



Santee School District

SCHOOLS:

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

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

BOARD OF EDUCATION REGULAR MEETING A G E N D A August 18, 2009

District Mission

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

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

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

Superintendent

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

Business Services

- 2.1. **Approval/Ratification of Travel Requests** 43
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Expenditure Warrants** 45
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of July 2009.
- 2.3. **Approval/Ratification of Purchase Orders** 47
It is recommended that the Board of Education approve and ratify purchase orders #090000 through #090110 as presented in the item.
- 2.4. **Acceptance of Donations** 54
It is recommended that the Board of Education accept donations listed in the item in the amount of \$40,000.
- 2.5. **Approval/Ratification of Revolving Cash Report** 55
It is recommended that the Board of Education approve/ratify revolving cash check as listed in the item.
- 2.6. **Approval of On-Site Resident Agreements** 57
It is requested that the Board of Education approve the following:
1) Amendments to on-site resident agreements to provide uniformity.
2) Inclusion of a COLA increase to monthly rent amounts.
3) Execution of a new agreement to provide on-site resident services at Cajon Park School and amended agreements to continue to provide on-site resident services at Carlton Oaks School and Cajon Park School respectively.
- 2.7. **Approval of Regional Communications System (RCS) Agreement for Radio Communication Services** 80
It is recommended that the Board of Education approve extending the terms of the agreement between the District and the County of San Diego for participation in the regional communications system (RCS).
- 2.8. **Approval of Security Contract Agreement with Santee SD Security** 81
It is recommended that the Board of Education authorize administration to re-contract with Santee SD Security for District security and night-time campus support services through June 30, 2010.
- 2.9. **Adoption of Resolutions Authorizing Specific Designated Agents** 85
Administration recommends adoption of the attached resolutions:
- Resolution #0910-05 - Resolution Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education.
- Resolution #0910-06 - Resolution Designating Authorized Agent to Sign Payroll Payment Order.
- Resolution #0910-07 - Designating Authorized Agent to Sign School Orders (Commercial Warrants).
- Resolution #0910-08 – Resolution Authorizing the Replacement of Warrants

Capital Improvement Program

- 3.1. **Approval/Ratification of Change Order #3 with Lightfoot Engineering Consultants for the Chet F. Harritt Ball Field Project** 90
It is recommended that the Board of Education approve Change Order #3 for additional engineering and services with Lightfoot Planning Group.
- 3.2. **Approval of Contract Increase and Extension with School Facility Consultants** 100
It is recommended that the Board of Education approve continued services with School Facility Consultants to provide consultant services to secure additional State funding and authorize staff to execute the necessary documents.
- 3.3. **Approval of Services with GEM Industrial for Switchgear Enclosure at Prospect Avenue School** 101
It is recommended that the Board of Education ratify and approve GEM Industrial Inc. to build a weatherproof enclosure to house the pre-purchased electrical switchgear at Prospect Avenue School. The existing enclosure is not acceptable.
- 3.4. **Approval/Ratification of Amendment No. 1 to Amendment #11 (Hill Creek School) Reflecting Changes to Schedule and Scope of Work** 104
It is recommended that the Board of Education ratify and approve Amendment No. 1 to Amendment #11 for the Hill Creek School modernization.

Educational Services

- 4.1. **Acceptance of 2008-09 School Program Services Year End Report** 113
It is recommended that the Board of Education accept the 2008-09 School Program Services Year End Report.
- 4.2. **Approval of Readmission of Expelled Students** 114
It is recommended that the Board of Education approve the readmission of student #13-08.
- 4.3. **Approval of 2009-10 Student Teaching Agreement with San Diego State University** 115
It is recommended that the Board of Education approve the proposed student teaching agreement with San Diego State University for teacher education fieldwork.
- 4.4. **YMCA “Learn to Swim” Program and Approval of Memorandum of Understanding** 120
It is recommended that the Board of Education approve the Memorandum of Understanding with the YMCA to provide the “Learn to Swim” program for all third grade students with written parent permission.
- 4.5. **Approval of Contracts for Nonpublic, Nonsectarian School/Agency Services and Individual Services Agreements for Nonpublic, Nonsectarian School/Agency Services** 125
It is recommended that the Board of Education approve four master contracts and four individual contracts for special education students requiring nonpublic, nonsectarian school/agency services.
- 4.6. **Educational Services Department Restructuring** 127
It is recommended that the Board of Education approve the proposed

restructuring of Education Services.

Human Resources

5.1. Personnel, Regular

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

5.2. Approval to Increase Salary for Director of Maintenance, Operations & Facilities Position

It is recommended that the Board of Education approve the salary increase for the position of Director of Maintenance, Operations and Facilities.

5.3. Approval to Increase Work Year for Identified Classified Position

It is recommended that the Board of Education approve the increase in work year for the identified classified position.

5.4. Approval of New Job Descriptions for Director II, Educational Services and Director I, Curriculum Instruction & Assessment

It is recommended that the Board of Education approve the new job descriptions for Director II, Educational Services and Director I, Curriculum, Instruction & Assessment.

5.5. Approval of Appointment to Director II, Educational Services and Director I, Curriculum, Instruction & Assessment Positions

It is recommended that the Board of Education approve the appointment to the Director II, Educational Services and Director I, Curriculum, Instruction & Assessment positions.

E. DISCUSSION AND/OR ACTION ITEMS

Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.

Superintendent

1.1. Dedication of New 10-Classroom Buildings at Carlton Hills, Carlton Oaks, and Rio Seco

It is recommended that the Board of Education discuss and provide direction for the building dedications at Carlton Hills, Carlton Oaks, and Rio Seco Schools.

1.2. Learning Resource Centers/Library Media Centers: Technology Hardware and Wireless Infrastructure

It is recommended that the Board of Education approve \$150,000 of the BAN funds to provide wireless infrastructure, mobile computers, a printer, and a projection device (if needed) to each school's LRC or Library Media Center.

Business Services

2.1. State Budget Update

No action is requested at this time. Action is at the discretion of the Board.

Capital Improvements/Modernization

3.1. Chet F. Harritt (Library Resource Center / Multipurpose) and Pepper Drive (Library Resource Center / Administration) Design Options

This item is for information and discussion. Action is at the discretion of the Board.

- F. BOARD POLICIES AND BYLAWS** 152
1. **First Reading**
- 1.1. **Board Policy 3511, Energy And Water Management**
Board Policy 3511, Energy and Water Management, is presented to the Board of Education for a first reading. No action is requested. This policy will return to the Board on September 1, 2009 for a second reading and request for adoption.
2. **Second Reading** 156
- 2.1. **Revised Board Policy 5131.2, Possession of Cellular Phones and Other Personal Signaling Devices**
Revised Board Policy 5131.2, Possession of Cellular Phones and Other Personal Signaling Devices, is presented to the Board for a second reading. It is recommended that the Board of Education approve the revised policy. 159
- G. BOARD COMMUNICATION** 160
- H. CLOSED SESSION**
1. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
2. Public Employee Performance Evaluation (Govt. Code § 54957)
Superintendent 160
- I. RECONVENE TO PUBLIC SESSION** 160
- J. ADJOURNMENT**

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting.

*The next regular meeting of the Board of Education is scheduled for
September 1, 2009, at 7:00 p.m.
in the Douglas E. Giles Educational Resource Center.*

Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

- El-Hajj
- Burns
- Ryan
- Carlisle
- Bartholomew

Opening Procedures Item A.

OPEN SESSION 7:00 p.m.

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

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the August 18, 2009 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report
Prepared by Dr. Patrick Shaw
August 18, 2009

The following items are presented for Board information:

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

Agenda Item B.

Requests For Use Of Facilities - August 18, 2009

Group	Location	Date	Days	Time	Attendance	Fees Applied
<u>Cajon Park</u> El Cajon Adult Center***	Classroom	8/31/09 - 6/11/10	Mon - Fri	8:00 am - 11:30 am	30 - 35	
<u>Carlton Hills</u> AYSO	Soccer Fields	8/3/09 - 11/14/09	Mon - Sat	4:30 pm - 8:00 pm	75	
<u>Pepper Drive</u> AYSO	Soccer Fields	8/3/09 - 11/14/09	Mon - Sat	4:30 pm - 8:00 pm	75	
<u>Prospect Avenue</u> El Cajon Adult Center***	Classroom	8/31/09 - 6/11/10	Mon - Thurs	8:00 am - 11:30 am	30 - 35	
<u>Rio Seco</u> Rio Seco PTSA Santee Teachers Association	Teachers Lounge Learning Resource Ctr	6/8/09 7/13/09	Monday Monday	5:30 pm - 8:00 pm 1:00 pm - 2:00 pm	110	
<u>Santee School</u> Hotspurs USA Soccer Club Santee Pioneer	Parking Lot/Bus Drop Off Ball Fields	8/15/09 - 8/16/09 9/4/09 - 12/8/09	Sat & Sun Mon - Sat	6:30 am - 12:00 pm 8:00 am - dusk	60	
<u>Sycamore Canyon</u> Hotspurs Soccer	Grass Field	8/1/09 - 8/28/09	Tues & Thurs	4:30 pm - 6:00 pm	25	

***NOTE: USE MAY BE LIMITED DUE TO MODERNIZATION AT VARIOUS SITES.

Schedule of Events

<i>Date</i>	<i>Event</i>
August 26	School Offices open to the public.
August 31	Teachers return. Welcome Back Event 7:45 a.m. Trolley Center
September 1	Board Meeting 7:00 p.m.
September 4	District wide Teacher Furlough Day
September 7	Labor Day Observance (District Closed)
September 8	First day of school for students for the 2009-10 school year.
September 15	Board Meeting 7:00 p.m.
September 17	Building Dedication and Open House at Carlton Oaks School
September 22	Building Dedication and Open House at Rio Seco School
September 24	Building Dedication and Open House at Carlton Oaks School
October 6	Board Meeting 7:00 p.m.

Reports & Presentations Items B.2. A Field Trip Into the Santee Community
Prepared by Dr. Patrick Shaw
August 18, 2009

BACKGROUND:

The Superintendent will present a report to the Board about the Professional Leadership Team beginning of the year meeting and introduce the theme for the year.

Reports and Presentations Item B.3. Report on STAR 2009 Academic Achievement Results

Prepared by Emily Andrade
August 18, 2009

BACKGROUND

Tonight Emily Andrade, Assistant Superintendent, and Kristin Baranski, Director of Special Projects and Assessment of Educational Services, will be providing a brief overview of the 2009 STAR student achievement data recently received by the District.

Agenda Item B.3.

PUBLIC COMMUNICATION Item C.

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

Agenda Item C.

CONSENT ITEMS Item D.

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

Consent Item D.1.1. Approval of Minutes
Prepared by Dr. Patrick Shaw
August 18, 2009

BACKGROUND:

Presented for Board approval –

- July 21, 2009, regular meeting minutes
- May 2, 2009, special meeting minutes
- May 22, 2009, special meeting minutes
- May 27, 2009, special meeting minutes
- June 1, 2009, special meeting minutes
- June 10, 2009, special meeting minutes

RECOMMENDATION:

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

Motion:		Second:		Vote:		Item D.1.1.
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SANTEE SCHOOL DISTRICT
REGULAR MEETING
OF THE BOARD OF EDUCATION

July 21, 2009
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 7:02 p.m. and read the District Mission Statement.
Members present:
Dianne ElHajj, President
Dustin Burns, Vice President
Barbara Ryan, Clerk
Allen Carlisle, Member
Dan Bartholomew, Member
Administration present:
Dr. Patrick Shaw, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Emily Andrade, Assistant Superintendent, Educational Services
Minnie Malin, Director, Human Resources
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited Cassidy Nelson, granddaughter of CNS Delivery Driver Bob Ward, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda.
It was moved and seconded to approve the agenda, moving the Human Resource Discussion and Actions Items to be presented following the Superintendent's items.
Motion: Ryan Second: Burns Vote: 5-0

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report
 - 1.1. Schedule of Upcoming Events
Dr. Shaw was pleased to spotlight two employees who have been in the District for a number of years. He has appreciated the caliber of employees they have been over the years and the service they have provided.
2. Spotlight: Julie Norenberg, District Library Media Clerk II
Emily Andrade introduced Julie Norenberg, District Media Technician, who was recognized for her dedication and commitment to serving the students of Santee School District. Julie will be retiring in August and will be greatly missed. On behalf of the Board, President El-Hajj presented Julie with a plaque of appreciation for her years of outstanding service.
3. Spotlight: Bob Ward, Child Nutrition Services Warehouse/Delivery Worker
Karl Christensen introduced Bob Ward, Child Nutrition Services Delivery Driver, who was recognized for 37 years of dedication and committed service to the school district. Bob is retiring in August and will be greatly missed. Cathy Abel reported it is estimated that since he began in 1972, Bob has delivered more than one million student lunches. On behalf of the Board, President El-Hajj presented Bob with a plaque of appreciation of his many years of outstanding service.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President El-Hajj invited comments from the public on any item listed under Consent.

- 1.1. **Approval of Minutes**
- 1.2. **Approval to Cancel August 4, 2009 Regularly Scheduled Meeting of the Board of Education**
- 2.1. **Approval/Ratification of Expenditure Warrants**
- 2.2. **Approval/Ratification of Purchase Orders**
- 2.3. **Acceptance of Donations**
- 2.4. **Approval/Ratification of Revolving Cash Report**
- 2.5. **Adoption of Resolution #0910-02 for Transfer Between the General Fund and All Other Funds**
- 2.6. ***Pulled for separate consideration.***
- 2.7. **Adoption of Resolution #0910-04 Authorizing the San Diego County Auditor and Treasurer to Establish a Restricted Fund to be Known as the General Obligation Bond Anticipation Notes Fund**
- 3.1. **Approval of 2009-14 Agreements with Chapman University**
- 4.1. **Personnel, Regular**

It was moved and seconded to approve Consent Items with the exception of Item D.2.6., which was pulled for separate consideration.

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

D.2.6. Acceptance and Filing of the Costs of Issuance Statement for the 2009 General Obligation Bond Anticipation Notes of the Santee School District (*Pulled by Member Carlisle for separate consideration.*) Member Carlisle asked if the cost of issuance was part of the BAN. Mr. Christensen said yes, the costs were rolled into the BAN. Member Carlisle moved approval.

Motion: Carlisle **Second:** Ryan **Vote:** 5-0

E. DISCUSSION AND/OR ACTION ITEMS

President El-Hajj invited comments from the public on any item listed under Discussion and/or Action.

1.1. Approval of Professional Leadership Team Agreement to Take Two Percent (2%) Roll Back and Two (2) Furlough Days for the 2009-2010 School Year

Dr. Shaw shared that the Santee Administrators Association (SAA), knowing that the District was coming into some very challenging times with the budget, met as a team and had an open discussion about how they could help. As a result, SAA leadership came forward with a proposal that SAA members each take 2 furlough days and a 2% rollback in salary for the 2009-10 school year. Administration recommended the Board accept the generous proposal from SAA.

Member Bartholomew acknowledged SAA for their proposal for furlough days and especially the salary rollback. He thanked SAA members very much for their willingness during a time when many families are struggling. Member Burns said their sacrifice is appreciated more than words can say. The last thing a Board wants is to lay off employees. He understands the sacrifice in taking the rollback and furlough days. Member Burns said when the day comes that the budget recovers, he would like the Board to look back to the sacrifice SAA made to help during this rough time. Member Ryan expressed her appreciation and suggested the Board write a letter to each SAA member to personally thank them. Member Carlisle said what stands out is that the proposal was brought as an offer to the Board and there was no negotiating needed. He appreciates the leadership that was demonstrated. Member Carlisle moved to approve the Professional Leadership Team Agreement to take a two percent (2%) salary roll back and two furlough days for 2009-10 school year.

Motion: Carlisle **Second:** Ryan **Vote:** 5-0

1.2. Junior High Building Dedications for Carlton Hills, Carlton Oaks, and Rio Seco Schools

Dr. Shaw reported the time is nearing for dedications for the three new 10-classroom junior high buildings. Dr. Shaw proposed the dedications be in conjunction with the schools' open house or back to school nights.

President El Hajj said the community enjoyed seeing the progress on the buildings. She would like to not split the grades for back to school nights but have a school wide open house on those evenings so all families could see the facility. Board members agreed that they would like to have the ceremony at a time when families could tour the classrooms. Member Burns would like all Board members to be able to attend if possible. The program should be no longer than ½ hour followed by tours and open classrooms. Member Ryan asked that the elected officials that may provide resolutions be provided the dates as soon as possible for planning purposes.

Linda Vail reported the bronze plaques were ready to be installed and shared the recommended locations for installation. Board members would like the Cajon Park plaque placement moved lower to be centered with the window to the left of the center door. Rio Seco's plaque will be placed on the solid wall to the left of the door on the left side of the front entrance. Carlton Hills' and Carlton Oaks' plaques will be placed on the solid wall to the right of the doors on the right side of the front entrances. The plaques would be offset from the nearest vertical element equivalent to ½ the size of the plaque.

Board members asked that the details for the dedications be discussed at the next meeting. This item will return for further discussion.

2.1. State Budget Update

Karl Christensen reported a State budget will be going to the legislature possibly on Thursday, but with no guarantee of adoption. The proposed budget borrows millions of dollars from local governments from property taxes. Many say mid-year cuts will be eminent because the estimated revenue may not be realized. Mr. Christensen explained Prop 98 and the maintenance factor. The State is also continuing to defer payments. Transportation will be cut by 20% instead of the proposed 65%. Instructional materials adoptions will be delayed for 5 years. Their reserve is only about 1% of their budget, which provides a great possibility of mid-year cuts.

Dr. Shaw said today the analysts were saying they are not sure the budget will be ratified. Member Ryan said if this agreement falls through, the budget picture may become worse. Mr. Christensen said he will continue to send the Board updates on the status of the State budget as he receives them.

3.1. Facilities Committee Report

Karl Christensen reported the Facilities Committee was developed by the Board to begin the work for modernization. The committee's annual report was presented to the Board. Since the inception of the ICOC the work of the two committees is closely aligned. Mr. Christensen would like the Facilities Committee to meet quarterly next year with meetings coinciding with the ICOC meetings. Several community members serve on both committees and their work somewhat overlaps. Member Ryan said the report was beautiful and informative. The Board members accepted the report and thanked the committee members for their work. President El-Hajj thought the idea to coordinate the two committees was very good.

3.2. Approval/Ratification of Lease-Leaseback Contract Amendments #10 and #12 (Hill Creek, Chet F. Harritt, Prospect Avenue) – Changes to Schedule and Scope

Karl Christensen shared this item was to adopt changes to the scope and price of Phase II modernization. He shared that the costs in the item are part of the amendments. The numbers for Chet F. Harritt and Prospect Avenue are solidified. Hill Creek is an estimate only. The costs owed for Phase II work already done is approximately \$1M, not \$2M as previously projected. Mr. Christensen recommended using some of the extra funds for the COPs payment to relieve the general fund of this expense. The amendments provide for the schedule to be elongated to 16 months if State funding is received and the Board wished to issue a notice to proceed. Administration requested approval, which accepts the Guaranteed Maximum Price (GMP) for Chet F. Harritt and Prospect Avenue and contemplation of an elongated schedule that is not binding.

A notice to proceed for work in November would have to be issued in mid-October. If State funding became available, the Board would need to determine if it is worth the cost to proceed at that time. Member Bartholomew would like to see a breakdown of the additional phasing costs. Mr. Christensen said

the phasing costs are included in the amendment provided to Board members. Member Burns moved to ratify the Memorandums of Understanding and Amendments #10 and #12 of the Lease-Leaseback contract.

Motion: Burns Second: Ryan Vote: 5-0

3.3. Discussion of Chet F. Harritt Ball Field Project Options and Cost Impacts

Mr. Christensen brought additional information about the Chet F. Harritt ball field. He reviewed cost information and an estimate from Barnhart (\$950,000). It will cost approximately \$192,000 to phase the field instead of competing all at one. It will save money if all grading is done at once. Member Burns asked if rain would impact the grading and the cost. Christina Becker said the grading addressed the drainage. Barnhart vice president, Anton Greenville, shared that once they open up a job site they are responsible until completion. The average rainfall would not impact the grading.

Mr. Christensen said some of the flexibility of the BAN dollars could be used for this project. Administration recommends establishing an \$800,000 budget and go out to bid when the DSA plans are received. Last Wednesday administration met with Padre Dam engineers to discuss irrigation with reclaimed water, and hopefully moving forward with this will eliminate all of part of the water assessment.

President El-Hajj asked about the time frame and if the goal can be met for the ball field. She mentioned that if there is \$1M in flexibility from the BAN, the Board may want to consider moving forward with the Hill Creek infrastructure. Member Carlisle said if additional dollars were received, maybe the entire ball field could be completed. This would help to release the property for possible sale. Member Burns would prefer doing Hill Creek but cannot see doing both projects at this time.

Member Ryan moved to follow Administration's recommendation to proceed with 1 ball field, grading all three fields, and establishing a budget of \$800,000.

Motion: Ryan Second: Bartholomew Vote: 5-0

The Board would like Administration to work with our current construction partner, Barnhart Inc., on a bid for the ball field. Mr. Christensen said Barnhart could submit a bid. This work is not part of the lease-lease back construction project.

4.1. Ratification of the Tentative Agreement for the Employer-Employee Collective Bargaining Agreement between Santee School District and the Santee Teachers Association

Minnie Malin reported STA and the District have reached a tentative agreement for two furlough days for the 2009-10 school year. They plan to meet again in September to discuss additional options. President El-Hajj invited Allwyn Gazi, STA president, to speak to the Board in response to her request to speak card.

Mrs. Gazi, accompanied by Susan Orsinelli, shared that 325 teachers are giving two furlough days to the Santee School District. These furlough days provide an estimated savings of \$270,000. Given the budget crisis, the teachers felt is necessary to help out at this time. Mrs. Gazi said she is honored to represent such an outstanding group of teachers who gave the District such a wonderful gift. Over 50% of the teachers showed during the summer vacation to vote on this agreement. The teachers appreciated that the Board chose not to lay off teachers at this time. Teachers will return in September and see what additional help can be provided. Allwyn Gazi shared that the openness of the District has made it easy for the teachers to make this tough decision. On behalf of the Board, President El-Hajj thanked the teachers. Member Ryan recommended communicating the Board's appreciation to all of the teachers. Member Ryan moved to ratify the tentative agreement with STA.

Motion: Ryan Second: Burns Vote: 5-0

Member Ryan thanked the teachers and said it shows we are a family. Member Burns said 85% of the District budget is made up of salaries. He thanked the teachers and said stepping up like this will impact thousands of children.

4.2. Approval of the Revised 2009-2010 District School Calendar

Minnie shared the revised calendar that would reflect a work year with the two furlough days for teachers. Member Burns moved to approve the revised 2009-2010 school calendar.

Motion: Burns Second: Carlisle Vote: 5-0

4.3. Approval to Increase Work Hours for Identified Classified Position

Mrs. Malin reported that next year Cajon Park will convert to one administration office. In accordance with the enrollment formula, it is recommended increasing the Cajon Park health clerk from 5 to 7 hours. The increased cost is offset by the elimination of the satellite office positions resulting in a \$12,382 savings. Member Ryan moved to approve the increase in work hours for identified classified position.

Motion: Ryan Second: Bartholomew Vote: 5-0

5.1. Character Education Committee Report

The Character Education Committee Report was provided to the Board. Ted Hooks, Committee Chair, reported the District closely monitored implementation of Character Education and Caring Schools at schools. Some of the highlights were Camp Clue at two schools, junior high family focus with discussions on Character Education, Peer Mediators, school wide morning announcements that discuss Character Education, and junior high activities with a focus on Character Education. A Caring Schools Survey was administered in December 2007, spring 2008, December 2008, and spring 2009 with responses from grades 4 through 8. Questions mainly focused on bullying. The date from survey to survey only varied by 1 to 2% showing no significant change. The next steps are to increase parent participation in Character Education activities and Caring Schools Committees, focus on building resiliency, and continue to analyze Caring Schools survey data and set goals.

Members Bartholomew, Ryan, and Burns said the Character Education Committee has done a great job. Member Burns said it is frustrating that dollars are not available for Character Education. He would like to see the meetings for committees held later in the evening to include more family participation. He has had discussions about requiring community service for students. Member Burns believes there is not an accountability factor in our character education program and hopes someday to get back to a level where there is accountability.

Emily Andrade said many schools are involving students in written reflections. There is a long way to go but we are beginning to move into the direction of accountability. Meredith Riffel said Camp Clue can include a leadership component if desired, and also a community service component. There is a school grant coming this fall that could provide an opportunity to build greater school connectiveness.

5.2. Special Education Strategic Action Plan Progress Report

Emily Andrade reported a lot of good things have come from the FCMAT study on special education. During the 2008-09 school year, District staff, administration and parents worked together to address the goals and objectives of the plan. On February 10, 2009, a Board workshop was held to provide a midyear update. The most recent parent survey received mostly positive responses from the 351 responses received. There was also a much greater percentage of the surveys returned than with the previous survey. Administration believes that a great deal has been accomplished and looks forward to continuing to make progress.

Accomplishments for the 2008-09 school year included developing the Special Education Advisory Council, an IEP feedback form and surveys for special education families, a Literacy Plan, the "Instructional Café" staff development, and a Special Education Assessment Plan. Administration also coordinated and provided meetings between the district office and school site administration, weekly visits to special education classrooms, opportunities for job-alike meetings, surveys to the general education and special education staff, RtI training at every school, and Autism workshops.

The goals for 2009-10 include continuing to address parent and staff concerns, develop a plan for distribution of a parent handbook, update the District website and links, continue collaboration between special education and general education staff, develop a procedural handbook, provide IEP workshops for parents and parent liaisons, develop placement and exit criteria, and explore delivery models for instruction.

Member Bartholomew asked about inviting the same group of parents back to hear the report and to solicit their input on improvements. Mrs. Andrade said all of those families were invited, but only two became part of the Special Education Committee. Member Bartholomew said the parent evening was very emotional and he would like to invite them back to see if they perceive the improvements that have been made in the same way and if their concerns have been addressed.

Following the Board's discussion, Mrs. Andrade said she will organize the parent meeting for September. Mrs. Andrade will provide the Power Point presentation showing what has been accomplished and the meeting will also help to clarify goals for next year.

Member Burns said this process has been very successful. President El-Hajj asked about exit criteria and if there is baseline data for students who have been exited over the past several years. Emily Andrade said there are no exit criteria at this time. Dr. Shaw said we need to look at short term and long term goals that are consistent and it should be tracked similarly to the English Learners, moving students out of the program and celebrating growth measures.

5.3. Approval of Memorandum of Understanding with Big Smiles Dental Program

Emily Andrade presented a recommendation to provide Big Smiles to families. Big Smiles is a non profit organization that provides comprehensive dental service children who do not have a dentist or dental insurance. All the District is asked to do is distribute the flyers and provide 180 square feet of space for the service. Big Smiles handles all of the contact with the parents after receiving a completed returned request. Dental teams come to the school with their own equipment to provide the service. A minimum of 50 students is required for participation.

Member Carlisle asked if this would interfere with instructional minutes. Mrs. Andrade said they work with the school on times and pull 1 student at a time, seeing an average of 20 students per day. The team returns every 4 to 6 weeks. Big Smiles has been in operation for 12 years and has never had a complaint filed. Mrs. Andrade called schools that have participated and received good references.

Dr. Shaw said consideration of the students who would be serviced must be weighed with the amount of time out of the classroom. He is not certain if we have enough of a qualifying population to have the program work with us but there are students who also are not eligible for medi-cal but never see a dentists. Member Burns moved to approve the Memorandum of Understanding with Big Smiles.

Motion: Burns Second: Carlisle Vote: 5-0

5.4. Adoption of Resolution #0910-03, a Resolution of Support for Enforcing California State Health and Safety Code Section 11014.5 Defining Drug Paraphernalia and Section 11364.7 Prohibiting the Sale of Drug Paraphernalia

Board Adoption of Resolution #0910-30 was requested by the Santee Collaborative, Santee Solutions Coalition, and Communities Against Substance Abuse, to join with other East County cities and school boards denouncing the sale of drug paraphernalia in the community. Member Ryan moved to adopt Resolution #0910-03 in support of enforcing California State Health and Safety Code Sections 11014.5 and 11364.7. The Board requested Administration to send a copy of the signed resolution to the City officials.

Motion: Ryan Second: Burns Vote: 5-0

F. BOARD POLICIES AND BYLAWS

1.1. First Reading: Revised Board Policy 5131.2, Possession of Cellular Phones and Other Personal Electronic Signaling Devices

Revised Board Policy 5131.2, Possession of Cellular Phones and Other Personal Signaling Devices, was presented to the Board for a first reading.

Emily Andrade shared that a policy revision for possession of cell phones was needed because there were great inconsistencies in the enforcement of the current policy. Mrs. Andrade worked with Principals and Vice Principals to revise the policy and would like in place when school starts. When the new policies with CSBA are completed, this policy will become part of an Administrative Regulation.

Member Burns asked about the "phone zone," and who supervises that area. Mrs. Andrade said that area would be designated by site administration. Member Bartholomew supports the revision but is concerned that parents may complain about the restrictions. President El-Hajj asked about the allowance for approval by a teacher with prior approval of administration and if this would apply for each instance or as a general rule. Mrs. Andrade said the policy is looking to the future as cell phones may become a teaching tool and schools may need allowance to be used in that way.

Pat Shaw reported he recently spoke with an executive from Qualcomm about a project where teachers were using cell phones with students for learning.

Member Burns is concerned that the allowances may vary too widely. President El-Hajj wants clarification on what prior approval by the site administration means.

Revised Board Policy 5131.2, Possession of Cellular Phones and Other Personal Signaling Devices, will return in August for a second reading and request for approval.

G. BOARD COMMUNICATION

Board members would like to hold a special meeting on August 4th to meet with the new Superintendent.

Member Bartholomew attended Junior Olympics at Santana. He would like the Board to spotlight the Kiwanis and the Eagle Young Marines at a future meeting. The Eagle Young Marines presented the colors and picked up all the trash when the event concluded.

H. CLOSED SESSION

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

1. Public Employee Performance Evaluation (Govt. Code § 54957)
(Superintendent)

The Board entered closed session at 9:50 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:45 p.m. No action was reported.

K. ADJOURNMENT

The July 21, 2009 regular meeting adjourned at 10:45 p.m.

NOTICE OF SPECIAL MEETING
of the
BOARD OF EDUCATION

MINUTES
May 2, 2009

**Capital Improvement Program Workshop
For Modernization and New Construction**

President El-Hajj called the meeting to order at 9:15 a.m. and reported that this special meeting was scheduled for the Board to discuss the capital improvement work. Member Bartholomew moved to approve the agenda.

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

A. CELEBRATION OF ACCOMPLISHMENTS

Dr. Johnson reported that SDG&E has recognized Santee School District for achieving energy savings. She is very proud of our school district and our staff who worked hard to attain the energy savings. Dr. Johnson shared a plaque and Mrs. Becker reported that a check was included with the award.

