

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
 December 15, 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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A. OPENING PROCEDURES – 7:00 p.m.	6
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
 B. ORGANIZATIONAL MEETING	
1. <u>Rotation of Board of Education Officers</u>	8
It is recommended that the Board of Education approve the rotation of officers according to Board Bylaw 9120 and that Board Bylaw 9120 be revised to reflect the officer rotation for 2010.	
2. <u>Board Meeting Calendar for 2010</u>	15
It is recommended that the Board of Education approve continuation of the existing meeting schedule with meetings dates as listed.	
 C. REPORTS AND PRESENTATIONS	
1. Superintendent’s Report	
1.1. Developer Fees Collection Report	20
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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

2.	Presentation of the Santee Teachers Association (STA) Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee Teachers Association and Santee School District	24
3.	Presentation of the Board's Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and California School Employees Association (CSEA)	26
4.	Spotlight on Learning: Principal Presentation-PRIDE Academy at Prospect Avenue School	28
D.	PUBLIC COMMUNICATION	29
	<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. All meetings are tape recorded.</i>	
E.	PUBLIC HEARINGS	
1.	Santee School District Board of Education Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and Santee Teachers Association	31
F.	CONSENT ITEMS	
	<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
	Superintendent	
1.1.	<u>Approval of Minutes</u> It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	33
	Business Services	
2.1.	<u>Approval/Ratification of Travel Requests</u> It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	39
2.2.	<u>Approval/Ratification of Expenditure Warrants</u> It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of November 2009.	42
2.3.	<u>Approval/Ratification of Purchase Orders</u> It is recommended that the Board of Education approve and ratify purchase orders #090753 through #090915 as presented in the item.	44
2.4.	<u>Approval/Ratification of Revolving Cash Report</u> It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.	53

- 2.5. **Acceptance of Donations** 55
It is recommended that the Board of Education accept donations as listed.

- 2.6. **Authorization to Sell Surplus and/or Dispose of Obsolete Items** 56
It is recommended that the Board of Education authorize the sale and/or disposal of miscellaneous unusable and/or obsolete property.

Capital Improvement Program

- 3.1 **Chet F. Harritt Ball Field - Inspections and Testing** 57
It is recommended that the Board of Education approve Ninyo & Moore for the materials testing lab and Hendrix California School Construction Services to provide construction materials testing and IOR services for construction of the Chet F. Harritt ball field.

- 3.2. **Approval/Ratification of Contract Amendment #13 of the Lease-Leaseback Construction Services Agreement with Barnhart, Inc. for Chet F. Harritt Ball Field** 64
It is recommended that the Board of Education approve/ratify Amendment #13 of the Lease-Leaseback Construction Services Agreement with Barnhart, Inc. for the construction of the Chet F. Harritt Ball Field.

Educational Services

- 4.1. **Approval of 2009-10 School Site Fundraising Plans** 67
It is recommended that the Board of Education approve the 2009-10 School Site Fundraising Plans.

Human Resources

- 5.1. **Personnel, Regular** 68
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 Work Hours for Identified Classified Non-Management Position** 71
It is recommended that the Board of Education approve the increase in work hours for the identified classified position.

G. 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. **Consolidation of Board Advisory Committees and Board of Education Representatives to District Committees** 73
It is recommended that the Board of Education revise as recommended, the Board Advisory and Standing Committees and assign Board member representation to the committees.

Business Services

- 2.1 **Approval of Monthly Financial Report** 80
It is recommended that the Board of Education approve the Monthly Financial Report.

Capital Improvements/Modernization

- 3.1. **Discussion of Post Occupancy Issues Related to Modernization and Construction** 83
It is recommended that the Board of Education discuss the list of Post Occupancy Issues and add, delete, or modify items as deemed appropriate. Any action taken is at the discretion of the Board.
- 3.2. **Concept for Solar Installation at Hill Creek School** 90
It is recommended that the Board of Education:
1) Approve the implementation of Solar at Hill Creek School.
2) Approve the initiation of a conceptual plan contingent upon successful CREBs financing with a positive net present value cash flow model over a 25-year period.
3) Approve a conceptual plan for design and construction to include use of the current modernization design and execution team.
4) Approve initial design work to commence with Trittipio Architects at a cost not to exceed \$40,000. If the project is not deemed to be financially viable and CREBs are not issued, the District would owe Trittipio for work completed up to the date of termination.
5) Approve the use of structures for support of photovoltaic systems that are pre-approved through DSA.

Educational Services

- 4.1. **Special Day Class Reorganization for 2010-11** 95
It is recommended that the Board of Education approve the continued study of regionalization for special day classes.

H. BOARD POLICIES AND BYLAWS

1. **Second Reading: New Board Policy 3515.3, Electronic Surveillance** 98
New Board Policy 3515.3 Electronic Surveillance is submitted to the Board for a second reading. It is recommended that the Board of Education adopt Board Policy 3515.3, Electronic Surveillance.
2. **Second Reading: Board Policy Annual Review:** 103
BP 1312.1 Complaints Concerning District Employees
BP 4116 Probationary/Permanent Status
BP 4315.1 Competence in Evaluation of Teachers
BP 5117 Intradistrict Open Enrollment
BP 6145 Extracurricular and Cocurricular Activities
Board Bylaw 9311 and Education Code 35160.5 require that the Board annually review the listed Board Policies. The Policies are submitted for a second reading and approval is requested.

G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	112
H.	CLOSED SESSION	113
1.	Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)	
2.	Conference with Labor Negotiator (Govt. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Minnie Malin, Assistant Superintendent, Human Resources</i> <i>Employee Organizations: Santee Teachers Association</i> <i>Classified School Employees Association</i>	
3.	Liability Claims (Gov't Code §54956.95) <i>Claimant: Borrego Solar</i> <i>Claim Against: Santee School District</i>	
I.	RECONVENE TO PUBLIC SESSION	113
J.	ADJOURNMENT	113

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.

Please note: The meeting that would regularly occur on January 5, 2010, the first Tuesday of the month, has been cancelled.

The next regular meeting of the Board of Education is scheduled for January 19, 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.

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 December 15, 2009 regular meeting

Agenda Item A.

ORGANIZATIONAL MEETING ITEM B

BACKGROUND:

California Education Code Sections 35143 and 72000 provide that the governing board of each school district shall hold an annual organizational meeting between December 4 and December 18, 2009. California Education Code Section 35022 provides that every school district governing board shall elect at its organizational meeting a president and a clerk from among its members. Tonight the governing board will hold its annual organization meeting in accordance with these Education Codes.

Board Bylaw 9120 describes the Board’s procedure for election by automatic rotation of Board officer positions at its annual organizational meeting. The Board must take formal action to annually implement the bylaw. The officers serve until the next annual organizational meeting. Upon the rotation of officers for 2010, the bylaw will be reissued to reflect the changes.

- Dustin Burns, President
- Barbara Ryan, Vice President
- Allen Carlisle, Clerk
- Dan Bartholomew, Member
- Dianne El-Hajj, Immediate Past President, Member

In accordance with Board Bylaw 9122, the Superintendent shall act as Secretary to the Board of Education. The bylaws, which describe the role of each officer of the Board, as well as the Secretary to the Board, are attached. Also attached is the draft revision to Board Bylaw 9120 showing the rotation of officers for 2009-10 for Board approval.

RECOMMENDATION:

It is recommended that the Board of Education approve the rotation of officers in accordance with Board Bylaw 9120, appoint the Superintendent as Secretary to the Board as described in Board Bylaw 9122, and approve the revisions to Board Bylaw 9120 to reflect the rotation configuration in this Board item.

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT:

This is an organizational item.

Motion: _____
 Second: _____
 Vote: _____

Agenda Item B.1.

SANTEE SCHOOL DISTRICT
9625 CUYAMACA STREET
SANTEE, CALIFORNIA 92071
(619) 258-2300

OFFICERS AND AUXILIARY PERSONNEL

At the annual organizational meeting, the Board of Education will elect a president, vice president and clerk from among its members and will appoint the Superintendent as secretary to the Board of Education.

Officers will be elected according to the following rotation plan.

In election years (even numbered), incumbents, including reelected, except immediate past president, will take precedence in rotating ahead of newly-elected members. New members will enter the rotation in the order determined by the number of votes received in the election. The member receiving the greatest number of votes places highest in the rotation. Other new members enter the rotation in descending order.

If an appointment is made to fill a vacant seat, the appointee will enter the rotation in the same manner as a newly elected member being placed in order of date of taking the oath of office with the office obtained at the earlier date placing highest in the rotation.

The rotation will annually move the immediate past-president to last position in the rotation. For compelling personal reasons, a member may request exemption from the rotation and reenter at the bottom. Names moved to the bottom would then move through the rotation in a normal progression.

No Board member shall serve as president or vice president during their first year as a member of the Board of Education.

Board members will identify themselves as Board members, not by office held on the Board when speaking to the public or press.

