klus, Thomas | Chet F. Harritt | VI-27 | Retirement | 06-14-23 |
| 7. Larson, Timothy | Human Resources | Contract | Retirement | 12-01-23 |
| 8. Morales, MariaElena | PRIDE Academy | V-7 | Resignation | 06-14-23 |
| 9. Pierce, Stephanie | Educational Services | Contract | Retirement | 06-30-23 |
| 10. Sullivan, Leah | Pepper Drive | IV-3 | Resignation | 06-14-23 |

F. 39-Month Reemployment:

| Employee | Location | Class/Step | Reason | Effective Date |
|----------|----------|------------|--------|----------------|
| | | | | |

G. Dismissals:

| Employee | Location | Class/Step | Effective Date |
|----------|----------|------------|----------------|
| | | | |

Classified Staff

H. New Appointments:

| Employee | Location | Position/Class/Hours/ Position # | Previous Monthly Salary | New Monthly Salary | Effective Date |
|------------------------|----------------|--|-------------------------|--------------------|----------------|
| 1. Brown, Marlana | Rio Seco | Instructional Assistant Special Education II 21 A / 6.0 hrs #30008002 | \$0.00 | \$2,379.00 | 04-17-23 |
| 2. Franceware, Michael | Transportation | Van Driver 22 A / 5.0 hrs #3003738 | \$0.00 | \$2,082.17 | 05-01-23 |
| 3. McVie, Kathleen | Transportation | Van Driver 22 A / 5.0 hrs #30002104 | \$0.00 | \$2,082.17 | 05-01-23 |

| | | | | | |
|------------------------|-----------------|--|--------|------------|----------|
| 4. Medrano, Brandi | Human Resources | Personnel Technician 27.5 A / 8.0 hrs #30019919 | \$0.00 | \$4,352.40 | 04-28-23 |
| 5. Nobel, Valerie | Rio Seco | Campus Aide 16.5 C / 2.0 hrs #10327464 | \$0.00 | \$701.57 | 04-25-23 |
| 6. Schwendinger, Heidi | Technology | IT System Technician 28.5 A / 8.0 hrs #30014971 | \$0.00 | \$4,570.80 | 04-21-23 |
| 7. Scott, Michelle | Cajon Park | Food Service Worker III 22 A / 3.75 hrs #10326336 | \$0.00 | \$1,561.79 | 04-17-23 |
| 8. Taylor, Cloey | Hill Creek | Out of School Time Group Leader 19.5 A / 4.5 hrs #10325054 | \$0.00 | \$1,657.50 | 05-08-23 |
| 9. Williams, Kate | Chet F. Harritt | Instructional Assistant Special Education II 21 A / 6.0 hrs #30022066 | \$0.00 | \$2,379.00 | 04-24-23 |

I. Rehires:

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

J. Change of Status/Location:

| Employee | Location | Position/Class/Hours/ Position # | Previous Monthly Salary | New Monthly Salary | Effective Date |
|--------------------|---|--|----------------------------|-----------------------|----------------|
| 1. Herron, Ashley | Hill Creek to <i>Carlton Hills</i> | Early Childhood Assistant II 18 B / 5.75 hrs #10325059 to <i>Early Childhood Group Leader I</i> 19.5 B / 5.75 hrs #10325074 | \$2,068.23 | \$2,223.97 | 05-04-23 |
| 2. Neder, Erin | Sycamore Canyon to <i>Rio Seco</i> | Instructional Assistant Special Education II 21 E / 6.25 hrs #30013926 to <i>Instructional Assistant Special Education II</i> 21 E / 6.0 hrs #30022419 | \$3,013.21 | \$2,892.50 | 04-24-23 |
| 3. Russel, Mariela | Pepper Drive | Campus Aide 16.5 E / 2.0 hrs #10327462 to <i>Instructional Assistant LEP</i> 20 C / 3.5 hrs #10327286 | \$773.50 | \$1,457.52 | 05-01-23 |

K. Unpaid Leave Requests:

| Employee | Location | Position/Class/Hours | Reason | Recommendation | Effective Date |
|----------|----------|----------------------|--------|----------------|----------------|
| | | | | | |

L. Resignations:

| Employee | Location | Position | Reason | Effective Date |
|----------------------|-------------------|---|-------------|----------------|
| 1. Christensen, Karl | Business Services | Assistant Superintendent | Retirement | 06-30-23 |
| 2. Hauner, Victoria | Pepper Drive | Instructional Assistant LEP | Resignation | 05-31-23 |
| 3. Hayes, Chandler | Cajon Park | Out of School Time Group Leader | Resignation | 05-12-23 |
| 4. Keeley, Jessica | Sycamore Canyon | Instructional Assistant Special Education II | Resignation | 05-09-23 |
| 5. Kumke, Lily | Rio Seco | Instructional Assistant LEP | Retirement | 06-14-23 |
| 6. Marquez, Nancy | Pepper Drive | Food Service Worker I-A | Resignation | 05-08-23 |

M. 39-63 Month Reemployment:

| Employee | Location | Position/Class/Hours | Effective Date |
|-----------------|----------------|----------------------|----------------|
| 1. Barto, Duane | Transportation | Bus Driver I | 05-25-23 |

N. Dismissals:

| Employee | Location | Position | Effective Date |
|----------|----------|----------|----------------|
| | | | |

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.1.

BACKGROUND:

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 are several short-term employment opportunities.

Short-term staff for the Out-of-School Time Program Department will be needed for the summer months to support the camp program across several sites. Following the enriching curriculum from previous camps, demand has increased and further staff are needed to provide programming to meet the enrollment demands.

RECOMMENDATION:

It is recommended that the Board of Education approve short-term employment for the following positions:

- Up to ten (10) Out-of-School Time Group Lead positions for up to eight (8) hours per day; from June 15 – August 11, 2023
- Up to three (3) Early Childhood Group Lead I positions for up to eight (8) hours per day; from June 15 – August 11, 2023
- Up to two (2) Early Childhood Assistant II positions for up to eight (8) hours per day; from June 15 – August 11, 2023

FISCAL IMPACT:

The approximate cost to employ the short-term positions are as follows:

- Out-of-School Time Group Lead position – approximately \$184 per position, per day
- Early Childhood Group Lead I position – approximately \$184 per position, per day
- Early Childhood Assistant II position – approximately \$123 per position, per day

STUDENT ACHIEVEMENT IMPACT:

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

Item F. DISCUSSION AND/OR ACTION ITEMS

Agenda Item F.