1. Report about Completion Status for Schools in Phase I, Including Projected Contingency Funds Remaining

Christina Becker provided a report on the status of construction. The community is now seeing results of 100% complete Phase II except for Carlton Hills, which is waiting for the completion of their library resource center. All contingencies should be completed by end of July. The 10-classroom additions have had hurdles with the elevators. The initial model is no longer available and the new model does not fit in the shaft. This has caused some delays and although the buildings are complete, the redesigned elevator shafts are waiting for permit approvals. The elevators should be completed by the end of July. Member Bartholomew asked about extra costs for the elevators. Christina Becker said the cost will be \$30,000 - \$60,000 per school for construction only. She suggests waiting until summer to move into the 10-classroom junior high buildings. Member Burns asked if the elevators will be problematic for the remaining 10-classroom buildings. Christina Becker said no, Tritipo will make sure the design is corrected.

President El-Hajj asked if the original elevator was discontinued and if so, when? Christina Becker said the elevator was discontinued in October 2008. It is considered an error by the original architect. The District would not know this information.

2. Playground Equipment Installation Status, Athletic Fields and Split Irrigation at Sycamore Canyon, Door Hardware, Pepper Drive Parking Lot, and Shade Structures

Dr. Johnson reported that playground installation is about 75% completed. The ramps toward the playground are comprised of a material that gets very hot and will be replaced. The athletic fields at Carlton Hills, Carlton Oaks, Hill Creek, and Prospect Avenue, with collaboration from the City of Santee, have been completed. Rio Seco is under design and staff is working with the City. The District needs to begin negotiations with the City about the Cajon Park fields.

Dr. Johnson reported the great benefit to the District to split the irrigation meters at Hill Creek and Sycamore Canyon. This will save dollars by using reclaimed water for irrigation. The savings will initially be about \$50,000 per school but the benefit will eventually increase as the cost and availability of water changes.

Member Carlisle was surprised our meters were not split and encouraged the Board to move quickly to split meters at all school sites because the return on the investment will be beneficial. With level 2 mandatory cutbacks and tier structure, it is unknown what the impact to the District will be. Administration should look to see if schools are exceeding their allocations because it could really impact the budget. Dr. Johnson has asked Christina Becker to do an analysis and it may be helpful to call in an expert to compare the schools that were modernized to see what savings have been realized. Member Burns asked if there are additional water fees during construction and if that is impacting our costs. Christina Becker said the typical cost increase is in grading and the grader usually gets permits from Padre Dam. Landscaping also increases water

usage when first planted. Administration is hoping to get the purple pipes and meters set before the field is landscaped.

Member Ryan said the City of San Diego is looking to give exemptions to special entities, such as hospitals. She would like to see warm water in the student restrooms some day, but hopes that hand sanitizer is made available as it may be less costly than water use at this time. Member Carlisle said variances are being made but the first step is to show that we are doing everything we can to save on water usage.

Mrs. Becker said the locksets have been completed and teachers are happy they can lock their doors from the inside.

B. CAPITAL IMPROVEMENT ITEMS

1. CIP Financial Plans for Phase I and Phase II Schools

Dr. Johnson shared the previous budget from November 2008 so the Board could see any variances with the current budget.

1.1. Prior Revenue and Budget Assumptions

1.2. Revised Revenue and Budget Assumptions

Bill Clark presented the updated revenue and expenditure summary. In November there was an operational budget of \$126 M There has been a significant increase in available funds for the CIP program. Member Carlisle confirmed that On-Bill financing does not impact the District as issued debt. Mrs. Becker said no, the payments are made from our savings on each monthly bill. Member Bartholomew asked if the funding shown is firm enough to base decisions on. Bill Clark said there is a small cushion which has been factored in and the Board will not be committing to the full revenue funding. This planning budget now includes all 3 10-classroom buildings. Member Burns asked why the 10-classroom building at Pepper Drive costs more than others. Mrs. Becker explained the difference is grade changes, the elevator, and accessibility. The plan provides for site upgrades, per code, and forces those costs into that project. The modernization will be a little less because those costs were absorbed into the 10-classroom building. Christina Becker is currently in negotiations with Lennar about the water run off and erosion that is being caused.

a. Bid Results

Christina Becker reported the bid results for Phase II modernization with a savings of approximately \$2M. The original budget had a lot of money budgeted for Hill Creek and not much for Prospect Avenue. After review, consistency in classroom upgrades at both schools was achieved but increased the cost for Prospect and lowered the cost at Hill Creek, which shifted the dollars. Once the Board approves the bid sheets, the contracts will be awarded.

b. State Applications Process and Funding

Christina Becker shared the process for State funding and updated the Board on the status of our current funding applications. With the fiscal crisis, the approvals now must go through a second step. Once there is a signed contract you can submit for the funding. Mrs. Becker provided a chart showing the current status of all State funding applications at this time. Fund releases will be based on the State's future bond sales. President El-Hajj suggested this chart be provided to the ICOC members.

c. Project Alternatives Priorities Phase II Schools – Chet F. Harritt, Hill Creek, and Prospect Avenue

Christina Becker presented the alternates for Phase II construction which included:

- Prospect Avenue front entry drop off parking lot connection for safe drop off and traffic flow - \$375,000
- Prospect Avenue new cool roof and skylights - \$225,000
- Hill Creek additional parking lot - \$260,000
- Chet F. Harritt ball field relocation - \$1.8M

President El-Hajj asked if there would be a need to cut down any trees. Mrs. Becker said only a couple of trees would need to be removed. Most of the established trees will remain.

Christina Becker recommended that the Hill Creek parking lot not be approved so she can submit an application for State funding for this project. Chet F. Harritt is still fine tuning the design through

DSA. The \$1.8M in costs includes the grant funding from the City. All options except the Hill Creek parking lot are included in the presented budget.

1.3. Cash Flow

- a. Timeline for Revenue, Payments, and Cash Status by Month
- b. BAN Projected Funds Summary

Administration is working hard to get the BAN documents prepared. The cash flow chart presented and all the approvals are based on receiving the BAN funding. Member Ryan asked if we would we pursue the Lease Revenue Bond (LRB) if the BAN does not work. Dr. Johnson said it could be a possibility since we are working to get a credit enhancement. Without the BAN or the LRB, there will be a cash flow problem and construction will cease.

1.4. Hardship Application and Projected Appropriations

When the District became eligible for modernization dollars, Santee School was included in the numbers for classrooms. Now that Santee School is no longer there, it has been recommended that we submit a hardship application since Santee School is not a reasonable location for a school site. The regulation is that if you must have a good case that the location is unusable based on the site not being safe. State representatives have said we have a viable application based on the issues of the jail, noise, and the airport. Mrs. Becker feels pretty confident that this \$6 M in funding will be realized.

The airport concerns must be included in the application because it is an issue that must be analyzed. Based on advice from our consultants, the airport is a more compelling reason to prevent us from building a new school at that site than the jail and the traffic. We have two other schools that are near the airport runways, and we are not saying that there is concern for the safety of students. Member Ryan said it shows in the map that the only school site in the area considered the most dangerous is Santee School. Prospect Avenue and Pepper Drive are in a C zone. Santee School site is in the B1 high risk zone.

The jail is not a greatly compelling issue but is another reason that adds to the whole. Member Bartholomew asked about the purpose statement on the request and if it was accurate. Member Carlisle was also concerned about not stretching the facts. Member Ryan said there was previous discussion about moving Santee School because of the traffic and jail issues. The enrollment declined and the school closed based on these reasons. It is now not an acceptable place to build a school. Under Ed. Code, a school could not be built there. Dr. Johnson will work with Christina Becker to change the verbiage.

C. GANT SCHEDULE FOR PHASE II SCHOOLS AND PHASE III CIP PROGRAM

1. GANT Schedules for Phase II Schools

Dr. Johnson reported we will be attempting to modernize all classrooms over the summer. A letter is being developed for teachers at Phase 2 schools that they need to be off campus on the last day of school. Packing will begin after testing. Charts showed the office and classroom move-in dates.

1.1. Chet F. Harritt

Member Bartholomew believes that there is not equity and/or an effective arrangement for the LRC and tech center at Chet F. Harritt. Member Burns said the 10-classroom building has been moved around and he believes the Board has not been kept apprised. The Board needs to know if this is the only spot the building can go and why, because it is near the primary classroom and playground.

Christina Becker shared the original sites desired but there were sewer and other easements. One location had a \$700,000 cost not covered by the State. Principal, Andy Johnston, has been discussing with staff the re-designation of playground space and shared that they will actually be gaining a great amount of play space when all is said and done. She shared how current unusable areas will become play space. Staff needs to think about using the space differently. Mr. Johnston is also considering changing grade level buildings. Mrs. Becker shared a possible pathway for 6-8 graders to enter the campus and creating a courtyard for them. She said a separate walkway for intermediate and junior high would cost less than \$5,000-\$10,000 and should be part of the 10-classroom work.

Member Ryan asked if parents had been involved in the decision. Mr. Johnston said not at this time. Once decisions are made, Mr. Johnston plans to provide the information to parents. Member

Burns said he is opposed to the proposed location and allowing the field location to dictate the learning program.

Mrs. Becker also showed how the school entry will be changing. The front gate will be able to be closed and visitors will need to enter through the school office. Member Carlisle asked if this issue was addressed at all of the school sites. Christina Becker said Phase 2 modernizations have addressed office entries and we will need to go back to fix Rio Seco and Carlton Oaks. If the design at Hill Creek works well we can go back and use it at those schools.

Dr. Johnson asked if it would help with supervision if the old house was removed. Andy Johnston said it would probably not impact supervision.

a. Chet Library Design Options

Joint use funding for library technology centers provides a wonderful design at most of our sites, with Chet F. Harrit the exception. Options include using two classrooms in the 10-classroom addition for the library tech and use the small rounds for classrooms, losing \$150,000 in joint use funding. Staff is concerned about the 6-7-8 rotations and those classrooms have been factored into the rotation. Board members would be concerned about having the library in the junior high wing and would like the library more centrally located. Dr. Johnson said the previous discussion was that each school should have a separate multi-purpose room to avoid scheduling conflicts for assemblies, etc.

Member Carlisle suggested placing the LRC in Building A and building a meeting room in the quad area. Member Burns suggested a parent forum be held before making decisions. Christina Becker recommended the LRC go into building A at this time and hold a parent meeting in the future to develop a plan to provide a separate Media Center at a later date.

Member Ryan moved the CFH modernization plan and the 10-classroom location be approved and final decisions for the library and multi-purpose room be postponed until further discussions take place about the location of the LRC and/or MPR. During the summer, building A be modernized and the small round buildings be modernized as classrooms.

Motion: Ryan Second: Carlisle Vote: 5-0

Member Burns opposed the location for the 10-classroom building but voted yes to move forward to construct it. The goal will be for the Board to have a plan in place for equity when they move forward with the 10-classroom. Christina Becker will return to the Board to show what can fit at Chet F. Harritt to provide both a LRC and MPR.

b. Chet Ball Field Construction Update of Site Master Plan and Architectural Services

Mrs. Becker reported Tritipo architect fees of \$12,000 for moving the ball field snack bar and restrooms through DSA. The relocatables will be moved from Cajon Park to Chet F. Harritt.

Motion: Carlisle Second: Ryan Vote: 5-0

1.2. Approval of Phase II Schools and Lease-Leaseback Contract Amendments

a. Amendment #10: Chet F. Harritt Modernization

b. Amendment #11: Hill Creek Modernization

All main campus buildings are scheduled to be modernized this summer and some work in Fall. A plan is in place for sharing space with Project SAFE while 10-classroom buildings are being built. Jerelyn Lindsay said the goal is to get as many teachers into their classrooms with one move. She shared the shop class will not be eliminated but the teacher will be in a portable classroom. There are concerns about placing the shop equipment in the portables. There are other things the teacher could teach, such as drafting and Arts Attack. Other options are being investigated.

Member Ryan said parents will be concerned about the pre-engineering instruction. Mrs. Lindsay said in the long term the shop will be part of the 10-classroom building. The plan will be communicated to parents once decisions are made.

c. Amendment #12: Prospect Avenue Modernization

All classrooms, administration, and the kitchen at Prospect will be done in the summer. The MPR and interim library space will be completed in fall 2009. Prospect plans also feature the entry to the school through the school office.

d. Amendment #13: Chet F. Harritt Ball Field Construction

2. Quick Start Projects for Pepper Drive School---Summer 2009

Pepper Drive is part of the Phase III construction. This summer, Administration recommends exterior painting, and fencing. Mrs. Becker asked all the Phase II schools to select color preferences. Principal Debra Simpson shared that Pepper Drive staff and parents looked at other schools and returned with a decision they preferred the blue color. The Board was okay with changing the plan to the blue color scheme. President El-Hajj asked if the new fencing was nice fencing. Mrs. Becker is hoping for vinyl coated. Member Bartholomew moved approval of the quick starts for Pepper Drive School.

Motion: Bartholomew Second: Burns Vote: 5-0

3. Information About Phase III Construction

Sycamore Canyon future LRC construction is planned for the summer window of 2010 to avoid disruption to the school. There will be a lot of digging.

Member Ryan moved approval of the project amendments.

Motion: Ryan Second: Carlisle Vote: 5-0

D. LIBRARY TECHNOLOGY HARDWARE IN NEW LEARNING RESOURCE CENTER (LRC)

Dr. Johnson reported that when the Board voted for LRCs, the intention was to provide facilities that will house information materials and reinforce "information literacy" to support classroom instruction. A LRC facility for a 21st Century learning environment incorporates a variety of learning tools for students which include state-of-the-art infrastructure that is wireless for digital tools and current digital tools for students to extend their learning through "safe" internet sites, both in individual and collaborative student learning configurations.

Prospect Avenue, Hill Creek, and Chet F. Harritt will be set up for wireless at a cost of approximately \$25,000 per school during Phase II construction. This cost is included in the Phase II budgets. There is also \$26,000 in library shelving solutions.

Technology hardware has not been addressed and hardware needs to be available. The goal is for the LRC to support print and digital tools for students. Bernard Yeo recommends the purchase of 20 Dell Latitude notebooks with a multi-bay battery charger and a Dell laser printer at a cost of \$22,000 per school, for each of the 4 schools in Phase I. The plan is to negotiate a new job description for the library clerks to become instructional media technicians. Training will be provided next year for any employees that may be interested in upgrading their skills. Administration is looking for two skills; working with kids and digital technology skills. Dr. Johnson would like to place wireless at Phase 1 schools in the future as wireless was not budgeted for Phase 1 schools.

The computer solutions for Phase I schools would cost approximately \$88,000. Member Burns moved to approve the purchase of the laptops, charger, batteries, and printer for Phase I schools: Cajon Park, Carlton Hills, Carlton Oaks, and Rio Seco.

Motion: Burns Second: Carlisle Vote: 5-0

E. ADDITIONAL CIP PROJECTS

1.1. School Site Fencing Plan and Policy

Dr. Johnson provided a draft policy to lock schools 20 minutes after school begins. Carlton Oaks and Rio Seco still do not have office entries but once that is done all schools will be able to secure their campuses. Carlton Hills and Rio Seco will leave only the front gate by the office open during the school day. Cajon Park junior high parking lot is an issue because teachers would like a way to get out. Options are available and will be addressed. It is recommended to provide signs to perimeter gates to be kept closed during school hours at a cost of approximately \$3,000. Administration would like to fix some of the small gate issues at sites to secure the campus and provide the signage.

Member Ryan moved to approved gate signage at \$3,000 and gate/pedestrian openings at Sycamore Canyon and Carlton Hills for \$500 each. The Cajon Park junior high parking lot, gate to Success Academy, and wider gate and AC apron at Carlton Hills will return to a future meeting for further discussion.

Motion: Ryan Second: Carlisle Vote: 5-0

1.2. Cor-O-Van Summer Work – Amendment #4

Christina Becker reported three schools need to move for summer modernization. Member Carlisle moved to approve extension of the existing contract with Cor-O-Van to meet the move and storage requirements for Phase II modernization.

Motion: Carlisle **Second:** Burns **Vote:** 4-0 (Ryan, absent)

1.3. Approval of Contracts to Support Construction

- a. Site DSA Inspector IOR-Hendrix, California School Construction Services
- b. WEST (Western Environmental & Safety Technology - (Annual) Hazmat Materials Monitoring Removal and Abatement during Construction
- c. Ninyo & Moore-Materials Testing- included a new amendment to increase \$10,000 in contract. Sports lights added to the inspection and sound wall. Christina Becker is analyzing the cost for an out-of-state manufacturer.
- d. Builder's Risk Insurance

Member Burns moved approval of the contracts listed with the additional cost of \$10,000 to Ninyo & Moore

Motion: Burns **Second:** Bartholomew **Vote:** 4-0 (Ryan, absent)

1.4. Unfunded Projects- New alternates to the lists.

a. Preschool Plans: Dr. Johnson reported the preschool at Prospect Avenue is in need of upgrades. They have a 27 year old roof and some compliance issues. The Board should consider developing a master plan for improvements. State funding for energy efficiency is being sought. At this time the estimated cost of \$500,000 is unfunded. Dr. Johnson requested the Board approve \$50,000 for labor and architect work to develop a scope and program for this building and to have the plans to seek funding.

b. Hill Creek Parking Lot

Dr. Johnson requested to defer consideration of this alternate until funding is available.

c. Audio Technology Infrastructure in Facilities

Dr. Johnson reported many teachers have piloted audio technology in their classrooms. Audio technology (Redcats) is a sound system device installed in the classroom that carries the teacher's voice throughout the room so all students can clearly hear instruction from anywhere in the classroom. Teachers love it and research supports it. Dr. Johnson would like the Board to keep audio technology on the radar for the future.

President El-Hajj asked what it would cost to set up the Phase II schools to include Redcats. Bernard Yeo said the new Redcats have an ambient sound system in the ceiling of the classroom. The cost for district wide installation would be \$350,000, or about \$1,000 per classroom. Christina Becker said it is designed as a classroom retrofit.

Mr. Yeo said administration is currently testing the systems out in a couple of locations. One is being installed at Rio Seco to test as an assisted listening device. Dr. Johnson highly recommends providing the Redcats.

Dr. Johnson said her priority for these recommendations would be first the Preschool, then audio technology, and lastly the Hill Creek parking lot.

Member Carlisle said his priority list would be first the preschool, then Hill Creek's parking lot, and third, the audio technology. Member Burns said Administration's list is okay but any of the projects should become a priority if it is safety related. Member Ryan said Administration's priority list is good, but if modernization is taking place, it may be easier or more cost effective to do it at that time.

Member Burns moved to approve the expenditure of \$50,000 to develop the plan for improvements and seek funding.

Motion: Burns **Second:** Bartholomew **Vote:** 4-0 (Carlisle, absent)

F. RECOMMENDED APPROVALS

Listed below is a summary of the Board actions taken. Some actions were taken during the discussion of the item and some were taken at the end of the meeting.

1. Approval of Split Irrigation at Sycamore Canyon and Hill Creek (A.2.)
Motion: Ryan Second: Burns Vote: 4-0 (Carlisle, absent)
2. Approval of Phase II Budget, and Phase II Alternative Projects (B.1.2. & B.1.2.c.)
Motion: Burns Second: Ryan Vote: 4-0 (Carlisle, absent)
3. Approval of Hardship Application (B.1.4.)
Motion: Burns Second: Ryan Vote: 4-0 (Carlisle, absent)
4. Approval of GANT Schedules for Phase II Schools (C.1.)
Motion: Burns Second: Ryan Vote: 4-0 (Carlisle, absent)
5. Approval of Chet F. Harritt Library Option (C.1.1.a.)
Motion: Ryan Second: Carlisle Vote: 5-0
6. Approval of Chet F. Harritt Ball Field Design, Timeline and Architectural Services (C.1.1.b.)
Motion: Carlisle Second: Ryan Vote: 5-0
7. Adoption of Resolution #0809-45 for Bid Results on Phase II Schools and Lease-Lease Back Contract Amendments (C.1.2.)
Motion: Ryan Second: Carlisle Vote: 5-0
8. Approval of Quick Start Projects at Pepper Drive School (C.2.)
Motion: Ryan Second: Carlisle Vote: 5-0
9. Approval of Library Technology Hardware Costs for 4 Schools Cajon Park, Carlton Hills, Carlton Oaks, and Rio Seco (D.)
Motion: Burns Second: Carlisle Vote: 5-0
10. Approval of School Site Fencing Maps Design Plans (E.1.1.)
Member Ryan moved to approve \$3,000 for signage, \$500 each for SC and CH gates/pedestrian entrances. All other items to return at a later date for further discussion and consideration.
Motion: Ryan Second: Carlisle Vote: 5-0
11. Approval of Cor-O-Van Summer Work – Amendment #4 (E.1.2.)
Motion: Carlisle Second: Burns Vote: 4-0 (Ryan, absent)
12. Approval of Contracts to Support Construction (E.1.3.)
 - a. Site DSA Inspector IOR-Hendrix, California School Construction Services
 - b. WEST (Western Environmental & Safety Technology - (Annual) Hazmat Materials Monitoring Removal and Abatement during Construction
 - c. Ninyo & Moore-Materials Testing
 - d. Builder's Risk Insurance**Motion: Burns Second: Bartholomew Vote: 4-0 (Ryan, absent)**
13. Unfunded Projects (E.1.4.)
 - a. Preschool Plans
Motion: Burns Second: Bartholomew Vote: 4-0 (Carlisle, absent)
 - b. Hill Creek Parking Lot-No action taken
 - c. Audio Technology-No action taken

SANTEE SCHOOL DISTRICT
SPECIAL MEETING
OF THE BOARD OF EDUCATION

May 22, 2009
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 6:40 p.m.
Members present:
 - Dianne El-Hajj, President
 - Dustin Burns, Vice President
 - Barbara Ryan, Clerk
 - Allen Carlisle, Member
 - Dan Bartholomew, Member

President El-Hajj led the pledge of allegiance. Member Carlisle moved to approve the agenda.

Motion: **Carlisle** **Second:** **Ryan** **Vote:** **5-0**

B. PUBLIC COMMUNICATION

There was no public communication.

C. DISCUSSION AND/OR ACTION ITEMS

1. **Options and Decisions for Phase II Construction**
 - a. Revenue
 - b. Expenditures
 - c. Options

Dr. Johnson shared the first priority would be to discuss cash flow. The State crisis has had a great impact on the State funding for the Capital Improvement Program. The State is not sending apportionments and the District will see \$5M in reductions for this year and next year. Dr. Johnson shared a current cash report from the County Treasury account. The District owed Barnhart \$2.4M for April bills. Dollars from a variety of funds were used to pay Barnhart and Barnhart has deferred over \$400,000 in bills to be paid in July. Dr. Johnson shared a chart of the cash flow if the Bond Anticipation Notes are used to pay off the rest of Phase I. The completion of Phase I schools will cost \$6M. This would leave about \$12.8M. The Board authorized moving forward with Phase II on May 2. Tonight the Board would need to review the options to move forward with only one-half of the cash to fund the projects.

Member Carlisle asked if the \$6M owed for Phase I was supposed to be covered by State apportionments that have not been received. Christina Becker reported that the District is currently waiting for State funding of \$8.5M for school construction, \$4.3M for the Cajon Park addition and \$6M in hardship funds. The Joint Use funds have been received and used. The original plan was to issue the Bond Anticipation Notes (BAN) and then Lease Revenue Bonds (LRB) if needed. Now, the restrictions of the BAN will not allow for LRBs. There are other funds that we may be able to look at but they impact the general fund.

The Board summarized what is in the bank, revenue, and debt for construction, and would like to see additional options. Dr. Johnson shared a chart of options for modernization based on not enough cash to move forward with all three schools in Phase II. The options included a number of scenarios for work at selected schools that would total the amount of money left from the BAN. Member Bartholomew asked about the time frame of the options and if spreading the work out will increase costs for administration and supervision of the projects.

Dr. Johnson said there are a number of pros to stopping construction and the continuing expenses. The cons include vendors that will want to be paid. Dr. Johnson recommended trying to get some of the work completed to mitigate the liability. The District has \$12M to work with without a shortfall in September. Christina Becker is also looking at how much money in State funds we can get for each project. At Chet F. Harritt there is the ball field to consider. Member Bartholomew said because we are so short of money right now, the idea of spending modernization funds from classrooms puts the ball field lower on the radar for him.

Member Carlisle asked if in discontinuing with Barnhart there was any indication of a preference for the infrastructure. Christina said Barnhart did not have a preference but the switchgear has already been ordered for the schools. Member Carlisle asked how many subs would be released if we did work at only one campus. Christina Becker said Barnhart hired different subs for each job to get the jobs done in 58 days. They have up to 22 subs.

Member Burns asked why we get more matching funds dollars for Hill Creek. Christina Becker said it was a point of eligibility based on the number of students.

President El-Hajj invited Prospect Principal Cheryl Bowen and PTA president Trish Mc Cleary to address the Board in response to their request to speak card.

Mrs. Bowen said it was not fair to see other schools receive modernization and Prospect Avenue not being modernized. She wants the best learning environment for the Prospect students and wants to make it the school it should be for the 21st century.

Christina Becker discussed the other options and asked for Board input. Member Carlisle supports the infrastructure and Item E, F, and G, which includes modernization at Prospect, Pepper Drive summer work, and infrastructure tied into old service feeds at the three Phase II schools.

Member Ryan believes the State money will begin to come earlier than 18 months. She supports Item E, F, and G also to provide infrastructure at all 3 schools. She asked if there would be enough money to do the ball field if this option was selected. She is concerned about delaying the ball fields and would like to talk to the company working with the Santee School property.

Member Burns said every student is valuable and it is hard to choose one school and asked if all the schools have the same needs. Christina Becker said Prospect has the most problems because of its age. There is a lot of erosion and failures. Chet F. Harritt is having problems also because of age. Administration will also need to look at which schools could accommodate construction during the school year if it was postponed. She would like more time to plan for Chet F. Harritt because of the library design changes.

Member Bartholomew said comparing Cajon Park and Prospect Avenue there is a valley of inequity.

Dr. Johnson said the split irrigation is not included and still needs to be done. Administration will hold on the play structures and the Carlton Hills library shelving. Wireless has been budgeted for Phase II schools. President El-Hajj said wireless is needed at PA. She would also like to go back to the modernized schools and finish the technology soon. Member Burns said he believes the wireless should be at schools with the technology ready to go, Pepper Drive and Prospect Avenue.

Board members agree that if the money is available, the library computers at the four Phase I schools should be purchased. Wireless, as part of modernization at Hill Creek, Chet F. Harritt, and Prospect Avenue, is contingent with BAN revenue.

Member Bartholomew moved to approve Items E, F, & G for Phase II construction at this time, totaling \$9M to \$10.5M. This work would include completing infrastructure new service feeds to all 3 Phase II schools but only tying into old systems at two schools, modernization at Prospect Avenue, and Pepper Drive summer work. Member Ryan seconded the motion and asked administration to check with the property developers on the status of the Santee School site and to check with the City about the ball field.

Motion: Bartholomew Second: Ryan Vote: 5-0

The Board asked Administration to communicate the changes to schools right away by a letter from the Board explaining what the options are and what they are doing. Include what actions parents can take to contact legislators because things are above the Board's control. The Board asked to have a City Committee meeting scheduled as soon as possible.

Member Ryan moved to direct Administration to continue with Prospect Avenue modernization as proposed at the last workshop, defer the play structures and hold on the Carlton Hills library shelving and the Hill Creek LRC.

Motion: *Ryan* **Second:** *Bartholomew* **Vote:** *4-0 (Carlisle, absent)*

Member Ryan moved to direct Administration to install wireless technology at Prospect Avenue at a cost of \$12,500 and continue investigation of wireless technology and student computers in the completed LRCs at Phase I schools, and to continue investigation on the Chet F. Harritt ball field.

Motion: *Ryan* **Second:** *Bartholomew* **Vote:** *4-0 (Carlisle, absent)*

D. ADJOURNMENT

The May 22, 2009 special meeting was adjourned at 8:35 p.m.

Barbara Ryan, Clerk

Dr. Patrick Shaw, Secretary

SANTEE SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION

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

MINUTES
May 27, 2009

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President El-Hajj

Members present:

Dustin Burns, Vice President
Barbara Ryan, Clerk
Allen Carlisle, Member
Dan Bartholomew, Member

Staff present:

Emily Andrade, Assistant Superintendent, Educational Services
Bob Kull, Coordinator of Student Behavior

B. PUBLIC COMMUNICATION

There were no comments from the public.

C. CLOSED SESSION

1. Consideration of Student Matters (Ed. Code S48918) Students #4-08, #5-08, and #7-08

The Board entered Closed Session at 6:00 p.m. for student discipline hearings for students #4-08, #5-08, and #7-08. Oral and documentary evidence were received. Vice President Burns announced that the Board members would deliberate and all other persons were asked to leave the room.

D. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 8:40 p.m.

1. Action on Student Hearings

It was motioned by Member Carlisle to expel student #4-08 from the Santee School District from May 27, 2009 to August 1, 2009, for violations of California Education Code Sections §48900 (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and §48900 (k) Disrupted school activities or otherwise willfully defied the authority of school personnel engaged in the performance of their duties, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion 5144.4: Administrative Review, and related Administrative Regulations. This action is based on the following Findings of Fact in accordance with California Education Code §48900.2. The specific Findings of Fact are:

- *Education Code Section 48915(b)(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct. The facts that support this conclusion are: Student #4-08 has attended several behavior assemblies, SAT meetings, counseling with Principal and Vice Principal, detentions, in-school suspensions, 8 days out of school suspension this school year. Interventions have not provided the desired results.*
- *Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #4-08 has a history of suspensions for possession of controlled substance, major defiance, violence, threats, disruption, and sexual intimidation.*

The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan. The student shall:

- Remain at current school where he/she was transferred after administrative review.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Adhere to a student behavior plan developed by school administration.
- Complete a counseling program by August 1, 2009, for decision-making and peer pressure and drug and alcohol abuse prevention/treatment. If the student does not attend counseling regularly, parent shall immediately notify the school administration.
- Not participate in end-of-year special eighth grade activities.
- Prepare a letter of apology to the School Board and School Administration at and submit to administration by August 1, 2009.
- Complete all elements of this Rehabilitation Plan by August 1, 2009 and present documentation to verify completion.

The parent must meet with the Coordinator of Student Behavior by June 3, 2009, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action. Upon satisfactory completion of all activities in this Rehabilitation Plan, the student record will be expunged of this expulsion order.