For 2010 the rotation will be:

Dustin Burns	President
Barbara Ryan	Vice President
Allen Carlisle	Clerk
Dan Bartholomew	Member
Dianne El-Hajj - Immediate Past President	Member

Legal Reference:

EDUCATION CODE

35022	President of board
35121	Appointment of clerk
35143	Annual organizational meetings

Adopted: October 4, 1983

Amended: 12/16/97; 12/15/98; 12/7/99; 12/5/00; 12/18/01; 12/17/02; 12/16/03,
10/19/04; 12/7/04; 12/6/05; 12/5/06; 12/19/07; 12/16/08; 12/15/09

PRESIDENT

The Governing Board shall elect a president from among its members to provide leadership on behalf of the Board and the educational community it serves.

(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)
(cf. 9100 - Organization)

The president shall preside at all Board meetings. He/she shall:

1. Call the meeting to order at the appointed time
2. Announce the business to come before the Board in its proper order
3. Enforce the Board's policies relating to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference
5. Explain what the effect of a motion would be if it is not clear to every member
6. Restrict discussion to the question when a motion is before the Board
7. Rule on issues of parliamentary procedure
8. Put motions to a vote, and state clearly the results of the vote
9. Be responsible for the orderly conduct of all Board meetings

(cf. 9323 - Meeting Conduct)

The president shall perform other duties in accordance with law and Board policy including, but not limited to:

1. Signing all instruments, acts and orders necessary to carry out state requirements and the will of the Board
2. Consulting with the Superintendent or designee on the preparation of the Board's agendas

(cf. 9322 - Agenda/Meeting Materials)

3. Working with the Superintendent to ensure that Board members have necessary materials and information

PRESIDENT (continued)

4. Subject to Board approval, appointing and dissolving all committees

(cf. 9130 - Board Committees)

5. Calling such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

6. Representing the district as governance spokesperson, in conjunction with the Superintendent

(cf. 1112 - Media Relations)

7. Conferring with the Superintendent or designee on crucial matters which may occur between Board meetings

8. Sharing informational mail with other Board members

The president shall have the same rights as other members of the Board, including the right to move, second, discuss and vote on all questions before the Board.

When the president resigns or is absent or disabled, the vice president shall perform the president's duties. When both the president and vice president are absent or disabled, the clerk shall perform the president's duties.

Legal Reference:

EDUCATION CODE

35022 *President of the board*

35143 *Annual organizational meetings; dates and notice*

GOVERNMENT CODE

54950-54963 *Ralph M. Brown Act*

Management Resources:

CSBA PUBLICATIONS

Board Presidents' Handbook, revised 2002

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardmanship, 1996

WEB SITES

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

VICE PRESIDENT

The Vice President shall perform the duties of the President in the absence of the President and shall perform such other duties as may be assigned by the Governing Board.

SECRETARY

The Governing Board shall appoint the Superintendent to serve as secretary to the Board. The secretary to the Board shall be responsible for maintaining an accurate and complete record of all Board proceedings and shall:

1. Prepare, distribute and maintain the Board agenda
2. Record, distribute and maintain the Board minutes
3. Maintain Board records and documents
4. Conduct official correspondence for the Board
5. As directed by the Board, sign and execute official papers
6. Perform other duties as assigned by the Board
7. Prepare a tentative calendar of Board meetings for the next school year for the consideration at the annual organizational meeting
8. Submit to the president of the Board all correspondence addressed to the president or to the Board
9. Submit to the clerk of the Board all correspondence addressed to the clerk

Legal Reference:

- EDUCATION CODE
- 35025 Secretary and bookkeeper
- 35143 Annual organizational meetings; dates and notice
- 35250 Duty to keep certain records and reports
- GOVERNMENT CODE
- 54950-54963 Ralph M. Brown Act

Management Resources:

- CSBA PUBLICATIONS
- CSBA Professional Governance Standards, 2000
- Maximizing School Board Leadership: Boardmanship, 1996
- WEB SITES
- CSBA: <http://www.csba.org>

CLERK

At the annual organizational meeting, the Governing Board shall elect a clerk from its own membership. (Education Code 35143)

The duties of the clerk shall be to:

1. Certify or attest to actions taken by the Board when required
2. Maintain such other records or reports as required by law
3. Sign the minutes of Board meetings following their approval
4. Sign documents on behalf of the district as directed by the Board
5. Serve as presiding officer in the absence of the president and vice president
6. Perform any other duties assigned by the Board

Legal Reference:

EDUCATION CODE

17593 Repair and supervision of property (duty of district clerk)

35038 Appointment of clerk by county superintendent of schools

35039 Dismissal of clerk

35121 Appointment of clerk in certain city and high school districts

35143 Annual organizational meetings

35250 Duty to keep certain records and reports

38113 Duty of clerk (re provision of school supplies)

GOVERNMENT CODE

54950-54963 Ralph M. Brown Act

Management Resources:

CSBA PUBLICATIONS

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardsmanship, 1996

WEB SITES

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

BACKGROUND:

According to Education Code 35140 and Board Bylaw 9320, a calendar of regular meeting dates must be submitted to the County Office of Education by each governing board immediately following its organizational meeting in December. The purpose of this agenda item is to establish the meeting calendar for the year 2010. Presently, the Board meets on the first and third Tuesdays of each month. The assembly room in the Douglas E. Giles Educational Resource Center is the official regular meeting location. Meetings are held at 7 p.m.

RECOMMENDATION:

Administration recommends continuation of the existing meeting schedule. A 2010 calendar showing the recommended Board meeting schedule and a 2009-10 District school calendar are attached.

On December 1, 2009, the Board cancelled the meeting scheduled for January 5, 2010. Administration also recommends that the Board not schedule regular meetings for April 6 and December 21, 2010 which occur when school is not in session.

FISCAL IMPACT:

There is no fiscal impact. This is an organizational item.

Motion: _____
Second: _____
Vote: _____

Agenda Item B.2.

SANTEE SCHOOL DISTRICT
9625 Cuyamaca Street
Santee, CA 92071-2674

2010 Board of Education Meeting Dates

Meeting schedule: First and third Tuesdays of each month at 7:00 p.m.

Meeting location: *Douglas E. Giles Educational Resource Center
9619 Cuyamaca Street
Santee CA 92071*

***January 19**

February 2 and 16

March 2 and 16

***April 20**

May 4 and 18

June 1 and 15

July 6 and 20

August 3 and 17

September 7 and 21

October 5 and 19

November 2 and 16

***December 7**

*No regular meetings are scheduled for January 5, April 6 or December 21, 2010, due to holiday breaks.

2010 Calendar

January

Su	Mo	Tu	We	Th	Fr	Sa
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	⑱	20	21	22	23
24	25	26	27	28	29	30

February

Su	Mo	Tu	We	Th	Fr	Sa
	1	②	3	4	5	6
7	8	9	10	11	12	13
14	15	⑯	17	18	19	20
21	22	23	24	25	26	27
28						

March

Su	Mo	Tu	We	Th	Fr	Sa
	1	②	3	4	5	6
7	8	9	10	11	12	13
14	15	⑯	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	⑳	21	22	23	24
25	26	27	28	29	30	

May

Su	Mo	Tu	We	Th	Fr	Sa
30	31					1
2	3	④	5	6	7	8
9	10	11	12	13	14	15
16	17	⑱	19	20	21	22
23	24	25	26	27	28	29

June

Su	Mo	Tu	We	Th	Fr	Sa
		①	2	3	4	5
6	7	8	9	10	11	12
13	14	⑮	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	⑥	7	8	9	10
11	12	13	14	15	16	17
18	19	⑳	21	22	23	24
25	26	27	28	29	30	31

August

Su	Mo	Tu	We	Th	Fr	Sa
1	②	3	4	5	6	7
8	9	10	11	12	13	14
15	⑯	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	⑦	8	9	10	11
12	13	14	15	16	17	18
19	20	⑳	22	23	24	25
26	27	28	29	30		

October

Su	Mo	Tu	We	Th	Fr	Sa
31					1	2
3	4	⑤	6	7	8	9
10	11	12	13	14	15	16
17	18	⑱	20	21	22	23
24	25	26	27	28	29	30

November

Su	Mo	Tu	We	Th	Fr	Sa
	1	②	3	4	5	6
7	8	9	10	11	12	13
14	15	⑯	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	⑦	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Santee School District School Calendar

2009-2010

July 2009						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

7/3 INDEPENDENCE DAY
Observance

NEW YEAR'S DAY 1/1
Classes resume 1/4

MARTIN LUTHER 1/18
KING DAY

January 2010						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2009						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

8/3 11-mo employees return
8/10 Principals return
8/11 *Sch Sec/SAC return
8/12 Vice Principals return
8/26 School offices open to public
8/31 Teachers return

LINCOLN'S DAY 2/8
WASHINGTON'S DAY 2/15

February 2010						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

September 2009						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

9/1 10-mo employees return
9/4*** Furlough day - TEACHERS ONLY
9/4 Bus Drivers /FSWs return
9/7 LABOR DAY
9/8 Students return
9/8 9-mo employees return

End of 2nd
Trimester (60 days) 3/17

SPRING BREAK 3/29-4/9

March 2010						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October 2009						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

LOCAL HOLIDAY 4/2

April 2010						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

11/11 VETERANS' DAY
11/25 HOLIDAY IN LIEU OF
ADMISSIONS' DAY (except Project SAFE)
11/26 THANKSGIVING DAY
11/27 LOCAL HOLIDAY

MEMORIAL DAY 5/31
Observance

May 2010						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

12/4 End of 1st Trimester (60 days)

December 2009						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

12/7-12/11 Parent/Teacher conf;
modified days
12/21-1/1 WINTER BREAK
12/24 LOCAL HOLIDAY
12/25 CHRISTMAS DAY
12/30 Project SAFE ONLY-
HOLIDAY IN LIEU OF ADMISSIONS' DAY
12/31 LOCAL HOLIDAY

**Promotion dates (see below)
End of 3rd trimester (60 days) 6/24
Last school day; minimum day; 6/24
9-mo emp last workday
Vice Principals; 6/28
Principals/Sch Sec/SAC; 6/30
10/11-mo emp last workday 6/30

June 2010						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

*Variations of employee schedules will be approved by supervisor and a copy provided to payroll.