Discussion and/or Action Item F.1.1.
Prepared by Dr. Kristin Baranski
May 16, 2023

Live Stream Board of Education Meetings
Update

BACKGROUND:

At the May 2 meeting, the Board of Education approved the Superintendent's recommendation to live stream Board of Education meetings with a tentative start date of July 18, 2023, with public comment only being available at the in-person meetings.

Upon discussion, the Board asked Administration to research the necessary logistics and fiscal impact to record and archive meetings. Tonight, Administration will provide an update on live streaming logistics but will need to come forward at a future meeting to update the Board on equipment and fiscal impact for recording and archiving meetings.

RECOMMENDATION:

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

FISCAL IMPACT:

There is no fiscal impact.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

BACKGROUND:

The California Air Resource Board has passed and proposed regulations regarding zero emission vehicles that impact the District’s current fleet. As a result, there is a need to electrify a portion of the District’s fleet and while electric vehicles are expected to have lower lifetime operating costs than internal combustion engine vehicles, there will be an increase in utility costs. The District contracted with Sage/NV5, a renewable energy consultant, regarding the feasibility of using Solar to offset the increased utility costs associated with having electric vehicles as well as the design of the electric vehicle infrastructure.

Administration will provide the Board of Education with an update on progress of projects with Sage/NV5 and the next steps to take in this process.

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

Currently, there are no fiscal impacts.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.2.1.

Discussion and/or Action Item F.2.2.
Prepared by Dr. Marcia Hamilton
May 16, 2023

May Revise and State Budget Update

BACKGROUND:

Earlier this week, Governor Newsom released an update to his January proposal for the 2023-24 State Budget, commonly referred to as the May Revise.

Administration will provide the Board of Education with an update on State revenue projections, Proposition 98 calculations, and any changes to the Governor’s plans for K-12 education funding for 2023-24 as compared with the January proposal.

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

State Revenues and the impact to the Proposition 98 funding guarantee will be provided at the Board meeting.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.2.2.

Discussion and Action Item F.3.1.

Approval of Agreement for Outdoor Education Program with the San Diego County Office of Education

Prepared by Dr. Lisa Paisley
May 16, 2023

BACKGROUND:

The San Diego County Office of Education (SDCOE) has submitted an agreement for its Outdoor Education Program to the District for approval. The '23-'24 school year fees for the Outdoor School Program are \$365 to \$370 for the 5-day program (or \$320 to \$330 for 4 days when scheduled during a week including a holiday) for each child in full attendance. We are in year two of a three year agreement.

| School Site | Departure Date | # of School Days | Cost - Camp, Transportation, Insurance |
|---------------------------------|-----------------------|-------------------------|---|
| Carlton Hills | 11/6/2023 | 4 days * | \$320 |
| Chet F. Harritt Carlton Oaks | 11/27/2023 | 5 days (Nov) * | \$365 |
| Sycamore Canyon | 1/16/2024 | 4 days (Dec)* | \$330 |
| Pepper Drive | 1/22/2024 | 5 days | \$370 |
| Hill Creek | 1/29/2024 | 5 days | \$370 |
| Rio Seco | 2/12/2024 | 5 days | \$370 |
| PRIDE Academy | 2/20/2024 | 4 days | \$330 |
| Cajon Park | 3/18/2024 | 5 day | \$370 |

*Schools that attend in October through December are provided a \$5 discount, respectively.

RECOMMENDATION:

Administration recommends that the Board of Education approve the Outdoor Education Agreement with the San Diego County Office of Education.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide social, emotional and health service programs, integrated with community resources, to foster student character and personal well-being.

FISCAL IMPACT:

The cost per student for the Outdoor School Program is \$365 to \$370 for the 5-day program and \$320 to \$330 for the 4-day program, which includes camp fees paid to the San Diego County Office of Education and transportation fees. Student contributions, scholarships and fundraisers all contribute to funding needed for students to attend camp.

STUDENT ACHIEVEMENT IMPACT:

The Outdoor Education Program provides students with an enriched, alternative learning experience. The Program mission is to provide students with experiential learning programs that enhance awareness and scientific understanding of the natural world and their connection to it while building self-reliance, teamwork, and a sense of social responsibility.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.3.1.

Discussion and/or Action Item F.4.1.
Prepared by Tim Larson
May 16, 2023

Approval of Memorandum of
Understanding with San Diego Youth
Services for Here Now Program
Renewal

BACKGROUND:

Suicide prevention and training is a required program for California 7th-12th Grade students and all school staff. Since 2013, Santee School District has partnered with San Diego Youth Services to provide the Here Now Program training and support to our middle school students using the evidence-based program, Signs of Suicide. The focus of the program is that students need to tell a trusted adult about concerns that they have with their friends or themselves.

The Here Now Program team presents the program at a site for one week. Program staff include the Program Coordinator, a student and parent presenter, and a licensed therapist. The Program week begins with a parent evening to discuss the overall program, address questions and concerns, detail how to recognize the warning signs of depression, and identify key resources available for students' experiencing suicidality. Parents will have the opportunity to decide to if they want their student to participate in this program.

The presentation to students is conducted in each classroom and staff from Here Now are visible on campus for a week following the program to answer questions and provide support. Here Now staff meet with all students who want to talk about their own concerns or concerns for a friend or classmate. Program staff work in concert with administrators, middle school teachers, and school counselors/social workers to provide any follow-up care that is needed. Parents will be kept informed if follow-up conversations are required between students and program staff.

RECOMMENDATION:

It is recommended that the Board of Education approve the renewal of the Memorandum of Understanding with San Diego Youth Services to continue offering the Here Now Program to address depression and suicide prevention for students, parents, and staff from July 1, 2023 - June 30, 2027.