Motion: Carlisle

Second: Ryan

Vote: 4-0

It was motioned by Member Bartholomew to expel student # 5-08 from the Santee School District from May 27, 2009 to August 1, 2009, for violations of California Education Code Sections §48900 (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and §48900 (k) Disrupted school activities or otherwise willfully defied the authority of school personnel engaged in the performance of their duties, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion 5144.4: Administrative Review, and related Administrative Regulations. This action is based on the following Findings of Fact in accordance with California Education Code §48900.2. The specific Findings of Fact are:

- *Education Code Section 48915(b)(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct. The facts that support this conclusion are: Student #5-08 has attended several behavioral assemblies, counseling with Principal and Vice Principal, academic counseling, truancy letters, SARB, AT-Risk meetings with family, SAT meetings, in-school suspensions, special education services, 14 days out of school suspension this year and 3 administrative reviews.*
- *Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #5-08 has a history of suspensions for possession of controlled substances, defiance, disruption, possession of tobacco and lighter, harassment, violence, obscene gestures, threats, rock throwing, profanity and physical aggression.*

The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan. The student shall:

- Remain at current school where he/she was transferred after administrative review.
- Maintain 2.0 GPA for academic, effort, and citizenship performance.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Adhere to a student behavior plan developed by school administration.
- Perform 10 hours of community service by August 1, 2009.
- Complete a counseling program by August 1, 2009, for decision-making and peer pressure and drug and alcohol abuse prevention/treatment. If the student does not attend counseling regularly, parent shall immediately notify the school administration.
- Not participate in end-of-year special eighth grade activities.
- Remain free of illegal substances and participate in a drug testing program
- Complete all elements of this Rehabilitation Plan by August 1, 2009 and present documentation to verify completion.

The parent must meet with the Coordinator of Student Behavior by June 3, 2009, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action. Upon satisfactory completion of all activities in this Rehabilitation Plan, the student record will be expunged of this expulsion order.

Motion: Bartholomew

Second: Carlisle

Vote: 4-0

It was motioned by Member Ryan to expel student # 7-08 from the Santee School District from May 27, 2009 to December 31, 2009, for violations of California Education Code Sections §48900 (b) Possessed, sold, or otherwise furnished a weapon (firearm, knife, explosive, or other dangerous object) of no reasonable use to the pupil at school, and §48900 (h) Use of tobacco or possession of tobacco on school property, and §48900 (k) Disrupted school activities or otherwise willfully defied the authority of school personnel engaged in the performance of their duties, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion 5144.4: Administrative Review, and related Administrative Regulations.

This action is based on the following Findings of Fact in accordance with California Education Code §48900.2. The specific Findings of Fact are:

- *Education Code Section 48915(b)(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct. The facts that support this conclusion are: Student #7-08 has attended several behavioral assemblies, counseling with Principal and Vice Principal, at-risk meetings, attendance letters, 3 SAT meetings, in-school suspension, out of school suspensions, and school community service.*
- *Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #7-08 has a history of suspensions for cigarette and lighter possession, violence, defiance, disruption, writing graffiti, fighting and presently in possession of a switchblade with a 4" locking blade, which is a felony in the State of California.*

The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan. The student shall:

- Attend remain at current school where he/she transferred after administration review.
- Maintain 2.0 GPA for academic, effort, and citizenship performance.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Adhere to a student behavior plan developed by school administration.
- Complete all elements of this Rehabilitation Plan by December 31, 2009, and present documentation to verify completion.

The parent must meet with the Coordinator of Student Behavior by June 3, 2009, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action. Upon satisfactory completion of all activities in this Rehabilitation Plan, the student record will be expunged of this expulsion order.

Motion: Ryan

Second: Bartholomew

Vote: 4-0

E. DISCUSSION ANDPOR ACTION ITEMS

1. Approval to Contract with Kontraband Indiction and Detection Services (K.I.D.S.), Inc. for Canine Drug Detection Services

Emily Andrade shared student data on the number of student incidents involving drugs or drug paraphernalia. There were 13 incidents in 2006-07, 14 in 2007-08, and 16 in 2008-09. She said in response to the Board's request for administration to investigate the possibility of bringing canine drug detection units to schools she has found a company that provides this service to schools, parents, businesses, and law enforcement.

Use of a canine detection unit is another tool to minimize the potential of having contraband brought onto school sites. The company will provide a presentation to the Board members at no charge with a signed annual agreement. The firm has worked in the San Ysidro School District. Mrs. Andrade said she called the company used by Grossmont but they had not responded.

The cost for this service is \$500 per team, per day, and the dogs can visit 3 schools per day. A full year contract is also available. Member Carlisle asked what an annual contract is. Mrs. Andrade said the annual contract is approximately \$5,600 for 10 visits per year.)

Mrs. Andrade said there is a time limitation so near the end of the school year. The only date available at this time is June 10th. She is concerned if this is in place before the end of the year, it is critical that there is time to inform families that this will be taking place. Mrs. Andrade asked the pleasure of the Board.

Member Carlisle asked what a school visit by the canines would look like. Mrs. Andrade said the dogs are brought into classrooms after children have left the classroom. The dogs do not sniff individual students but enter the empty classroom and sniff the room and items in the classrooms, such as desks, jackets, and backpacks. If the dog responds, the item is taken to the office and administration requests the student owner to empty or open the item. If the student does not agree to this, law enforcement is called. The dogs are trained to sniff drugs, tobacco, and also prescription medication. Mrs. Andrade recommends if the Board wishes to move forward that only junior high is checked at this time.

The Board discussed the communication with parents and asked if School Messenger could call only home of 7 and 8 grades students to not frighten younger students. Mrs. Andrade said yes, calls can be isolated to only junior high. Member Burns would like to include 6th grade students also. Schools discussed to initially screen were Rio Seco, Chet. F. Harritt, and Carlton Hills.

Member Ryan said if you notify the parents, they will tell the students and this would warn the students. Mrs. Andrade said knowing dogs may come on campus acts as a deterrent which is one of our goals, to keep the drugs away from our schools. The company said it is typical to not tell the students when they are coming but parents should be notified that the plan is in place. Member Burns suggested a drug assembly be held at each school for 6th, 7th, and 8th graders to share the policies and consequences. The parents would be notified about the assembly. After the assembly the dogs could be brought in.

Following Board discussion Member Carlisle moved to approve to bring the canine detection unit in on June 10th to Rio Seco, Chet. F. Harritt, and Carlton Hills, substituting another school at the discretion of administration if a named school is at Disneyland that day. Administration will notify parents about the use of canine detection by School Messenger.

Motion: Carlisle

Second: Bartholomew

Vote: 4-0 (El-Hajj absent)

Member Burns asked Mrs. Andrade to develop a School Messenger script and send to the Board prior to sending out to parents.

E. ADJOURNMENT

The May 27, 2009 special meeting adjourned 9:00 p.m.

SANTEE SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION

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

MINUTES
June 1, 2009

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President El-Hajj.

Members present:

Dianne El-Hajj, President
Dustin Burns, Vice President
Dan Bartholomew, Member

Staff present:

Emily Andrade, Assistant Superintendent, Educational Services
Bob Kull, Coordinator of Student Behavior

B. PUBLIC COMMUNICATION

There were no comments from the public.

C. CLOSED SESSION

1. Consideration of Student Matters (Ed. Code S48918) Students #6-08, #8-08, and #9-08

The Board entered Closed Session at 6:00 p.m. for student discipline hearings for students #6-08 and #8-08. Oral and documentary evidence were received. Vice President Burns announced that the Board members would deliberate and all other persons were asked to leave the room. No hearing was held for student #9-08.

D. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 8:45 p.m.

1. Action on Student Hearings

It was motioned by Member Bartholomew to expel student #8-08 from the Santee School District from June 1, 2009 to December 31, 2009, for violations of California Education Code Sections §48900 (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and §48900 (k) Disrupted school activities or otherwise willfully defied the authority of school personnel engaged in the performance of their duties, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion 5144.4: Administrative Review, and related Administrative Regulations.

This action is based on the following Findings of Fact in accordance with California Education Code §48900.2. The specific Findings of Fact are:

- *Education Code Section 48915(b)(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct. The facts that support this conclusion are: Student #8-08 has attended several behavioral assemblies, signed the zero tolerance policy, attended counseling sessions with the social worker, and had conferences with Principal and Vice Principal.*
- *Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #8-08 was in possession of and consumed alcohol on a school campus and provided the alcohol to another student. This behavior poses a significant safety risk to other students at school.*

The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan. The student shall:

- Remain at current school where he/she was transferred after administrative review.
 - Return to previous school upon completion of the Rehabilitation Plan.
 - Will maintain 2.0 GPA for academic, effort, and citizenship performance.
 - Will receive no new suspensions.
 - Will attend school regularly with no unexcused absences or tardies.
 - Will complete a counseling program by 12/31/09, for decision-making and peer pressure and drug and alcohol abuse prevention/treatment.
- =Complete all elements of this Rehabilitation Plan by 12/31/09 and present documentation to verify completion.

The parent must meet with the Coordinator of Student Behavior by June 8, 2009, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action.

Motion: Bartholomew

Second: Burns

Vote: 3-0

It was motioned by President El Hajj to expel student #6-08 from the Santee School District from June 1, 2009 to August 15, 2009, for violations of California Education Code Sections §48900 (j) Possessed, offered, arranged, or negotiated to sell drug paraphernalia as defined in the Health and Safety Code, and §48900 (k) Disrupted school activities or otherwise willfully defied

the authority of school personnel engaged in the performance of their duties, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion 5144.4: Administrative Review, and related Administrative Regulations.

This action is based on the following Findings of Fact in accordance with California Education Code §48900.2. The specific Findings of Fact are:

- *Education Code Section 48915(b)(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct. The facts that support this conclusion are: Student #6-08 has attended several behavioral assemblies, signed the zero tolerance policy, participated in Camp Clue Character Education Program, before and after school intervention programs, assigned a mentor teacher, counseling with Principal and Vice Principal, and weekly goal setting meetings.*
- *Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #6-08 admitted to the sheriff that he was able to obtain and dispense drugs for friends and was in possession of drug paraphernalia at school. This behavior poses a significant safety risk to other students at school.*

The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan. The student shall

- Remain at current school where he transferred after administrative review.
- Maintain 2.0 GPA for academic, citizenship, and effort performance.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Volunteer a minimum of 20 hours at the teen center.
- Attend with parents "Parenting For Parents of Teens".
- Attend a four week, once a week, class with the Santee Fire Fighters.

It is recommended that the student and parents complete a program of family counseling through the National Conflict Resolution Center. The student will be referred to Home Start for counseling.

All elements of this Rehabilitation Plan must be completed, with documentation presented to verify completion, by 8/15/09. Upon satisfactory completion of all activities in this Rehabilitation Plan, the student's record will be expunged of this expulsion order. The parent must meet with the Coordinator of Student Behavior by June 8, 2009, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action.

Motion: El-Hajj

Second: Bartholomew

Vote: 3-0

E. DISCUSSION ANDPOR ACTION ITEMS

1. Approval to Process and Timeline for the Implementation of Services for Canine Drug Detection Services

Emily Andrade reported the concern about students using drugs and the Board approval on May 27th for the use of the service on June 10th of Kanine Kontraband Inc.

On May 28 Mrs. Andrade spoke with the owner and head of the company, who is also the head of the national organization. The prior information Mrs. Andrade received was from the company's executive assistant. The owner said the executive assistant had not provided their prerequisites to having dogs visit a school. They recommend a student assembly for the students to become familiar with the dogs and parents to become familiar with the program. He recommended the District not use the dogs at this time, and until we have the time to properly prepare the students and parents for their visit. Because he has these prerequisites in place, his agency has never had any cases brought before a court and does not want to put the District at any liability. He also suggested the District adopt a Board Policy addressing the use of canine detection. Mrs. Andrade is bringing a draft policy to the Board on search and seizure on June 2nd.

It could also be frightening in a K-8 school if the students are not introduced to the dogs and they like students have an opportunity see the dogs, pet the dogs, and know what the dogs are used for. Mrs. Andrade asked for additional direction from the Board on the timeline and process for implementation of the canine detection services.

Board members discussed the new information and agreed that they wished to proceed in a correct manner. Member Burns moved to postpone the services of Kanine Kontraband Inc. until the fall of 2009-10

Motion: Burns

Second: Bartholomew

Vote: 3-0

F. ADJOURNMENT

The June 1, 2009 special meeting adjourned 9:00 p.m.

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

**MINUTES
June 10, 2009**

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
Dustin Burns, Vice President
Barbara Ryan, Clerk
Allen Carlisle, Member
Dan Bartholomew, Member
Staff present:
Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Emily Andrade, Assistant superintendent, Educational Services
Minnie Malin, Director, Human Services
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj read the District Mission Statement.

B. APPROVAL OF AGENDA

Motion: Ryan Second: Carlisle Vote: 5-0

C. PUBLIC COMMUNICATION

Citizens were invited to address the Board of Education about any item on this special meeting agenda.

JoAnn Schultz, Santee Administrators' Association president, reported that the District's administrators met this week and voted to take a voluntary 2% decrease in salary and 2 furlough days to help the District's budget shortfall. President El-Hajj said the Board appreciates the action of the administrators and it shows the Board they are part of the team, which is more important than the dollars.

D. BUDGET WORKSHOP

1. **Capital Improvement Program**
 - a. **CIP Project Expenses and Cash Flow**

Karl Christensen shared with the Board the goal is to separate facilities funding and the general fund. Both are in distress and it can compound the problem if you try to mix them. Mr. Christensen provided a summary of the CIP cash flow, presenting two cash flow charts, one proceeding with Phase II construction and one without Phase II. Dr. Johnson said the cash is depleted because we paid our bills for April and May. The charts do not take into account the \$2M received today. To move forward with the scaled back version of Phase II, as approved by the Board on May 22, the District would need \$19.1M. If Phase II construction was postponed until funds were in the bank it is estimated that we would owe approximately \$2M to vendors for materials and labor to stop Phase II construction. This would include the split irrigation system installation. Administration is working to achieve projects estimated at \$8M to work within the funds we could possibly receive with a BAN without a letter of credit.

Based on Dr. Johnson's last meeting with Padre Dam she believes their assessment may be less. Doug Wilson is working with the District allowing us to demonstrate water savings through construction.

- b. **Bond Anticipation Notes (BAN) Status Report from the Dolinka Group**
 - b.1. **Adoption of Resolution #0809-54 Granting Authority to Administration to Implement a Two Part BAN Financing Plan**

Benjamin Dolinka, from the Dolinka Group, provided information about restructuring the BAN into a two phase issuance. US Bank said all credit applications waiting for approval in California are on hold. He believes there are two events they are waiting for before releasing the applications. If Prop 98 is suspended it could be detrimental to credit approvals. During this time, the finance team has been

developing alternatives in case the credit is not provided. One consideration is to break the BAN into two phases. Another option is a BAN sold without a rating agency, because at this time we don't know what kind of a rating may be received. The constraints are getting less dollars at a higher interest rate. If the Board wished to move forward, a resolution will come to the Board on June 16.

Administration would like to go as high as possible, maybe up to \$10M. The bank is suggesting \$7M. Mr. Dolinka said, as the District's consultant, he will try to go as high as possible and will stretch for \$8M. This transaction could move more swiftly and documents could come to the Board on June 16. If approved, the documents would be sent out for final pricing by June 26th and close the week of July 6th. This is a very aggressive schedule for this kind of transaction. This structure cannot be sold for 5 years and these notes would come due in 12 months or less. During the 12 month period the school district has other options, the notes can continue to roll each year until such a time that a GO bond could be issued to buy them back.

Mr. Dolinka said there will be no general fund interest payments on these transactions. The rollover cost would be built into the next rollover and always be paid from cost of issuance accounts to advance the premiums.

Members of the finance team will be visiting US Bank explaining to them the difference between a BAN, a LRB, and COPs. The finance team can continue to pursue a BAN to see if the market becomes favorable and if the market is questionable, continue to roll the short term BAN. A third option is to try to use the funds the District is receiving from the State. President El-Hajj asked if we received the \$8.5M, would there be options to use those dollars other than covering expenses already paid? The Board may need to decide if they want to allow a covenant to use State funds to repay the BAN, and if not, it may make the interest higher.

Cheryl Bowen was invited to address the Board. (Request to speak card) Mrs. Bowen reminded the Board of the commitment Prospect Avenue has made to the community and to the School District and believes that they have not had some of the benefits and improvements that other schools have had. She hopes that support will continue to be put into place to take Prospect Avenue to the next level.

Mr. Dolinka said they are doing everything possible to make the loan as attractive as possible. There is a large difference in interest rate between a 5 year and 1 year note, from .9% with credit enhancement to 3.75% without a credit enhancement. Member Carlisle asked if there are costs to roll the loan over for an additional year. Mr. Dolinka said the cost associated with rolling a loan into another year would be less than \$100,000. The fees for this loan at \$8M is \$200,000 and underwriting costs of \$120,000. When the GO bonds are issued they will be sized with premiums to pay those costs so there is no capital outlay from the District's budget.

Member Carlisle confirmed that if Mr. Dolinka is successful in talking to the bank, there would be an opportunity that the entire sum may be realized. Mr. Dolinka said if they go down that path, it would be after the summer work time. The BAN with credit is not possible this summer. Member Carlisle asked if the BAN without a credit rating is a for-sure thing. Mr. Dolinka said they can sell it, but are uncertain of the interest rate.

Member Ryan clarified that if Prop 98 is suspended or if there is no budget, it is bad. If Prop 98 is not suspended and a budget is realized, she asked how that would impact the BAN. Mr. Dolinka said if Prop 98 is not suspended and a budget is realized, US Bank will put California school districts into a tier two agency, believing your money is guaranteed. Member Ryan asked how quickly we could get money if all went well. Mr. Dolinka said because all the paperwork is in and does not need to be modified, it would be on an accelerated pattern. The best case scenario would be to receive the money by the end of July or the first of August.

Member Ryan asked where we are on State applications for funding. Christina Becker said the first project that would be funded is the Cajon Park addition for \$4.1M scheduled for action by the State Allocation Board (SAB) on July 22nd and if funded will need to wait for the next Bond sale. The Rio Seco modernization \$4M grant application is scheduled for the SAB for August. The District received the visitation for the hardship funding from the Office of Public School Construction and received conceptual approval. This funding is scheduled to go to the SAB July meeting. When approved, we will be first in line for the hardship dollars.

Member Bartholomew asked what resources were available to pay what we owe if loans are not available. Mr. Christensen said we received some joint use funds but he is hesitant because of the discussion about the general fund. There is a huge deficit in May and June of 2010 and the District will need interfund borrowing to make it through.

President El-Hajj asked the Board Members their thoughts about issuing the BAN in two phases. Member Carlisle said there is a need for the BAN to get through Phase I commitments and the Board should discuss proceeding with Phase II. Member Ryan said Phase II depends on what happens with the State, so that decision may not need to be made at this time, only the decision about moving forward with the short term BAN.

Member Bartholomew asked how far we are into Phase II construction. Dr. Johnson said every day materials are being purchased and plans are progressing. The Board approved alternatives to Phase II is scheduled to begin on June 19th and costs are being incurred every day. Member Bartholomew believes that since we are running in a deficit we should stop Phase II construction.

President El-Hajj said, given what we are facing, she believes she would like to get free money from the State and to wait until June 16 to make a decision is a disservice to the schools.

Member Carlisle asked what the plan is if the short term BAN is not received to pay the hard costs for construction that are due.

Mr. Dolinka said the District can get the money; it is just at what interest rate. If the underwriter chooses not to purchase the notes, they would seek an alternate underwriter. He believes Piper Jaffrey will purchase the notes. There are individual investors seeking to purchase bonds, but the interest rate is higher.

Member Carlisle asked if we can we keep the materials and equipment that have been purchased if Phase II is stopped. Christina Becker said she could store the switchgear, which is almost \$1M of material on order for Prospect. It becomes very costly to store large amounts of material. President El-Hajj asked about the expiration of the permits. Christina Becker said DSA has permitted sites for 18 months with a 6 month extension available.

Member Burns asked for Administration's recommendation. Dr. Johnson said Dr. Shaw, Mr. Christensen, and she all feel if the money is not there it could cause great problems. She said Administration recommend moving forward on the short term BAN and to stop progress on Phase II until funding becomes available.

Member Ryan asked if the Board votes to issue the BAN in two phases and stop Phase II construction, and the State budget gets resolved, what the start up process would be and what it would take to begin construction. Christina Becker said if this happened she would do her best to get whatever could be done completed during the summer. She would set up a game plan but would need a three week window to get some items completed.

Anton Greenville, Barnhart Inc, vice president, said this is an unfortunate turn of events. They will make things move forward as funds become available. It is better to make a decision now rather than waiting any longer. Barnhart will figure out how to get through this. The parent company is also looking at ways to see if they can assist in the financing. However there may not be time to make that happen this summer. He asked if there were any options to move forward with just the infrastructures. Barnhart is a team member and will be there to help the District through this.

Member Burns would like to see the infrastructure completed at the three schools if at all possible. Member Ryan believes the District should stop buying materials but not totally discontinue construction while continuing to explore options.

President El-Hajj asked Mrs. Becker how long would be needed to install infrastructure at the schools and if it could be done if the summer window was missed. Mrs. Becker said it takes about 30 days making the winter break difficult. She would do her best make it happen.

Member Burns moved to issue the short term BAN. Member Bartholomew seconded.

Motion: Burns Second: Bartholomew Vote: 5-0

Member Carlisle moved to direct Administration to immediately stop purchases and the work for Phase II schools that was originally approved on May 22 and return with a plan to provide infrastructure for 1 to 3 schools.

Motion: Carlisle Second: Bartholomew Vote: 4-1 (Ryan, no)

Member Burns moved to direct Administration to continue to pursue alternative funding solutions to proceed with the Phase II infrastructure during the summer if at all possible at 1, 2, or all 3 schools, and report back with a financial plan at a future board meeting.

Motion: Burns Second: Ryan Vote: 5-0

It was the consensus of the Board to direct Administration to consider available options for the CFH ball field to show good faith and progress to the City of Santee to prevent losing the \$260,000 in grant funds.

2. District Operational Budget

a. Budget Update and Board Reductions on June 2, 2009

Mr. Christensen presented the state of the economy from the school services workshop. It is said to be the worst since the great depression. California is suffering more than the nation as a whole. This is the first decline in personal income since 1938. Prop 98 determines how much funding education should receive as a minimum funding level. When property taxes go down it adds an additional burden to the State to fund education. In February, the State enacted a 17-month budget. California's cash flow remains in the negative. He shared a chart of the effects of the cuts to education from the May Revise. These cuts almost wiped out a decade of growth in education funding. The reductions mean almost an \$1,100 per student hit on revenue funding.

b. Operational Cash Flow

Mr. Christensen shared charts on the operation cash flow. There is good news on the TRAN and the outcome should be known by early next week. He shared the income from revenue sources and the months that would have a negative cash flow without the TRAN. Member Ryan would like to see the cash flow including the budget reductions that have been approved. Mr. Christensen assured the Board he would look at every bit of flexibility available as he closes the books on this year's budget. Member Bartholomew asked if there is a rule of thumb in looking at cash flow for a comfortable ending balance each month. Mr. Christensen said \$.5M each month is the cushion he likes. Cash flow is monitored on a weekly basis to be able to anticipate any situations and to plan ahead. It is really important to maintain a reserve as a cushion to address issues as they arise.

Member Bartholomew asked what the per pupil revenue reduction impact will be. Mr. Christensen said the reductions is \$2.6M from the May revise and \$2.7M in additional reductions, totaling \$6M in revenue reductions.

c. TRANS

The TRANS was discussed and updates will be provided to the Board as they come in from the County.

d. August 15, 2009 Summer Layoff Timelines

Minnie Malin reported the shortfall of the State budget is disheartening. Administration is bracing for \$6.1M in reductions over the next 2 years. She provided information on some personnel options and the legal requirements of the summer August 15th lay off deadline if the Board wished to have the flexibility to lay off teachers.

Mrs. Malin presented a timeline showing a resolution would be needed in June and notices must be issued by June 30th. Employees must file a request for hearings with the hearings held in July. Final action would be taken by August 13th with the final lay off notices issued on August 14th.

President El-Hajj restated the options which included: salary rollback and/or furlough days which must be negotiated. Mrs. Malin said the District has sunshined and is meeting with STA tomorrow to discuss options. President El-Hajj said in her district it took 8 months of negotiations. No action was taken.

E. CLOSED SESSION

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

1. **Public Employment Matters (Govt. Code § 54957)**
Public Employee Discipline/Dismissal/Release
2. **Conference with Labor Negotiator (Govt. Code § 54956.8)**
Agency Negotiator: Minnie Malin, Director, Human Resources
Employee Organizations: Santee Teachers Association
California School Employees Association

Purpose: Negotiations

The Board adjourned to closed session at 9:15 p.m.

F. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:35 p.m. President El-Hajj reported decisions made by the Board in closed session:

1. The Board directed Administration to pursue additional revenue reductions to the 2009-10 school district budget through a combination of options that include:
 - Annuities for retirements for eligible personnel,
 - A 1:24 CRS class load in grades K-3,
 - Salary rollbacks, and
 - Furlough days.
2. The Board requested that Administration continue to investigate and confirm the lay-off timeline and process.

G. ADJOURNMENT

The June 10, 2009 special meeting was adjourned at 10:40 p.m.

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
August 18, 2009

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated travel expenses are \$1,401.00, 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 D.2.1.
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Board Travel Report - August 18, 2009

Travel Dates		Attendees	Site or Dept	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel
Thursday,	08/20/09	Dr. Patrick Shaw Karl Christensen Faith Mitchell	Supt Business Business	School Finance and Management Conference	San Diego	\$0	\$210	Business Service	This School Services of California conference will provide vital information on current State budget saga, and its impact to school districts.
					\$0	\$210	Business Service		
					\$0	\$210	Business Service		
Monday,	10/26/09	Christina Becker	Facilities	FRISK Training	SDCOE	\$0	\$113	Facilities Modernization	This workshop will provide guidelines for evaluators in documenting unsatisfactory employee performance.
Wed-Thurs,	12/02/09 - 12/03/09	Barbara Ryan	Board	CSBA Delegate Assembly	San Diego	\$0	\$360	Board Delegate	Board Clerk Ryan will be representing Santee School District at the California School Board Association Delegate Assembly meetings.
Travel Requests (overnight, out-of-State, and/or air travel) Submitted for Board Approval									
Wednesday,	09/23/09	Christina Becker	Facilities	State Allocation Board Meeting	Sacramento	\$0	\$298	Facilities Modernization	Ms. Becker will be representing Santee School District for its Facility Hardship Funding application consideration by the State Allocation Board.

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 August 18, 2009

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 July 2009:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-659462 TO 12-666302	\$712,857.61
09 00	NA	\$0.00
12 06	12-663004	\$261.36
13 00	12-660751 TO 12-661235	\$57.00
14 00	NA	\$0.00
21 09	NA	\$0.00
21 39	12-659886 TO 12-663996	\$2,870,746.78
25 18	12-659901 TO 12-665669	\$83,337.29
25 38	12-659909 TO 12-663997	\$79,689.43
30 00	12-661238 TO 12-663008	\$4,692.35
		\$3,751,641.82

Student Body Warrants issued for the period of July 2009:

\$6,475.00

Payroll Warrant #'s beginning 10-681332 through 10-681608, and 10-753259 through 10-753334, and 10-759077 through 10-759244:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$705,323.16
06 00	\$336,528.82
12 06	\$4,118.01
13 00	\$33,103.21
25-18	\$130.88
63 00	\$142,729.34
\$1,221,933.42	

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$4,980,050.24 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

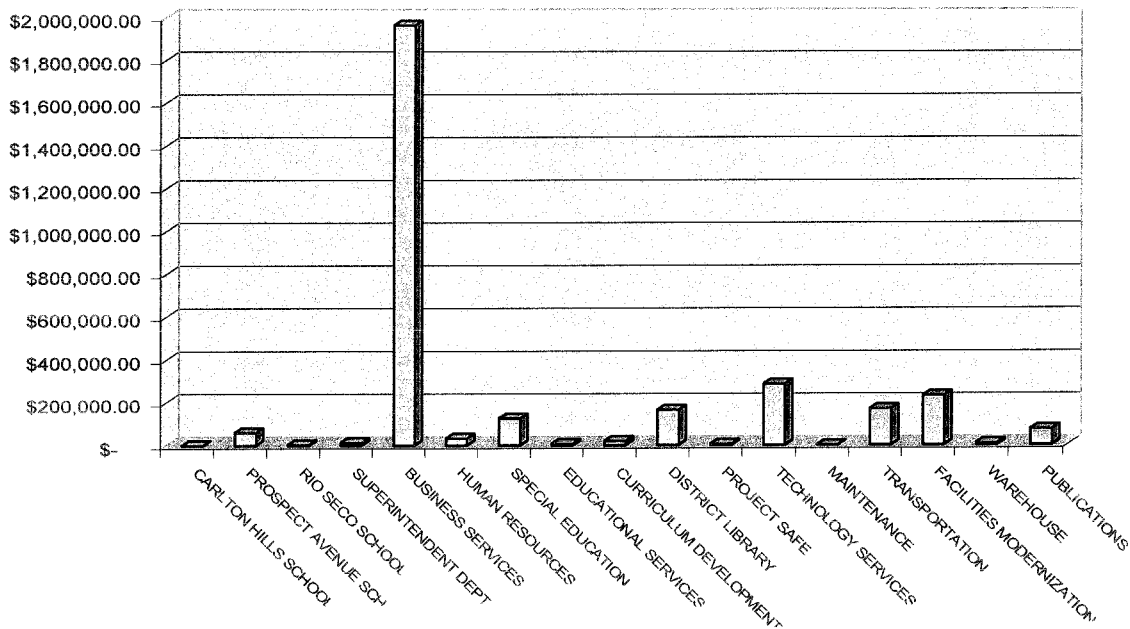
This is a fiscal item. All fiscal resources impact student achievement.

Motion:		Second:		Vote:		Agenda Item D.2.2.
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BACKGROUND:

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

**PURCHASE ORDER REPORT
 JULY 2009**



Business Services purchase orders include annual District-wide services to SDG&E (\$1,040,000), Padre Dam MWD (\$337,000), and Southern California Relief (\$208,436).