**Contact school sites for various promotion dates.

***Additional furlough day for Teachers TBD

Board Approved: February 3, 2009

Board Revised: July 21, 2009

Reports and Presentations Item C.1. Superintendent's Report
Prepared by Dr. Patrick Shaw
December 15, 2009

The following items are presented for Board information:

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

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT
2009-10
CUMULATIVE THROUGH DECEMBER 8, 2009

Residential Rate: \$3.35 per square foot over 500 - effective 4/21/09
Commercial Rate: \$.29 per square foot - effective 6/16/08
Self Storage Rate: \$.16 per square foot - effective 6/16/08

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
X		9735 HALBERNS BLVD. (CARLTON HILLS EVANGELICAL LUTHERAN CHURCH)	07/20/09	192	\$0.00	
X		1840 JOE CROSSIN DRIVE	07/24/09	2,938	\$852.02	PD
X		8871 FANITA DRIVE (DEMO'D 1800 SQ. FEET)	08/10/09	1,276	\$0.00	
	X	9564 ABBEYFIELD ROAD	08/31/09	769	\$2,576.15	RS
	X	31 SANTEE, L.P. (MISSION VIEW ESTATES)	09/10/09	17,823	\$59,707.05	CFH
	X	31 SANTEE, L.P. (MISSION VIEW ESTATES)	09/23/09	14,931	\$50,018.85	CFH
	X	31 SANTEE, L.P. (MISSION VIEW ESTATES)	09/23/09	471	\$1,577.85	CFH
	X	STANDARD PACIFIC (RIVERWALK)	10/01/09	99,989	\$262,971.07	RS
X		1518 MAGNOLIA AVE. (ARCO AM/PM-CARWASH)	10/08/09	1,010	\$0.00	PD
	X	10456 2ND STREET	10/20/09	948	\$3,175.80	HC
	X	9215 HOLMBY	10/22/09	1,052	\$3,524.20	SC
	X	1320 WENATCHEE AVE.	11/30/09	1,110	\$3,718.50	PD
	X	9300 NORTHRIDGE PL.	11/30/09	1,222	\$4,093.70	PA
TOTAL PAGE 1					\$392,215.19	
TOTAL COLLECTED AS OF DECEMBER 04, 2008					\$40,996.09	

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

Requests For Use Of Facilities - December 15, 2009						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<u>Cajon Park</u>						
PTSA	Multipurpose Room	11/30/09 - 12/4/09	Mon - Fri	7:00 am - 8:00 pm		
Worldstrides	Classroom	11/17/09	Tuesday	5:00 pm - 6:00 pm	30	
<u>Prospect Avenue</u>						
CSEA	Multipurpose Room	3/11/10	Thursday	4:30 pm - 5:30 pm	35	
CSEA	Multipurpose Room	1/14/10 - 6/10/10	Thursday	4:30 pm - 6:00 pm	35	
Girl Scouts Troop 6696	Multipurpose Room	11/19/09 - 12/17/09	Thursday	6:00 pm - 8:00 pm	17	

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

**Santee School District
ENROLLMENT REPORT
12/11/2009
Month 4 Week 2**

SCHOOL	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	12/11/09 Total Reg	12/12/08 Total Reg	# Diff	% Diff	12/11/09 SDC	12/12/08 SDC	# Diff SDC	% Diff SDC	Prior Week		
																		12/11/09 Total All	12/5/09 Total All	Total Diff
Cajon Park	100	106	107	108	107	105	100	126	103	962	946	16	1.7%	38	32	6	18.8%	1000	1000	0
Carlton Hills	40	35	41	48	36	51	53	87	104	495	515	-20	-3.9%	40	34	6	17.6%	535	534	1
Carlton Oaks	73	74	69	75	96	96	107	99	119	808	805	3	0.4%	46	39	7	17.9%	854	852	2
Chet F. Harritt	62	86	64	64	64	62	69	66	56	593	647	-54	-8.3%	10	26	-16	-61.5%	603	601	2
Hill Creek	92	87	84	85	83	88	85	62	93	759	812	-53	-6.5%	23	21	2	9.5%	782	779	3
Pepper Drive	82	71	78	74	77	78	86	82	81	709	699	10	1.4%	11	14	-3	-21.4%	720	719	1
Prospect	60	54	54	51	51	61	67	46	53	497	471	26	5.5%	13	15	-2	-13.3%	510	511	-1
Rio Seco	106	108	92	93	91	108	92	85	98	873	815	58	7.1%	23	21	2	9.5%	896	899	-3
Sycamore Canyon	49	49	50	34	44	46	43	0	0	315	303	12	4.0%	27	25	2	8.0%	342	342	0
SUBTOTAL	664	670	639	632	649	695	702	653	707	6011	6013	-2	0.0%	231	227	4	1.8%	6242	6,237	5
Alternative School	1	3	4	3	4	8	5	3	2	33	42	-9	-21.4%					33	32	1
Success Academy								1	3	4	7	-3	-42.9%					4	4	0
NPS										0	0			5		5		5	5	0
EAK										0	0							0		0
SUBTOTAL	1	3	4	3	4	8	5	4	5	37	49	-12	-24.5%					42	41	1
TOTAL	665	673	643	635	653	703	707	657	712	6048	6,062	-14	-0.2%					6284	6,278	6

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

	PK	
Cajon Park	3	1003
Hill Creek	12	794
Prospect	17	527
Sycamore Canyon	12	354

Total Enrollment Including PK
6328

Schedule of Events

<i>Date</i>	<i>Event</i>
Dec. 21 – Jan. 1	Winter Break Schools and District Offices Closed
January 4	School Resumes from Winter Break
<i>January 6</i>	<i>Board Meeting Cancelled</i>
January 18	Martin Luther King Holiday Schools and District Offices Closed
January 19	Board Meeting 7:00 p.m.
February 2	Board Meeting 7:00 p.m.
February 8	Lincoln's Birthday Schools and District Offices Closed
February 15	President's Day Schools and District Offices Closed
February 16	Board Meeting 7:00 p.m.
March 2	Board Meeting 7:00 p.m.
March 16	Student Forum 6:00 p.m. Board Meeting 7:00 p.m.
March 29 - April 9	Spring Break Schools Closed
<i>April 6</i>	<i>No Board Meeting-Spring Break</i>
April 12	School Resumes from Spring Break

Reports and Presentations Item C.2. Presentation of Santee Teachers Association (STA) Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and STA

Prepared by Minnie Malin
December 15, 2009

Tonight, STA's initial proposal to modify articles of the current collective bargaining agreement between the District and STA will be presented. Copies of the attached STA proposal will be posted for the public to read at the Santee Public Library, Santee Chamber of Commerce, Santee City Hall, District Education Center and all school site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiations proposals. The public hearing on the proposal will be at the January 19, 2010, regular Board meeting.

Agenda Item C.2.

INITIAL PROPOSAL
FROM THE
SANTEE TEACHERS ASSOCIATION
to the
SANTEE SCHOOL DISTRICT
2010 - 2011

The Santee Teachers Association (STA) wishes to open with two (2) articles of for negotiations with Santee School District for the 2010-2011 school year.

Article XIV - Compensation Provisions
Article IX - Class Size

Reports and Presentations Item C.3. Presentation of the Board's Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and California School Employees Association (CSEA), Chapter 557

Prepared by Minnie Malin
December 15, 2009

Tonight, the Board's initial proposal to modify articles of the current collective bargaining agreement between the District and CSEA will be presented. Copies of the attached Board proposal will be posted for the public to read at the Santee Public Library, Santee Chamber of Commerce, Santee City Hall, District Education Center and all school site offices.

Section 3547 of the Government Code requires that the District hold a public Hearing in matters of employee organization negotiations proposals. The Public Hearing on the proposal will be at the January 19, 2010, regular Board meeting.

Agenda Item C.3.

INITIAL PROPOSAL
FROM THE
SANTEE SCHOOL DISTRICT

to the

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER 557

2009-10

The Santee School District wishes to open with one (1) article for negotiations with California School Employees Association, Chapter 557, for the 2009-10 school year.

Article XVII - Compensation

Reports and Presentations Item C.4. Principal Presentation on Instructional Leadership: Stephanie Southcott-PRIDE Academy at Prospect Avenue School

Prepared by Dr. Patrick Shaw
December 15, 2009

BACKGROUND:

The Principals are responsible for instructional leadership in support of student achievement goals targeted by the Superintendent and School Board. Over the next few months, each Principal, together with their Vice Principal, will share with the Board recent school achievements, goals for the 2009-10 school year, and programs and instructional approaches to achieve the identified goals.