This recommendation supports the following District goal:

- Provide the social, emotional and health service integrated with community services to foster student character and personal well-being.

FISCAL IMPACT:

There is no fiscal impact for this item. San Diego Youth Services estimates the values of their services is \$26,315 for Santee School District.

STUDENT ACHIEVEMENT:

Students learn best when their social and emotional needs are met and they have been given strategies to address the concerns of themselves and their peers. The Here Now Program allows Santee School District to provide support for students using an evidence-based approach to support at-risk students.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.4.1.



**Memorandum of Understanding
Between
San Diego Youth Services
And
Santee School District**

This is a Memorandum of Understanding between **San Diego Youth Services (SDYS)** and **Santee School District (SSD)**. While this is not a legally binding document, this Memorandum does indicate a voluntary agreement to strengthen the respective organizations service delivery plans of the aforementioned party and other participating collaborators.

- I. **Purpose:** The purpose of the Memorandum of Understanding is to maintain the effective working relationship established between SDYS and **SSD** for the purpose of implementing coordinated services. The goal of the service partnership is: “To help at risk youth.”

- II. **Term:** This Memorandum of Understanding shall begin on July 1st, 2023 and will extend through June 30th, 2027. Either party can give written notice 30 days in advance of the intent to withdraw from collaboration.

- III. **Description of Participation:**
 - A. **SSD** agrees, per this memorandum, to provide the following:
 1. Designate an individual as a point of contact for the program.
 2. Participation/facilitation in needs assessment survey for grades 7th & 8th
 3. Participate, when appropriate, in collaborative focus group discussions for the purpose of gathering and assessing program impact.
 4. Staff will help disseminate information about the program and will collect student consent forms as appropriate
 5. Provide venues for showing videos that focus on preventing suicide and bullying, early warning signs and protective factors to students, school staff and care givers.
 6. School staff will support SDYS staff in providing follow up to students identified as needing additional services (e.g., pulling schedules, passes, space, etc.).
 7. Strategies to enlist teacher and parent participation seminars and classes on youth bullying, depression, and suicide prevention.

8. Assistance with distribution of flyers school/community wide with crisis phone numbers provided to students where they can talk to caring adults anonymously about friends/peers they are concerned may be suicidal, isolated or depressed.
9. Communicate immediately if problems/concerns arise with students or program implementation.
10. Assistance with distribution of flyers school/community wide with crisis phone numbers provided to students where they can talk to caring adults anonymously about friends/peers they are concerned may be suicidal, isolated, or depressed.
11. District will include SDYS in supporting students following a tragic event.

B. San Diego Youth Services agrees, per this memorandum to provide the following:

1. Provide youth a comprehensive evidence based Suicide and bullying prevention curriculum, which focuses on preventing suicide and bullying by (1) implementing strategies that are trauma informed and which address upstream risk factors and improve protective factors among individuals and groups of high risk youth, and (2) institutionalizing and strengthening the school culture and environment to be preventive and proactive in educating all members of the school community (teachers, students, parents) regarding suicide and bullying prevention as well as identifying and working with individual and groups of students who may be struggling emotionally and/or engaging in self-destructive or otherwise risky behaviors. Implementation of the curriculum includes, but is not limited to:
 - a. Collaborate with **SSD** to identify appropriate implementation strategies
 - b. Provide training in suicide prevention using SOS program materials that will include a focus on reducing stigma and providing information on warning signs, risk factors and protective factors to school staff and gatekeepers
 - c. Provide at least one culturally and linguistically appropriate suicide prevention education presentation using SOS Program materials for parents/caregivers
 - d. Provide parent/guardian consent forms for participation in the program
 - e. Provide trained Clinical Coordinators, Mental Health Specialists, Prevention Specialists, and Support Partners to deliver the program
 - f. Deliver curriculum to ensure fidelity of the program
 - g. Monitor program fidelity
 - h. Assess identified students for safety issues.
 - i. Provide resources to families throughout and on completion of services
2. Designate an individual as a point of contact for the program.
3. SDYS will utilize surveys to gather feedback on program implantation, follow up support, and sustainability
4. Provide follow-up information to the family and community stakeholders
5. Continue efforts to identify additional youth needs and provide additional information to enhance the program's service effectiveness and promote better outcomes for youth.
6. SDYS will follow district safety protocols for risk of self-harm, including notification of administration and parent/guardian were warranted and connecting students to mental health services.

IV. Confidentiality: The collaborative partner acknowledges that their staff may acquire information from a variety of sources concerning or belonging to SDYS during the term of this Memorandum that is confidential. Such confidential information includes but is

not limited to all proprietary information on SDYS, including all information regarding its trade secrets, copyrighted materials, business plans and affairs, research, services, marketing strategies, financial condition, personnel, clients, and donors, which has not been disclosed to the public by a duly authorized representative of SDYS. The collaborative partner agrees to maintain the confidentiality of this information. The collaborative partner also agrees that s/he will not directly or indirectly use or disclose any such information during or after the term of this Memorandum by SDYS to any persons or entities unless such persons or entities are expressly authorized by duly authorized representatives of SDYS to receive such information.

For the purposes of this Memorandum of Understanding, the signature by the collaborative partner on this document and the attached Business Associate Contract (**Attachment A**) ensures that the collaborative partner shall be in full compliance with the applicable Health Insurance Portability and Accountability (HIPAA) regulations, Title 45 of the Code of Federal Regulations. The collaborative partner to SDYS, a Business Associate of SDYS as defined by HIPAA regulations, shall not use or further disclose protected health information other than as permitted or required by the contract or as required by law.

- V. **Indemnification:** SDYS hereby indemnifies, defends, and holds harmless **SSD**, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of SDYS, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

SSD, hereby indemnifies, defends, and holds harmless SDYS, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the , its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

SDYS shall have no obligation to indemnify, defend, or hold harmless **SSD**, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for the **SSD** sole negligence or willful misconduct; and the **SSD** shall have no obligation to indemnify, defend, or hold harmless SDYS, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for SDYS's sole negligence or willful misconduct. This indemnity shall survive the termination of the Contract of final payment hereunder and is in addition to any other rights or remedies that SDYS or District may have under the law or this contract.