RECOMMENDATION:

Administration recommends approval of purchase orders #090000 through #090110 issued July 1, 2009 through July 31, 2009.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact of \$3,163,677.63 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.3.
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LOCATION LIST 2009-10

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

M = Monthly Blanket
 A = Annual Blanket
 L = Lottery

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

Fund Numbers

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

**PURCHASE ORDER EXCEEDED BY 10%
FROM 7/01/09 THROUGH 7/31/09**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
080038	7/8/2008	03-00	MCALISTER INSTITUTE DRUG TESTING SERVICES 08/09	070	ORIGINAL AMOUNT OF ANNUAL OVER 10% ON ANNUAL	\$375.00 + \$60.00
					NEW TOTAL	\$435.00
080133	7/16/2008	03-00	GROSSMONT UNION HS DIST. FINGERPRINTING	097	ORIGINAL AMOUNT OF ANNUAL OVER 10%	\$1,000.00 + \$220.00
					NEW TOTAL	\$1,220.00
080285	8/7/2008	03-06	OFFICEMAX SUPPLIES	002	ORIGINAL AMOUNT OF ANNUAL OVER 10%	\$15,500.00 + \$1,997.87
					NEW TOTAL	\$17,497.87
081211	1/15/2009	25-18	SCHOOL FACILITY CONSULTANTS PROFESSIONAL SERVICES FOR NEW CONST / MOD FUNDING	002 007 010	ORIGINAL AMOUNT OF ANNUAL OVER 10%	\$10,000.00 + \$10,750.00
					NEW TOTAL	\$20,750.00
081461	3/13/2009	03-00	FAGEN FRIEDMAN & FULFROST PROF. LEGAL SERVICES	065	ORIGINAL AMOUNT OF ANNUAL OVER 10%	\$25,000.00 + \$1,549.20
					NEW TOTAL	\$26,549.20
081555	4/3/2009	12-06	SCHOLASTIC MAGAZINES SHIPPING CHARGES	012	ORIGINAL AMOUNT OF PO OVER 10%	\$237.60 + \$23.76
					NEW TOTAL	\$261.36

PURCHASE ORDER BOARD REPORT-JULY 2009
REPORT BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
090108	7/29/2009	6	TROXELL COMMUNICATIONS INC	REPLACEMENT LAMPS	\$ 546.60	003	CARLTON HILLS SCHOOL
				TOTAL	\$ 546.60		CARLTON HILLS SCHOOL
090005	6/4/2009	6	LOGICAL CHOICE TECHNOLOGIES	LABOR / INSTALLATION SFTWR	\$ 7,250.50	005	PROSPECT AVENUE SCH
090004	6/4/2009	6	LOGICAL CHOICE TECHNOLOGIES	CABLING & SOFTWARE - PA	\$ 52,736.85	005	PROSPECT AVENUE SCH
				TOTAL	\$ 59,987.35		PROSPECT AVENUE SCH
090003	6/4/2009	3	DELL MARKETING L.P.	COMPUTER	\$ 1,833.53	009	RIO SECO SCHOOL
090001	5/14/2009	3	TIME FOR KIDS	SUBSCRIPTIONS 09/10	\$ 190.06	009	RIO SECO SCHOOL
090000	5/14/2009	3	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTIONS	\$ 465.24	009	RIO SECO SCHOOL
				TOTAL	\$ 2,488.83		RIO SECO SCHOOL
090039	7/16/2009	3	CALIFORNIA SCHOOL BOARDS ASSO	MEMBERSHIP DUES 09/10	\$ 11,133.00	062	SUPERINTENDENT DEPT
090038	7/16/2009	3	CALIFORNIA SCHOOL BOARDS ASSO	GAMUT ONLINE FEE 09/10	\$ 2,500.00	062	SUPERINTENDENT DEPT
090037	7/16/2009	3	SAN DIEGO COUNTY SCHOOL BOARDS	MEMBERSHIP DUES 09/10	\$ 336.71	062	SUPERINTENDENT DEPT
090018	7/15/2009	3	EDUCATIONAL RESOURCES INC	SOFTWARE LICENSES	\$ 147.75	062	SUPERINTENDENT DEPT
				TOTAL	\$ 14,117.46		SUPERINTENDENT DEPT
090104	7/27/2009	3	OFFICE DEPOT INC	SIGNATURE STAMPS	\$ 59.79	064	BUSINESS SERVICES
090081	7/23/2009	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL	\$ 150.34	064	BUSINESS SERVICES
090080	7/23/2009	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVES	\$ 193,264.96	064	BUSINESS SERVICES
090079	7/23/2009	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVES	\$ 55,133.26	064	BUSINESS SERVICES
090078	7/23/2009	6	FIRST 5 SAN DIEGO	CLAIM DISALLOWANCE	\$ 597.20	064	BUSINESS SERVICES
090077	7/23/2009	3	ERIC HALL & ASSOCIATES	INTERIM BUS. CONSULTING SVCS	\$ 3,906.25	064	BUSINESS SERVICES
090076	7/23/2009	3	BOWIE, ARNESON, WILES &	LEGAL SERVICES - SOLAR	\$ 121.00	064	BUSINESS SERVICES
090069	7/22/2009	3	NCEPC	PURCHASING CONSORTIUM 09/10	\$ 200.00	064	BUSINESS SERVICES
090068	7/22/2009	3	COUNTY-PROFLAME	PROPANE SERVICE 09/10	\$ 1,500.00	064	BUSINESS SERVICES
090067	7/22/2009	3	PADRE DAM MUNICIPAL WATER	DISTRICT WATER 09/10	\$ 337,000.00	064	BUSINESS SERVICES
090066	7/22/2009	3	HELIX WATER DISTRICT	PEPPER DRIVE WATER 09/10	\$ 13,000.00	064	BUSINESS SERVICES
090065	7/22/2009	3	VAVRINEK, TRINE, DAY & CO LLP	AUDIT SERVICES 09/10	\$ 21,500.00	064	BUSINESS SERVICES
090064	7/22/2009	3	C.A.S.H.	MEMBERSHIP DUES 09/10	\$ 450.00	064	BUSINESS SERVICES
090063	7/22/2009	3	CITY OF SANTEE	CROSSING GUARD SERVICES 09/10	\$ 15,000.00	064	BUSINESS SERVICES
090062	7/22/2009	3	BOWIE, ARNESON, WILES &	LEGAL SERVICES 09/10	\$ 10,000.00	064	BUSINESS SERVICES
090061	7/22/2009	25 18	ERIC HALL & ASSOCIATES	CONSULTING SERVICES 09/10	\$ 36,000.00	064	BUSINESS SERVICES
090060	7/22/2009	3	SANTEE SD SECURITY	DISTRICTWIDE SECURITY SERVICES	\$ 12,498.00	064	BUSINESS SERVICES
090059	7/22/2009	3	SAN DIEGO GAS & ELECTRIC CO	GAS & ELECTRIC 09/10	\$ 1,040,000.00	064	BUSINESS SERVICES
090057	7/22/2009	6	WILLIAMS SCOTSMAN INC	RELOCATABLE LEASE 09/10	\$ 13,485.84	064	BUSINESS SERVICES
090042	7/20/2009	3	MISSION FEDERAL CREDIT UNION	QUARTERLY FEES	\$ 500.60	064	BUSINESS SERVICES
090019	7/15/2009	3	KYLIE EBBERT	REPLACEMENT OF PAYROLL CHECK	\$ 304.30	064	BUSINESS SERVICES
090012	7/15/2009	3	SOUTHERN CALIFORNIA RELIEF	PROP / LIAB INS. 09/10	\$ 208,436.00	064	BUSINESS SERVICES
				TOTAL	\$ 1,963,107.54		BUSINESS SERVICES
090051	7/21/2009	3	FAGEN FRIEDMAN & FULFROST	LEGAL SERVICES 09/10	\$ 25,000.00	065	HUMAN RESOURCES
090050	7/21/2009	25 38	FRONTLINE PLACEMENT TECH INC	AESOP ADMINISTRATION FEE 09/10	\$ 7,335.00	065	HUMAN RESOURCES
				TOTAL	\$ 32,335.00		HUMAN RESOURCES

090055	7/21/2009	6	INTERPRETERS UNLIMITED	CONSULTING SERVICES	\$	225.00	067	SPECIAL EDUCATION
090036	7/16/2009	6	CALICO SOFTWARE SYSTEMS INC	LICENSE FEES & SUPPORT 09/10	\$	7,408.92	067	SPECIAL EDUCATION
090033	7/16/2009	6	CAREERSTAFF UNLIMITED INC	OCCUPATIONAL THERAPY	\$	35,712.00	067	SPECIAL EDUCATION
090032	7/16/2009	6	CAREERSTAFF UNLIMITED INC	OCCUPATIONAL THERAPY	\$	72,576.00	067	SPECIAL EDUCATION
090031	7/16/2009	6	CAREERSTAFF UNLIMITED INC	OCCUPATIONAL THERAPY	\$	5,472.00	067	SPECIAL EDUCATION
090017	7/15/2009	6	MAXIM HEALTHCARE SERVICES	CONSULTING SERVICES - 08/09 FY	\$	5,577.60	067	SPECIAL EDUCATION
				TOTAL	\$	126,971.52		SPECIAL EDUCATION
090058	7/22/2009	6	EDUCATIONAL RESOURCES INC	ADOBE LICENSES	\$	229.81	069	EDUCATIONAL SERVICES
090043	7/20/2009	6	BUCK INSTITUTE FOR EDUCATION	TEACHER'S WORKSHOPS - PD & PA	\$	6,900.00	069	EDUCATIONAL SERVICES
				TOTAL	\$	7,129.81		EDUCATIONAL SERVICES
090044	7/20/2009	6	HOWARD TARAS, M.D.	CONSULTING SERVICES	\$	150.00	070	CURRICULUM DEVELOPMENT
090035	7/16/2009	3	RADY CHILDREN'S HOSPITAL - SD	AGREEMENTS 09/10	\$	17,500.00	070	CURRICULUM DEVELOPMENT
090034	7/16/2009	3	MCALISTER INSTITUTE	DRUG TESTING SERVICES 09/10	\$	1,125.00	070	CURRICULUM DEVELOPMENT
				TOTAL	\$	18,775.00		CURRICULUM DEVELOPMENT
090054	7/21/2009	3	LIGHTSPEED TECHNOLOGIES INC	CLASSROOM OF THE FUTURE	\$	21,141.00	071	DISTRICT LIBRARY
090053	7/21/2009	3	DELL MARKETING L.P.	CLASSROOM OF THE FUTURE	\$	16,524.35	071	DISTRICT LIBRARY
090052	7/21/2009	3	TROXELL COMMUNICATIONS INC	CLASSROOM OF THE FUTURE	\$	2,516.94	071	DISTRICT LIBRARY
090049	7/21/2009	6	MCGRAW-HILL SCHOOL PUBLISHING	LANGUAGE ARTS MATERIALS-SP. ED	\$	4,324.19	071	DISTRICT LIBRARY
090020	7/15/2009	6	TROXELL COMMUNICATIONS INC	CP & CH PROJECTORS THRU QZAB	\$	1,505.77	071	DISTRICT LIBRARY
090009	6/17/2009	6	SCOTT FORESMAN	MATH WORKBOOKS - K-2	\$	5,736.26	071	DISTRICT LIBRARY
090006	6/9/2009	6	MACMILLAN/MCGRAW-HILL	MATH WORKBOOKS	\$	69,319.60	071	DISTRICT LIBRARY
090002	6/3/2009	6	HOUGHTON MIFFLIN COMPANY	EDUCATIONAL MATERIALS 09/10 FY	\$	44,140.96	071	DISTRICT LIBRARY
				TOTAL	\$	165,209.07		DISTRICT LIBRARY
090105	7/28/2009	63	JAMES PEARSON	PROJECT SAFE EQUIPMENT	\$	225.00	072	PROJECT SAFE
090027	7/16/2009	6	DEPARTMENT OF SOCIAL SERVICES	YALE LICENSE FEE RENEWAL	\$	200.00	072	PROJECT SAFE
090016	7/15/2009	63	CHRIS RUBIO PRODUCTIONS	PS PERFORMANCE	\$	1,270.00	072	PROJECT SAFE
090015	7/15/2009	63	TNT MOBILE DJ	DJ SERVICES FOR PROJ. SAFE	\$	395.00	072	PROJECT SAFE
090014	7/15/2009	63	KIDTRIBE	PS - SUMMER ASSEMBLY	\$	1,733.00	072	PROJECT SAFE
090013	7/15/2009	63	DARWIN SINRAM DBA	PROJ. SAFE: SUMMER ASSEMBLY	\$	150.00	072	PROJECT SAFE
090008	6/11/2009	63	YOUNG AUDIENCES OF SAN DIEGO	OUT-OF-SCHOOL TIME PROGRAM	\$	695.00	072	PROJECT SAFE
				TOTAL	\$	4,668.00		PROJECT SAFE
090107	7/28/2009	25 38	COX COMMUNICATIONS	COX COMMUNICATION SVCS 09/10	\$	221,677.00	073	TECHNOLOGY SERVICES
090106	7/28/2009	3	GTC SYSTEMS INC	CITREX ENGINEER SUPPORT 09/10	\$	7,000.00	073	TECHNOLOGY SERVICES
090103	7/27/2009	3	CORE TECH CORPORATION	BRIDGE EMULATION 09/10	\$	594.00	073	TECHNOLOGY SERVICES
090102	7/27/2009	3	STANDARD TEL	XPRESS CARE RENEWAL - 09/10	\$	1,800.00	073	TECHNOLOGY SERVICES
090101	7/27/2009	3	STANDARD TEL	SERVICE/SUPPORT 09/10	\$	2,000.00	073	TECHNOLOGY SERVICES
090100	7/27/2009	3	DELL MARKETING L.P.	CERTIFICATION SERVICE 09/10	\$	537.00	073	TECHNOLOGY SERVICES
090099	7/27/2009	3	SCHOOL MESSENGER	NOTIFICATION SVC AGREEMT 09/10	\$	18,734.00	073	TECHNOLOGY SERVICES
090098	7/27/2009	3	SCHOOLDUDE.COM INC	DIRECT IMMS SERVICE 09/10	\$	2,985.00	073	TECHNOLOGY SERVICES
090010	6/18/2009	6	NCS PEARSON, INC.	POWER SCHOOL - ANNUAL 09/10	\$	30,247.88	073	TECHNOLOGY SERVICES
				TOTAL	\$	285,574.88		TECHNOLOGY SERVICES
090045	7/21/2009	6	SANTEE WELDING	HVAC SUPPLIES - PA	\$	235.00	075	MAINTENANCE
				TOTAL	\$	235.00		MAINTENANCE

090075	7/22/2009	6	UNIFIRST CORPORATION	MECHANIC UNIFORMS 09/10	\$	2,300.00	076	TRANSPORTATION
090074	7/22/2009	3	6 REGIONAL COMMUNICATIONS	RADIO SERVICE 09/10	\$	14,946.00	076	TRANSPORTATION
090073	7/22/2009	6	THE SOCO GROUP INC	UNLEADED FUEL 09/10	\$	117,800.00	076	TRANSPORTATION
090072	7/22/2009	6	THE SOCO GROUP INC	UNLEADED FUEL 09/10	\$	30,000.00	076	TRANSPORTATION
090071	7/22/2009	3	THE SOCO GROUP INC	UNLEADED FUEL 09/10	\$	2,200.00	076	TRANSPORTATION
090070	7/22/2009	6	BRUCE R. THOMAS DBA	BUS WASH SERVICE 09/10	\$	550.00	076	TRANSPORTATION
090040	7/20/2009	6	ROADONE	VEHICLE REPAIRS	\$	204.00	076	TRANSPORTATION
090030	7/16/2009	6	GROSSMONT UNION HIGH	SP ED TRANSPORTATION	\$	135.00	076	TRANSPORTATION
090029	7/16/2009	6	CUMMINS CAL PACIFIC LLC	BUS REPAIRS	\$	1,440.08	076	TRANSPORTATION
					TOTAL	\$	169,575.08	TRANSPORTATION
090110	7/30/2009	21	8 GEM INDUSTRIAL, INC	SWITCHGEAR STORAGE - PA	\$	13,860.00	077	FACILITIES MODERNIZATION
090109	7/30/2009	21	8 WESTERN ENVIRONMENTAL & SAFETY	HAZARDOUS WASTE REMOVAL - CH	\$	575.00	077	FACILITIES MODERNIZATION
090056	7/22/2009	21	8 TECH DEPOT	IT EQUIPMENT - MODERNIZATION	\$	1,491.94	077	FACILITIES MODERNIZATION
090048	7/21/2009	21	8 AF CONSULTANTS	ICOC CONSULTANT-MODERNIZATION	\$	13,250.00	077	FACILITIES MODERNIZATION
090047	7/21/2009	21	8 BARNHART INC.	SWITCHGEAR: PHASE 2-CFH,HC,PA	\$	165,690.00	077	FACILITIES MODERNIZATION
090046	7/21/2009	21	39 PORTABLE STORAGE CORP	CONTAINER STORAGE MOVES-PA/PD	\$	400.00	077	FACILITIES MODERNIZATION
090041	7/20/2009	21	39 HELIX WATER DISTRICT	FIRE FLOW ANALYSIS FEES - PD	\$	290.00	077	FACILITIES MODERNIZATION
090028	7/16/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES - DO/ERC	\$	916.33	077	FACILITIES MODERNIZATION
090026	7/15/2009	21	8 INSTITUTIONAL CABINET &	CABINERY: RS/CO OFFICES: MODS	\$	4,185.00	077	FACILITIES MODERNIZATION
090025	7/15/2009	21	39 BB&T INS. SVCS OF CALIF. INC.	MOD INSURANCE - CFH & PA	\$	11,592.00	077	FACILITIES MODERNIZATION
090024	7/15/2009	21	39 COUNTY OF SAN DIEGO	PLAN CHECK FEES - PA	\$	357.00	077	FACILITIES MODERNIZATION
090023	7/15/2009	21	39 PADRE DAM MUNICIPAL WATER	PLAN CHECK FEES - PA	\$	2,200.00	077	FACILITIES MODERNIZATION
090022	7/15/2009	21	39 COUNTY OF SAN DIEGO	PLAN CHECK FEES - CFH	\$	357.00	077	FACILITIES MODERNIZATION
090021	7/15/2009	21	39 PADRE DAM MUNICIPAL WATER	PLAN CHECK FEES - CFH MODS	\$	2,200.00	077	FACILITIES MODERNIZATION
090011	7/11/2009	21	8 EWING IRRIGATION PRODUCTS	CALSENSE-SPLIT IRRIGATION	\$	10,920.63	077	FACILITIES MODERNIZATION
090007	6/11/2009	21	8 CULVER-NEWLIN, INC.	LIBRARY SHELVING - CP, CO, RS	\$	1,896.47	077	FACILITIES MODERNIZATION
					TOTAL	\$	230,181.37	FACILITIES MODERNIZATION
090087	7/27/2009	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	7,626.91	078	WAREHOUSE
090086	7/27/2009	3	WAXIE SANITARY SUPPLY	STORES SUPPLIES	\$	176.72	078	WAREHOUSE
090085	7/27/2009	3	MAINTEX INC	STORES SUPPLIES	\$	288.93	078	WAREHOUSE
090084	7/27/2009	3	PIONEER CHEMICAL COMPANY	STORES SUPPLIES	\$	508.95	078	WAREHOUSE
090083	7/27/2009	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	254.11	078	WAREHOUSE
090082	7/24/2009	3	MOORE MEDICAL CORP	STORES SUPPLIES	\$	913.50	078	WAREHOUSE
					TOTAL	\$	9,769.12	WAREHOUSE
090097	7/27/2009	3	EL CAJON'S PRINT & COPY CENTER	PRINTING & COPY SERVICES 09/10	\$	2,000.00	092	PUBLICATIONS
090096	7/27/2009	3	KONICA MINOLTA BUSINESS	SERVICE AGREEMENT- 09/10	\$	5,000.00	092	PUBLICATIONS
090095	7/27/2009	3	SUPERINTENDENT OF SCHOOLS	PRINT BUSINESS CARDS 09/10	\$	1,200.00	092	PUBLICATIONS
090094	7/27/2009	3	SOUTHLAND ENVELOPE COMPANY INC	PRINTING SERVICES 09/10	\$	2,500.00	092	PUBLICATIONS
090093	7/27/2009	3	PAPER PLUS	PUBLICATION SUPPLIES 09/10	\$	500.00	092	PUBLICATIONS
090092	7/27/2009	3	SPIRAL BINDING CO INC	BINDING SUPPLIES - 09/10	\$	1,000.00	092	PUBLICATIONS
090091	7/27/2009	3	KONICA MINOLTA BUSINESS	SERVICE AGREEMENT- 09/10	\$	15,000.00	092	PUBLICATIONS
090090	7/27/2009	3	KONICA MINOLTA BUSINESS	SERVICE AGREEMENT- 09/10	\$	15,000.00	092	PUBLICATIONS
090089	7/27/2009	3	UNISOURCE CORPORATION	DUPLICATING SUPPLIES 09/10	\$	30,000.00	092	PUBLICATIONS
090088	7/27/2009	3	HARLAND TECHNOLOGY SERVICES	READ HEAD MAINTENANCE 09/10	\$	806.00	092	PUBLICATIONS
					TOTAL	\$	73,006.00	PUBLICATIONS

Consent Item D.2.4. Acceptance of Donations
 Prepared by Karl Christensen
 August 18, 2009

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 donation has been offered to the District:

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support the Instructional Program and Supplement Technology Funding	\$40,000.00	Santee School District Foundation	District-Wide Technology
TOTAL DONATIONS RECEIVED	\$40,000.00		

RECOMMENDATION:

Administration recommends acceptance of the donation listed above for the District.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The donation above is valued at \$40,000.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.4.
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Consent Item D.2.5. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
August 18, 2009

BACKGROUND:

The Revolving Cash Fund of \$5,000 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

RECOMMENDATION:

Administration recommends approval of checks #21755 through #21756 on the \$5,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$210.63 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

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

Date	Number	Name	Memo	Amount
07/23/09	21755	AT&T	Telecommunication Charge	\$0.11
07/23/09	21756	CEI Services as Subrogees of GE Fleet	Repair of Automobile	\$210.52

Total Checks Written:

\$210.63

Total to be Reimbursed:

\$210.63

BACKGROUND:

For many years now, on-site residents have been providing a valuable service to the District. There is currently an on-site resident at the Santee School Site and one at Carlton Oaks School. Additionally, at its January 20, 2009 meeting, the Board of Education authorized administration to expand the program to include one on-site resident at Cajon Park School. The on-site resident at Santee School Site owns his mobile home and rents the space while the residents at Carlton Oaks and Cajon Park schools, rent a District-owned home. The presence of these individuals on school sites deters vandalism and ensures a quick response to troublesome issues. Although there is no longer a school functioning at the Santee School Site, the on-site resident there continues to provide service to the District by responding to after-hours issues at other sites. He will eventually be moved to another school when the live-on space is available and functioning.

Over the years, the agreement at Carlton Oaks School has been amended to include some updated clauses that the Santee School Site agreement does not contain. At the September 6, 2005 meeting, the Board approved the inclusion of an annual COLA (Cost of Living Allowance) increase to the monthly rent amount based on the State-calculated COLA. This provision has not yet been executed in the current agreements.

Administration has amended the agreements for the three on-site residents. The amended agreements now align and include substantially the same provisions. Each also contains a provision for an annual COLA increase beginning September 1, 2009 and continuing every year thereafter.

RECOMMENDATION:

It is requested that the Board approve the following:

- 1) Amendments to on-site resident agreements to provide uniformity.
- 2) Inclusion of a COLA increase to monthly rent amounts.
- 3) Execution of a new agreement to provide on-site resident services at Cajon Park School.
- 4) Execution of amended agreements to continue to provide on-site resident services at Carlton Oaks School and Santee School Site respectively.

This recommendation supports the following goals:

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

FISCAL IMPACT:

Annual rental income from the live-on residences per year will be:

Cajon Park School - \$10,008
Cariton Oaks School – \$10,008
Santee School Site - \$ 2,508

STUDENT ACHIEVEMENT IMPACT:

Increased campus security benefits students with a safe learning environment when live-on residences are on school grounds.

Motion:		Second:		Vote:		Agenda Item D.2.6.
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SANTEE SCHOOL DISTRICT
ON-SITE RENTAL AGREEMENT

THIS RENTAL AGREEMENT by and between SANTEE SCHOOL DISTRICT, hereinafter referred to as "DISTRICT", and _____, hereinafter referred to as "RESIDENT", effective September 1, 2009.

WITNESSETH:

WHEREAS, according to Article 1 (commencing with Section 39600), Chapter 4 of the Education Code, the District is authorized to provide for the management and control of school property within said District; and

WHEREAS, each year the District is required to replace or repair school property which is damaged or destroyed by vandalism and theft and is willing to make available a mobile home on the school site as reciprocal payment for such services; and

WHEREAS, the District is authorized, according to Education Code Section 39610.5 to provide on school property a mobile home including all necessary appurtenances and fixtures and necessary services for the purpose of enabling a responsible person or persons, to occupy a mobile home on such site in return for maintaining surveillance over the school grounds and to report to appropriate police and fire protection agencies and/or school authorities illegal or suspicious activities that are observed;

I. RESPONSIBILITIES, DUTIES, AND RESTRICTIONS OF PARTIES:

- A. The DISTRICT, shall provide the RESIDENT with a mobile home, including necessary appurtenances, located on the Cajon Park Elementary School campus. The monthly rental fee is below the market rate as a benefit in exchange for independently contracted security services.
- B. RESIDENT shall pay DISTRICT rent in the amount of eight hundred thirty-four dollars and no cents (\$834.00) per month due and payable on the first of each month. The rent amount shall be increased each year subsequent to the effective date of this agreement by an amount equal to the State calculated statutory COLA (Cost of Living Adjustment). Said COLA shall become effective on September 1 of each subsequent year commencing on September 1, 2010.
- C. The DISTRICT shall provide the RESIDENT with the following services: electricity, water, sewer, natural or propane gas, and the use of existing campus garbage disposal facilities.

- D. The RESIDENT shall not install any item (such as a spa or Jacuzzi), which will result in high energy usage or additional expense to the DISTRICT.
- E. Requests for home expansions or replacement must be submitted in writing to the District, and must be accepted, in writing, by the DISTRICT.
- F. The RESIDENT shall not install any other building or structure on the site except the mobile home unit.
- G. DISTRICT shall provide RESIDENT with a cell phone at DISTRICT expense. The RESIDENT shall be available by cell phone at all times, except as noted in Section Q of this agreement, to be able to respond to an emergency should one arise.
- H. The RESIDENT shall, upon termination of the agreement, remove all personal effects from the mobile home, repair any damages to the site, and shall ensure that the site is completely clean of all debris, trash, and other items.
- I. The RESIDENT shall maintain the mobile home premises in a safe, clean, and orderly manner. The RESIDENT and resident family members agree to conduct himself/herself in a manner consistent with that required by law on school property, and shall not engage in any activity which will interfere with school activities. All guests and family members of the RESIDENT are expected to act accordingly. Opinion of the DISTRICT as to "safe, clean, and orderly" shall prevail.
- J. The RESIDENT shall obtain tenant insurance as to their property in and on the premises. Such insurance is required and shall be the only recourse for RESIDENT(S) in the event of damage to the premises or their property.
- K. The RESIDENT shall put a request in writing for permission from the DISTRICT to keep any and all pets in the mobile home and on the mobile home premises. The RESIDENT shall obtain necessary licenses for any pet(s) that he/she is permitted to maintain on the premises. The type, size, and number of household pets or other animals or fowl allowed at the on-site residence shall be at the discretion of the DISTRICT. Only one dog or one cat will be allowed at the site. No other animals of any type will be allowed. The RESIDENT must ensure that a dog does not bark or disrupt school activities in any way. All animals must be kept inside the fenced enclosure at all times. The RESIDENT may take a dog with him on the school inspection tours if the dog is kept on a leash at all times. If a dog escapes from the fenced enclosure at any time, the RESIDENT will be required to remove the dog from the premises. If, at the discretion of

the DISTRICT, it is determined that the dog appears dangerous or causes harm to any person, the RESIDENT will be required to remove the dog immediately upon notification by the DISTRICT.

- L. The RESIDENT agrees to defend, indemnify and hold harmless, the DISTRICT, and/or its officers, agents, or employees from any and all claims, liabilities, penalties, or losses resulting from, or as a consequence of, his/her tenancy, including but not limited to, damage to person or property of RESIDENT, RESIDENT'S family or any other person and/or to include any damage due to the RESIDENT'S pets.
- M. **The purpose of this agreement is to provide security services to all Santee School properties, and is at the full benefit and discretion of the Santee School District.** The intent of the agreement is not for the benefit of the on-site resident, and therefore, the requirements of the DISTRICT shall prevail at all times.
- N. The RESIDENT, in the performance of this Agreement, shall be and shall act as an independent contractor. The RESIDENT shall perform its obligations under this Agreement according to the RESIDENT's own means and methods of work which shall be in the exclusive charge and under the control of the RESIDENT, and which shall not be subject to control or supervision by District except as to the results of the work as specified herein. RESIDENT understands and agrees that he/she and all of them shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. RESIDENT assumes the full responsibility for the acts and/or omissions of themselves or their agents as they relate to the service to be provided under this Agreement. Nothing in this Agreement shall give the RESIDENT authority with respect to any District decision beyond the rendition of information, advice, recommendation, or counsel. RESIDENT is not authorized to make any representation, contract or commitment on behalf of District.
- O. The RESIDENT agrees to carry the "duty pager" on a rotating schedule with District employees, or other On-Site residents.
- P. The RESIDENT agrees to perform other security duties as recommended by the Director of Maintenance, Operations, & Facilities, Principal, and/or their designee. This includes, but is not limited to, computerized monitoring of security cameras located at various district sites.

- Q. The RESIDENT shall not be expected to be present on campus for a full twenty-four (24) hours on any day. However, except for emergencies or vacation periods, the RESIDENT is expected to be on campus for at least three (3) weekends per month. Expected absences for periods of time longer than forty-eight (48) hours shall be reported to the Director of Maintenance, Operations, & Facilities and the Site Principal or his/her designee and to the local police prior to the absence. The RESIDENT will develop a mutually acceptable schedule with the Director of Maintenance Operations, & Facilities and the Site Principal. This schedule will be submitted in writing monthly and adhered to unless changed in writing. Failure to maintain the schedule shall result in immediate termination of this agreement.
- R. The RESIDENT may not accept any type of employment that would cause him to be absent from the site after custodial work hours or on weekends.
- S. The adult RESIDENTS (present and future) will submit to and pass fingerprint/criminal background checks, credit checks, and drug testing. If fingerprint/criminal background checks, credit checks, and drug testing results are determined to be unsatisfactory in the sole discretion of DISTRICT, this agreement shall immediately terminate.
- T. The RESIDENT shall inspect the Cajon Park school site regularly on a daily basis, except times when the regular custodial force is on duty (6:00 a.m. to 11:00 p.m.). On-Site resident will keep a date and time log of site monitoring walks, along with notes of any significant observations or events. The report will be given to the Director of Maintenance, Operations, & Facilities and the Site Administrator on the last day of each month, via e-mail or a written report. RESIDENT shall take reasonable steps to immediately report instances of publicly offensive graffiti and vandalism to authorities and coordinate with the Director, Maintenance/Operations & Facilities to ensure graffiti is covered and vandalism rectified prior to students returning or neighbors complaining.
- U. The Cajon Park School has a great deal of public traffic (both vehicular and people) on the site at all times due to its location and openness. The RESIDENT shall not attempt to apprehend any trespasser, nor shall he/she order any person off the school property, however, the RESIDENT will be expected to discuss occurrences with people in a professional, calm manner and to explain the DISTRICT'S policies and rules regarding use of school property. The RESIDENT shall be expected to interact calmly and reasonably with members of the public without use of discourteous or profane actions or language. The RESIDENT shall be expected to be able to ask people to leave the school site, if he believes it is in the best interest of the DISTRICT for the person to leave. The RESIDENT will be expected to interact with parents, representatives of

sports groups, law enforcement personnel and students in a calm and professional manner as a representative of the DISTRICT.