Tonight, PRIDE Academy Principal, Stephanie Southcott, will share with the Board the recent successes and the school's goals for the 2009-10 school year. In addition, Mrs. Southcott will share programs and practices that are currently in place to achieve the school's goals.

Agenda Item C.4.

PUBLIC COMMUNICATION Item D.

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.

PUBLIC HEARING Item E

Public Hearings Item E.1. Santee School District Board of Education Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and Santee Teachers Association

Prepared by Minnie Malin
December 15, 2009

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

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals. The public hearing on the STA proposal has been scheduled for tonight.

Agenda Item E.1.

CONSENT ITEMS Item F.

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 F.1.1. Approval of Minutes
Prepared by Dr. Patrick Shaw
December 15, 2009

BACKGROUND:

Presented for Board approval –

- December 1, 2009, regular meeting minutes

RECOMMENDATION:

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

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

December 1, 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
Minnie Malin, Assistant Superintendent, Human Resources
Kristin Baranski, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited Dawn Minutelli, vice principal at Chet F. Harritt School, to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda
It was moved and seconded to approve the agenda.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Report on the Status of Technology in Santee School District

Ernie Nevares, Director of Instructional Technology, and Laura Spencer, Coordinator of Instructional Technology, provided an update on technology tools in place in classrooms and the status of teacher websites. The goal is for 100% of teachers to have a basic website functioning by March 2010. Professional development has begun for the Library Media Clerks and several other employees, who are learning 21st century skills and receiving training to upgrade their skills for the new Instructional Media Technician positions. Bernard Yeo, Director of Information Technology, and Matt Marsman, Systems Analyst, shared some of the challenges in technology implementation. As technology grows, the system management tasks grow. They shared information on Cloud Computing, which is the future direction for technology. The department hopes to have one school piloting Cloud Computing by the end of the school year.

Member Burns said school staffs say the technology department supports them doing whatever is necessary to keep teacher and student computers up and running.

Dr. Shaw also recognized the Principals, Ernie Nevares, and Laura Spencer for providing support for teachers at the schools. He commended teachers for developing websites as a communication tool for today and the future.

**3. Spotlight on Learning and the Use of Technology
Recognition of Classroom Teacher, Larry Barbary**

Dr. Shaw introduced Larry Barbary and congratulated him on being recognized by the Technology Training Foundation of America as a "2009 Technology Hero". Mr. Barbary will receive 10 laptops for Cajon Park School. President El-Hajj presented Mr. Barbary with a certification of recognition. Mr. Barbary shared the "Moodle" site that he has created to provide lessons to students online. He has found students visit the site often when away from school and share information with other students from their school and from other schools.

4. Principal Presentation on Instructional Leadership: Chet F. Harritt School

Andy Johnson, Principal, and Dawn Minutelli, Vice Principal, shared a presentation about Chet F. Harritt School and how Chet F. Harritt is a school that achieves, reads, and cares. Chet F. Harritt is a high performing school with an 844 API. A few of the programs and initiatives in place to promote student achievement includes: an independent Professional Learning Community, literacy development, Camp Clue, and peer mediation. The goal of the instructional leaders at Chet F. Harritt is to provide the best possible education for all students. The Board thanked Mr. Johnston and Mrs. Minutelli for a great job of sharing the daily events at Chet. F. Harritt School.

5. Presentation of the Board's Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and Santee Teachers Association (STA)

Minnie Malin reported the Board's initial proposals to modify articles of the current collective bargaining agreement between Santee School District and the Santee Teachers Association. A public hearing will be held on December 15, 2009

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. Set Date and Time of Board's Annual Organizational Meeting
- 1.3. Consideration to Cancel January 5, 2010 Board of Education Meeting
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Report
- 2.3. Acceptance of Donations
- 2.4. Approval of Proposal from Capitol PFG for a School Facility Needs Analysis 2010 Update
- 3.1. Approval of 2010-15 Student Teaching Agreement with the University of San Diego
- 4.1. Personnel, Regular
- 4.2. Certification of Competence in Evaluation and Instructional Methodologies

It was moved and seconded to approve Consent Items.

Motion: Burns Second: Ryan Vote: 5-0

1.1. Junior High Intramural Sports Program

Dr. Shaw introduced Joann Schulz, Vice Principal at Carlton Hills, who brought forward the suggestion to implement an intramural sports program for junior high students. This activity would provide afterschool activities for students, which is a goal of the Board. Parents would pay \$100 per student to participate in the program. The fee would pay for the coach stipends, referees, and the cost of transportation. All vice principals have agreed to oversee the program at their schools but participation in the program would be optional for schools. Mrs. Schultz would like to begin in January with basketball for boys and girls. There would be 8 weeks of regular play and then play-off games. Each school has a means to cover the cost for any students who wish to play and cannot afford to pay the fee.

Board members thought it was a fantastic idea and would build connections for schools. Member Bartholomew is concerned about the \$100 fee. He asked if students could make payments. He also asked if anyone coaching that was not an employee would go through the proper security channels, such as fingerprinting. Mrs. Malin assured the Board that they would.

Member Burns shared that he participated in a similar program when he was in school and it brought him a great deal of pride. He shared that referees might be available through the Boys and Girls Club and that sometimes high school students are looking for community service opportunities and may be interested in helping.

Member Bartholomew would like to seek fund raising opportunities to help reduce the program cost. Member Ryan suggested contacting service clubs to sponsor the program to reduce the costs for students. Member Bartholomew moved to approve implementing a fee based Junior High Intramural sports Program.

Motion: Bartholomew Second: Burns Vote: 5-0

2.1. Revision of the Strategic Plan Report Card

Dr. Shaw reported that Executive Council reviewed the current strategic plan report card and felt that there were some things not reflected. The current report card tells how specific items were achieved but not the goals of the domains. Administration presented a revised report card that continues to reflect the seven domains of the strategic plan. The revisions include how the goals are being met and administration can use it to work towards until a new strategic plan is developed.

One of the things missed during the last strategic planning process was the assessment piece; how we will achieve our goals and how that can be reflected through the assessment. Dr. Shaw believes there may have been too many initiatives to focus on. Fewer objectives would provide more focused benchmarks. The 2006 process, which was the first in a long time, provided a great beginning toward strategic planning. The next time there can be more focus to define the direction and the path. Member Burns moved to approved the revised report card and post it on the District website.

Motion: Burns Second: Carlisle Vote: 5-0

2.2. Approval of First Period Interim Report

Karl Christensen reported that each year the District is required to submit a first interim report which includes a projected budget for the next three years. Following State actions in July, the District budget was revised. Since then the District has adopted a conceptual budget plan contemplating \$1.9 M in reductions for 2009-10 and \$3.6 M for 2010-11. If the budget plan materializes, the District is projected to end the year with the 3% reserve and a very small cushion. Some assumptions will change when the Governor proposes his mid-year budget revisions and the budget for next year.

Mr. Christensen recently met with the County Office to discuss the process towards our budget reduction plan. At this time, moving forward with a plan, the District will certify as positive. In order to continue to have a positive certification, substantial progress needs to be made for reductions between now and March. Administration plans to bring information to the Board in late January or early February through a Board workshop.

Member Ryan said there needs to be more ways to free up money that can be used more flexibly by possibly suspending requirements that are placed on us. Educational organizations need to be very proactive in looking for creative ways to help Districts through this. Mr. Christensen reported that County Chief Business Officers recently had a conference call with ACSA about taking items to the legislature with clear direction regarding flexibility, protected programs, and instructional materials. Mr. Christensen will provide information to the Board to have for the CSBA conference where budget will be a major topic. Dr. Shaw said it would be helpful if the federal restrictions on funds were eased.

Member Ryan moved to approve a positive certification regarding the District's ability to meet its financial obligations for the 2009-10 fiscal year.

Motion: Ryan Second: Burns Vote: 5-0

2.3. Approval of Chet F. Harritt Ball Field Construction Award

Mr. Christensen reported the base bid plus soft costs for the ball field at Chet F. Harritt, which is within the established budget of \$800,000. This bid allows the District to keep and use \$260,000 of grant funds that would otherwise need to be returned to the City of Santee. Beginning the ball fields will begin the process of moving the Pioneer Little League to make available the utilization of the Santee School Site.

Mr. Christensen will attend the staff meeting at Chet F. Harritt tomorrow to share this information with the staff and answer questions. The work will commence during winter break and seeding will be in March. The field should be open for use in summer 2010.

Member Carlisle asked about the cost of the total field improvement. Mr. Christensen said the cost of the two additional fields is about the same as the cost of this one field.

Member Ryan moved to award the construction work of one (1) field of the Chet F. Harritt Ball Field renovation construction as part of the Chet F. Harritt master lease-leaseback construction project to Barnhart-Heery Construction and authorize Administration to issue a notice to proceed.

Motion: Ryan Second: Carlisle Vote: 5-0

3.1. Consideration of Goals for the Advisory Council for Instruction (ACI)

Kristin Baranski, Director of Educational Services, presented the proposed goals identified for the ACI committee to work on for 2009-10.