- VI. **Insurance:** San Diego Youth Services shall maintain Public Liability and Property Damage Insurance to protect them and the District 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:

| | |
|---|----------------------------|
| Commercial General Liability | \$1,000,000 per occurrence |
| Auto Liability for owned and non-owned vehicles | \$1,000,000 per occurrence |
| Umbrella Liability | \$4,000,000 per occurrence |

Workers Compensation will be in conformance with the laws of State of California and applicable federal laws. The District shall file, with the Agency, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the **SSD** as an additional insured.

- VII. **Value of Services:** No Money is transferred. The value of staff time provided by San Diego Youth Services is approximately \$ 26,315.
- VIII. **Termination:** This Memorandum of Understanding may be terminated for any reason by giving 30 days written notice.

Santee School District

Date

Walter Philips
Chief Executive Officer
San Diego Youth Services

Date

Attachment A

Business Associate Contract

Covered Entity: San Diego Youth Services (SDYS)

Funding Source: Health and Human Services Agency, Behavioral Health Services

Business Associate: Consultant is **Santee School District**

The terms and conditions of this Business Associate Contract are an integral part of that certain Consultant Agreement (the “Agreement”) between SDYS and Consultant. The purpose of this Business Associate Contract is to ensure that Consultant is in full compliance with the applicable Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005, 42 U.S.C. section 17921 et seq., and their implementing privacy and security regulations at 45 CFR Parts 160 and 164. These provisions shall hereafter be collectively referred to as “HIPAA.”

Definition of Terms

Covered Entity. “Covered Entity” shall mean SDYS designated as the full agency subject to the Standards for Privacy of Individually Identifiable Health Information set forth in 45 CFR Part 160 and Part 164, Subparts A and E, and those components of SDYS designated as Business Associates of other entities subject to the Standards for Privacy of Individually Identifiable Health Information.

Designated Record Set. “Designated Record Set” shall have the same meaning as the term “designated record set” in Section 164.501.

Individual. “Individual” shall have the same meaning as the term “individual” in Section 164.501 and shall include a person who qualifies as a personal representative in accordance with Section 164.502(g).

Privacy Rule. “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.

Protected Health Information. “Protected Health Information” shall have the same meaning as the term “protected health information” in Section 164.501, limited to the information created or received by Business Associate from or on behalf of Covered Entity.

Required By Law. “Required by Law” shall have the same meaning as the term “required by law” in Section 164.501.

Secretary. “Secretary” shall mean the Secretary of the United States Department of Health and Human Services or his or her designee.

“Security incident” means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of County PHI, or interference with system operations in an information system that processes, maintains or stores County PHI.

“Unsecured PHI” shall have the meaning given to such term under HIPAA and, 42 U.S.C., section 17932(h), and any guidance issued pursuant to such regulations.

Obligations & Activities of Business Associate

Business Associate agrees to not use or further disclose Protected Health Information other than as permitted or required by the Agreement or as Required by Law.

Business Associate agrees to use appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as provided for by the Agreement.

Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate in violation of the requirement of this Agreement.

Business Associate agrees to report to Covered Entity any use or disclosure of the Protected Health Information not provided for by the Agreement.

Business Associate agrees to ensure that any agent, including a Consultant, to whom it provides Protected Health Information received from, or created or received by Business Associate on behalf of Covered Entity, agrees to the same restrictions and conditions that apply through the Agreement to Business Associate with respect to such information.

Business Associate agrees to provide access, at the request of Covered Entity, and in the time and manner designated by Covered Entity, to Protected Health Information in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under Section 164.524.

Business Associate agrees to make any amendment(s) to Protected Health Information in a Designated Record Set that the Covered Entity directs or agrees to make pursuant to Section 164.526 at the request of Covered Entity or an Individual, and in the time and manner designated by Covered Entity.

Business Associate agrees to make internal practices, books, and records relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of, Covered Entity available to the Covered Entity, or at the request of the Covered Entity to the Secretary, in a time and manner designated by the Covered Entity or the Secretary, for purposes of the Secretary determining Covered Entity's compliance with the Privacy Rule.

Business Associate agrees to document such disclosures of Protected Health Information and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with Section 164.528.

Business Associate agrees to provide to Covered Entity or an Individual, in the time and manner designated by Covered Entity, information collected in accordance with the terms of the Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with Section 164.528.

Consultant shall use the forms and processes developed by SDYS for this purpose and shall respond to all requests for access to records requested by SDYS within forty-eight (48) hours of receipt of request by producing records or verifying there are none.

Amendment of SDYS PHI. Consultant shall make any required amendment(s) to SDYS PHI that were requested by an Individual, in accordance with HIPAA. Consultant additionally shall make any amendments to SDYS PHI as SDYS directs or agrees to make pursuant to section 164.526. These amendments shall be made in the time and manner designated by SDYS, and in no more than twenty (20) days.

Documentation of Disclosures. Consultant shall document disclosures of SDYS PHI, respond to a request by an Individual for an accounting of disclosures of SDYS PHI, and make these disclosures available to SDYS or to an Individual at SDYS's request, in accordance with HIPAA, including but not limited to sections 164.528, and 42 USC section 17935, and in the time and manner designated by SDYS.

If Consultant maintains electronic health records as of January 2009, Consultant shall provide an accounting of disclosures including those for Treatment, Payment, and Healthcare Operations (TPO), effective January 2014. If Consultant acquires electronic health records for SDYS after January 1, 2009, Consultant shall provide an accounting of disclosures, including those for TPO, effective with disclosures on or after the date the electronic health record is acquired, or on or after January 1, 2011, whichever date is later.

The electronic accounting of disclosures shall include the three (3) years prior to the request for an accounting. Consultant shall provide to SDYS or an Individual, in the time and manner designated by SDYS, but no more than sixty (60) calendar days, accounting of disclosures necessary to meet requirements in section 164.528.

Permitted Uses and Disclosures by Business Associate

General Use and Disclosure Provisions:

Except as otherwise limited in the Agreement, Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in the Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Covered Entity.