- V. The RESIDENT shall ask that persons not use bicycles, skateboards, roller blades, etc., on the school campus. Their use is prohibited on campus by any student, person representing the public, or by a family member of guest.
- W. In cases where the RESIDENT is unable to interact in a professional manner with any person visiting the school site, he shall:
 - 1. Obtain as much descriptive information as possible on any suspicious person or persons and/or vehicle(s) on the premises without confronting the trespasser(s).
 - 2. Be prepared to provide such information to police, fire department, and school officials, as appropriate. RESIDENT will be expected to participate fully, as requested, with any police, fire department and school official in any event which might occur at the school site.
 - 3. Report acts of vandalism or theft in progress, or damage done, to the local police immediately, and as soon as possible, to the school official, in the order shown on the priority list. The DISTRICT shall provide a priority phone list to the RESIDENT.
 - 4. Failure on the part of the RESIDENT to be a positive, favorable representative of the DISTRICT shall result in the termination of this agreement immediately.
- X. The RESIDENT shall not carry or use firearms or weapons of any type, at any time whatsoever, in the performance of his/her duties relative to the fulfillment of the provisions of this agreement.
- Y. The RESIDENT shall, in the event of fire, sound required alarms, notify the fire department, and an official from the priority list, and stand-by to direct the fire department to the scene.
- Z. The RESIDENT may be provided (at the option of the Director or Principal) a master key and Sonitrol code number for emergency access to school facilities. The RESIDENT may grant access to others when requested by the Principal or without authorization in an emergency only, to properly identified personnel (i.e., fire or law enforcement agencies).

- AA. The RESIDENT shall secure unlocked doors or broken windows, when possible, and turn off lights or water that have been inadvertently or maliciously left on. The RESIDENT shall notify the Director as soon as possible of such necessary actions.
- BB. The RESIDENT shall perform his/her duties as set forth in the agreement under oversight of the Director of Maintenance, Operations and Facilities, or Principal and/or his designee.
- CC. The RESIDENT agrees that he/she cannot sublet all or any part of the premises without prior Board approval. All family members must abide by the terms of this agreement.
- DD. The RESIDENT shall not permit any recreational vehicles, boats, motor homes, and/or trailers to be stored on the school site without written authorization of the Director of Maintenance, Operations and Facilities.
- EE. The RESIDENT shall not enter into conduct that is in violation of any district, local, state, or federal rules, regulations or laws.
- FF. The RESIDENT shall not perform mechanical work on any vehicles outside the fenced area, nor shall the RESIDENT contaminate the school site with the illegal dumping or any hazardous materials.
- GG. In the situation where the RESIDENT or an adult member of the household is an employee of the Santee School District, all issues related to the on-site residence and the person's employment status with the DISTRICT shall be treated separately.

II. TERMS OF AGREEMENT

This agreement is entered into this 1st day of September 2009, and creates a tenancy at will, which may be terminated by either party upon a thirty (30) day written notification.

If at any time, the DISTRICT determines that the RESIDENT is not adhering to the intent of the agreement and is not providing full service to the DISTRICT, the will of the DISTRICT shall prevail, and the RESIDENT will remove the property within the thirty (30) day written notification period described above.

III. CONSIDERATION

Good, valuable, and adequate consideration exists in the benefits and services which the DISTRICT and RESIDENT hereby agree result from the mutual performance thereof.

IV. ENTIRE AGREEMENT:

This agreement embodies the entire agreement between the parties. Both parties represent that, in entering into this agreement, they shall not rely upon any previous representation, whether expressed orally, or implied, or any inducement or agreement of any type or nature heretofore.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed this _____ day of _____, 2009.

ON-SITE RESIDENT(S)

SANTEE SCHOOL DISTRICT

By: _____

Recommended:

By: _____

Karl Christensen
Assistant Superintendent
Business Services
Phone: (619) 258-2320

Approved:

By: _____

Patrick Shaw, Ed.D.
Superintendent

Approved by the Board of Education of Santee School District on the 18th day of August 2009.

SANTEE SCHOOL DISTRICT
ON-SITE RENTAL AGREEMENT

THIS RENTAL AGREEMENT by and between SANTEE SCHOOL DISTRICT, hereinafter referred to as "DISTRICT", and _____, hereinafter referred to as "RESIDENT", effective September 1, 2009.

WITNESSETH:

WHEREAS, according to Article 1 (commencing with Section 39600), Chapter 4 of the Education Code, the District is authorized to provide for the management and control of school property within said District; and

WHEREAS, each year the District is required to replace or repair school property which is damaged or destroyed by vandalism and theft and is willing to make available a mobile home on the school site as reciprocal payment for such services; and

WHEREAS, the District is authorized, according to Education Code Section 39610.5 to provide on school property a mobile home including all necessary appurtenances and fixtures and necessary services for the purpose of enabling a responsible person or persons, to occupy a mobile home on such site in return for maintaining surveillance over the school grounds and to report to appropriate police and fire protection agencies and/or school authorities illegal or suspicious activities that are observed;

NOW THEREFORE, the parties to this agreement in consideration of their mutual promises agree as follows:

I. RESPONSIBILITIES, DUTIES, AND RESTRICTIONS OF PARTIES:

- A. The DISTRICT, shall provide the RESIDENT with a mobile home, including necessary appurtenances, located on the Carlton Oaks Elementary School campus. The monthly rental fee is below the market rate as a benefit in exchange for independently contracted security services.
- B. RESIDENT shall pay DISTRICT rent in the amount of eight hundred thirty-four dollars and no cents (\$834.00) per month due and payable on the first of each month. The rent amount shall be increased each year subsequent to the effective date of this agreement by an amount equal to the State calculated statutory COLA (Cost of Living Adjustment). Said COLA shall become effective on September 1 of each subsequent year commencing on September 1, 2010.

- C. The DISTRICT shall provide the RESIDENT with the following services: electricity, water, sewer, natural or propane gas, and the use of existing campus garbage disposal facilities.
- D. The RESIDENT shall not install any item (such as a spa or Jacuzzi), which will result in high energy usage or additional expense to the DISTRICT.
- E. Requests for home expansions or replacement must be submitted in writing to the District, and must be accepted, in writing, by the DISTRICT.
- F. The RESIDENT shall not install any other building or structure on the site except the mobile home unit.
- G. DISTRICT shall provide RESIDENT with a cell phone at DISTRICT expense. The RESIDENT shall be available by cell phone at all times, except as noted in Section Q of this agreement, to be able to respond to an emergency should one arise.
- H. The RESIDENT shall, upon termination of the agreement, remove all personal effects from the mobile home, repair any damages to the site, and shall ensure that the site is completely clean of all debris, trash, and other items.
- I. The RESIDENT shall maintain the mobile home premises in a safe, clean, and orderly manner. The RESIDENT and resident family members agree to conduct himself/herself in a manner consistent with that required by law on school property, and shall not engage in any activity which will interfere with school activities. All guests and family members of the RESIDENT are expected to act accordingly. Opinion of the DISTRICT as to "safe, clean, and orderly" shall prevail.
- J. The RESIDENT shall obtain tenant insurance as to their property in and on the premises. Such insurance is required and shall be the only recourse for RESIDENT(S) in the event of damage to the premises or their property.
- K. The RESIDENT shall put a request in writing for permission from the DISTRICT to keep any and all pets in the mobile home and on the mobile home premises. The RESIDENT shall obtain necessary licenses for any pet(s) that he/she is permitted to maintain on the premises. The type, size, and number of household pets or other animals or fowl allowed at the on-site residence shall be at the discretion of the DISTRICT. Only one dog or one cat will be allowed at the site. No other animals of any type will be allowed. The RESIDENT must ensure that a dog does not bark or disrupt school activities in any way. All animals must be kept inside the fenced enclosure at all times. The RESIDENT may take a dog with him

on the school inspection tours if the dog is kept on a leash at all times. If a dog escapes from the fenced enclosure at any time, the RESIDENT will be required to remove the dog from the premises. If, at the discretion of the DISTRICT, it is determined that the dog appears dangerous or causes harm to any person, the RESIDENT will be required to remove the dog immediately upon notification by the DISTRICT.

- L. The RESIDENT agrees to defend, indemnify and hold harmless, the DISTRICT, and/or its officers, agents, or employees from any and all claims, liabilities, penalties, or losses resulting from, or as a consequence of, his/her tenancy, including but not limited to, damage to person or property of RESIDENT, RESIDENT'S family or any other person and/or to include any damage due to the RESIDENT'S pets.
- M. **The purpose of this agreement is to provide security services to all Santee School properties, and is at the full benefit and discretion of the Santee School District.** The intent of the agreement is not for the benefit of the on-site resident, and therefore, the requirements of the DISTRICT shall prevail at all times.
- N. The RESIDENT, in the performance of this Agreement, shall be and shall act as an independent contractor. The RESIDENT shall perform its obligations under this Agreement according to the RESIDENT's own means and methods of work which shall be in the exclusive charge and under the control of the RESIDENT, and which shall not be subject to control or supervision by District except as to the results of the work as specified herein. RESIDENT understands and agrees that he/she and all of them shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. RESIDENT assumes the full responsibility for the acts and/or omissions of themselves or their agents as they relate to the service to be provided under this Agreement. Nothing in this Agreement shall give the RESIDENT authority with respect to any District decision beyond the rendition of information, advice, recommendation, or counsel. RESIDENT is not authorized to make any representation, contract or commitment on behalf of District.
- O. The RESIDENT agrees to carry the "duty pager" on a rotating schedule with District employees, or other On-Site residents.
- P. The RESIDENT agrees to perform other security duties as recommended by the Director of Maintenance, Operations, & Facilities, Principal, and/or their designee. This includes, but is not limited to, computerized monitoring of security cameras located at various district sites.

- Q. The RESIDENT shall not be expected to be present on campus for a full twenty-four (24) hours on any day. However, except for emergencies or vacation periods, the RESIDENT is expected to be on campus for at least three (3) weekends per month. Expected absences for periods of time longer than forty-eight (48) hours shall be reported to the Director of Maintenance, Operations, & Facilities and the Site Principal or his/her designee and to the local police prior to the absence. The RESIDENT will develop a mutually acceptable schedule with the Director of Maintenance Operations, & Facilities and the Site Principal. This schedule will be submitted in writing monthly and adhered to unless changed in writing. Failure to maintain the schedule shall result in immediate termination of this agreement.
- R. The RESIDENT may not accept any type of employment that would cause him to be absent from the site after custodial work hours or on weekends.
- S. The adult RESIDENTS (present and future) will submit to and pass fingerprint/criminal background checks, credit checks, and drug testing. If fingerprint/criminal background checks, credit checks, and drug testing results are determined to be unsatisfactory in the sole discretion of DISTRICT, this agreement shall immediately terminate.
- T. The RESIDENT shall inspect the Carlton Oaks school site regularly on a daily basis, except times when the regular custodial force is on duty (6:00 a.m. to 11:00 p.m.). On-Site resident will keep a date and time log of site monitoring walks, along with notes of any significant observations or events. The report will be given to the Director of Maintenance, Operations, & Facilities and the Site Administrator on the last day of each month, via e-mail or a written report. RESIDENT shall take reasonable steps to immediately report instances of publicly offensive graffiti and vandalism to authorities and coordinate with the Director, Maintenance/Operations & Facilities to ensure graffiti is covered and vandalism rectified prior to students returning or neighbors complaining.
- U. The Carlton Oaks School has a great deal of public traffic (both vehicular and people) on the site at all times due to its location and openness. The RESIDENT shall not attempt to apprehend any trespasser, nor shall he/she order any person off the school property, however, the RESIDENT will be expected to discuss occurrences with people in a professional, calm manner and to explain the DISTRICT'S policies and rules regarding use of school property. The RESIDENT shall be expected to interact calmly and reasonably with members of the public without use of discourteous or profane actions or language. The RESIDENT shall be expected to be able to ask people to leave the school site, if he believes it is in the best interest of the DISTRICT for the person to leave. The

RESIDENT will be expected to interact with parents, representatives of sports groups, law enforcement personnel and students in a calm and professional manner as a representative of the DISTRICT.

- V. The RESIDENT shall ask that persons not use bicycles, skateboards, roller blades, etc., on the school campus. Their use is prohibited on campus by any student, person representing the public, or by a family member of guest.
- W. In cases where the RESIDENT is unable to interact in a professional manner with any person visiting the school site, he shall:
 - 1. Obtain as much descriptive information as possible on any suspicious person or persons and/or vehicle(s) on the premises without confronting the trespasser(s).
 - 2. Be prepared to provide such information to police, fire department, and school officials, as appropriate. RESIDENT will be expected to participate fully, as requested, with any police, fire department and school official in any event which might occur at the school site.
 - 3. Report acts of vandalism or theft in progress, or damage done, to the local police immediately, and as soon as possible, to the school official, in the order shown on the priority list. The DISTRICT shall provide a priority phone list to the RESIDENT.
 - 4. Failure on the part of the RESIDENT to be a positive, favorable representative of the DISTRICT shall result in the termination of this agreement immediately.
- X. The RESIDENT shall not carry or use firearms or weapons of any type, at any time whatsoever, in the performance of his/her duties relative to the fulfillment of the provisions of this agreement.
- Y. The RESIDENT shall, in the event of fire, sound required alarms, notify the fire department, and an official from the priority list, and stand-by to direct the fire department to the scene.
- Z. The RESIDENT may be provided (at the option of the Director or Principal) a master key and Sonitrol code number for emergency access to school facilities. The RESIDENT may grant access to others when requested by the Principal or without authorization in an emergency only, to properly identified personnel (i.e., fire or law enforcement agencies).

- AA. The RESIDENT shall secure unlocked doors or broken windows, when possible, and turn off lights or water that have been inadvertently or maliciously left on. The RESIDENT shall notify the Director as soon as possible of such necessary actions.
- BB. The RESIDENT shall perform his/her duties as set forth in the agreement under oversight of the Director of Maintenance, Operations and Facilities, or Principal and/or his designee.
- CC. The RESIDENT agrees that he/she cannot sublet all or any part of the premises without prior Board approval. All family members must abide by the terms of this agreement.
- DD. The RESIDENT shall not permit any recreational vehicles, boats, motor homes, and/or trailers to be stored on the school site without written authorization of the Director of Maintenance, Operations and Facilities.
- EE. The RESIDENT shall not enter into conduct that is in violation of any district, local, state, or federal rules, regulations or laws.
- FF. The RESIDENT shall not perform mechanical work on any vehicles outside the fenced area, nor shall the RESIDENT contaminate the school site with the illegal dumping or any hazardous materials.
- GG. In the situation where the RESIDENT or an adult member of the household is an employee of the Santee School District, all issues related to the on-site residence and the person's employment status with the DISTRICT shall be treated separately.

II. TERMS OF AGREEMENT

This agreement is entered into this 1st day of September 2009, and creates a tenancy at will, which may be terminated by either party upon a thirty (30) day written notification.

If at any time, the DISTRICT determines that the RESIDENT is not adhering to the intent of the agreement and is not providing full service to the DISTRICT, the will of the DISTRICT shall prevail, and the RESIDENT will remove the property within the thirty (30) day written notification period described above.

III. CONSIDERATION

Good, valuable, and adequate consideration exists in the benefits and services which the DISTRICT and RESIDENT hereby agree result from the mutual performance thereof.

IV. ENTIRE AGREEMENT:

This agreement embodies the entire agreement between the parties. Both parties represent that, in entering into this agreement, they shall not rely upon any previous representation, whether expressed orally, or implied, or any inducement or agreement of any type or nature heretofore.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed this _____ day of _____, 2009.

ON-SITE RESIDENT(S)

SANTEE SCHOOL DISTRICT

By: _____

Recommended:

By: _____

By: _____

Karl Christensen
Assistant Superintendent
Business Services
Phone: (619) 258-2320

Approved:

By: _____

Patrick Shaw, Ed.D.
Superintendent

Approved by the Board of Education of Santee School District on the 18th day of August 2009.

SANTEE SCHOOL DISTRICT

ON-SITE MOBILE HOME SITE RENTAL AGREEMENT

THIS RENTAL AGREEMENT by and between SANTEE SCHOOL DISTRICT, hereinafter referred to as "DISTRICT", and _____, hereinafter referred to as "RESIDENT", effective September 1, 2009.

WITNESSETH:

WHEREAS, according to Article 1 (commencing with Section 39600), Chapter 4 of the Education Code, the District is authorized to provide for the management and control of school property within said District; and

WHEREAS, each year the District is required to replace or repair school property which is damaged or destroyed by vandalism and theft and is willing to make available a mobile home space on the school site as reciprocal payment for such services; and

WHEREAS, the District is authorized, according to Education Code Section 39610.5 to provide on school property a mobile home including all necessary appurtenances and fixtures and necessary services for the purpose of enabling a responsible person or persons, to install and occupy a mobile home on such site in return for maintaining surveillance over the school grounds and to report to appropriate police and fire protection agencies and/or school authorities illegal or suspicious activities that are observed;

I. RESPONSIBILITIES, DUTIES, AND RESTRICTIONS OF PARTIES:

- A. The DISTRICT shall provide the RESIDENT with a fenced mobile home site, including necessary appurtenances, to be located on the Santee Elementary School campus.
- B. RESIDENT shall pay DISTRICT rent in the amount of two hundred nine and no cents (\$209.00) per month due and payable on the first of each month. The rent amount shall be increased each year subsequent to the effective date of this agreement by an amount equal to the State calculated statutory COLA (Cost of Living Adjustment). Said COLA shall become effective on September 1 of each subsequent year commencing on September 1, 2010.
- C. The DISTRICT shall provide the RESIDENT with the following services: electricity, water, sewer, natural or propane gas, and the use of existing campus garbage disposal facilities.

- D. The RESIDENT shall not install any item (such as a spa or Jacuzzi), which will result in high energy usage or additional expense to the DISTRICT.
- E. The RESIDENT shall, at his/her own expense, cause a mobile home of his/her choice to be placed on the assigned site. The DISTRICT representative must accept mobile home selection, in writing. Requests for home expansions or replacement must also be submitted in writing to the District, and must be accepted, in writing, by the DISTRICT'S representative.
- F. The RESIDENT shall not install any other building or structure on the site except the mobile home unit.
- G. DISTRICT shall provide RESIDENT with a cell phone at DISTRICT expense. The RESIDENT shall be available by cell phone at all times, except as noted in Section Q of this agreement, to be able to respond to an emergency should one arise.
- H. The RESIDENT shall pay for all moving costs of the mobile home, except the opening of the district-provided fenced enclosure, upon termination of the agreement.
- I. The RESIDENT shall, upon termination of the agreement and removal of the mobile home, repair any damages to the site, remove all personal items, and shall ensure that the site is completely clean of all debris, trash, and other items. Charges for reasonable clean-up or damage will be assessed if the site is left damaged or not clean.
- J. The RESIDENT shall maintain the mobile home premises in a safe, clean, and orderly manner. The RESIDENT and resident family members agree to conduct himself/herself in a manner consistent with that required by law on school property, and shall not engage in any activity which will interfere with school activities. All guests and family members of the RESIDENT are expected to act accordingly. Opinion of the DISTRICT as to "safe, clean, and orderly" shall prevail.
- K. The RESIDENT shall put a request in writing for permission from the DISTRICT to keep any and all pets in the mobile home and on the mobile home premises. The RESIDENT shall obtain necessary licenses for any pet(s) that he/she is permitted to maintain on the premises. The type, size, and number of household pets or other animals or fowl allowed at the on-site residence shall be at the discretion of the DISTRICT. Only one dog or one cat will be allowed at the site. No other animals of any type will be allowed. The RESIDENT must ensure that a dog does not bark or disrupt school activities in any way. All animals must be kept inside the fenced enclosure at all times. The RESIDENT may take a dog with him

on the school inspection tours if the dog is kept on a leash at all times. If a dog escapes from the fenced enclosure at any time, the RESIDENT will be required to remove the dog from the premises. If, at the discretion of the DISTRICT, it is determined that the dog appears dangerous or causes harm to any person, the RESIDENT will be required to remove the dog immediately upon notification by the DISTRICT'S representative.

- L. The RESIDENT shall insure his/her property against loss or damage, and agrees to indemnify and hold harmless, the DISTRICT, and/or its officers, agents, or employees from any and all claims, liabilities, penalties, or losses resulting from, or as a consequence of, his/her tenancy, including but not limited to, damage to person or property of RESIDENT, RESIDENT'S family or any other person and/or to include any damage due to the RESIDENT'S pets. Certification of such insurance shall be filed with the Assistant Superintendent, Business Services.
- M. **The purpose of this agreement is to provide security services to all Santee School properties, and is at the full benefit and discretion of the Santee School District.** The intent of the agreement is not for the benefit of the on-site resident, and therefore, the requirements of the DISTRICT shall prevail at all times.
- N. The RESIDENT, in the performance of this Agreement, shall be and shall act as an independent contractor. The RESIDENT shall perform its obligations under this Agreement according to the RESIDENT's own means and methods of work which shall be in the exclusive charge and under the control of the RESIDENT, and which shall not be subject to control or supervision by District except as to the results of the work as specified herein. RESIDENT understands and agrees that he/she and all of them shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. RESIDENT assumes the full responsibility for the acts and/or omissions of themselves or their agents as they relate to the service to be provided under this Agreement. Nothing in this Agreement shall give the RESIDENT authority with respect to any District decision beyond the rendition of information, advice, recommendation, or counsel. RESIDENT is not authorized to make any representation, contract or commitment on behalf of District.
- O. The RESIDENT agrees to carry the "duty pager" on a rotating schedule with District employees, or other On-Site residents.
- P. The RESIDENT agrees to perform other security duties as recommended by the Director of Maintenance, Operations, & Facilities, Principal, and/or

their designee. This includes, but is not limited to, computerized monitoring of security cameras located at various district sites.

- Q. The RESIDENT shall not be expected to be present on campus for a full twenty-four (24) hours on any day. However, except for emergencies or vacation periods, the RESIDENT is expected to be on campus for at least three (3) weekends per month. Expected absences for periods of time longer than forty-eight (48) hours shall be reported to the Director of Maintenance, Operations, & Facilities and the Site Principal or his/her designee and to the local police prior to the absence. The RESIDENT will develop a mutually acceptable schedule with the Director of Maintenance Operations, & Facilities and the Site Principal. This schedule will be submitted in writing monthly and adhered to unless changed in writing. Failure to maintain the schedule shall result in immediate termination of this agreement.
- R. The RESIDENT may not accept any type of employment that would cause him to be absent from the site after custodial work hours or on weekends.
- S. Adult RESIDENTS (present and future) shall submit to and pass fingerprint/criminal background checks, credit checks, and drug testing. If fingerprint/criminal background checks, credit checks, and drug testing results are determined to be unsatisfactory in the sole discretion of DISTRICT, this agreement shall immediately terminate.
- T. The RESIDENT shall inspect the school site regularly on a daily basis, except times when the regular custodial force is on duty (6:00 a.m. to 11:00 p.m.). On-Site resident will keep a date and time log of site monitoring walks, along with notes of any significant observations or events. The report will be given to the Director of Maintenance, Operations, & Facilities and the Site Administrator on the last day of each month, via e-mail or a written report. RESIDENT shall take reasonable steps to immediately report instances of publicly offensive graffiti and vandalism to authorities and coordinate with the Director, Maintenance/Operations & Facilities to ensure graffiti is covered and vandalism rectified prior to students returning or neighbors complaining.
- U. The Santee Elementary School Site has a great deal of public traffic (both vehicular and people) on the site at all times due to its location and openness. The RESIDENT shall not attempt to apprehend any trespasser, nor shall he/she order any person off the school property, however, the RESIDENT will be expected to discuss occurrences with people in a professional, calm manner and to explain the DISTRICT'S policies and rules regarding use of school property. The RESIDENT shall be expected to be able to ask people to leave the school site, if he believes it is in the best interest of the DISTRICT for the person to leave.

The RESIDENT will be expected to interact with parents, representatives of sports groups, law enforcement personnel and students in a calm and professional manner as a representative of the DISTRICT without use of discourteous or profane actions or language.

- V. The RESIDENT shall ask that persons not use bicycles, skateboards, roller blades, etc., on the school campus. Their use is prohibited on campus by any student, person representing the public, or by a family member of guest.
- W. In cases where the RESIDENT is unable to interact in a professional manner with any person visiting the school site, he shall:
 - 1. Obtain as much descriptive information as possible on any suspicious person or persons and/or vehicle(s) on the premises without confronting the trespasser(s).
 - 2. Be prepared to provide such information to police, fire department, and school officials, as appropriate. RESIDENT will be expected to participate fully, as requested, with any police, fire department and school official in any event which might occur at the school site.
 - 3. Report acts of vandalism or theft in progress, or damage done, to the local police immediately, and as soon as possible, to the school official, in the order shown on the priority list. The DISTRICT shall provide a priority phone list to the RESIDENT.
 - 4. Failure on the part of the RESIDENT to be a positive, favorable representative of the DISTRICT shall result in the termination of this agreement immediately.
- X. The RESIDENT shall not carry or use firearms or weapons of any type, at any time whatsoever, in the performance of his/her duties relative to the fulfillment of the provisions of this agreement.
- Y. The RESIDENT shall, in the event of fire, sound required alarms, notify the fire department, and an official from the priority list, and stand-by to direct the fire department to the scene.
- Z. The RESIDENT may be provided (at the option of the Director or Principal) a master key and Sonitrol code number for emergency access to school facilities. The RESIDENT may grant access to others when requested by the Principal, or without authorization in an emergency only, to properly identified personnel (i.e., fire or law enforcement agencies).

- AA. The RESIDENT shall secure unlocked doors or broken windows, when possible, and turn off lights or water that have been inadvertently or maliciously left on. The RESIDENT shall notify the Director as soon as possible of such necessary actions.
- BB. The RESIDENT shall perform his/her duties as set forth in the agreement under oversight of the Director of Maintenance, Operations and Facilities, or Principal and/or his designee.
- CC. The RESIDENT agrees that he/she cannot sublet all or any part of the premises without prior Board approval. All family members must abide by the terms of this agreement.
- DD. The RESIDENT shall not permit any recreational vehicles, boats, motor homes, and/or trailers to be stored on the school site without written authorization of the Director of Maintenance, Operations and Facilities.
- EE. The RESIDENT shall not enter into conduct that is in violation of any district, local, state, or federal rules, regulations or laws.
- FF. The RESIDENT shall not perform mechanical work on any vehicles outside the fenced area, nor shall the RESIDENT contaminate the school site with the illegal dumping or any hazardous materials.
- GG. In the situation where the RESIDENT or an adult member of the household is an employee of the Santee School District, all issues related to the on-site residence and the person's employment status with the DISTRICT shall be treated separately.

II. TERMS OF AGREEMENT

This agreement is entered into this 1st day of September, 2009, and creates a tenancy at will, which may be terminated by either party upon a thirty (30) day written notification.

If at any time, the DISTRICT determines that the RESIDENT is not adhering to the intent of the agreement and is not providing full service to the DISTRICT, the will of the DISTRICT shall prevail, and the RESIDENT will remove the property within the thirty (30) day written notification period described above.

III. CONSIDERATION

Good, valuable, and adequate consideration exists in the benefits and services which the DISTRICT and RESIDENT hereby agree result from the mutual performance thereof.

IV. ENTIRE AGREEMENT:

This agreement embodies the entire agreement between the parties. Both parties represent that, in entering into this agreement, they shall not rely upon any previous representation, whether expressed orally, or implied, or any inducement or agreement of any type or nature heretofore.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed this _____ day of _____, 2009.

ON-SITE RESIDENT(S)

SANTEE SCHOOL DISTRICT

By: _____

Recommended:

By: _____

By: _____

Kari Christensen
Assistant Superintendent
Business Services
Phone: (619) 258-2320

Approved:

By: _____
Patrick Shaw, Ed.D.
Superintendent

Approved by the Board of Education of Santee School District on the 18th day of August 2009.

Consent Item D.2.7.
Prepared by Karl Christensen
August 18, 2009

Approval of Regional Communications System (RCS)
Agreement for Radio Communication Services

BACKGROUND:

The Regional Communication System (RCS) between the County of San Diego and participating agencies formally implemented the RCS to public safety and public service agencies operating in San Diego County and Imperial County. The term of the agreement was for 15 years from March 7, 1995 to March 6, 2010. On May 5, 2009, the County Board of Supervisors approved an amendment to the current RCS Agreement which extends the agreement to March 31, 2013. The three year extension to the Agreement will provide County staff and the RCS Board of Directors sufficient time to assess future regional public safety communications requirements and develop plans for a replacement system. All other terms of the agreement remain unchanged.

RECOMMENDATION:

It is recommended that the Board of Education provide approval to enter into an amended agreement extending the terms of the agreement between the District and the County of San Diego for participation in the regional communications system (RCS).

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The RCS Agreement term extension will not result in a change in overall costs for the RCS program or change the District's share in the costs. On March 17, 2009 the Board approved an amendment to the RCS agreement that saves the District approximately \$28,000 annually. Under the revised agreement, the District pays \$26.50 per month for 48 radios resulting in an annual cost of \$15,264.

STUDENT ACHIEVEMENT IMPACT:

This is a safety item. All safety resources contribute to a safe student environment.

Motion:		Second:		Vote:		Agenda Item D.2.7.
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Consent Item D.2.8. Approval of Security Contract Agreement with Santee SD Security
Prepared by Karl Christensen
August 18, 2009

BACKGROUND:

In 2008, the District's Safety and Budget Advisory Committee recommended improvements to the District's security and night-time campus support. One of these recommendations which the Board approved was to cancel Sonitrol service. At its September 2, 2008 meeting, the Board authorized administration to hire a full-time security service to patrol District facilities and support custodial staff with security and other duties as needed. Santee SD Security has provided excellent service by demonstrating communication skills, an understanding of elementary school safety requirements, and brings to the District security experience including facility patrols and electronic surveillance. Additionally, Santee SD Security experience includes working with the El Cajon Police Department and providing military security.

RECOMMENDATION:

It is recommended that the Board of Education authorize administration to re-contract with Santee SD Security for District security and night-time campus support services through June 30, 2010.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The 2009-10 District adopted budget includes an amount not to exceed \$50,000 to provide contracted security and night-time campus support services. This service replaced the existing security system which cost \$75,000 annually, and generates an ongoing savings of approximately \$25,000 annually.

STUDENT ACHIEVEMENT IMPACT:

This is a safety item. A safe campus positively affects student achievement.

Motion:		Second:		Vote:		Agenda Item D.2.8.
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SECURITY CONTRACT AGREEMENT

This contract is between the Santee School District and Santee SD Security, and begins on October 1, 2009.

SCOPE OF SERVICES:

The Santee School District's scope of services are as follows:

- Patrol district facilities during the hours between 2:00 p.m. to midnight.
- Monitor 24 hours a day/seven days a week, evaluate and respond to district security system notifications, as needed including notification of local law enforcement services when appropriate.
- Continuously monitor, evaluate and make recommendations to improve the district's security systems and procedures.
- Complete nightly written inspection reports of all district facilities to include verification of perimeter fence security, doors, alarms and camera systems.
- Complete nightly written inspection reports of building conditions (including cleanliness based on established district standards), readiness and possible safety concerns.
- Collection of deposit bags from each school site and deliver them to the District Office by 4:30 each school day.

Santee SD Security must provide its own clearly marked vehicle and uniform at its expense. Monitoring and inspection reports will be summarized and submitted to the Director of Maintenance, Operations, and Facilities on a weekly basis.