1. Share ACI Curriculum and Instruction priorities related to budget,
2. Review and advise the District on revisions to the LEA plan,
3. Examine student achievement and progress toward established targets,
4. Explore programs to better meet the needs of all learners, and
5. Examine 21st century skills and instructional technology and these topics impact student learning.

ACI may also come up with ideas for potential budget savings.

Member Burns believes this list is plenty for ACI to address this year. Member Ryan would like to try to get more parents involved in the ACI committee. Dr. Shaw said he would work with the Professional Leadership Team to generate more parent participation. Member Burns moved to approve the goals for ACI for the 2009-10 school year.

Motion: Burns Second: Ryan Vote: 5-0

G. BOARD POLICIES AND BYLAWS

1. First Reading: New Board Policy 3515.3, Electronic Surveillance

New Board Policy 3515.3 Electronic Surveillance was presented to the Board for a first reading. There were no questions or comments. The new policy will return for a second reading and request for approval.

2. First Reading: Board Policy Annual Review:

- BP 1312.1 Complaints Concerning District Employees
- BP 4116 Probationary/Permanent Status
- BP 4315.1 Competence in Evaluation of Teachers
- BP 5117 Intradistrict Open Enrollment
- BP 6145 Extracurricular and Cocurricular Activities

Board Bylaw 9311 and Education Code 35160.5 require that the Board annually review the listed Board Policies. The Policies were submitted for a first reading. There were no questions or comments. The policies will return for a second reading and request for approval.

H. BOARD COMMUNICATION

Member Burns shared that recently Pepper Drive students were at camp.

Board members confirmed dinner on December 3rd with Executive Council at 6:00 p.m.

Mrs. Baranski reported that the County has received 20,000 doses of the H1N1 vaccine and has approached vaccinators about scheduling clinics for next week. She met with principals this week to begin the planning process and is now waiting to hear back from County about the dates and the logistics.

Member Ryan said Children's Hospital is working to staff clinics for Santee. She made suggestions for the consent form which included taking off the "don't know" options, addressing only egg allergies, and making sure the date for the seasonal flu vaccine has a date. Without a date for the vaccine, students cannot be vaccinated.

Member El-Hajj asked if anyone can get a vaccine. Member Ryan said the School District controls the vaccine. Dr. Shaw will send out a school messenger notifying parents of the vaccine clinics. Member Ryan suggested checking how Poway provided consent forms with student names on the forms. Mrs. Baranski said we will need a lot of volunteers and she began contacting volunteers today.

I. CLOSED SESSION

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

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Minnie Malin, Assistant Superintendent, Human Resources
Employee Organizations: Santee Teachers Association
Classified School Employees Association
2. **Liability Claims** (Gov't Code §54956.95)
Claimant: Borrego Solar
Claim Against: Santee School District
3. **Public Employee Performance Evaluation (Govt. Code § 54957)**
Superintendent

The Board entered closed session at 8:59 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:48 p.m. No action was reported.

K. ADJOURNMENT

The December 1, 2009 regular meeting adjourned at 9:48 p.m.

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 \$7,447, with additional substitute costs of \$3,780, 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 F.2.1.
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Board Travel Report - December 15, 2009

Travel Dates		Attendees	Site or Dept	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel
Monday,	12/07/09	Bob Kull	Ed Services	SARB for Elementary Schools	SDCOE	\$0	\$38	Safe & Drug Free Schools	This workshop provided training to obtain a working knowledge of early intervention pertaining to SARB process.
Thursday,	12/10/09	Debbie Wilson Elly Milne Lynne McCarthy	HC HC HC	Intermediate SMART Board Workshop	SDCOE	\$0 \$0 \$0	\$25 \$25 \$25	School/Library Improvement School/Library Improvement School/Library Improvement	This workshop will focus on ways to utilize the SMART Board to create engaging, interactive lessons.
Tuesday	01/19/10 & 01/26/10	JoAnn Schultz Debbie Wilson Pam Mitchell	CH HC PA	Second Grade Writing Workshop	San Diego	\$0 \$210 \$210	\$208 \$208 \$208	ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B	This workshop will provide instructional strategies to enhance second grade student writing abilities.
Thursday,	01/21/09	Kristie Joiner JoAnn Schultz	CO CH	Section 504 of the Rehabilitation Act	SDCOE	\$0 \$0	\$50 \$50	School/Library Improvement School/Library Improvement	This workshop will focus on developing Section 504 policies and regulations and sample accommodation plans and forms. Section 504 of the Rehabilitation Act of 1973 is a national law that protects qualified individuals from discrimination based on their disability.
Wed-Thurs,	1/27/2010 - 01/28/10	Larissa Evans Dale Wood Leslie Wiley	PD/CH CP CP	Fourth Grade Writing Workshop	San Diego	\$210 \$210 \$210	\$260 \$260 \$260	ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B	This workshop will provide instructional strategies to enhance fourth grade student writing abilities.
Wed-Thurs,	02/10/10 - 02/11/10	Jeanine LeBorgne Debbie Medearis Rosanne Davis Jean Setzer Carol Lewis	CO CO CP PD CP	Sixth Grade Writing Workshop	San Diego	\$210 \$210 \$210 \$210 \$210	\$260 \$260 \$260 \$260 \$260	ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B ARRA/Sp Ed IDEA pt B	This workshop will provide instructional strategies to enhance sixth grade student writing abilities.
Travel Requests (overnight, out-of-county, and/or air travel) Submitted for Board Approval									
Thurs-Fri,	03/04/10 - 03/05/10	Beth Brozo Pamela Cameron Jennifer Johnson Tara Jones Katy Hammack Joe Kemery Robin Larson Gillian Ryan Laura Spencer Stephanie Southcott	PA PA PA PA PA PA PA PA Ed Services PA	Computer Using Educators Conference	Palm Springs	\$210 \$210 \$210 \$210 \$210 \$210 \$210 \$210 \$0 \$0	\$453 \$453 \$453 \$453 \$453 \$453 \$453 \$453 \$453 \$453	EIA / Title I EIA / Title I EIA / Title I EIA / Title I EIA / Title I EIA / Title I EIA / Title I EIA / Title I EIA / Title I EIA / Title I	This two-day conference will focus on instructional technology integration.

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Consent Item F.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 December 15, 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 November 2009:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-701287 TO 12-710813	\$289,626.68
09 00	N/A	\$0.00
12 06	12-702816 TO 12-710814	\$916.29
13 00	12-701306 TO 12-710816	\$98,609.08
14 00	N/A	\$0.00
21 09	N/A	\$0.00
21 39	12-701326 TO 12-710821	\$226,409.33
25 18	12-701327 TO 12-710822	\$9,913.67
25 38	N/A	\$0.00
30 00	12-701328 TO 12-710823	\$16,364.52
		\$641,839.57

Student Body Warrants issued for the period of November 2009: **\$1,149.87**

Payroll Warrant #'s beginning 10-801283 through 10-801406 and 10-837774 through 10-838549:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$2,673,015.06
06 00	\$1,066,884.66
12 06	\$22,025.57
13 00	\$67,705.64
25-18	-0-
63 00	\$134,654.69
\$3,964,285.62	

RECOMMENDATION:

Administration recommends that the Board approve the expenditure warrants for the month of November 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 \$4,607,275.06 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

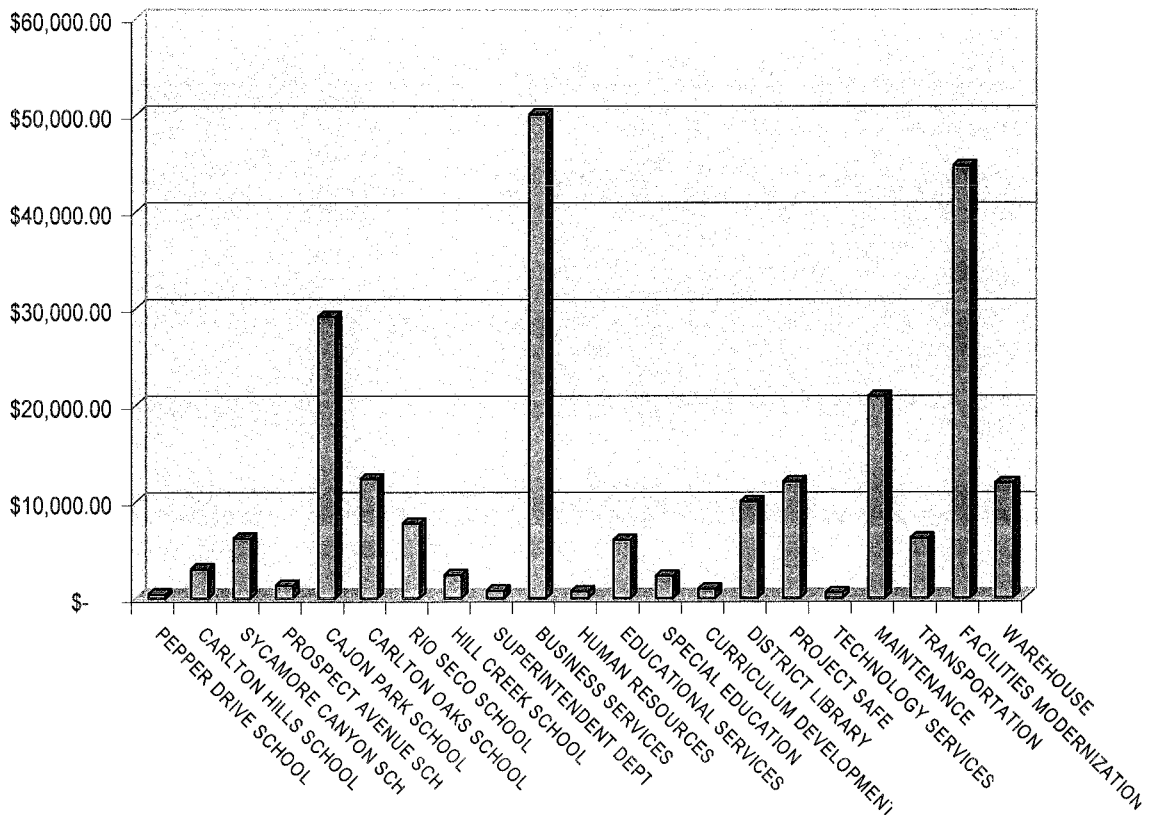
This is a fiscal item. All fiscal resources impact student achievement.