Specific Use and Disclosure Provisions:

Except as otherwise limited in the Agreement, Business Associate may use Protected Health Information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

Except as otherwise limited in the Agreement, Business Associate may disclose Protected Health Information for the proper management and administration of the Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurance from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which they are aware the confidentiality of the information has been breached.

Except as otherwise limited in the Agreement, Business Associate may use Protected Health Information to provide data aggregation services to Covered Entity as permitted by Section 164.504(e)(2)(i)(B).

Prohibited Uses and Disclosures

Consultant shall not disclose SDYS PHI to a health plan for payment or health care operations purposes if SDYS PHI pertains solely to a health care item or service for which the health care provider involved has been paid out of pocket in full and the Individual requests such restriction, in accordance with 42 U.S.C. section 17935(a) and HIPAA.

Consultant shall not directly or indirectly receive remuneration in exchange for SDYS PHI, except with the prior written consent of SDYS and as permitted by 42 U.S.C. section 17935(d)(2).

Safeguards.

Consultant shall comply with HIPAA regarding any and all operations conducted on behalf of SDYS under this Contract and shall use appropriate safeguards that comply with HIPAA to prevent the unauthorized use or disclosure of SDYS PHI.

Consultant shall develop and maintain a written information privacy and security program that complies with HIPAA, and that includes administrative, physical, and technical safeguards appropriate to the size and complexity of the Consultant's operations and the nature and scope of its activities.

Security.

Consultant shall ensure the continuous security of all computerized data systems and paper documents containing SDYS PHI. These steps shall include, at a minimum:

Comply with all Standards put forth in Article 14.3, Data Security Requirements (also referenced below in section 8);

Achieve and maintain compliance with HIPAA; and

Provide a level and scope of security that is at least comparable to the level and scope of security established by the Office of Management and Budget in OMB Circular No. A-130, Appendix III - Security of Federal Automated Information Systems, which sets forth guidelines for automated information systems in Federal agencies

Obligations of Covered Entity

Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with Section 164.520, as well as any changes to such notice. These privacy practices are available on SDYS's web site at **www.SDYOUTHSERVICES.org**.

Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by an Individual to use or disclose Protected Health Information, if such changes affect Business Associate's permitted or required uses and disclosures.

Covered Entity shall notify Business Associate of any restriction to the use or disclosure of Protected Health Information that Covered Entity has agreed to in accordance with Section 164.522.

Reporting of Unauthorized Use or Disclosure. Consultant shall implement reasonable systems for the discovery of and prompt reporting to SDYS of any use or disclosure, or suspected use or disclosure, of SDYS PHI not provided for by the Contract and/or any transmission of unsecured SDYS PHI, and to take the following steps.

Reports to COR and APO. Consultant shall provide all reports of Unauthorized Uses or Disclosures to SDYS, in order for SDYS to simultaneously report to the County of San Diego's Contracting Officer's Representative and Agency Privacy Officer.

Initial Report. Consultant shall notify SDYS immediately by telephone call plus email upon the discovery of a breach of unsecured SDYS PHI in electronic media or in any other media if SDYS PHI was, or is reasonably believed to have been, accessed or acquired by an unauthorized person, or upon the discovery of a suspected security incident that involves data provided to SDYS by the Social Security Administration.

Consultant shall notify SDYS by email within twenty-four (24) hours of the discovery of any suspected security incident or breach of SDYS PHI in violation of this BAA, or potential loss of confidential data affecting this BAA.

A suspected security incident or breach shall be treated as discovered by Consultant as of the first day the breach or security incident is known, even if it is not confirmed, or by exercising reasonable diligence would have known, to any person (other than the person committing the breach) who is an employee, officer or other agent of Consultant.

Reporting shall additionally include emailing of the "SDYS Privacy Incident Report" and/or "County of San Diego Privacy Incident Report" form within twenty-four (24) hours of any above incident, to include all information known at the time of the notification. Consultant shall use the most current version of this form, which is posted on San Diego County's website, www.cosd.compliance.org.

Corrective Action. Upon discovery of a breach or suspected security incident, intrusion or unauthorized access, use or disclosure of SDYS PHI, Consultant shall take prompt corrective action to mitigate any risks or damages involved with the breach and to protect the operating environment; and any action pertaining to such unauthorized disclosure required by applicable Federal and State laws and regulations.

Investigation and Investigation Report. Consultant shall immediately investigate such security incident, breach, or unauthorized access, use or disclosure of SDYS PHI. Within seventy-two (72) hours of the discovery, Consultant shall submit an updated "SDYS Privacy Incident Report."

Complete Report. Consultant shall provide a complete report of the investigation within five (5) working days of the discovery of the breach or unauthorized use or disclosure. The report shall be submitted on SDYS's "Privacy Incident Report" form and shall include an assessment of all known factors relevant to a determination of whether a breach occurred under applicable provisions of HIPAA and applicable state law. The report shall also include a full, detailed corrective action plan, including information on measures that were taken to halt and/or contain the improper use or disclosure. If County requests information in addition to that listed on the "Privacy Incident Report" form, Consultant shall make reasonable efforts to provide SDYS with such information. SDYS will review and approve the determination of whether a breach occurred, Individual notifications are required, and the corrective action plan is adequate.

Responsibilities for Notification of Breaches. If SDYS determines that the cause of a breach of SDYS PHI is attributable to Consultant or its subcontractors, agents or vendors, Consultant shall notify individuals of the breach or unauthorized use or disclosure when notification is required under Federal or State law and shall pay any costs of such notifications, as well as any costs associated with the breach. The notifications shall comply with the requirements set forth in 42 U.S.C. section 17932 and its implementing regulations, including, but not limited to, the requirements that:

Notifications be made to Individuals without unreasonable delay and in no event later than sixty (60) calendar days from the date the breach was discovered. SDYS shall approve the time, manner and content of any such notifications before notifications are made.

Notifications be made to media outlets and to the Secretary, if a breach of unsecured SDYS PHI involves more than five-hundred (500) residents of the State of California or its jurisdiction. SDYS shall approve the time, manner and content of any such notifications before notifications are made.