Santee SD Security must provide insurance based on district standards.

Santee SD Security shall employ staff that is courteous, helpful and considerate to provide services under this contract. Santee SD Security employees shall not use improper language or act in a loud, boisterous manner, or act in any inappropriate or improper manner as determined by the Santee School District.

Santee SD Security shall agree that all service personnel under this contract shall be employees of the security company, who has the sole and exclusive right to hire and discharge any employees, and shall be solely responsible for all actions and functions to be carried out by its employees.

Santee SD Security must be and remain an Independent Contractor with respect to all services performed under the contract. Santee SD Security accepts full and exclusive liability for the payment of any and all contributions of taxes for social security,

worker's compensation insurance, Medicare, unemployment insurance, or old age retirement benefits, pensions or annuities, now or hereafter imposed under the State and Federal law, salaries or other remuneration paid to persons hired, including deposits of income tax withholding amount due, and it agrees to indemnify and save harmless the Santee School District from any claims for contributions, taxes or liabilities thereof.

All persons performing work hereunder shall, at all times, be recognized as Santee SD Security employees and work under Santee SD Security's control and supervision. Santee SD Security employees shall not be deemed employees of the Santee School District for any purpose, and shall not acquire any rights or benefits provided for employees of the Santee School District. However, Santee SD Security's supervisors shall, in the performance of services in this contract, comply with the written or verbal instructions received from authorized Santee School District representatives. Supervisors shall then be directly responsible for transmitting this information to Santee SD Security's employees.

Precautions shall be exercised at all times for the protection of persons and property. Santee SD Security shall conform to all OSHA, State, County and City regulations while performing under the terms and conditions of this contract.

Santee SD Security personnel are required to adhere to all Federal, State and Local laws that apply to the provisions of the services under this contract, as well as those laws that regulate the general public. The special role of Santee SD Security's employees in securing people and property in no way relieves Santee SD Security or its employees of this obligation.

Santee SD Security must complete criminal and civil background investigation checks on all employees working in Santee School District facilities. Santee SD Security must provide a copy of criminal and civil histories for those documents considered public record upon request.

HOLIDAYS & FLEX DAYS:

- New Year's Eve
- New Year's Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday after Thanksgiving Day
- Christmas Eve Day
- Christmas Day

Santee SD Security will receive fifteen (15) flex days off throughout the contract period to cover time on duty outside of the regular hours of operation to cover special activities per advance notification, or in case of emergencies that may arise.

PAYMENT FOR SERVICES:

The Santee School District Board of Education approved to proceed to enter into a contract agreement with Santee SD Security for one year beginning October 1, 2009, for 9 months at \$4,166 per month.

Agreement entered into on _____

Santee School District Representative (Karl Christensen)

Santee SD Security (Terry Stasch)

Consent Item D.2.9. Adoption of Resolutions Authorizing Specific Designated Agents
Prepared by Karl Christensen
August 18, 2009

BACKGROUND:

In order to maintain a current register of persons authorized to act on behalf of the District pursuant to various sections of the Education Code, the Board of Education adopted a series of resolutions prior to the beginning of the fiscal year designating authorized agents to act on behalf of the District. Presented for Board adoption are resolutions that include recent changes of District personnel that occurred after the original resolutions were adopted on May 5, 2009.

RECOMMENDATION:

Administration recommends adoption of the attached resolutions:

- Resolution #0910-05 - Resolution Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education.
- Resolution #0910-06 - Resolution Designating Authorized Agent to Sign Payroll Payment Order.
- Resolution #0910-07 - Designating Authorized Agent to Sign School Orders (Commercial Warrants).
- Resolution #0910-08 – Resolution Authorizing the Replacement of Warrants

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact in adopting these resolutions. The purpose of adopting these resolutions is to maintain a current register of persons authorized to act on behalf of the District.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.9.
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RESOLUTION #0910-05
RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL
AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION

SANTEE School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2009 through June 30, 2010.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (**one person only**) to receive mail from the Accounting/Payroll Sections is Faith Mitchell.
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are:
Karen Lippert, Joy Burchard, Lorie Schmitz, Tory Long
Karl Christensen, Faith Mitchell
3.

	mail	hold	consortium	
Check one	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monthly payroll warrants each and every month.
Check one	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Daily/Hourly payroll warrants each and every month.

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on Aug 18, 2009 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

RESOLUTION #0910-06
PAYMENT ORDER RESOLUTION

SANTEE School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2009 through June 30, 2010.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title I of the Government Code (**all districts**), the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Minnie Malin, Karl Christensen, or Dr. Patrick Shaw.

IT IS FURTHER RESOLVED AND ORDERED that, in accordance with the payroll procedure provided in Education Code Section 45310 (**merit system districts only**), no warrant shall be drawn by or on behalf of the governing board of this district for the payment of any salary or wage to any employee in the classified service unless the assignment bears the certification of the following person:

N/A, Personnel Director

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on 8-18-09 by the following vote:
(date)

AYES: _____ MEMBERS
NOES: _____ MEMBERS
ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp) Gov Code Sec. 5501

RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)

SANTEE School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2009 through June 30, 2010.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Dr. Patrick Shaw, Minnie Malin, Karl Christensen be and is hereby authorized to sign any and all orders in the name of said District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on Aug 18, 2009 by the following vote: (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

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

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

RESOLUTION #0910-08 AUTHORIZING THE REPLACEMENT OF WARRANTS

On a motion of Member _____, seconded by Member _____ the following Resolution is adopted:

WHEREAS, during the course of business, this School District issues payroll and commercial warrants for the payments of goods and services received by the District; and

WHEREAS, payroll and commercial warrants are lost, stolen, mutilated, or expire upon occasion; and

WHEREAS, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802.

NOW, THEREFORE BE IT RESOLVED by the governing Board of the Santee School District of San Diego County, California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

Manual Signature

Facsimile Signature

Superintendent

Dr. Patrick Shaw

Assistant Superintendent, Business Services

Karl Christensen

Director, Human Resources

Minnie Malin

Director, Educational Services

Kristin Baranski

Business Services, Coordinator

Faith Mitchell

PASSED AND ADOPTED by said Governing Board on August 18, 2009

AYES:

NOES:

ABSENT:

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

Clerk of the Governing Board

Consent Item D.3.1.
Prepared by Karl Christensen
August 18, 2009

Approval/Ratification of Change Order #3 with
Lightfoot Engineering Consultants for the
Chet F. Harritt Ball Field Project

BACKGROUND:

On June 17, 2008, the Board approved a contract with Lightfoot Planning Group for athletic field projects at Chet F. Harritt and Rio Seco schools. The extra services of Lightfoot Planning Group for value engineering cost savings were recommended by Barnhart, Inc., a Heery International Company (see attached proposal change order #3). This increase in cost is a result of altering the phasing and design from three fields to one field with grading of the other two fields.

RECOMMENDATION:

It is recommended that the Board of Education approve Change Order #3 for additional engineering and services with Lightfoot Planning Group in the amount of \$27,745.

This recommendation supports the following District goals:

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

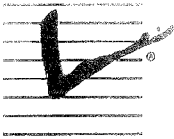
FISCAL IMPACT:

The fiscal impact for the engineering cost is \$27,745, which will be funded through capital accounts. This cost is included in the \$800,000 approved by the Board on July 21, 2009 for the construction of one of the Chet F. Harritt ball fields. This expense does not impact the General Fund.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item related to facilities. All fiscal resources impact student achievement.

Motion:		Second:		Vote:		Agenda Item D.3.1.
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THE
LIGHTFOOT
PLANNING
GROUP



July 20, 2009

Ms. Christina Becker
Facility Director
Santee School District
9625 Cuyamaca Street
Santee CA 92071

Re: Athletic Field Design at Chet F. Harritt School - Change Order #3

Dear Christina:

Enclosed, please find a revised contract change order #3 for extra services for the above project. I have included the fee proposals of The Lightfoot Planning Group and Cornerstone Engineering that cover the additional tasks, coordination and project administration that were not part of our original contract scope.

In brief, change order #3 covers the work on design evaluation and cost cutting based on the current contractor bids under Barnhart Construction; and the District's fiscal expectations and budget realities for the project. The project scope for change order 3 is enclosed for your reference and covers the effort of our firm and our consultants to redesign the project for cost savings.

The total fee for our change order proposal is \$27,745.00

Please review the enclosed information and return one signed hardcopy for our files. Upon your approval, our team will be able to begin this task work immediately.

Please call me if you have any questions regarding this matter.

Sincerely,

Philip J. Armstrong
Senior Landscape Architect
LLA #3413

5750 FLEET STREET, STE 250
CARLSBAD, CA 92008

TEL: 760-692-1924
FAX: 760-692-1935
www.lightfootpg.com

PJA/mk

Enclosure



THE
LIGHTFOOT
PLANNING
GROUP



CHANGE ORDER

CONSULTANT: The Lightfoot Planning Group CHANGE ORDER NO: 3
 CLIENT: Santee School District DATE: 07/20/09
 ADDRESS: 9625 Cuyamaca Street PROJECT: Athletic Field Design
 Santee CA 92071
 Attn: Christina Becker OUR JOB NO: 1268.01.10

This Change Order constitutes an amendment of our original contract dated 06/11/08, covering services for Athletic Field Design.

Upon execution of the Change Order by authorized representatives of Consultant and Client, the Scope of Work to be performed by Consultant (Agreement, Exhibit "B") will be amended as follows (see attachments as necessary):

- A) Additions to Scope of Work: See attached scope of work
- B) The above changes will result in the following adjustment to the compensation due Consultant:

This Change Order:	
The Lightfoot Planning Group	\$16,375.00
Cornerstone Engineering	\$8,250.00
Wiseman & Rony Structural Engineers	\$3,120.00
Total Change Order	\$27,745.00 fee plus expenses

- C) All other terms and conditions of the original contract dated 06/11/08, shall remain unchanged and shall apply to this Change Order.

By: _____
 Name: JAMES L TAYLOR
 Title: VICE PRESIDENT
 Date: 07/14/09

By: _____
 Name: _____
 Title: _____
 Date: _____

5750 FLEET STREET, STE 250
 CARLSBAD, CA 92008
 TEL: 760-692-1824
 FAX: 760-692-1936
 www.lightfootpg.com

Additional Services

Contract Change Order No. 3 Scope of Work – Chet F. Harritt and Rio Seco School Athletic Fields

Lightfoot Scope

1. Provide additional design coordination and administration of design team with district and users. Attend additional meetings with District staff and design team.
2. Conduct design analysis and plan revisions for extensive construction cost-cutting/savings for Chet Harritt School. Including but not limited to; analysis and use of alternative materials, grading redesign, utility redesign, paving and pedestrian circulation changes, design changes to sound wall system and modification of landscape areas.
3. Prepare revised grading study and grading design for reduction of import soil. Coordinate design direction and potential for cost savings with civil consultant.
4. Prepare and coordinate magnitude of cost savings for Chet Harritt project with contractor and owner. Solicit design direction for modification project design plans.
5. Prepare new design and detail sketches for revised soundwall design. Coordinate plans and specifications with modified design elements. (Omission of site furnishings, fencing changes, and sound wall material change.)
6. Retain structural engineer discipline for design team. Coordinate design detailing and calculations of Chet Harritt sound wall for DSA backcheck and stamp out.
7. Perform additional quality assurance reviews of Chet Harritt project plans and specifications. Conduct additional design team meetings for design modification and project coordination to complete DSA backcheck and stamp out

Cornerstone Scope – see attached

Wiseman + Rohy Scope – see attached

Fee Breakdown

Sub-Total Fee Lightfoot Scope:	\$16,375
Sub-Total Fee Cornerstone Scope:	\$ 8,250
Sub-Total Fee Wiseman + Rohy	\$ 3,120
Total Fee Proposal CO #3	\$27,745.00



**CORNERSTONE
ENGINEERING**
CONSULTING CIVIL ENGINEERS & LAND SURVEYORS

July 17, 2009

331-01-00
331-01-03

JAMES L. TAYLOR
The Lightfoot Planning Group
5760 Fleet Street, Suite 250
Carlsbad, CA 92008

- Civil Engineering
- Surveying Services
- Sewer & Water Engineering
- Storm Water Engineering
- Storm Water Quality SWPPP
- Road And Street Engineering
- School Site Engineering
- Site Development, Planning And Surveying
- Construction Staking Services
- Redevelopment Area Enhancement Engineering
- Traffic Engineering And Transportation Planning

**RE: CHANGE ORDER NO. 03
CHET HARRITT ELEMENTARY SCHOOL GRADING PLAN RE-DESIGN PER CLIENT REQUEST.**

Cornerstone Engineering, Inc. is providing this contract change order for your execution to modify our existing contract with you (dated 06/23/08) for professional services to include the re-design of playing fields grading at Chet F. Harritt School in Santee, CA. The scope of work for this change order is included in attached, Exhibit A. The fee represents a reduction based on our discussions today.

Change Order 03 Grading Plan Re-Design -- Chet Harritt Elementary		
# Phases	Task	Phase Fixed Fee
20	Grading Plan	\$7,425.00 \$4,350
43	SWPPP	\$1,080.00
49	Grading Study	\$2,820.00
Total proposed fee for Change Order #03		\$11,325.00 \$8,250

All other original contract, including Change Order 01, 02A, and 02B, terms and conditions remain unchanged and in effect. If this is acceptable, please sign both copies and return one original to us. We will begin work immediately upon receipt.

CORNERSTONE ENGINEERING, INC.

Michael W. Boraks, PE, Branch Manager

ACCEPTED:

James L. Taylor, Vice President

Date

Date

208 Oak Street
Bakersfield, CA 93304-2499
Tel: 661.325.9474 - Fax 661.322.0129

620 Mission Avenue
Oceanside, CA 92064-6224
Tel: 760.722.3495 - Fax 760.722.3490

www.cornerstoneeng.com



July 15, 2009

Phil Armstrong
The Lightfoot Planning Group
5750 Fleet Street
Carlsbad, CA 92008

JAMES M. WISEMAN, S.E.
PRINCIPAL

STEVEN D. ROHY, S.E.
PRINCIPAL

BRANDON J. DEEMS, P.E.
SENIOR ASSOCIATE

STEVEN R. CROOK, P.E.
ASSOCIATE

**Re: Chet Harritt & Rio Seco Elementary Schools
Santee, CA
Ballfield Improvements
Structural Services Fee Proposal**

Dear Phil:

Wiseman+Rohy Structural Engineers is pleased to present our fee proposal to provide professional structural engineering services for the above-mentioned project. In accordance with your request for proposal we have developed the following description and scope of work:

Project Description:

We understand the work to be addressing existing DSA plan-check comments for the following items at both Chet Harritt and Rio Seco Elementary Ball fields. We understand that there are many common items at these two schools and also that the sound wall has not been seen by DSA yet and may generate further comments:

- Calculations and sketches for fence-post footings.
- Calculations and sketches for the dugouts. These structures have a hard roof and will be considered buildings by DSA. We will design these as cantilevered column structures and provide foundations, pipe sizes and framing sizes and attachment.
- Calculations for batting cage posts. The fabric roofs will be designed and attached by others.
- Calculations and sketches for the design of an eight-foot high sound wall (Chet Harritt only). This wall will be wood framed with vertical steel posts in flag-poled footings. A continuous footing will provide an 8" curb above the soil line. Some areas of this wall retain up to 24" of soil at the base. A continuous retaining wall (concrete) will be designed and sketched for these areas with the wood wall on top.



We understand that the backstop footings have been addressed by the manufacturer and do not require our assistance. We will over-stamp the details we provided for inclusion on your plans. We will have limited construction administration services that include answers to contractor questions, but no site work. If this is needed it can be handled on a time and materials basis at a later time.

Scope of Services:

The scope of services will consist of the construction document phase, agency phase, and limited construction administration phase, each of which is outlined in the attached exhibit 'A'.

Extra Services & Special Services:

The attached Exhibit 'B' & 'C' outlines services that may be unforeseen at the beginning of the design phase and are not normally included in basic services.

Proposed Engineering Fees:

We will perform these structural services for the following proposed phased fixed fees (plus project expenses):

Phase:	
Construction Documents Phase:	\$2,400
Agency Phase:	\$360
Construction Administration Phase:	\$360
TOTAL:	\$3,120

We appreciate the opportunity to submit our fee proposal for this project. Should you have any questions regarding this proposal, please give us a call at your convenience. We look forward to working with you on this project.

Sincerely,

WISEMAN + ROHY Structural Engineers



Steven Rohy, S.E.
Principal



EXHIBIT A – STRUCTURAL ENGINEERING SERVICES

SERVICES IN THE DESIGN PHASE: (Construction Documents)

1. Conferences with the Client and with others to plan and coordinate structure into the building project.
2. Preparation of structural calculations to explain design in accordance with the building code.
3. Preparation of structural construction documents in sufficient detail to define the structural work requirements.
4. Review and mark up of structural specification masters for incorporation by Client into the project specifications (if book-type specification required).
5. Responses to Building Department plan check comments.

SERVICES IN THE CONSTRUCTION PHASE:

1. Preparation of structural addenda as may be required during the bid period.
2. Review of shop drawings and submittals.
3. Review of reports of materials. Review of special inspector reports.
4. Periodic visits to the job site are not expected to be required and have not been considered in this proposal.
5. Provide interpretations of the requirements of the structural drawings as required.

EXHIBIT B – STRUCTURAL ENGINEERING SERVICES

SPECIAL SERVICES:

These are services which are not included as Basic Services. Examples include, but are not limited to:

1. Special Foundations such as caissons or mat foundations.
2. Optional Additional Services listed in AIA C141.
3. Services related to special dynamic analysis such as spectrum or time-history response to seismic forces, or floor-response analysis for foot-fall or vibratory equipment.
4. Services related to special wind analysis, such as wind-tunnel tests, etc.
5. Services related to "seismic risk" analysis.
6. Preparation of demolition documents.
7. Field Investigation of existing buildings and structures, including surveys of existing construction.
8. Studies of various schemes to accommodate special energy requirements.
9. Services connected with the preparation of documents for alternate bids or for segregated Contracts for phased or fast-track construction.
10. Continuous and/or detailed inspections of construction.
11. Design or field observations of shoring and bracing for excavations and building, or underpinning of adjacent structures.
12. Design or review related to contractor's construction-related equipment, e.g., cranes, hoists, etc.
13. Design of swimming pools.
14. Design for future expansion.
15. Filing application for and obtaining a building permit.
16. Preparation of "as-built" or record set of Drawings.
17. Preparation of shop or fabricated Drawings, for example, reinforcing and structural steel detailing, etc.
18. Review and determination of structural fire resistance requirements.



EXHIBIT C – STRUCTURAL ENGINEERING SERVICES

EXTRA SERVICES:

These are services which arise as a result of unforeseen circumstances during the design or construction process. Examples include, but are not limited to:

1. Contingent Additional Services listed in AIA C141.
2. Services resulting from changes in scope or magnitude of the project as described and agreed to under the Basic Services Agreement.
3. Services resulting from changes necessary because of a construction cost over-run which is outside the control of the SER (Structural Engineer of Record).
4. Services resulting from revisions which are inconsistent with approvals or instructions previously given by the Client.
5. Services resulting from revisions due to the enactment or revision of codes, laws, or regulations subsequent to the preparation of documents.
6. Services resulting from Change Orders.
7. Services resulting from corrections or revisions required because of errors or omissions in construction by the Building Contractor or in design by consultants other than the SER.
8. Services resulting from construction procedures over which the SER has no control.
9. Services due to extended design or construction time schedules.
10. Services, including assisting in preparation for litigation or arbitration as witnesses or consultants, in connection with any public hearing, arbitration, or legal proceedings with respect to the project.
11. Services resulting from damage as the result of fires, man made disasters, or acts of God.
12. Review and design of alternate or substitute systems.
13. Review of additional shop drawing Submittals when occasioned by improper or incomplete Submittals.
14. Attend construction progress meetings.
15. Overtime work required by the Client.

Consent Item D.3.2.
Prepared by Karl Christensen
August 18, 2009

Approval of Contract Increase and Extension with
School Facility Consultants

BACKGROUND:

On November 6, 2007, specialized consultant services were approved by the Board of Education to assist the District in maximizing State Facilities funding through the State Allocation Board process. Additionally, School Facility Consultants assists Santee School District with its hardship appeal funding package. Administration requests that School Facility Consultants, a Sacramento-based consultant firm, is requested to continue to provide school facility advisory services in this capacity.

RECOMMENDATION:

It is recommended that the Board of Education approve continued services with School Facility Consultants to provide consultant services to secure additional State funding and authorize staff to execute the necessary documents.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

Continuation of consultant services through fiscal year 2009-10 with School Facility Consultants is estimated to be \$15,000. The fiscal impact for services to be provided is on an hourly, as-needed basis and will be funded from the developer fee fund and Capital Improvement Programs fund. This expense does not impact the General Fund.

STUDENT ACHIEVEMENT IMPACT:

The Modernization/Capital Improvement Program plans will positively impact student learning environments.

Motion:		Second:		Vote:		Agenda Item D.3.2.
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Consent Item D.3.3.
Prepared by Karl Christensen
August 18, 2009

Approval of Services with GEM Industrial for
Switchgear Enclosure at Prospect Avenue School

BACKGROUND:

As part of the original Prospect Avenue school modernization planning, the District pre-procured electrical switchgear and power panels. The plan included installation of gear in an HVAC room that houses the boiler, chiller, and air handlers for the entire school that was scheduled to be gutted as part of the summer modernization. The interior switchgear had to be relocated to an exterior location and an enclosure built around it. The work entails multiple subcontractors that are not contracted with Barnhart, Inc., a Heery International Company, as part of the gas and electric infrastructure. A fast-tracked solution was developed with GEM industrial who has been working over the past two weeks to get an enclosure completed for the power upgrade and San Diego Gas and Electric services.

RECOMMENDATION:

It is recommended that the Board of Education ratify and approve GEM Industrial Inc. to build a weatherproof enclosure for pre-purchased electrical switchgear at Prospect Avenue School.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The fiscal impact of building a weatherproof enclosure for the pre-purchased electrical switchgear at Prospect Avenue School is \$13,860, which will be funded from the Capital Improvement Program budget. This expense does not impact the General Fund.

STUDENT ACHIEVEMENT IMPACT:

This Modernization/Capital Improvement Program plans will positively impact student learning environments.

Motion:		Second:		Vote:		Agenda Item D.3.3.
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SANTEE SCHOOL DISTRICT
 9880 RIVERWALK DRIVE
 SANTEE, CA 92071-5209
 (619) 258-2329 FAX (619) 258-2260

PURCHASE ORDER
 NO. 090110
 Page 01 Of 01

Vendor No.: GE0180 Tel (858) 486-1758

Date: 07/30/09

**IMPORTANT
 PURCHASE ORDER NUMBER MUST
 APPEAR ON ALL INVOICES, PACKAGES
 AND CORRESPONDENCE.**

TO:
 GEM INDUSTRIAL, INC
 16902 RIO MARIA ROAD
 LAKESIDE, CA 92040

SHIP TO:
 SANTEE SCHOOL DISTRICT
 DISTRICT WAREHOUSE
 9880 RIVERWALK DRIVE
 SANTEE
 CA 92071-5209

VENDOR INSTRUCTIONS

This Purchase Order is subject to the instructions and conditions shown herein.

1. All prices F.O.B. Destination, unless otherwise specified.
2. If specified as F.O.B. point of shipment and transportation charge is prepaid, receipted freight bill must be enclosed with invoice.
3. Any price increase over 5% will need prior approval by Purchasing.
4. California State or Use Tax, when applicable, will be considered an addition to the total.
5. In accepting this order it is understood that the usual discounts will be considered as applying up to 60 days.
6. INVOICE MUST BE SUBMITTED IN DUPLICATE. Listing therein every item on this Purchase Order, indicating on unshipped items whether Back Order (B.O.) or Cancelled (C). Separate totals shall be shown for different types of materials, supplies or labor.
7. Enclose Packing list with all shipments.
8. Cash discounts quoted will be taken from date of delivery of this order and receipt of accurate invoices in Duplicate.
9. This order is valid for current fiscal year only, (July 1 - June 30) no automatic renewals.
10. Federal excise tax exemption certificates will be furnished on request.

FAXED
 8-4-09

Delivery by:
 07/30/09

Item No.	Quantity	Unit	Description	Unit Price	Extension
001	1	EA	WEATHERPROOF ENCLOSURE FOR ELECTRICAL SWITCHGEAR AT PROSPECT AVE TO BE COMPLETED BY AUGUST 13, 2009 * PER PROPOSAL DATED 7-27-09 PER NTP DATED 7-29-09	13,860.00	13,860.00

SPECIAL INSTRUCTIONS:

Sub Total	\$13,860.00
Tax	\$0.00
Freight	\$0.00
Total	\$13,860.00

ACCOUNTING:

21-08 9010-721 0000 8500 6200-274 005
 \$13,860.00

Authorized By:

 Requisition Number: FACILITIES MODERNIZA
 09-077-015 FAITH MITCHELL

Received By: _____ Date: _____ No. of Cartons: _____

GEM
Industrial, Inc.
General Contractor Lic. # 235465 B C10

July 27, 2009

Christina Becker
Director of Facilities
Santee School District
9880 Riverwalk Dr.
Santee, CA 92071

Dear Christina:

We propose to furnish labor, material and equipment to provide and install weatherproof enclosure for electrical switchgear at Prospect Avenue School. This proposal includes, but is limit to the following:

1. Furnish and install galvanized frame work, covered with painted 3/8" in T-1-11 Plywood.
2. Furnish and install doors and hardware with provision for SDG&G locks.
3. Furnish and install sheet metal roof infill panels including frame work.

Exclusions:

1. Any electrical work
2. Concrete work

This work shall be complete in a neat and workmanlike manner, before 8/13/09 for the sum of Thirteen Thousand Eight Hundred Sixty Dollars (\$13,860.00).

Respectfully submitted:

Doug MacLachlan
President

Cc: Don Hendrix

16902 Rio Maria Rd., Lakeside, CA 92040 (858) 486-1758 / Fax (858) 668-0609

Consent Item D.3.4.
 Prepared by Karl Christensen
 August 18, 2009

Approval/Ratification of Amendment No. 1 to
 Amendment #11 (Hill Creek School) Reflecting
 Changes to Schedule and Scope of Work

BACKGROUND:

On February 2, 2008, the Santee School District Board of Education adopted Resolution No. 0708-16, approving and authorizing the execution of a Site Lease, Sublease Agreement, and Construction Services Agreement for Lease-Leaseback (collectively, the "Lease-Leaseback Agreements") between the District and Douglas E. Barnhart, Inc., in order to provide for the modernization of existing school facilities at nine school sites within the District (the "Project"). On April 1, 2008, the Board approved Amendment No. 1 for the Guaranteed Maximum Price (GMP) of the Cajon Park classroom addition. On June 3, 2008, the Board approved Amendments numbers 2 through 6 for the GMP for five school modernizations. On September 2, 2008, the Board approved Amendments 7 through 9 for the ten-classroom additions at Carlton Hills, Rio Seco, and Carlton Oaks schools, respectively.

Amendments 10 through 12 for school modernizations at Chet F. Harritt, Hill Creek, and Prospect Avenue Schools, respectively, were approved May 2, 2009, and then later suspended and revised by changes to scope and schedule. On July 21, 2009, amendments to Amendments #10 and 12 for Chet F. Harritt and Prospect Avenue Schools, respectively, were approved. This Amendment to Amendment #11 will establish the final GMP options for the work set forth in Amendment 11, which includes a five percent (5%) Owner's contingency within the GMP to be used with District approval, with the remainder reverting to the District at the end of the construction. The GMP for costs to date at Hill Creek School to ratify with a revised schedule option if the Board decides to start the school's modernization with the Spring 2010 start is set forth as follows:

Amendment	School	Project	Previous GMP	Cost to Date	Infrastructure GMP	Additional Cost due to Revised Spring 2010 Schedule	Total GMP with Spring 2010 Schedule
#11, as amended	Hill Creek	Modernization	\$8,207,015	\$289,761	None	\$127,083	*\$8,317,665

A copy of the Amendment No. 1 to Amendment 11 for the Hill Creek School modernization to the Lease-Leaseback Agreements is available in the District's Business Services department for public review. Additionally, a copy will be available for public review at the Board of Education meeting.

RECOMMENDATION:

It is recommended that the Board of Education ratify and approve Amendment No. 1 to Amendment 11 for the Hill Creek School modernization.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The total cost impact for expenses to date is \$289,761. These projects are part of the District's Capital Improvement Program (CIP) and do not impact the General Fund. The CIP is \$128.8 million, and is funded from CIP funds, Prop R bond proceeds, and State modernization matching funds.

STUDENT ACHIEVEMENT IMPACT:

The Modernization/Capital Improvement Program plans will positively impact student learning environment.

Motion:		Second:		Vote:		Agenda Item D.3.4.
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**AMENDMENT NO. 1 TO ELEVENTH AMENDMENT
(PHASE IV – HILL CREEK SCHOOL MODERNIZATION) TO
CONSTRUCTION SERVICES AGREEMENT FOR LEASE-LEASEBACK,
SITE LEASE, AND SUBLEASE AGREEMENT**

This Amendment No. 1 to Eleventh Amendment (Phase IV – Hill Creek School Modernization) to Construction Services for Lease-Leaseback (herein “Lease-Leaseback Agreement”), Site Lease, and Sublease Agreement (collectively, the “Lease-Leaseback Documents”) is made and entered into this 18th day of August, 2009, by and between the SANTEE SCHOOL DISTRICT (the "District") and Barnhart, Inc. (the "Builder") as follows:

WHEREAS, on May 2, 2009, the Governing Board of the District adopted the Eleventh Amendment (Phase IV – Hill Creek School Modernization) (the “Eleventh Amendment”); and

WHEREAS, the Eleventh Amendment modified the Lease-Leaseback Documents and Guaranteed Maximum Price (“GMP”) for the work described therein at Hill Creek School; and

WHEREAS, the Board issued a Notice to Proceed dated April 27, 2009 for the work described in the Eleventh Amendment; and

WHEREAS, on June 22, 2009, the District adopted Resolution 0809-57, suspending construction due to difficulties in securing funding to continue modernization work more particularly described in that Resolution; and

WHEREAS, District and Builder now wish to modify the Eleventh Amendment to reflect the Cost Incurred due to the Project’s Suspension, the revised Scope of Work and Spring 2010 Schedule.

NOW, THEREFORE, DISTRICT AND BUILDER HEREBY AGREE AS FOLLOWS:

1. The first sentence of Section 6 of the Lease-Leaseback Agreement for the Phase IV – Hill Creek School Modernization phase of the Project as amended shall be deleted and replaced with the following sentence:

“The GMP for the Spring 2010 start cost of the work of the Phase IV – Hill Creek School Modernization represents the final agreed upon Revised GMP for the total cost of the work of \$_____, which includes the agreed upon final amount of the committed cost of work through June 30, 2009 of \$_____, and the cost of the Spring 2010 start of work of \$_____. This amount includes Contractor’s Contingency of 3.5% and an Owner’s Contingency of 5%, and shall be based upon the Construction and Scope of Work set forth in Exhibit A of this Agreement, as amended.”