Motion:		Second:		Vote:		Agenda Item F.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
 NOVEMBER 2009**



RECOMMENDATION:

Administration recommends approval of purchase orders #090753 through #090915 issued November 1, 2009 through November 30, 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 \$227,828.78 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 F.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 11/01/09 THROUGH 11/30/09**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
090147	8/9/2009	06-00	PRACTI-CAL INC MEDI-CAL BILLING SERVICES	070	ORIGINAL AMOUNT OF PO	\$15,000.00
					INCREASE ANNUAL P. O.	+ \$15,000.00
					NEW TOTAL	\$30,000.00

**PURCHASE ORDER LISTING - NOVEMBER 2009
ALPHABETICALLY**

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090776	11/5/2009	3	HODGES BADGE COMPANY INC	STUDENT INCENTIVES	\$	393.06	003	CARLTON HILLS SCHOOL
090777	11/5/2009	3	EDUCATIONAL PRODUCTS, INC.	CLASSROOM SUPPLIES	\$	618.24	003	CARLTON HILLS SCHOOL
090858	11/24/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES - CH	\$	452.28	003	CARLTON HILLS SCHOOL
					TOTAL	\$	1,463.58	CARLTON HILLS SCHOOL
090764	11/3/2009	3	LOGICAL CHOICE TECHNOLOGIES	CABLING/SOFTWARE INSTALLATION	\$	4,018.75	004	SYCAMORE CANYON SCH
090774	11/5/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	343.18	004	SYCAMORE CANYON SCH
090779	11/5/2009	3	SKEDADDLE FUNDRAISERS	FUNDRAISER 6TH GRADE CAMP - SC	\$	219.50	004	SYCAMORE CANYON SCH
090800	11/12/2009	3	HEINEMANN	CLASSROOM MATERIALS	\$	531.17	004	SYCAMORE CANYON SCH
090802	11/12/2009	3	SCHOLASTIC BOOK FAIRS INC	FUNDRAISER - SC	\$	53.20	004	SYCAMORE CANYON SCH
090812	11/20/2009	3	TROXELL COMMUNICATIONS INC	REPLACEMENT LAMPS- SC	\$	667.83	004	SYCAMORE CANYON SCH
090838	11/23/2009	3	WORD MASTERS CHALLENGE	EDUCATIONAL SYSTEMS - SC	\$	369.20	004	SYCAMORE CANYON SCH
					TOTAL	\$	6,202.83	SYCAMORE CANYON SCH
090763	11/3/2009	6	INNOVATIVE LEARNING CONCEPTS	CLASSROOM MATERIALS	\$	99.14	005	PROSPECT AVENUE SCH
090768	11/3/2009	6	DATEL SYSTEMS	DVD/VCR COMBO - PA	\$	78.02	005	PROSPECT AVENUE SCH
090773	11/5/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	174.03	005	PROSPECT AVENUE SCH
090803	11/12/2009	3	TERESA HERMAN DBA	ASSEMBLY FEES	\$	350.00	005	PROSPECT AVENUE SCH
090856	11/24/2009	6	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT - PA	\$	589.43	005	PROSPECT AVENUE SCH
					TOTAL	\$	1,290.62	PROSPECT AVENUE SCH
090804	11/12/2009	3	TROXELL COMMUNICATIONS INC	PROJECTORS/PRESENTERS-CP	\$	23,380.60	006	CAJON PARK SCHOOL
090805	11/12/2009	3	DELL MARKETING L.P.	COMPUTER - CP	\$	917.70	006	CAJON PARK SCHOOL
090806	11/12/2009	3	SKEDADDLE FUNDRAISERS	6TH GRADE CAMP FUNDRAISER-CP	\$	4,875.00	006	CAJON PARK SCHOOL
					TOTAL	\$	29,173.30	CAJON PARK SCHOOL
090767	11/3/2009	3	SCHOLASTIC INC	SUBSCRIPTIONS - CO	\$	146.63	008	CARLTON OAKS SCHOOL
090775	11/5/2009	3	MOUNTAIN MATH/LANGUAGE	CLASSROOM MATERIALS	\$	82.60	008	CARLTON OAKS SCHOOL
090822	11/23/2009	3	MASTERPIECE FUNDRAISING	SCHOOL FUNDRAISER - CO	\$	11,685.00	008	CARLTON OAKS SCHOOL
090859	11/24/2009	3	MAD SCIENCE OF SAN DIEGO	IN-SCHOOL FIELD TRIP FEES	\$	417.50	008	CARLTON OAKS SCHOOL
					TOTAL	\$	12,331.73	CARLTON OAKS SCHOOL
090778	11/5/2009	3	TROXELL COMMUNICATIONS INC	LCD PROJECTOR	\$	614.44	009	RIO SECO SCHOOL
090807	11/12/2009	3	SKEDADDLE FUNDRAISERS	6TH GRADE CAMP FUNDRAISER-RS	\$	6,096.00	009	RIO SECO SCHOOL
090860	11/24/2009	3	REGAL CINEMA PARKWAY PLAZA 18	ADMISSIONS	\$	1,040.00	009	RIO SECO SCHOOL
					TOTAL	\$	7,750.44	RIO SECO SCHOOL
090770	11/3/2009	3	DELL MARKETING L.P.	PRINTER - HC	\$	292.36	010	HILL CREEK SCHOOL
090772	11/3/2009	3	TROXELL COMMUNICATIONS INC	CASSETTE RECORDER - HC	\$	54.74	010	HILL CREEK SCHOOL
090789	11/6/2009	3	CDW GOVERNMENT INC	SOFTWARE LICENCES	\$	149.75	010	HILL CREEK SCHOOL
090790	11/6/2009	3	CDW GOVERNMENT INC	SOFTWARE LICENSES	\$	287.75	010	HILL CREEK SCHOOL
090791	11/6/2009	3	DELL MARKETING L.P.	COMPUTERS	\$	1,622.66	010	HILL CREEK SCHOOL
					TOTAL	\$	2,407.26	HILL CREEK SCHOOL
090848	11/23/2009	3	S4SIGNS	GRAPHIC DESIGN FOR ECHO	\$	300.00	062	SUPERINTENDENT DEPT
090849	11/23/2009	3	BOYD ANDERSON PHOTOGRAPHY	DECORATOR WALL PORTRAIT-DO	\$	483.94	062	SUPERINTENDENT DEPT
					TOTAL	\$	783.94	SUPERINTENDENT DEPT
090771	11/3/2009	25	18 MARKS GOLIA & FINCH, LLP	LEGAL SERVICES - SOLAR	\$	2,120.50	064	BUSINESS SERVICES