Designation of Individuals.

Consultant shall designate a Privacy Officer to oversee its data privacy program who shall be responsible for carrying out the requirements of this section and for communicating on Privacy matters with SDYS.

Consultant shall designate a Security Officer to oversee its data security program who shall be responsible for carrying out the requirements of this section and for communicating on Security matters with SDYS.

In accordance with section 164.504(e)(1)(ii), upon Consultant's knowledge of a material breach or violation by its subcontractor of the agreement between Consultant and the subcontractor, Consultant shall:

Provide an opportunity for the subcontractor to end the violation and terminate the agreement if the subcontractor does not end the violation within the time specified by SDYS; or

Immediately terminate the agreement if the subcontractor has violated a material term of the agreement and cure is not possible.

Data Security Requirements: Consultant shall ensure the continuous security of all computerized data systems and paper documents containing SDYS PHI and/or SDYS PII/PI. These steps shall include, at a minimum:

Personnel Controls. Consultant shall ensure: all workforce members who assist in the performance of functions or activities on behalf of SDYS, or access or disclose SDYS PHI and/or SDYS PII/PI, shall:

Have undergone a thorough Consultant background check, with evaluation of the results to assure that there is no indication that the worker may present a risk to the security, privacy, or integrity of SDYS PHI and/or SDYS PII/PI, prior to the workforce member obtaining access to SDYS PHI and/or SDYS PII/PI. The Consultant shall retain each workforce member's Consultant background check documentation for a period of three (3) years following contract termination.

Complete privacy and security training, at least annually, at Consultant's expense. Each workforce member who receives information privacy and security training shall sign a certification, indicating the workforce member's name and the date on which the training was completed. These certifications shall be retained for a period of six (6) years following contract termination, and shall be available to SDYS upon request. Sign a confidentiality statement that includes, at a minimum, General Use, Security and Privacy Safeguards, Unacceptable Use, and Enforcement Policies. The statement shall be signed by the workforce member prior to access to SDYS PHI and/or SDYS PII /PI and shall be renewed annually. The Consultant shall retain each person's written confidentiality statement for SDYS inspection for a period of six (6) years following contract termination.

Be appropriately sanctioned if they fail to comply with security and privacy policies and procedures, including termination of employment when appropriate.

Publication, Reproduction or Use of Materials. No material produced, in whole or in part, under this Agreement shall be subject to copyright in the United States or in any other country. SDYS shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement. All reports, data and other materials prepared under this Agreement shall be the property of the SDYS upon completion of this Agreement.

Physical Security Controls. Consultant shall safeguard SDYS PHI and/or SDYS PII/PI from loss, theft, inadvertent disclosure, and therefore shall:

Ensure SDYS PHI and/or SDYS PII/PI is used and stored in an area that is physically safe from access by unauthorized persons during both working hours and nonworking hours;

Secure all areas of Consultant facilities where Consultant workers use or disclose SDYS PHI and/or SDYS PII/PI. The Consultant shall ensure that these secured areas are only accessed by authorized individuals with properly coded key cards, authorized door keys or other access authorization, and access to premises is by official identification;

Issue workers who assist in the administration of SDYS PHI and/or SDYS PII/PI identification badges and require workers to wear badges at facilities where SDYS PHI and/or SDYS PII/PI is stored or used;

Ensure each location where SDYS PHI and/or SDYS PII/PI is used or stored has procedures and controls that ensure an individual whose access to the facility is terminated:

Is promptly escorted from the facility by an authorized employee; and

Immediately has their access revoked to any and all SDYS PHI and/or SDYS PII/PI.

Ensure there are security guards or a monitored alarm system twenty-four (24) hours a day, seven (7) days a week at facilities where SDYS PHI and/or SDYS PII/PI is stored;

Ensure data centers with servers, data storage devices, and critical network infrastructure involved in the use or storage of SDYS PHI and/or SDYS PII/PI have perimeter security and access controls that limit access to only authorized Information Technology Staff. Visitors to the data center area must be escorted by authorized IT staff at all times;

Store paper records with SDYS PHI and/or SDYS PII/PI in locked spaces in any facilities that are multi-use, meaning that there are SDYS PHI and/or SDYS PII/PI functions and Consultant functions in one building in work areas that are not securely segregated. The Consultant shall have policies that state workers shall not leave records with SDYS PHI and/or SDYS PII/PI unattended at any time in cars or airplanes and shall not check SDYS PHI and/or SDYS PII/PI on commercial flights; and

Use all reasonable means to prevent non-authorized personnel and visitors from having access to, control of, or viewing SDYS PHI and/or SDYS PII/PI.

Technical Controls. Consultant shall ensure:

All workstations, copiers, and laptops that process and/or store SDYS PHI and/or SDYS PII/PI shall:

Be encrypted using a FIPS 140-2 certified algorithm which is 128bit or higher, such as Advanced Encryption Standard (AES). The encryption solution shall be full disk; and

Install and actively use comprehensive anti-virus software solution with automatic updates scheduled at least daily.

Have critical security patches applied, with system reboot if necessary. There shall be a documented patch management process which determines installation timeframe based on risk assessment and vendor recommendations. All applicable patches shall be installed within thirty (30) days of vendor release.

All servers containing unencrypted SDYS PHI and/or SDYS PII/PI shall have sufficient administrative, physical, and technical controls in place to protect that data, based upon a risk assessment/system security review.

Only the minimum necessary amount of SDYS PHI and/or SDYS PII/PI required to perform necessary business functions may be copied, downloaded, or exported.

All electronic files that contain SDYS PHI and/or SDYS PII/PI shall be encrypted when stored on any removable media or portable device (i.e. flash drives, cameras, mobile phones, CD/DVD, backup media, etc). Encryption shall be a FIPS 140-2 certified algorithm, which is 128bit or higher, such as AES.

All users shall be issued a unique user name for accessing SDYS PHI and/or SDYS PII/PI. Username shall be promptly disabled, deleted, or the password changed upon the transfer or termination of an employee with knowledge of the password, at maximum within twenty-four (24) hours.