The District agrees to pay the committed cost of work now and will procure the remaining portion of the work when funds become available, at which time the District shall issue a Notice to Proceed to commence with the remainder of the work.

Other provisions of Section 6 of the Lease-Leaseback Agreement shall remain as modified the Eleventh Amendment.

2. Exhibit A of the Lease-Leaseback Agreement for the Phase IV – Hill Creek School Modernization shall be deleted and replaced with the revised Scope of Work for Phase IV – Hill Creek School Modernization, set forth as “Exhibit A” hereto.

3. The provisions of the Site Lease and Lease-Leaseback Agreement, as previously amended, shall remain in full force and effect for Phase IV – Hill Creek School Modernization.

4. The Site Lease shall be applicable to Phase IV – Hill Creek School Modernization and all provisions of the Site Lease shall be applicable to the Hill Creek school site.

5. Exhibit A of the Sublease Agreement for Phase IV – Hill Creek School Modernization shall be in the form attached hereto as “Exhibit B.” All other provisions of the Sublease Agreement shall remain in full force and effect for Phase IV of the Project, including the timelines for completion and payment, except that those provisions shall only be applicable to the Scope of Work listed in Exhibit A to the Lease-Leaseback Agreement Phase IV – Hill Creek School, as amended, and to the Hill Creek site in the Site Lease as of the date of this Amendment No. 1 to Eleventh Amendment.

The provisions of the Site Lease and Lease-Leaseback Agreement, as amended, shall remain in full force and effect for Phase IV – Hill Creek School Modernization even though the originals of those documents refer only to the “Phase I” construction of twenty classrooms at Cajon Park School. All prior amendments and this Amendment No. 1 to Eleventh Amendment - Phase IV – Hill Creek School Modernization shall be part of the validated Lease-Leaseback Documents, and changes in prior amendments not specifically applicable to a particular phase of the Project, shall be applicable to all phases and amendments. Each Amendment shall stand alone from each other for the specific phase of work contemplated by each; and each may be subject to further amendments as required.

IN WITNESS WHEREOF, the parties have, by their duly authorized representatives, executed this Amendment No. 1 to Eleventh Amendment (Phase IV -- Hill Creek School Modernization), in duplicate, as of the day and year first above written and agree that this Amendment shall constitute a binding modification to the Lease-Leaseback Agreement.

BUILDER/CORPORATION:

BARNHART, INC.

BY: _____ Dated: _____
Eric Stenman, President

DISTRICT:

SANTEE SCHOOL DISTRICT

Approved by the Board 8-18-09

BY: _____ Dated: _____
Karl Christensen, Assistant Superintendent, Business Services

Exhibit A to Amendment No. 1 to Eleventh Amendment
EXHIBIT A-LEASE-LEASEBACK AGREEMENT
AMENDMENT No. 1 TO ELEVENTH AMENDMENT(PHASE 4)

SCOPE OF WORK
PHASE 4-HILL CREEK SCHOOL MODERNIZATION

This project consists of modernization of the existing Hill Creek School campus located at 9665 Jeremy Street, Santee, CA 92071.

Modernization:

Work to include modernization of five (5) existing buildings (A, B, C, D and E) including new ceilings, flooring, tack panel, paint, teaching wall, casework, paint, new electrical/data upgrades, rooftop HVAC package units with individual DDC controls, and ADA restroom upgrades, all as shown on the contract documents as indicated on "Attachment 1-continued", as modified by this Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08.

Sitework to include new ADA upgrades, ADA parking alterations with associated ramps and hardscape at main parking, landscaping, "Path-of-Knowledge", and associated work, as shown on contract documents.

Alternates included: Deductive Alternate #1 - Parking Lot Remodel per A-1.2 (Work NIC in Project)
 Alternate #2 - Use Lees Faculty IV Carpet in lieu of Collins & Aikman.

Unit Pricing: Unit pricing per attached sub pricing sheets. Contractor mark-up not included and to be added if work is required. District will pay unit cost charges with mark-up for work required as a change order to the project.

Work not included in all of the Guaranteed Maximum Prices (GMP):

1. Any work or cost incurred due to Constructability review comments, Phase I School Documents including Bulletins, Addenda, RFI's or plan coordination not being incorporated into contract documents, including constructability reviews dated 9/26/08, 2/3/08, 1/27/09, 4/9/09 and 4/14/09.
2. Any errors or omissions in the contract documents, includes ADA compliance work not graphically shown on the drawings.
3. Hazmat not indicated in the contract documents.
4. Removal and replacement of finishes, roofing, or concrete for structural upgrades, other than as shown on plans.
5. Repair to any existing conditions not expressly shown on the contract documents.
6. Roof demo/replacement in excess of original 3-ply roof system.
7. Evacuation and disposal of existing hydronic piping liquid if other than water filled system, excluding Freon in chillers.
8. All interior wall demo figured to be without plywood on walls, unless noted on plans as a shear wall.
9. Shading and security devices at skylights.
10. Any cost or delays due to concurrent work by District that is not shown on phasing schedule.
11. Removal and replacement of any deteriorated building components and not code compliant existing work of any kind including MEP, roof/wall plywood and framing, not specifically shown on documents.
12. Barnhart, Inc., shall not be responsible for any schedule and/or financial impacts as a result of untimely deletion or addition of work.
13. Barnhart, Inc., shall not be responsible for any schedule and/or financial impacts as a result of changes to or errors in the documents including delays in the responses to requests for information, the issuance of clarifications, architects supplemental information, color changes, bulletins, etc.
14. Double layer of asphalt and petro mats not shown in contract documents.
15. Any costs, delays or additional work, or repairs or damages caused by District Vendors, City Services of Utilities. Including but not limit to Padre Dam, SDG&E, Cox and AT&T.
16. Doors and hardware shown to remain that are in disrepair, faulty or are not functioning per the latest building codes will be brought to the District's attention for their maintenance department's action.
17. Not responsible to dispose or protect desks, tables, boxes, books, etc., that are not evacuated in a timely manner; removal will be a change in work scope.

18. Any costs, delays or additional requirements caused by the Owner and/or Architect due to inadequate coordination with outside entities, (Local Fire Marshall, Architect, Consultants, SDG&E, Padre Dam, District's Moving Company, etc.,)
19. Excludes unforeseen soil conditions not identified in the soils report.
20. Relocation of utilities due to over excavation requirements.
21. Excludes material escalation and labor wage increases beyond the original completion date of 9/4/09.
22. Costs and/or delays for reprocurring or rebidding work due to subcontractors, vendors, suppliers, etc., not maintaining or holding their original bid price, up to the point of an executed subcontract agreement/change order and Spring 2010 start.
23. Trane cancellation charge. The District agrees to compensate Trane directly should the District determine that the remainder of the program will be cancelled.

EXHIBIT B to Amendment No. 1 to Eleventh Amendment

EXHIBIT A – SUBLEASE AGREEMENT, AMENDED

SCHEDULE OF SUBLEASE PAYMENTS

The term of this sublease for Phase IV – Hill Creek School Modernization of the Project shall commence on the date the term of the Site Lease commences for Phase IV – Hill Creek School modernization pursuant to section 2 thereof. Sublease payments shall be paid monthly and the total Sublease Payments made shall not exceed the amount of the GMP as defined in Section 6 of the Construction Services (“Lease-Leaseback”) Agreement for Phase IV – Hill Creek School Modernization of the Project. Each month Builder shall provide District with an invoice reflecting the percentage of work performed and itemized on a Site by Site basis, or in the case of Phase IV – Hill Creek School for the Hill Creek School Site, and signed off on by the District’s DSA Inspector, Project Architect, and other designated employee. The Sublease Payments and Construction Progress Payments pursuant to section 18 of the Construction Services Agreement for Lease-Leaseback shall be commensurate with the amount of work performed, invoiced and signed off by the DSA Inspector to date, but in no event less than one thousand dollars per month (\$1,000/month) for a period of Five (5) months, commencing on the date of issuance of the Notice to Proceed for Phase IV – Hill Creek School Modernization of the Project, unless the District exercises its purchase option pursuant to section 25 of the Sublease Agreement. The minimum sublease payments shall be offset against invoiced payments so that the total Sublease Payments do not exceed the GMP.

Notwithstanding the foregoing, the term of this Sublease may be extended and payment options may be modified by written agreement of the parties hereto.

Consent Item D.4.1.

Acceptance of 2008-09 School Program Services Year End Report

Prepared by Emily Andrade
August 18, 2009

BACKGROUND:

Annually, the Educational Services Department provides a year-end report of various aspects of our student population. Presented this evening for Board acceptance is the Year End Report for the 2008-09 school year. Copies of the report will be made available for public review at the Board meeting.

RECOMMENDATIONS:

Administration recommends that the Board review and accept the School Program Services 2008-09 Year End Report.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

Fiscal impact varies with the programs implemented.

STUDENT ACHIEVEMENT IMPACT:

Many aspects of this report are summarized to provide data about or to evaluate the effectiveness of various programs within the District.

Motion:		Second:		Vote:		Agenda Item D.4.1.
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BACKGROUND:

In accordance with California Education Code Section 48916, students who are expelled must complete ordered elements of their rehabilitation plans and apply for readmission to regular student status. Confidential reports of the compliance of expelled students with each student's rehabilitation plan have been provided to the Board.

The Board must approve the readmission of expelled students in accordance with California Education Code Section 48916.

RECOMMENDATION:

The administration recommends that the Board of Education approve readmission of student # 13-08.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact to the district general fund.

STUDENT ACHIEVEMENT IMPACT:

The student will return to regular status and realize the completion of his rehabilitation plan.

Motion:		Second:		Vote:		Agenda Item D.4.2.
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STUDENT TEACHING AGREEMENT

THIS AGREEMENT entered into by and between the State of California through the Trustees of the California State University on behalf of the State University, noted below, all of which are hereinafter called State or State University, and the School District, noted below, hereinafter called the District;

WITNESSETH

WHEREAS, THE District is authorized to enter into agreements with the State, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the State University; and

WHEREAS, any such agreement may provide for the payment for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District; and

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the District to the supervising teacher as compensation for and recognition of services performed for the student teacher in the supervisory teacher's charge;

NOW, THEREFORE, it is mutually agreed between the State and the District as follows:

SPECIAL PROVISIONS

The State University and the District are as follows:

SAN DIEGO STATE UNIVERSITY;

SANTEE SCHOOL DISTRICT

of SAN DIEGO COUNTY.

THE TERM of the Agreement is from JULY 1, 2009

to JUNE 30, 2010.

The SERVICES to be provided by District to State shall not exceed 500 Semester Units of Practice Teaching or Quarter Units of Practice Teaching.

The State shall pay District for such services at the RATE AND AMOUNT of \$16.67 per quarter unit, and \$25.00 per semester unit, not to exceed a total payment of \$ 12,500.00.

This Agreement may be informally amended by letter upon mutual agreement of both parties to increase/decrease the total amount of contracts to reflect a change in semester units.

GENERAL TERMS

1. The District shall provide to State University students teaching experience through practice teaching in schools and classes of the District not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the district, as the District and the State through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for practice teaching any student of the State University assigned to practice teaching in the District, and upon request of the District, made for good cause, the State shall terminate the assignment of any student of the State University to practice teaching in the District.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. The State will pay the District for the performance by the District of all services required to be performed under this agreement at the rates set forth in the Special Provisions for each semester or quarter unit of practice teaching.

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. A quarter unit of practice teaching is two-thirds (2/3) of a semester unit. For community colleges and/or adult schools, a semester unit is approximately twenty (20) minutes of practice teaching daily three (3) days a week for eighteen (18) weeks during regular session.

3. An assignment of a student of the State University to practice teaching in schools or classes of the District shall be, at the discretion of the State, either for approximately nine (9) weeks or for approximately eighteen (18) weeks, but a student may be given more than one assignment by the State University to practice teaching in such schools or classes.

The assignment of a student of the State University to practice teaching in the District shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the State University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

In the event the assignment of a student of the State University to practice teaching is terminated by the State University for any reason, the District shall receive payment on account of such student except that if such assignment is terminated before the end of the ninth week of the term of the assignment, the District shall receive payment for an assignment for nine (9) weeks only. If a student is assigned by the State University to another teacher of the District after an assignment has become effective, this shall be considered for payment purposes as an entirely new and separate assignment.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

4. Within a reasonable time following the close of each semester or quarter of the State University, the District shall submit an invoice to the State University for payment, at the rate provided herein, for all units of practice teaching provided by the District under and in accordance with this agreement during said semester or quarter. The District shall attach to the invoice a certificate executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such practice teaching an amount not less than the amount of the invoice. The State will pay the amount of such invoice from moneys made available for such purpose by or pursuant to the laws of the State.

5. Notwithstanding any other provisions of this agreement, the State shall not be obligated by this agreement to pay the District any amount in excess of the total sum set forth in the Special Provisions.

6. The District shall procure and maintain General Liability Insurance, comprehensive or commercial form with \$1,000,000.00 minimum limit for each occurrence and a minimum limit of \$5,000,000.00 for General Aggregate, as mutually agreed upon for this placement.

The University shall provide professional, personal general liability, and educator's errors and omissions liability coverage for students enrolled in Nursing, Allied Health, Social Work, or Education credential programs performing community service or volunteer work for academic credit, through the Student Professional Liability Insurance Program (SPLIP). The coverage limits under this program are \$5,000,000.00 for each Loss and \$15,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

STATE OF CALIFORNIA
Trustees of The California State University

Shawn Hawes, Buyer

SCHOOL DISTRICT

Signature

Name (Please print)

Title (Superintendent or Designee)

School District

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____, 20____.
(Month, Day)

"It was moved, seconded and carried that the attached contract with the Trustees of the California State University, whereby the University may assign students to the Schools in the School District for practice teaching, be approved; and the District is hereby authorized to execute the same."

District

County

Signature
(Clerk or Secretary of the Governing Board of the School District)

Name (Please print)

AMOUNT ENCUMBERED \$12,500.00	PROGRAM/CATEGORY (CODE & TITLE) 0406 – ACADEMIC ADMINISTRATION	FUND TITLE CSU OPERATING FUND
ADJUST INCREASING ENCUMBRANCE	(OPTIONAL USE) 44001-000-66045-0000-1006-2401-0000 (09/10)	
ADJUST DECREASING ENCUMBRANCE	COLLEGE OF EDUCATION	J WHITE
<i>I hereby certify that upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.</i>		
SIGNATURE OF ACCOUNTING OFFICER X LORRETTA LEAVITT		DATE

Prepared by Emily Andrade
August 18, 2009

BACKGROUND:

During the 2007-08 and 2008-09 school years, the Santee School District, in partnership with the Cameron Family YMCA, offered a swim program to all third grade students in our District. The goals of this program are to ensure that all students are water safe and to promote physical development. Most schools reported a very high participation rate and viewed the program as very motivational and successful.

Administration would like Board approval to offer this program again for the 2009-10 school year to all third grade students in the Santee School District. YMCA will charge \$6.00 per child for each lesson for eight 45 minute lessons over a two week period. Students will also be charged an additional \$7 for transportation for a total of \$55 per student for the eight lessons. Students who need financial assistance can apply to the YMCA and the District for financial support.

Attached for Board review is a Memorandum of Understanding with the YMCA for the 2009-10 school year.

RECOMMENDATION:

Administration recommends the Board approve the Memorandum of Understanding between the YMCA and the Santee School District to offer a swim program to all third grade students whose parents give them written permission.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact to parents is \$55.00 per child for the eight lessons. Financial assistance is provided to those students who need it. Transportation will be provided for all schools except Rio Seco which is within walking distance. Rio Seco students will be charged \$48. It is projected that \$7 per student will cover fifty percent of the transportation costs. The balance which is estimated to be approximately \$5000 will be paid from the District general fund.

STUDENT ACHIEVEMENT:

Physical education programs such as swimming are vital to enriching student achievement. Water safety and learning to swim is a necessary life-skill for all students.

Motion:		Second:		Vote:		Agenda Item D.4.4.
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**East County Family YMCA
Learn to Swim Program
Memorandum of Understanding**

We are excited to have the opportunity to partner with the Santee School District to improve the health and physical development of students. We are pleased to document the agreement between both of our agencies and have listed the following terms of our partnership. It is the goal of both the District and the YMCA to join resources and expertise in providing the youth of Santee a safe, educational and fun-filled opportunity to engage in swim lessons as well as other fitness related programs.

General:

This Memorandum of Understanding (MOU) is between the Santee School District (herein referred to as "SSD") and **YMCA of San Diego County**, a California nonprofit public benefit corporation for the East County YMCA branch (herein referred to as the "YMCA") for the purposes of setting forth a mutual understanding of the parties as to the operation of a "Learn to Swim Program" directed at elementary school students within the district through the cooperation of the individual principals and faculty. The potential for other fitness opportunities may be provided in the future at the mutual agreement of the YMCA and the individual schools, principals and faculties.

Term:

The term of this agreement will span the school year, excluding school holidays, days of week to be determined by individual school principal or teacher, beginning in September 2009 and terminating in June 2010. For four hours weekly, throughout the term of the program, the YMCA will coordinate and operate an aquatics skill development program to consist of swim lessons geared to the individual child's age and level which will initially be determined through practical testing. The class content will be agreed upon in advance by both parties (suggested curriculum is attached). The program will contain no more than 48 children participating at one time with a staff ratio of 1:6 or 1:8 depending on students' skill level. The YMCA will provide instructional staff, life guards at 1:25, curriculum, instruction in the YMCA's character program teaching and role modeling the traits; caring, honesty, respect and responsibility as well as a progress report at the completion of the swim session specifying achievement and level reached.

SSD Obligations/Insurance: SSD will provide student transportation to and from the YMCA and provide a certificate of insurance naming the YMCA as additionally insured. The school authorities will provide at least 24 hours notice in case of a class cancellation so the YMCA may notify staff.

Staff and Agents:

The individual school will provide one staff to accompany students as well as to provide supervision in the case of a non-swimmer and to supervise students in locker rooms and restrooms.

Fees, Waivers, Registration and Enrollment:

Students will be charged a cost of \$6.00 per lesson (\$48 for 8 lessons) and must provide their own swim attire and towel. Any student unable to pay the cost of the program will be eligible to receive funding up to 75% of total cost of the swim lesson and will be assessed utilizing the free or reduced lunch guidelines. Funds will be provided through Community Development Block Grant Funds, YMCA annual support campaign funds raised by community volunteers or through donated funds the YMCA may secure specifically to support the program. Fees will be paid in advance of the session beginning. The YMCA must receive payment no later than the Friday prior to the first class. The YMCA may, when requested, come to the school to collect fees, roster and waivers.

A waiver must be completed for each child and be signed by the parent or guardian prior to the child entering the YMCA pool. The YMCA will keep detailed records of students' payment and attendance activity.

Class Cancellation:

In case of class cancellation due to weather conditions or water quality issues the YMCA will provide an alternative activity in its facility of either youth fitness or gymnastics utilizing age-appropriate equipment if a swim make-up day is not available.

Obligations - East County YMCA: The YMCA will supply a certificate of insurance to the district. The YMCA will also provide proof of staffs' certifications, and qualifications upon request. The YMCA conducts full background checks (live scan) on all employees and will provide a copy of its Code of Conduct to the District.

Marketing:

All promotional materials will include the YMCA logo and the YMCA will approve all marketing pieces prior to distribution. The YMCA will provide a parent letter (attached) explaining the program and direct all questions to the aquatics staff at the YMCA.

Changes - Additions:

Either party may request a meeting to add, delete, negotiate or modify specific terms contained in this Memorandum of Understanding. Request for such a meeting must include notification to the Superintendent of Santee School District and Executive Director of the YMCA. Any agreed-upon modification or change shall be reduced to writing and incorporated into this MOU as an attachment.

Termination:

Either party reserves the right to cancel the MOU program with a 60 day written notice.

The YMCA is committed to collaborating with the Santee School District to ensure high quality programs and positive experiences for each child who participates. Our goals are to support and strengthen the family unit by providing opportunities for community collaborations and teaching values; to help all individuals develop their fullest potential focusing on self-awareness, confidence, physical development, and aquatics safety; and to deliver programs in a positive environment of support and care, safety, and respect for the individual. We welcome this opportunity and are confident that together we will accomplish these goals.

If the terms of this agreement meet with you satisfaction, please sign enclosed copy and return to the YMCA.

Sincerely,

Steve Rowe
Executive Director / Vice President

Santee School District Representative

Date

Consent Item D.4.5. Approval of Contracts for Nonpublic, Nonsectarian School/Agency Services and Individual Services Agreements for Nonpublic, Nonsectarian School/Agency Services

Prepared by Emily Andrade
August 18, 2009

BACKGROUND:

Board approval is requested for four master contracts with nonpublic, nonsectarian schools for special education students with special needs for the 2009-10 school year. The terms of the master contracts are as follows:

- The contract with The Institute for Effective Education, Children’s Workshop is for tuition of \$233.85 per day. The cost for a 1:1 aide is \$42.25 per day. One Santee student attends the Children’s Workshop.
- The contract with Springall Academy is for tuition of \$166.20 per day. One Santee student attends Springall Academy.
- The contract with Asetline School is for tuition of \$171.98 per day. One Santee student attends Asetline School.
- The contract with Griffith Centers for Children is for tuition of \$134.73 per day. One Santee student attends the Griffith Centers for Children.

Board approval is also requested for four individual contracts for placement of four special education students with special needs for the 2009-10 school year. The terms of these contracts are as follows:

School/Agency	Number of Students	Duration of Service	Cost per day	Total Cost
Institute of Effective Education, Children’s Workshop	1 student	210 days 7/1/09–6/30/10 + 1:1 aide	\$233.85 \$ 42.25	\$57,981.00
Springall Academy	1 student	192 days 7/18/09–6/21//10	\$166.20	\$31,910.40
Asetline School	1 student	210 days 7/1/09–6/30/10	\$171.98	\$36,115.80
Griffith Centers for Children	1 student	210 days 7/1/09–6/30/10 + transportation	\$134.73 \$1,000.00	\$29,293.30

These contracts cover the period of July 1, 2009, through June 30, 2010, to cover the District's summer school schedule.

These contracts will be available at the Board meeting for review.

RECOMMENDATION:

Administration recommends approval of four master contracts and four individual contracts for special education students requiring nonpublic, nonsectarian school/agency services.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

Four students attending with payment from the General Fund.

Expenditures:

The Institute for Effective Education, Children's Workshop	\$57,981.00
Aseltine School	\$36,115.80
Griffiths Center for Children	\$29,293.30
Springall Academy	\$31,910.40
Projected Total for 2009-10:	\$155,300.50

Income:

Per AB 602, the District will receive \$34,114.00 for nonpublic school expenditures based on 2008-09 expenditure/income rates. The total nonpublic school projected contribution over and above allocated amounts for 2009-10 is \$121,186.50 from the general fund. This is an increase of approximately \$28,755.00 above the nonpublic school fees paid in the 2008-09 school year.

STUDENT ACHIEVEMENT:

Some students require alternative settings to support increased student learning success.

Motion:		Second:		Vote:		Agenda Item D.4.5.
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BACKGROUND:

The Assistant Superintendent of Educational Services will be retiring next month and in an effort to reduce expenditures for personnel, a reorganization of the Educational Services Department is recommended at this time.

As part of the recommended reorganization, it is proposed that the Assistant Superintendent of Educational Services position not be filled and two new positions be created to redistribute the responsibilities of the Assistant Superintendent. The new positions would be a Director II of Educational Services and a Director I of Curriculum, Instruction and Assessment. It is recommended the position of Director I of Special Projects and Assessment and the Director of Instructional Development be eliminated and all duties be assumed by the Director II of Educational Services and the Director I of Curriculum, Instruction and Assessment.

The restructuring of these positions has a potential overall cost savings to the District of approximately \$87,000 for 2009-10 and \$128,700 for 2010-2011 school years.

RECOMMENDATION:

Administration recommends approval of the restructuring of Educational Services, and due to current budget constraints, reducing the department by an Assistant Superintendent, a Director I of Special Projects and Assessment, and a Director of Instructional Development. As a result of the restructuring, it is recommended the positions of Director II of Educational Services and a Director I of Curriculum, Instruction and Assessment to assume the responsibilities of those three positions.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

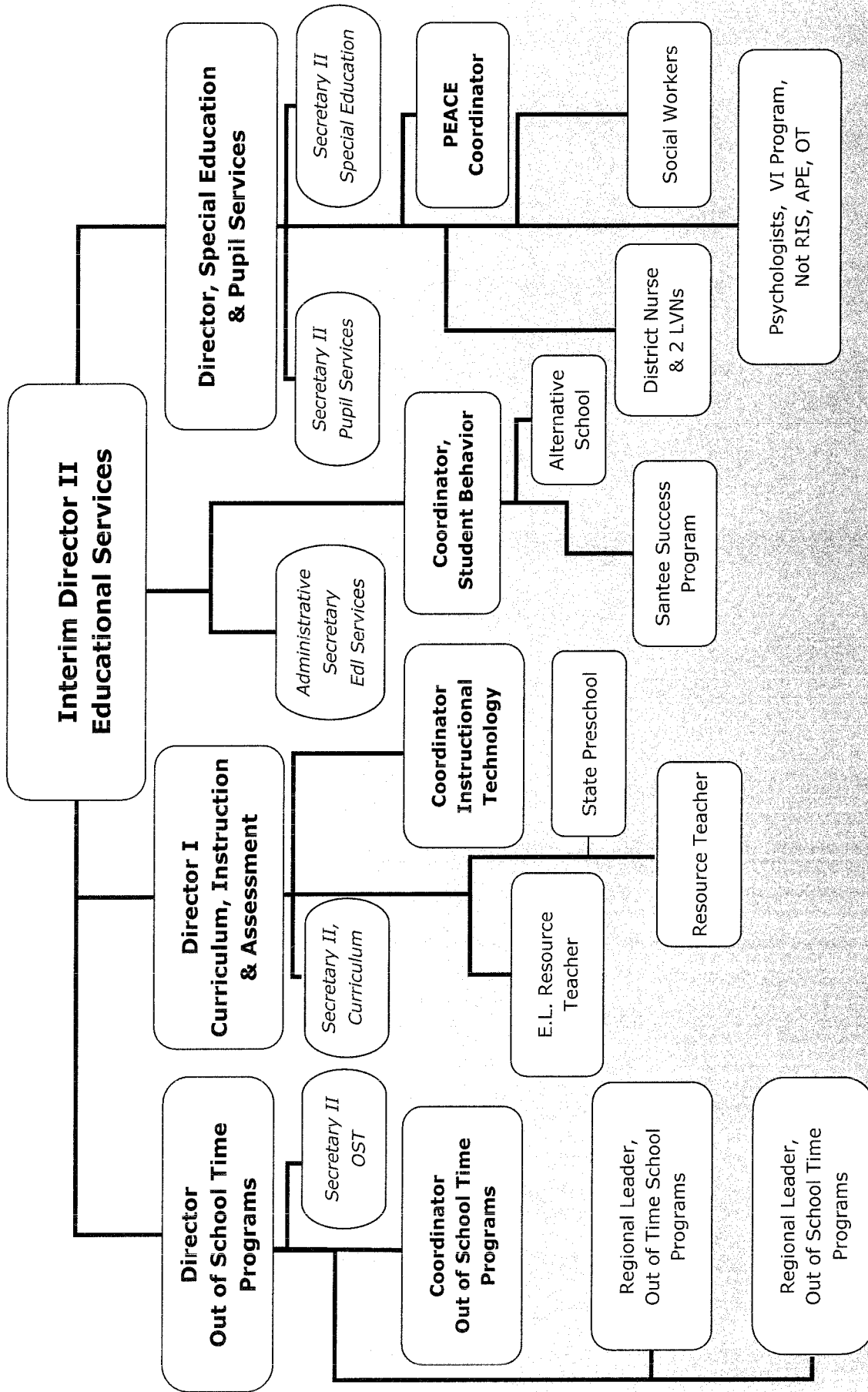
The potential cost savings to the District's general fund is approximately \$87,000 in the 2009-10 school year and \$128,700 savings in 2010-11 school year.

STUDENT ACHIEVEMENT IMPACT

The reorganization of Educational Services will continue to promote a stronger focus on instruction and staff development which will benefit student learning.

Motion:		Second:		Vote:		Agenda Item D.4.6.
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Educational Services 2009-10



Consent Item D.5.2. Approval to Increase Salary for Director of Maintenance, Operations & Facilities Position

Prepared by Minnie Malin
August 18, 2009

BACKGROUND:

Currently, as a interim position, the Director of Maintenance, Operations, and Facilities position is being filled by the Director of Facilities. In the coming weeks or months, the District will be posting for a Director of Maintenance, Operations, and Facilities.

After reviewing compensation packages for similar positions in like districts, administration anticipates that increasing the salary for the Director of Maintenance, Operations, and Facilities position would attract enthusiastic candidates committed to Santee School District. Old and new salary schedules are provided for your review.

RECOMMENDATION:

Administration recommends that the Board of Education approve the salary increase for the Director of Maintenance, Operations & Facilities position.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The annual additional cost to the general fund, including benefits, to increase the salary for the Director of Maintenance, Operations & Facilities position is \$4,717.

STUDENT ACHIEVEMENT IMPACT:

Quality site leadership is imperative to support curriculum and student enhancement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.5.2.

Santee School District
CLASSIFIED MANAGEMENT AND CONFIDENTIAL SALARY SCHEDULE
 2009-10 Rollback 2% + 2 days

Range	CLASSIFIED MANAGEMENT	Work Schedule	Step 1	Step 2	Step 3	Step 4	Step 5
1	Director of Facilities / Modernization	12 month	87,896	92,291	96,905	101,751	106,838
1	Director, Fiscal Services	12 month	87,896	92,291	96,905	101,751	106,838
1	Director, Information Systems Technology	12 month	87,896	92,291	96,905	101,751	106,838
2	Director of Maintenance, Operations and Facilities	12 month	82,554	86,682	91,016	95,567	100,345
3	Director of Out-of-School Time Programs	12 month	75,285	79,049	83,001	87,151	91,509
4	Director, Child Nutrition Services	12 month	69,951	73,448	77,121	80,977	85,026
5	Director of Transportation	12 month	64,090	67,295	70,659	74,192	77,902
6	Business Services Coordinator	12 month	57,180	60,039	63,041	66,193	69,502
6	Community Collaborative Coordinator	12 month	57,180	60,039	63,041	66,193	69,502
6	Database Network Analyst	12 month	57,180	60,039	63,041	66,193	69,502
6	Middle School Coordinator	12 month	57,180	60,039	63,041	66,193	69,502
6	Out of School Time Coordinator	12 month	57,180	60,039	63,041	66,193	69,502
6	Systems Administrator	12 month	57,180	60,039	63,041	66,193	69,502
6	Telecommunication / Network E-Rate Coordinator	12 month	57,180	60,039	63,041	66,193	69,502

2 days Step 1	Step 2	Step 3	Step 4	Step 5
676.12	709.93	745.43	782.70	821.83
676.12	709.93	745.43	782.70	821.83
676.12	709.93	745.43	782.70	821.83
635.03	666.78	700.12	735.13	771.88
579.12	608.07	638.47	670.40	703.92
538.08	564.99	593.24	622.90	654.05
493.00	517.65	543.53	570.71	599.24
439.85	461.84	484.93	509.18	534.64
439.85	461.84	484.93	509.18	534.64
439.85	461.84	484.93	509.18	534.64
439.85	461.84	484.93	509.18	534.64
439.85	461.84	484.93	509.18	534.64
439.85	461.84	484.93	509.18	534.64
439.85	461.84	484.93	509.18	534.64

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	CONFIDENTIAL	Work Schedule	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6**
7	Executive Assistant ^a	12 month	65,730	68,810	72,045	75,441	79,008	82,752
8	Administrative Secretary	12 month	52,035	54,637	57,369	60,237	63,249	66,411
9	Payroll Specialist	12 month	47,950	50,347	52,865	55,508	58,283	61,197
10	Benefits & Risk Management Specialist	12 month	42,283	44,397	46,617	48,948	51,396	53,965

2 days Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
505.62	529.31	554.19	580.32	607.75	636.55
400.27	420.28	441.30	463.36	486.53	510.86
368.85	387.29	406.65	426.99	448.33	470.75
325.25	341.52	358.59	376.52	395.35	415.12

Notes:

- Experience Credit - Up to and including four (4) years experience outside the District may be allowed. The Board retains the authority to approve the salary of new positions and the experience/educational credit to be awarded for placement on an existing salary schedule.
- Employee Benefits - The District will contribute up to a maximum of \$7,200 annually toward employee health insurance, dependent health insurance, employee dental insurance, dependent dental insurance, employee life insurance, employee income protection insurance, employee tax sheltered annuity, and vision insurance.
- Study Incentive - The District will pay \$216 for every 10 semester units of college credit earned.
- ** Study Incentive - Confidential, Step 6: Four Professional Growth Increments required.