090780	11/5/2009	3	CABANAS, ERLOVE V	REPLACE PAYROLL WARRANT	\$	719.87	064	BUSINESS SERVICES
090808	11/13/2009	3	KEENAN & ASSOCIATES	P & L CLAIM - ADMINISTRATION	\$	2,502.04	064	BUSINESS SERVICES
090809	11/13/2009	25 18	TERIS	SWAP LITIGATION COPY SVC FEES	\$	4,941.82	064	BUSINESS SERVICES
090813	11/23/2009	3	TIAA-CREF AS AGENT FOR JPMC	RE-ISSUE WARRANT	\$	350.00	064	BUSINESS SERVICES
090814	11/23/2009	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT. AGREEMENT - CH	\$	3,000.00	064	BUSINESS SERVICES
090815	11/23/2009	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT. AGREEMENT - ERC	\$	3,000.00	064	BUSINESS SERVICES
090839	11/23/2009	25 18	WELLS FARGO BANK	ADMIN CHGS - TRUSTEE FEES	\$	1,800.00	064	BUSINESS SERVICES
090840	11/23/2009	3	PRAIRIE SCHWARTZ HEIDEL	PROF. LEGAL SERVICES	\$	124.00	064	BUSINESS SERVICES
090841	11/23/2009	3	MARKS GOLIA & FINCH, LLP	LEGAL FEES - SWAP	\$	31,535.14	064	BUSINESS SERVICES
				TOTAL	\$	50,093.37		SUPERINTENDENT DEPT
090797	11/9/2009	3	UNION-TRIBUNE PUBLISHING CO	CLASSIFIED ADS - EMPLOYMENT	\$	699.02	065	HUMAN RESOURCES
				TOTAL	\$	699.02		HUMAN RESOURCES
090765	11/3/2009	3	MNJ TECHNOLOGIES DIRECT	BARCODE SCANNERS - LRC'S	\$	1,043.93	066	EDUCATIONAL SERVICES
090785	11/6/2009	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	2,000.00	066	EDUCATIONAL SERVICES
090794	11/9/2009	6	EXCEL YOUTH ZONE	REGISTRATION FEES	\$	275.00	066	EDUCATIONAL SERVICES
090846	11/23/2009	3	CDW GOVERNMENT INC	SOFTWARE LICENSES	\$	116.08	066	EDUCATIONAL SERVICES
090857	11/24/2009	3	TROXELL COMMUNICATIONS INC	TECHNOLOGY EQUIPMENT - ALT SCH	\$	1,203.86	066	EDUCATIONAL SERVICES
090912	11/30/2009	6	SAN DIEGO COUNTY LATINO	REGISTRATION FEES	\$	80.00	066	EDUCATIONAL SERVICES
090914	11/30/2009	12 6	CDW GOVERNMENT INC	SOFTWARE LICENSES	\$	58.04	066	EDUCATIONAL SERVICES
090755	11/2/2009	12 6	KIDSVILLE	ADMISSIONS	\$	240.00	069	EDUCATIONAL SERVICES
090799	11/9/2009	6	CABE	REGISTRATION FEES	\$	270.00	069	EDUCATIONAL SERVICES
090847	11/23/2009	6	NADA SAWAYA	CONSULTING SERVICES	\$	376.25	069	EDUCATIONAL SERVICES
090915	11/30/2009	3 6	SDCUE	REGISTRATION FEES	\$	380.00	069	EDUCATIONAL SERVICES
				TOTAL	\$	6,043.16		EDUCATIONAL SERVICES
090781	11/6/2009	6	CALIF. STATE UNIVERSITY, L.A..	REGISTRATION FEES	\$	195.00	067	SPECIAL EDUCATION
090782	11/6/2009	6	CALIF. STATE UNIVERSITY, L.A..	REGISTRATION FEES	\$	95.00	067	SPECIAL EDUCATION
090783	11/6/2009	6	SUMMIT PROFESSIONAL EDUCATION	REGISTRATION FEES	\$	477.00	067	SPECIAL EDUCATION
090786	11/6/2009	6	OFFICIA IMAGING	COPIER MAINTENANCE 09/10	\$	306.81	067	SPECIAL EDUCATION
090850	11/23/2009	6	BRIDGES EDUCATIONAL CORP.	CONSULTANT SERVICES	\$	1,200.43	067	SPECIAL EDUCATION
				TOTAL	\$	2,274.24		SPECIAL EDUCATION
090784	11/6/2009	6	TIME FOR KIDS INC	REGISTRATION FEES	\$	740.00	070	CURRICULUM DEVELOPMENT
090816	11/23/2009	6	TIME FOR KIDS INC	REGISTRATION FEES	\$	185.00	070	CURRICULUM DEVELOPMENT
				TOTAL	\$	925.00		CURRICULUM DEVELOPMENT
090902	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	1,430.00	071	DISTRICT LIBRARY
090903	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	1,214.00	071	DISTRICT LIBRARY
090904	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	1,131.00	071	DISTRICT LIBRARY
090905	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	1,293.00	071	DISTRICT LIBRARY
090906	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	498.00	071	DISTRICT LIBRARY
090907	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	767.00	071	DISTRICT LIBRARY
090908	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	870.00	071	DISTRICT LIBRARY
090909	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	1,037.00	071	DISTRICT LIBRARY
090910	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	760.00	071	DISTRICT LIBRARY
090911	11/30/2009	6	YELLOW BOOK ROAD	LIBRARY BOOKS	\$	1,000.00	071	DISTRICT LIBRARY
				TOTAL	\$	10,000.00		DISTRICT LIBRARY

090761	11/2/2009	63	OMA'S PUMPKIN PATCH	ADMISSIONS	\$	276.00	072	PROJECT SAFE
090766	11/3/2009	6	NOBLE CRAVER II	GUITAR LESSONS - ASES PROGRAM	\$	700.00	072	PROJECT SAFE
090792	11/9/2009	63	EARTHQUAKE MANAGEMENT	EARTHQUAKE KITS - PROJ. SAFE	\$	11,082.21	072	PROJECT SAFE
					TOTAL	\$	12,058.21	PROJECT SAFE
090798	11/9/2009	3	CDW GOVERNMENT INC	SOFTWARE LICENSES	\$	296.56	073	TECHNOLOGY SERVICES
090845	11/23/2009	3	DELL MARKETING L.P.	OFFICE SUPPLIES - TECHNOLOGY	\$	254.84	073	TECHNOLOGY SERVICES
					TOTAL	\$	551.40	TECHNOLOGY SERVICES
090811	11/19/2009	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	\$	570.08	075	MAINTENANCE
090817	11/23/2009	13	J A SEXAUER INC	PLUMBING SUPPLIES - CNS	\$	322.32	075	MAINTENANCE
090818	11/23/2009	6	AMERICAN MESSAGING	DUTY PAGER REPLACEMENT	\$	45.09	075	MAINTENANCE
090819	11/23/2009	21	8 FERGUSON ENTERPRISES INC	MOD CONST PLUMBING - PA	\$	599.66	075	MAINTENANCE
090820	11/23/2009	21	8 FERGUSON ENTERPRISES INC	MOD CONST. PLUMBING-RS & STOCK	\$	349.03	075	MAINTENANCE
090821	11/23/2009	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - CH & STOCK	\$	521.39	075	MAINTENANCE
090842	11/23/2009	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - STOCK	\$	444.24	075	MAINTENANCE
090843	11/23/2009	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - STOCK	\$	319.23	075	MAINTENANCE
090844	11/23/2009	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - STOCK	\$	344.50	075	MAINTENANCE
090851	11/24/2009	3	GRAYBAR ELECTRIC COMPANY INC	LIGHT BULBS - STOCK	\$	1,395.25	075	MAINTENANCE
090852	11/24/2009	21	8 FERGUSON ENTERPRISES INC	TURF CONST. - RS FIELD	\$	185.65	075	MAINTENANCE
090853	11/24/2009	21	8 FERGUSON ENTERPRISES INC	MOD CONST - PD	\$	496.43	075	MAINTENANCE
090854	11/24/2009	21	8 STANLEY SECURITY SOLUTIONS	NEW CONST ADDN'S: CH,CO,RS	\$	664.81	075	MAINTENANCE
090855	11/24/2009	6	AIRE FILTER PRODUCTS CA	FILTERS - SC	\$	409.77	075	MAINTENANCE
090861	11/24/2009	6	ARI ALLIED REFRIGERATION INC	HVAC SUPPLIES - ON-SITE SS	\$	147.63	075	MAINTENANCE
090862	11/24/2009	6	REFRIGERATION SUPPLIES	HVAC SUPPLIES - CFH	\$	772.55	075	MAINTENANCE
090863	11/24/2009	6	AXCES INDUSTRIAL SUPPLY INC	SAFETY SUPPLIES - MAINTENANCE	\$	238.03	075	MAINTENANCE
090864	11/24/2009	6	DECKER INC	MAINT. SUPPLIES - SC & STOCK	\$	126.25	075	MAINTENANCE
090865	11/24/2009	6	DECKER INC	HDWARE DOOR/LOCK SUP'S-CO&STK	\$	405.95	075	MAINTENANCE
090866	11/24/2009	6	COUNTYWIDE MECHANICAL	HVAC SERVICES - CP ANNEX	\$	165.00	075	MAINTENANCE
090867	11/24/2009	6	COUNTYWIDE MECHANICAL	HVAC SERVICES - HC	\$	394.69	075	MAINTENANCE
090868	11/24/2009	6	ARI ALLIED REFRIGERATION INC	HVAC SUPP'S - PA PRE-SCHOOL	\$	208.63	075	MAINTENANCE
090869	11/24/2009	6	COMPETITIVE METALS INC	FENCING REPAIRS - CP	\$	301.50	075	MAINTENANCE
090870	11/24/2009	6	ARI ALLIED REFRIGERATION INC	HVAC SUPP'S - PD	\$	643.71	075	MAINTENANCE
090871	11/24/2009	6	ARI ALLIED REFRIGERATION INC	HVAC SUPP'S - PD	\$	49.85	075	MAINTENANCE
090872	11/24/2009	21	8 GREENBRIER LAWN & TREE EXPERT	NEW CONST ADD'N - CH	\$	1,296.00	075	MAINTENANCE
090873	11/24/2009	6	JOHNSTONE SUPPLY	HVAC SUPP'S - DO - BUS SVCS	\$	56.42	075	MAINTENANCE
090874	11/24/2009	6	JOHNSTONE SUPPLY	HVAC SUPP'S - ERC	\$	44.55	075	MAINTENANCE
090875	11/24/2009	6	JOHNSTONE SUPPLY	HVAC SUPP'S - PA	\$	200.82	075	MAINTENANCE
090876	11/24/2009	6	JOHNSTONE SUPPLY	HVAC SUPP'S - PA	\$	219.73	075	MAINTENANCE
090877	11/24/2009	6	JOHNSTONE SUPPLY	HVAC SUPP'S - PA	\$	91.20	075	MAINTENANCE
090878	11/24/2009	6	W W GRAINGER INC	HVAC SUPP'S - HC	\$	165.68	075	MAINTENANCE
090879	11/24/2009	6	W W GRAINGER INC	HVAC SUPP'S - CH	\$	138.25	075	MAINTENANCE
090880	11/24/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES - CO	\$	236.51	075	MAINTENANCE
090881	11/24/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES - ALL SITES	\$	481.11	075	MAINTENANCE
090882	11/24/2009	13	CHEMSEARCH	BOILER CHEMICALS - CNS	\$	414.89	075	MAINTENANCE
090883	11/24/2009	21	8 CITY ELECTRIC SUPPLY COMPANY	OTHER CONST. SOLAR - PD	\$	163.13	075	MAINTENANCE