Passwords shall be:

At least eight characters;

A non-dictionary word;

Changed at least every ninety (90) days;

Changed immediately if revealed or compromised; and

Composed of characters from at least three of the following four groups from the standard keyboard

-Upper case letters (A-Z)

-Lower case letters (a-z)

-Arabic numerals (0-9)

-Non-alphanumeric characters (punctuation symbols)

Passwords shall not be shared and shall not be stored in readable format on the computer.

Appropriate management control and oversight, in conjunction with SDYS of the function of authorizing individual user access to SDYS PHI and/or SDYS PII/PI and over the process of maintaining access controls numbers and passwords.

When no longer needed, all SDYS PHI and/or SDYS PII/PI shall be wiped using the Gutmann or US Department of Defense (DoD) 5220.22-M (7 Pass) standard, or by degaussing. Media may also be physically destroyed in accordance with NIST Special Publication 800-88.

All systems providing access to, transport of, or storage of SDYS PHI and/or SDYS PII/PI shall:

Provide an automatic timeout, requiring re-authentication of the user session after no more than twenty (20) minutes of inactivity.

Display a warning banner stating that data is confidential systems are logged and system use is for business purposes only by authorized users. Users must be directed to log off the system if they do not agree with these requirements.

Maintain an automated audit trail that identifies the user or system process which initiates a request for SDYS PHI and/or SDYS PII/PI, or which alters SDYS PHI and/or

SDYS PII/ PI. The audit trail shall be date and time stamped, shall log both successful and failed accesses, shall be read only, and shall be restricted to authorized users. If SDYS PHI and/or SDYS PII/ PI is stored in a database, database logging functionality shall be enabled. Audit trail data shall be archived for at least three (3) years after occurrence, and shall be available to SDYS upon request.

Use role based access controls for all users, enforcing the principle of least privilege.

Be protected by a comprehensive intrusion detection and prevention solution if they are accessible via the internet.

All data transmissions of SDYS PHI and/or SDYS PII/PI outside the secure internal network shall be encrypted using a FIPS 140-2 certified algorithm which is 128bit or higher, such as AES. Encryption can be end to end at the network level, or the data files containing SDYS PHI and/or SDYS PII/PI can be encrypted. This requirement pertains to any type of SDYS PII/PI in motion such as website access, file transfer, and E-Mail.

Audit Controls. Consultant shall ensure:

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have at least an annual system risk assessment/security review which provides assurance that administrative, physical, and technical controls are functioning effectively and providing adequate levels of protection. Reviews should include vulnerability scanning tools.

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have a routine procedure in place to review system logs for unauthorized access.

All systems processing and/or storing SDYS PHI and/or SDYS PII/PI shall have a documented change control procedure that ensures separation of duties and protects the confidentiality, integrity and availability of data.

Investigate anomalies in usage of SDYS PHI and/or SDYS PII/PI identified by SDYS and report conclusions of such investigations and remediations to SDYS.

Business Continuity / Disaster Recovery Controls

Consultant shall establish a documented plan to enable continuation of critical business processes and protection of the security of electronic SDYS PHI and/or SDYS PII/PI in the event of an emergency. Emergency means any circumstance or situation that causes normal computer operations to become unavailable for use in performing the work required under this Agreement for more than twenty-four (24) hours.

Consultant shall ensure Data Centers with servers, data storage devices, and critical network infrastructure involved in the use or storage of SDYS PHI or PII/PI, must include sufficient environmental protection such as cooling, power, fire prevention, detection, and suppression.

Consultant shall have established documented procedures to backup SDYS PHI and/or SDYS PII/PI to maintain retrievable exact copies of SDYS PHI and/or SDYS PII/PI. The plan shall include a regular schedule for making backups, storing backup's offsite, an inventory of backup media, and an estimate of the amount of time needed to restore

SDYS PHI and/or SDYS PII/PI should it be lost. At a minimum, the schedule shall be a weekly full backup and monthly offsite storage of SDYS data.

Paper Document Controls. Consultant shall ensure:

SDYS PHI and/or SDYS PII/PI in paper form shall not be left unattended at any time, unless it is locked in a file cabinet, file room, desk or separate office inside a larger office. Unattended means that information is not being observed by an employee authorized to access the information. SDYS PHI and/or SDYS PII/PI in paper form shall not be left unattended at any time in vehicles and shall not be checked in baggage during commercial flights.

Visitors to areas where SDYS PHI and/or SDYS PII/PI are contained shall be escorted and SDYS PHI and/or SDYS PII/PI shall be kept out of sight while visitors are in the area.

SDYS PHI and/or SDYS PII/PI shall be disposed of through confidential means, such as cross cut shredding and pulverizing.

SDYS PHI and/or SDYS PII/PI shall not be removed from the premises of the Consultant except for identified routine business purposes or with express written permission of SDYS.

Faxes containing SDYS PHI and/or SDYS PII/PI shall not be left unattended and fax machines shall be in secure areas. Fax cover sheets shall contain a confidentiality statement instructing persons receiving faxes in error to destroy them. Fax numbers shall be verified with the intended recipient before sending the fax.

Mailings of SDYS PHI and/or SDYS PII/PI shall be sealed and secured from damage or inappropriate viewing of SDYS PHI and/or SDYS PII/PI to the extent possible. Mailings which include 500 or more individually identifiable records of SDYS PHI and/or SDYS PII/PI in a single package shall be sent using a tracked mailing method which includes verification of delivery and receipt, unless the prior written permission of SDYS's HHS Privacy Officer to use another method is obtained.

Consultant shall mitigate, to the extent practicable, any harmful effect that is known to Consultant of a use or disclosure of SDYS PHI and/or SDYS PII/PI by Consultant or its agents, including a subcontractor, and/or in violation of the requirements of this Agreement.

Permissible Requests by Covered Entity

Covered Entity shall not request Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.

Return of Information

Upon cancellation, termination or expiration of the Agreement, for any reason, Business Associate shall return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of Consultants or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information.