^a Includes Executive Council Member Mileage Stipend.

Effective: July 1, 2009
 Board Approval: July 21, 2009
 Board Amended:

Salary Prior To Rollback						
Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
1	89,690	94,174	98,883	103,827	109,019	
2	84,239	88,451	92,874	97,518	102,394	
3	76,821	80,662	84,695	88,930	93,377	
4	71,378	74,947	78,695	82,629	86,761	
5	65,398	68,668	72,101	75,707	79,492	
6	58,347	61,264	64,327	67,543	70,921	
7	67,071	70,214	73,515	76,981	80,620	84,441
8	53,097	55,752	58,539	61,466	64,540	67,767
9	48,928	51,375	53,944	56,641	59,473	62,446
10	43,146	45,304	47,569	49,947	52,445	55,067

Santee School District
CLASSIFIED MANAGEMENT AND CONFIDENTIAL SALARY SCHEDULE
 2009-10 Rollback 2% + 2 days

Range	CLASSIFIED MANAGEMENT	Work Schedule	Step 1	Step 2	Step 3	Step 4	Step 5
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1	Director, Fiscal Services	12 month	87,896	92,291	96,905	101,751	106,838
1	Director, Information Systems Technology	12 month	87,896	92,291	96,905	101,751	106,838
2	Director of Maintenance, Operations and Facilities	12 month	78,623	82,554	86,682	91,016	95,567
3	Director of Out-of-School Time Programs	12 month	75,285	79,049	83,001	87,151	91,509
4	Director, Child Nutrition Services	12 month	69,951	73,448	77,121	80,977	85,026
5	Director of Transportation	12 month	64,090	67,295	70,659	74,192	77,902
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6	Telecommunication / Network E-Rate Coordinator	12 month	57,180	60,039	63,041	66,193	69,502

2 days	Step 1	Step 2	Step 3	Step 4	Step 5
	676.12	709.93	745.43	782.70	821.83
	676.12	709.93	745.43	782.70	821.83
	676.12	709.93	745.43	782.70	821.83
	604.79	635.03	666.78	700.12	735.13
	579.12	608.07	638.47	670.40	703.92
	538.08	564.99	593.24	622.90	654.05
	493.00	517.65	543.53	570.71	599.24
	439.85	461.84	484.93	509.18	534.64
	439.85	461.84	484.93	509.18	534.64
	439.85	461.84	484.93	509.18	534.64
	439.85	461.84	484.93	509.18	534.64
	439.85	461.84	484.93	509.18	534.64
	439.85	461.84	484.93	509.18	534.64

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	CONFIDENTIAL	Work Schedule	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6**
7	Executive Assistant ^a	12 month	65,730	68,810	72,045	75,441	79,008	82,752
8	Administrative Secretary	12 month	52,035	54,637	57,369	60,237	63,249	66,411
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10	Benefits & Risk Management Specialist	12 month	42,283	44,397	46,617	48,948	51,396	53,965

2 days	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	505.62	529.31	554.19	580.32	607.75	636.55
	400.27	420.28	441.30	463.36	486.53	510.86
	368.85	387.29	406.65	426.99	448.33	470.75
	325.25	341.52	358.59	376.52	395.35	415.12

Notes:

- Experience Credit - Up to and including four (4) years experience outside the District may be allowed. The Board retains the authority to approve the salary of new positions and the experience/educational credit to be awarded for placement on an existing salary schedule.
- Employee Benefits - The District will contribute up to a maximum of \$7,200 annually toward employee health insurance, dependent health insurance, employee dental insurance, dependent dental insurance, employee life insurance, employee income protection insurance, employee tax sheltered annuity, and vision insurance.
- Study Incentive - The District will pay \$216 for every 10 semester units of college credit earned.
- ** Study Incentive - Confidential, Step 6: Four Professional Growth Increments required.

^a includes Executive Council Member Mileage Stipend.

Effective: July 1, 2009

Board Approval: July 21, 2009

Board Amended:

Salary Prior To Rollback						
Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
1	89,690	94,174	98,883	103,827	109,019	
2	80,228	84,239	88,451	92,873	97,517	
3	76,821	80,662	84,695	88,930	93,377	
4	71,378	74,947	78,695	82,629	86,761	
5	65,398	68,668	72,101	75,707	79,492	
6	58,347	61,264	64,327	67,543	70,921	
7	67,071	70,214	73,515	76,981	80,620	84,441
8	53,097	55,752	58,539	61,466	64,540	67,767
9	48,928	51,375	53,944	56,641	59,473	62,446
10	43,146	45,304	47,569	49,947	52,445	55,067

Consent Item D.5.3. Approval to Increase Work Year for Identified Classified Position
Prepared by Minnie Malin
August 18, 2009

BACKGROUND:

The recent retirement of the Food Service Warehouse/Delivery Driver on August 10, 2009, has prompted the Director of Child Nutrition Services, Cathy Abel, to review department staffing. After careful consideration, it was determined that it is not necessary to replace the Food Service Warehouse/Delivery Driver at this time. However, the department will need to make provisions to have warehouse staff start up and close out the school year. Therefore, the Director recommends increasing the Food Service Utility Worker position, currently held by Carlos Sanchez, from nine (9) months to ten (10) months effective August 24, 2009.

RECOMMENDATION:

Administration supports increasing the current Food Service Utility Worker position from nine (9) months to ten (10) months effective August 24, 2009.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The annual cost to increase the Food Service Utility Worker position from nine (9) months to ten (10) months will be an additional \$4,276 and will be paid by the Child Nutrition Services department.

STUDENT ACHIEVEMENT IMPACT:

This is a personnel item and will not impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.5.3

Consent Item D.5.4. Approval of New Job Descriptions for Director II, Educational Services and Director I, Curriculum, Instruction & Assessment

Prepared by Minnie Malin
August 18, 2009

BACKGROUND:

Due to the upcoming retirement of Emily Andrade, Assistant Superintendent of Educational Services, on August 28, 2009, administration has carefully reviewed the structure of the Educational Services department and recommends that the Assistant Superintendent of Educational Services position not be filled at this time. As a result, administration has prepared new job descriptions to include duties and responsibilities currently performed by the Assistant Superintendent of Educational Services position. Job descriptions are provided for your review.

RECOMMENDATION:

Administration supports the approval of the new job descriptions for the Director II, Educational Services and Director I, Curriculum, Instruction & Assessment

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The potential cost savings to the District's general fund as a result of the restructure of Education Services is approximately \$87,000 in the 2009-10 school year and \$128,700 savings in the 2010-11 school year.

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 D.5.4.

SANTEE SCHOOL DISTRICT

DIRECTOR II, EDUCATIONAL SERVICES

JOB SUMMARY:

The Director II of Educational Services, under the direction of the District Superintendent, is responsible for the development and implementation of district curriculum and instructional research; testing and evaluation; professional staff development; district, state and federal projects; special education; psychological and health services; pupil services; child welfare and attendance and other duties as assigned by the District Superintendent.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

- Responsible for vision and direction of Educational Services for the district – Pre-K through grade 8.
- Responsible for supervision and implementation in areas of curriculum and instruction; special education; pupil services; school services; research and evaluation.
- Responsible for administration of Educational Services, including organizational development and structure, operation and budget.
- Responsible for articulation with high school (9-12) educational services and instructional content.
- Assign, supervise and evaluate department personnel.
- Develop, implement, maintain and evaluate the quality of curriculum and instructional services, categorical programs, pupil services, special education, and staff development.
- Supervise the district child welfare and attendance services, including pupil records, attendance and disciplinary control.
- Supervise the Alternative Home School and the Student Success Program.
- Coordinate district pupil resources with both governmental and non-governmental community resources for children.
- Responsible for assisting in developing and implementing Board policies and administrative procedures.
- Attend Board meetings and prepare reports for the Board as the Superintendent may request.
- Assist in the determination of types of programs needed by the schools and makes appropriate recommendations.
- Report on the status of district programs and services at the request of the Superintendent.
- Serve upon assignment by the Superintendent as a resource person to all division and site administrators in the district.
- Interpret and articulate the programs, philosophy and policies of the district to staff, students and the community.

DIRECTOR II, EDUCATIONAL SERVICES

Page 2

EXAMPLES OF DUTIES AND RESPONSIBILITIES (continued):

- Determine and communicate to the Superintendent the curriculum and instructional requirements and needs of the district.
- Develop assessment, achievement and program evaluation reports for the Superintendent and the Board of Education.
- Project and develop programs that will meet student future needs.
- Perform other duties and responsibilities as assigned by the Superintendent.

EMPLOYMENT STANDARDS:

Education:	Master's degree is required. Doctorate in educational administration or curriculum preferred.
Experience:	Minimum of four years successful experience as a classroom teacher at the K-8 level. Experience as a building principal.
Credential(s):	Appropriate California teaching credential authorizing service in grades K-8 and administrative credential(s).
Knowledge and Abilities:	Knowledge in curriculum and pupil services; knowledge related to laws affecting youth; knowledge of sound principles of fiscal responsibility; knowledge of sound approaches to problem solving; knowledge of managerial skills and processes; ability to work effectively with people; ability to plan, organize and direct the work of others; ability to analyze problems; ability to effectively prepare written and oral reports; ability to carry out written and oral instructions effectively.

Board Approved:

SANTEE SCHOOL DISTRICT

DIRECTOR I, CURRICULUM, INSTRUCTION, and ASSESSMENT

JOB SUMMARY:

The Director I, Curriculum, Instruction, and Assessment, under the direction of the Director II, Educational Services is responsible for the implementation and coordination of instructional programs, supervision of certificated and classified professional development programs to ensure the on-going implementation of high standards of instructional practice, services and assistance. In addition, the Director of Curriculum, Instruction, and Assessment assists the Director II, Educational Services in meeting and maintaining all compliance objectives for state and federally funded projects. Other responsibilities and duties, as assigned by the Director II, Educational Services are also performed.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

In concert and under the direction of the Director II, Educational Services, implements curriculum and instructional outcomes district-wide:

- Implement and support instructional materials selection committees according to district administrative regulations and procedures.
- Establish goals and objectives for staff professional development programs that support a high level of instructional practice in classrooms.
- Plan, organize, implement, and evaluate instructional in-service programs to improve instruction.
- Meet regularly with administrators and teachers to establish future goals and identify specific training needs of the district's personnel, including certificated and classified.
- Research best instructional practices and work with staff to pilot and implement these practices.
- Interpret in-service programs' objectives, results and needs to district staff, Board, civic and parent groups, teacher training institutions, and others.
- Develops instructional intervention programs in collaboration with site administrators.
- Provide written communication to district staff on programs.
- Assist the Director II, Educational Services, in meeting all compliance mandates and requirements for federal and state funded programs.
- Work with designated committees of teachers, principals and other members in specific programs and projects.
- Coordinate the operation of the student teacher program in the district.
- Assist the Director II, Educational Services, in obtaining assessment data on special needs programs and evaluates program effectiveness.

EXAMPLES OF DUTIES AND RESPONSIBILITIES (continued):

- Coordinate, plan and implement District assessments.
- Assist the Director II, Educational Services, with the coordination, administration, and evaluation of State assessments.
- Supervise the district report card and data systems and professional development related to the implementation of those systems.
- Oversee the State Preschool program and the District Library.
- Assume other responsibilities as assigned by the Director II, Educational Services.

EMPLOYMENT STANDARDS:

Education:	Master's degree is required; advanced education in curriculum and instruction is preferred.
Experience:	Four or five years of experience as a classroom teacher at K-8 level is preferred.
Credential(s):	Appropriate California teaching credential authorizing service in grades K-8 and administrative credential(s).
Knowledge and Abilities:	Possesses knowledge of curriculum and instruction techniques, best instructional practices, successful staff development practices, interpersonal skills and organizational skills. Has successfully demonstrated the ability to lead groups, analyze situations and needs, carry out directives and communicate effectively. Possesses exemplary presentation skills.

Board Approved: _____

Consent Item D.5.5. Approval of Appointment to Director II, Educational Services and Director I, Curriculum, Instruction & Assessment Positions

Prepared by Minnie Malin

August 18, 2009

BACKGROUND:

If the new job descriptions for the Director II, Educational Services and Director I, Curriculum, Instructional & Assessment positions are approved, administration is recommending that Kristin Baranski, current Director I, Special Projects & Assessment, be appointed as Director II, Educational Services; and Stephanie Pierce, current Director, Instructional Development, be appointed as Director I, Curriculum, Instructional & Assessment effective September 1, 2009.

RECOMMENDATION:

Administration supports the following recommendations effective September 1, 2009:

- Appointment of Kristin Baranski as Director II, Educational Services at Step 5 on the Director II salary range with a 246 work year; and
- Appointment of Stephanie Pierce as Director I, Curriculum, Instruction & Assessment at Step 5 of the Director I salary range with a 224 work year.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The potential cost savings to the District's general fund as a result of the restructure of Education Services is approximately \$87,000 in the 2009-10 school year and \$128,700 savings in the 2010-11 school year.

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 D.5.5.

DISCUSSION AND/OR ACTION ITEMS Item E.

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

BACKGROUND:

The Superintendent requests direction from the Board for a plan to dedicate the three new 10-classroom buildings at Carlton Hills, Carlton Oaks, and Rio Seco Schools and mark the grand opening of their newly modernized campuses. The following dates have been proposed by the school principals:

Carlton Hills: September 24
Carlton Oaks: September 17
Rio Seco: September 22

The bronze dedication plaques for each junior high have been ordered and will be installed prior to the proposed dates. The plaques recognizing the campus Modernization and the principals who led the

Board members indicated they would like the dedications to immediately precede a school wide open house event at each school. This would provide the opportunity for teachers and families to come together for the dedication and for all of the classrooms to be open to show parents the modernized classrooms and new junior high classrooms where their students are learning.

Some items administration requests direction on include:

- A potential guest list and
- A tentative agenda.

Draft invitations will be provided for the Board's review.

RECOMMENDATION:

The Superintendent recommends that the Board discuss and provide direction for a plan for the building dedications at Carlton Hills, Carlton Oaks, and Rio Seco.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

Estimated expenses for these events would be approximately \$100 each.

STUDENT ACHIEVEMENT:

The new learning environments will contribute to increased student achievement, according to studies completed about improved lighting and learning environments.

Motion:		Second:		Vote:		Agenda Item E.1.1.
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Discussion and/or Action Item E.1.2. Learning Resource Centers/Library Media Centers: Technology Hardware and Wireless Infrastructure

Prepared by Dr. Patrick Shaw
August 18, 2009

BACKGROUND:

The purpose of the Learning Resource Centers (LRC) from our bond promise and our existing School Library/Media Centers is to be “learning centers” that provide an on-demand informational repository for K-8 students to research, explore and communicate in a global environment. These “learning centers” incorporate learning tools for the 21st century. A state-of-the-art wireless infrastructure provides the learning centers with digital tools that give students access to any time, any where, on-demand learning opportunities. Students are able to resource information through “safe” Internet sites in both individual and collaborative student learning configurations.

Presently four of the five Santee schools that have been modernized have Learning Resource Centers while the remaining five schools have Library/Media centers. In order to transform all nine of these “learning centers” into fully operational 21st century learning environments they should have a wireless infrastructure, projection device, and a minimum of twenty (20) mobile (laptop) computers. Meanwhile, each of the “learning centers” will be staffed with an Instructional Media Technician that can assist students and staff in resourcing information. In addition to wireless “learning centers,” each school would also be a complete wireless learning environment.

Plans are underway for the 2009-2010 school year, for any current interested Library Media Clerk to receiving training in the necessary skills to demonstrate competency for Instructional Media Technician positions.

Administration is requesting that the Board allocate \$150,000 from the BAN, Bond Anticipation Note, to purchase wireless for each of our schools, 20 mobile (laptop) computers for each school’s “learning center,” a printer, and a projection device if needed. The scope of the request falls within the “Bond” guidelines and provides all Santee Schools the opportunity to move forward in technology with a 21st Century learning environment, especially for those schools waiting to be modernized. A wireless infrastructure can be installed, removed easily and reinstalled when a school is modernized.

In order to make this a total community effort administration will also seek donations and the financial collaboration of each school site to assist in this initiative. Each school would need to contribute between \$3000-\$6000 dollars in addition to the BAN contribution to bring this initiative to fruition.

If the Board approves the use of \$150,000 BAN for technology infrastructure and tools

for the “learning centers” along with the financial collaboration of each of the sites, administration will return at the first Board meeting in September of 2009 with a final cost breakdown for each site and request a final approval from the Board to implement this initiative. Dollars used for this initiative will not impact the General Operating Budget of the District.

RECOMMENDATION:

Administration recommends that the Board approve \$150,000 of BAN money to provide wireless infrastructure for each school, 20 mobile (laptop) computers, a printer and a projection device if necessary. The 20 mobile computers, printer and projection device is for each school’s “learning center” (LRC or Library Media Center). Each school will also contribute approximately \$3000-\$6000 for this initiative depending on the need and cost at each individual site. Administration will also return at the first Board meeting in September of the 2009 school year with a more accurate cost for each site and seek final Board approval to implement this initiative.

This recommendation supports the following District Goals:

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

FISCAL IMPACT:

There will be no direct impact to the District’s general fund. Funding for this initiative would come from the Bond Anticipation Note (BAN) and possible donations. Each Santee school will have the option to use some of their categorical funds to assist with this initiative. The total cost of this initiative for all 9 schools will be between \$180,000 and \$210,000. The BAN will support the initiative with \$150,000.

STUDENT ACHIEVEMENT IMPACT:

Having digital tools in the “learning centers” (LRC’s or Library/Media Centers) and wireless capability throughout the school provides any where any time access for students to use tools for the digital age and achieve academic success as an information literate student.

Motion:

Second:

Vote:

Agenda E.1.2.

BACKGROUND:

On July 28, 2009, the Governor signed the latest 2009-10 State Budget revision to close a \$24 billion projected gap and provide a \$500 million reserve. The latest revision incorporates \$16 billion in cuts to education on top of the \$15 billion in cuts enacted in February, and includes additional deferrals of apportionments. The amount of cuts for K-12 education was substantially the same as that proposed in the May Revision, although the form of the cuts changed dramatically with the passage of the June 30th deadline for Proposition 98 reductions. In the end, the Legislature and Governor found creative ways to reduce education spending to the Proposition 98 minimum without suspension. Many are predicting the need for further mid-year budget reductions to respond to the continuing decline in State revenues.

Administration will provide an update of the effects of the State Budget on Santee's financial condition for the budget year and two subsequent fiscal years.

RECOMMENDATION:

No action is requested at this time. Any action taken is always at the discretion of the Board.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Governor signed the latest 2009-10 State Budget revision to close a \$24 billion projected gap and provide a \$500 million reserve. The latest revision incorporates \$16 billion in cuts to education on top of the \$15 billion in cuts enacted in February and includes additional deferrals of apportionments.

STUDENT ACHIEVEMENT IMPACT

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Discussion and/or Action Item E.3.1.
by Karl Christensen
August 18, 2009

Chet F. Harritt (Library Resource
Center/Multipurpose) and Pepper Drive
(Library Resource Center/Administration)
Design Options

BACKGROUND:

During the May 2, 2009 Capital Improvement Workshop, staff was asked to look at various design options and solutions for Chet F. Harritt School's Learning Resource Center placement on campus. In addition, staff has been working with Trittipio Architects on the Pepper Drive School Learning Resource Center modernization plans and 10-classroom addition. Provided to the Board of Education for review are preliminary conceptual plans (attached).

Chet F. Harritt School:

The proposed plans show placing the Learning Resource Center in the media center room. The small circular building in wing A and C will each be a classroom with support spaces needed and shown. To provide equality to schools, a future new multipurpose addition is shown in the location of the old handball court area to take advantage of the elevation change for the stage level and the lower level being the main room. Cost of the multipurpose addition is estimated at \$1.5 million - \$2 million.

Pepper Drive School:

In working with the site administrators for the needs at Pepper Drive School, and locating a new Learning Resource Center on campus, a new administrative library addition is proposed. Cost of the Learning Resource Center / Office is estimated at \$2 million. There could be a potential benefit for these proposed future projects to possibly receive future joint-use grants. Schematic plans are necessary to apply for grants. School plans need to be modified for the master planning of these additions.

RECOMMENDATION:

This item is for information and discussion only. Any action taken is always at the discretion of the Board of Education.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

If the long range master plan for Chet F. Harritt School would be to add a future multipurpose room addition, the impact to the Capital Improvement Program would be a \$1.5 to \$2 million increase depending on when it was constructed and possible economic inflation.

The Pepper Drive School new Learning Resource Center / Office would impact the Capital Improvement Program with an additional \$2 million increase, depending on when it was constructed and possible economic inflation.

These projects do not impact the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.3.1.
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BOARD POLICIES AND BYLAWS Item F.

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

BACKGROUND:

The Board of Education recognizes the importance of minimizing the District's use of natural resources, providing a high-quality environment that promotes health and productivity, and effectively managing the District's fiscal resources. To that end, Adoption of BP 3511 supports the District's efforts to develop and maintain a resource management program which includes strategies for implementing effective and sustainable resource practices. On March 3, 2009, the Board of Education adopted several Business and Facilities policies. BP 3511 was not included at that time and is based on the recommended CSBA policy.

Administration presents Board Policy 3511, Energy and Water Management for a first reading.

RECOMMENDATION:

Board Policy 3511, Energy and Water Management, is presented to the Board of Education for a first reading. No action is requested. This policy will return to the Board on September 1, 2009 for a second reading and request for adoption.

FISCAL IMPACT:

There is no fiscal impact to adopt BP 3511. Adoption of BP 3511 recognizes the importance of minimizing the District's use of natural resources, providing a high-quality environment that promotes health and productivity, and effectively manages the District's fiscal resources.

STUDENT ACHIEVEMENT IMPACT:

All Board Policies have an impact on student achievement and updating current thought and legalities is critical to this impact.

Motion:		Second:		Vote:		Agenda Item F.1.1.
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SANTEE SCHOOL DISTRICT
9625 CUYAMACA STREET
SANTEE, CA 92071
(619) 258-2300

ENERGY AND WATER MANAGEMENT

The Governing Board recognizes the importance of minimizing the district's use of natural resources, providing a high-quality environment that promotes health and productivity, and effectively managing the district's fiscal resources. To that end, the Superintendent or designee shall develop a resource management program which includes strategies for implementing effective and sustainable resource practices, exploring renewable and clean energy technologies, reducing energy and water consumption, minimizing utility costs, reducing the amount of waste of consumable materials, encouraging recycling and green procurement practices, and promoting conservation principles.

The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its conservation and management goals.

The Superintendent or designee shall make every effort to identify funding opportunities and cost-reducing incentive programs to help the district achieve its conservation and management goals.

The Superintendent or designee shall periodically report to the Board on the district's progress in meeting its conservation and management goals.

Storm Water Management

The Board desires to ensure that, to the maximum extent practicable, the district reduce the discharge of pollutants into the water system in order to minimize the threat to water quality from storm water runoff. When the district has been designated by the State Water Resources Control Board or a regional water quality control board, the Superintendent or designee shall ensure that the district complies with applicable General Permit requirements.

The Superintendent or designee shall develop a storm water management plan and shall submit the plan and a resolution authorizing the implementation of the plan to the Board for approval. The district's plan shall describe best management practices, measurable goals, and timetables for implementation in the following areas:

1. Public education and outreach on storm water impacts
2. Public participation, such as participation in adoption and implementation of the plan

3. Illicit discharge detection and elimination, such as maps and programs to detect and eliminate illicit non-storm water discharges
4. Construction site storm water runoff control, such as reviewing construction plans, inspecting sites, and tracking construction site runoff, as well as erosion and sediment controls
5. Post-construction storm water management, such as developing design standards for preventing runoff and verifying proper maintenance and operation of control procedures
6. Pollution prevention and good housekeeping, such as evaluating waste disposal, material storage, and equipment-cleaning procedures and spill prevention, including at bus maintenance facilities

The Superintendent or designee shall regularly report to the Board on the status of the district's implementation efforts.

Legal Reference:

EDUCATION CODE

41422 School term or session length, failure to comply due to disaster

46392 Emergency conditions; ADA estimate

PUBLIC RESOURCES CODE

25410-25421 Energy conservation assistance

WATER CODE

13383.5 Storm water discharge monitoring requirements

CODE OF REGULATIONS, TITLE 23

2200 Discharge permit fees

UNITED STATES CODE, TITLE 33

1342 National pollutant discharge elimination system

CODE OF FEDERAL REGULATIONS, TITLE 40

122.1-122.64 National pollutant discharge elimination system

Administrative Regulations: 3511

Adopted:

Amended:

SANTEE SCHOOL DISTRICT
 9625 CUYAMACA STREET
 SANTEE, CA 92071
 (619) 258-2300

ENERGY AND WATER MANAGEMENT

Resource Management Program

In the development of the district's resource management program, the Superintendent or designee shall analyze and review the lighting; heating, ventilation, and air conditioning systems; water heaters; electrical equipment and appliances; water use and irrigation; and solid waste and recycling systems. The following district operations shall be incorporated into the district's resource management program:

1. Educational programs
2. Classroom and building management and maintenance
3. Food services and equipment maintenance
4. Landscaping
5. Transportation services and maintenance
6. New construction
7. Administrative operations
8. Use of facilities by outside groups

The Superintendent or designee may solicit input from staff, students, and parents/guardians about the district's program. The Superintendent or designee shall provide staff and students with training and guidance on best practices to achieve the district's goals, such as a reward program to recognize outstanding accomplishments.

Emergency Interruption of Services

The Superintendent or designee shall develop a plan to address actions to be taken in the event of power outages or other emergency interruption of utility services, both during and after school operations. The plan shall address procedures to help ensure student and staff safety, administrative control of operations, protection of equipment, effective communications, and coordination with local fire, police, and utility service providers.

Legal Reference:

EDUCATION CODE

41422 School term or session length, failure to comply due to disaster

46392 Emergency conditions; ADA estimate

Board Policy: 3511

Adopted:

Amended:

Board Policies and Bylaws Item F.2.1. Second Reading: Revised Board Policy #5131.2
Possession of Cellular Phones and Other
Personal Electronic Signaling Devices

Prepared by Emily Andrade
August 18, 2009

BACKGROUND:

In the spring of 2009, inconsistencies in the interpretation and enforcement of cell phone and other electronic signaling device usage at the school sites was brought to the attention of administration. After several meetings with site administration, the policy was revised to identify specific procedures for misuse of these devices.

RECOMMENDATIONS:

This evening revised Board Policy 5131.2 is presented for a second reading. Administration recommends that the Board of Education approve revised Board Policy 5131.2, Possession of Cellular Phones and Other Personal Electronic Signaling Devices.

FISCAL IMPACT:

There is no fiscal impact to the district.

STUDENT ACHIEVEMENT IMPACT:

The misuse of electronic signaling devices can disrupt the learning process and impact student achievement.

Motion:		Second:		Vote:		Agenda Item F.2.1.
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SANTEE SCHOOL DISTRICT
9625 CUYAMACA STREET
Santee, CA 92071-2674
(619) 258-2300

POSSESSION OF CELLULAR PHONES AND OTHER PERSONAL ELECTRONIC SIGNALING DEVICES

Students may possess personal electronic signaling devices including but not limited to pagers, beepers, and cellular/digital phones. The school is not responsible for any electronic device brought onto a school campus.

Electronic communication of any kind is prohibited on school grounds except under the direct supervision of a teacher with prior approval from site administration. Each school will designate a "phone zone" where phones may be used before or after school but under no circumstances during school hours.

Permitted devices shall:

1. Be turned off at all times during the school day, and at any other time when directed by a district employee;
2. Not disrupt the educational program or school activity;
3. Be turned off at all times during instructional study trips or at 6th Grade Camp;
4. Be turned off at all times while riding on a school bus; and
5. Not be connected or linked to school district electronic information systems.

The basic rule will be: SEE IT, USE IT, HEAR IT, TAKE IT. Therefore, if an electronic device is seen, used, or heard, the following procedures will be put in place:

First Offense: the device will be confiscated and returned at the end of the school day

Second Offense: the device will be confiscated and the parent must personally reclaim the device

Third Offense: will result in an in-school suspension, the device will be confiscated and the parent must personally reclaim the device.

A student who violates this policy may be prohibited from possessing a personal electronic signaling device at school or school-related events.

~~Permitted devices may not be operated by students while on school grounds. Permitted devices may be used while participating in recreational, non-instructional field trips when permission for use is granted by the supervising school staff.~~

~~If a disruption occurs, the employee shall direct the student to turn off the device and/or confiscate it. If a school employee finds it necessary to confiscate a device, he/she shall give the device to the school administrator. After consultation with the parent/legal guardian of the student about the confiscated device, the administrator shall return the device to the parents if so requested.~~

~~A student who violates this policy may be prohibited from possessing a personal electronic signaling device at school or school-related events.~~

No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health, and ~~the use of this device will be~~ which is limited to health-related purposes.

Legal Reference:

EDUCATION CODE:

48901.5

GOVERNMENT CODE:

Administrative Regulations Reference:

Adopted: October 4, 2005

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item G.

CLOSED SESSION Item H.

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

The Board will go into Closed Session to discuss:

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

2. **Public Employee Performance Evaluation (Govt. Code § 54957)**
Superintendent

RECONVENE TO PUBLIC SESSION Item I.

ADJOURNMENT Item J.