In the event that Business Associate determines that returning or destroying the Protected Health Information is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the parties that return or destruction of Protected Health Information is infeasible, Business Associate shall extend the same confidentiality protections to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

Miscellaneous

Regulatory References. A reference to a section in the Privacy Rule means the section as in effect or as amended, and for which compliance is required.

Amendment. The parties agree to take such action as is necessary to amend this Attachment A from time to time as is necessary for Covered Entity to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act, Public Law 104-191.

Survival. The respective rights and obligations of Covered Entity and Business Associate under this Attachment A shall survive the termination of the Agreement.

Interpretation. Any ambiguity in this Attachment A shall be resolved in favor of a meaning that permits Covered Entity to comply with the Privacy Rule.

Item G. BOARD POLICIES AND BYLAWS

Agenda Item G.

Board Policies and Bylaws Item G.1.1.
Prepared by Dr. Lisa Paisley
May 16, 2023

Second Reading: Revised Board Policy (BP):
• BP 6020 Parent Involvement

BACKGROUND:

The attached revised Board Policy and Board Bylaw were updated to conform with California School Board Association’s (CSBA) language. It was presented for as a first reading at the May 2, 2023 meeting.

BP 6020 – Parent Involvement

Policy updated to reflect the requirements to work with parents/guardians and family members to jointly develop the district's parent involvement policy and to include strategies for family engagement in the local control and accountability plan (LCAP). For districts that receive federal Title IV funding for family engagement programs, policy adds the requirement to inform parents/guardians and organizations of the existence of the program. Policy also contains material formerly in the AR regarding the inclusion of the Title I local educational agency plan into the LCAP and the distribution of the district and school-level parent involvement policies.

RECOMMENDATIONS:

Revised Board Policy BP 6020 Parent Involvement is being presented for a second reading. Action, if any, is at the discretion of the Board.

FISCAL IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.1.

PARENT INVOLVEMENT

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent/guardian involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall ~~consult~~ work with parents/guardians and family members to jointly develop and agree upon policy and strategies to meaningfully involve parents/guardians and family members in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home. ~~in the development of meaningful opportunities for them to be involved in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home.~~

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The district's local control and accountability plan (LCAP) shall include goals and strategies for parent/guardian involvement and family engagement, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. (Education Code 42238.02, 52060)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent/guardian and family engagement efforts, including, but not limited to, input from parents/guardians, family members, and school staff on the adequacy of involvement opportunities and on barriers that may inhibit participation.

Title I Schools

The Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I funding, developing strategies that describe how the district will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation, and implementing and evaluating such programs, activities, and procedures. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. (Education Code 11503; 20 USC 6318)

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities. The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities and shall ensure that priority is given to schools in high poverty areas in accordance with law.

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family

PARENT INVOLVEMENT

engagement activities and shall distribute at least 90 percent of those reserved funds to eligible schools, with priority given to high-need schools as defined in 20 USC 6631. The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities. (20 USC 6318)

Expenditures of such funds shall be consistent with the activities specified in this policy and shall include at least one of the following: :(20 USC 6318)

1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members
2. Support for programs that reach parents/guardians and family members at home, in the community, and at school
3. Dissemination of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members
4. Collaboration, or the provision of subgrants to schools to enable collaboration, with community-based or other organizations or employers with a record of success in improving and increasing parent/guardian and family CSBA Sample District Policy Manual CSBA Policy Management Console engagement. ~~Collaboration with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement~~
5. Any other activities and strategies that the district determines are appropriate and consistent with this policy

If the district also receives funds under federal Title IV, Part E, to coordinate and enhance family engagement programs, the Superintendent or designee shall inform parents/guardians and organizations of the existence of Title IV. (20 USC 6318)

The district's Board policy and administrative regulation containing parent/guardian and family engagement strategies shall be incorporated into the district's LCAP in accordance with 20 USC 6312. (20 USC 6318)

PARENT INVOLVEMENT

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

District and school-level parent/guardian and family engagement policies and administrative regulations shall be distributed to parents/guardians of students participating in Title I programs and shall be available to the local community. Parents/guardians shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies ~~to be utilized by~~ applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children including but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. . (Education Code 11504)

*Legal Reference:*EDUCATION CODE*5 CCR 18275 Child care and development programs; parent involvement and education**11500-11506 Programs to encourage parent involvement**48985 Notices in languages other than English**51101 Parent rights and responsibilities**52060-52077 Local control and accountability plan**54444.1-54444.2 Parent advisory councils, services to migrant children**56190-56194 Community advisory committee, special education**64001 Single plan for student achievement*LABOR CODE*230.8 Time off to visit child's school*CODE OF REGULATIONS, TITLE 5*18275 Child care and development programs, parent involvement and education*UNITED STATES CODE, TITLE 20*6311 State plan**6312 Local educational agency plan**6314 Schoolwide programs**6316 School improvement**6318 Parent and family engagement**6631 Teacher and school leader incentive program, purposes and definitions*CODE OF FEDERAL REGULATIONS, TITLE 28*35.104 Definitions, auxiliary aids and services**35.160 Communications**Management Resources:*

PARENT INVOLVEMENT

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Title I School Level Parental Involvement Policy

Family Engagement Framework: A Tool for California School Districts, 2014

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Parental Involvement: Title I, Part A, Non-Regulatory Guidance, April 23, 2004

WEB SITES

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

California Department of Education, Family, School, Community Partnerships:

<http://www.ede.ca.gov/ls/pf>

California Parent Center: <http://parent.sdsu.edu>

California State PTA: <http://www.capta.org>

National Coalition for Parent Involvement in Education: <http://www.nepie.org>

National PTA: <http://www.pta.org>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center: <http://www.parentsasteachers.org> U.S.

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

Policy adopted: May 5, 2009

Reviewed: August 17, 2010

Revised: February 19, 2019

SANTEE SCHOOL DISTRICT

Santee, CA

Item H. EMPLOYEE ASSOCIATION COMMUNICATION

Item I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item J. CLOSED SESSION

Item K. RECONVENE TO PUBLIC SESSION

Item L. ADJOURNMENT

Agenda Items H, I, J, K and L.