090884	11/24/2009	6	ARI ALLIED REFRIGERATION INC	HVAC SUPP'S - PA	\$	82.56	075	MAINTENANCE
090885	11/24/2009	6	GEARY PACIFIC SUPPLY	HVAC SUPP'S - CFH	\$	721.08	075	MAINTENANCE
090886	11/24/2009	6	GEARY PACIFIC SUPPLY	HVAC SUPP'S - CFH	\$	12.01	075	MAINTENANCE
090887	11/24/2009	6	GEARY PACIFIC SUPPLY	HVAC SUPP'S - CFH	\$	26.32	075	MAINTENANCE
090888	11/24/2009	3	MISSION JANITORIAL SUPPLIES	CUSTODIAL SUPPLIES - STOCK	\$	14.79	075	MAINTENANCE
090889	11/24/2009	3	MAINTEX INC	CUSTODIAL SUPP'S - STOCK	\$	1,236.64	075	MAINTENANCE
090890	11/24/2009	6	AIRE FILTER PRODUCTS CA	AIR FILTERS - RS	\$	702.34	075	MAINTENANCE
090891	11/24/2009	6	AIRE FILTER PRODUCTS CA	AIR FILTERS - HC	\$	275.23	075	MAINTENANCE
090892	11/24/2009	6	AIRE FILTER PRODUCTS CA	AIR FILTERS - DO	\$	142.77	075	MAINTENANCE
090893	11/24/2009	6	A-1 GLASS COMPANY	BLDG REPAIRS - CFH PROJ SAFE	\$	140.00	075	MAINTENANCE
090894	11/24/2009	6	STANDARD ELECTRONICS	ELECTRICAL SERVICES - HC	\$	446.40	075	MAINTENANCE
090895	11/24/2009	6	STANDARD ELECTRONICS	FIRE ALARM TESTING - ALL SITES	\$	3,480.00	075	MAINTENANCE
					TOTAL	\$ 20,909.67		MAINTENANCE
090823	11/23/2009	6	KIMBALL MIDWEST	SHOP SUPPLIES	\$	246.68	076	TRANSPORTATION
090824	11/23/2009	6	GOLF VENTURES WEST	BUS REPAIRS & MAINTENANCE	\$	120.22	076	TRANSPORTATION
090825	11/23/2009	6	BOB BAKER CHEVROLET	BUS REPAIRS & MAINTENANCE	\$	225.55	076	TRANSPORTATION
090826	11/23/2009	6	ASBURY ENVIRONMENTAL SERVICES	HAZARDOUS WASTE	\$	251.04	076	TRANSPORTATION
090827	11/23/2009	6	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$	686.08	076	TRANSPORTATION
090828	11/23/2009	6	NORTH COUNTY REBUILDERS	BUS REPAIRS & MAINTENANCE	\$	541.58	076	TRANSPORTATION
090829	11/23/2009	6	TIRE CENTERS, LLC	BUS REPAIRS & MAINTENANCE	\$	1,002.67	076	TRANSPORTATION
090830	11/23/2009	6	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE	\$	414.14	076	TRANSPORTATION
090831	11/23/2009	6	DREW FORD	BUS REPAIRS & MAINTENANCE	\$	267.27	076	TRANSPORTATION
090832	11/23/2009	6	BEARCOM WIRELESS	BUS REPAIRS & MAINTENANCE	\$	278.82	076	TRANSPORTATION
090833	11/23/2009	6	INTERSTATE BATTERY OF	SHOP SUPPLIES	\$	100.93	076	TRANSPORTATION
090834	11/23/2009	6	GROSSMONT UNION HIGH	OUTSOURCED TRANSPORTATION	\$	982.21	076	TRANSPORTATION
090835	11/23/2009	6	FRAME & AXLE SERVICE OF	BUS REPAIRS & MAINTENANCE	\$	75.00	076	TRANSPORTATION
090836	11/23/2009	6	CUMMINS CAL PACIFIC LLC	BUS REPAIRS & MAINTENANCE	\$	999.60	076	TRANSPORTATION
090837	11/23/2009	6	ROGER DANIELS'S ALIGN & BRAKE	BUS REPAIRS & MAINTENANCE	\$	7.92	076	TRANSPORTATION
					TOTAL	\$ 6,199.71		TRANSPORTATION
090787	11/6/2009	21	8 DELL MARKETING L.P.	SATA DRIVE COMPUTER EQUIP	\$	31,578.80	077	FACILITIES MODERNIZATION
090788	11/6/2009	21	8 TROXELL COMMUNICATIONS INC	PROJECTORS	\$	1,228.88	077	FACILITIES MODERNIZATION
090793	11/9/2009	21	8 COUNTY OF SAN DIEGO	PLAN CHECK FEES - CH PLAYFIELD	\$	119.00	077	FACILITIES MODERNIZATION
090801	11/12/2009	21	8 CALIFORNIA DEPARTMENT OF	REVIEW OF PLANS: CFH, HC, PA	\$	11,200.00	077	FACILITIES MODERNIZATION
090810	11/13/2009	25	18 WASTE MANAGEMENT OF EL CAJON -	MOD ROLL-OFFS - DO & PA	\$	628.95	077	FACILITIES MODERNIZATION
					TOTAL	\$ 44,755.63		FACILITIES MODERNIZATION
090753	11/2/2009	3	YARDAGE TOWN	STORES SUPPLIES	\$	171.83	078	WAREHOUSE
090754	11/2/2009	3	PIONEER STATIONERS INC	STORES SUPPLIES	\$	255.78	078	WAREHOUSE
090757	11/2/2009	3	MAINTEX INC	STORES SUPPLIES	\$	600.04	078	WAREHOUSE
090758	11/2/2009	3	COSTCO	STORES SUPPLIES	\$	319.16	078	WAREHOUSE
090759	11/2/2009	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	38.94	078	WAREHOUSE
090760	11/2/2009	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	345.83	078	WAREHOUSE
090762	11/2/2009	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	692.65	078	WAREHOUSE
090795	11/9/2009	3	MOORE MEDICAL CORP	STORES SUPPLIES	\$	570.94	078	WAREHOUSE
090796	11/9/2009	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	1,325.66	078	WAREHOUSE

090896	11/30/2009	3	COSTCO	STORES SUPPLIES	\$	327.45	078	WAREHOUSE
090898	11/30/2009	3	ELGIN SCHOOL SUPPLY	STORES SUPPLIES	\$	150.34	078	WAREHOUSE
090899	11/30/2009	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	199.67	078	WAREHOUSE
090900	11/30/2009	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	6,505.43	078	WAREHOUSE
090901	11/30/2009	3	SPORT SUPPLY GROUP INC	STORES SUPPLIES	\$	308.85	078	WAREHOUSE
090913	11/30/2009	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	103.10	078	WAREHOUSE
				TOTAL	\$	11,915.67		WAREHOUSE
						\$227,828.78		
090756	DELETED							

Consent Item F.2.4. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
December 15, 2009

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of checks #21777 through #21826 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$3,744.19 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 F.2.4.
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SANTÉE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
11/17/09	21777	WAL-MART	LORENE FOSTER CHILDREN'S FUND	100.00
11/17/09	21778	BOLTON & COMPANY INSURANCE	6TH GRADE CAMP INSURANCE- PD	45.00
11/17/09	21779	TECHNOLOGY TRAINING FOUNDATION	ADMISSION TO TECH HEROES AWARDS	60.00
11/19/09	21780	LISA RAPP	6TH GRADE CAMP REFUND- PD	285.00
11/19/09	21781	PHILLIP ARCHER	6TH GRADE CAMP REFUND- PA	150.00
11/19/09	21782	MR. OR MRS. NUNEZ	REFUND FOR LOST LIBRARY BOOK- PD	5.00
11/24/09	21783	VONS	LORENE FOSTER CHILDREN'S FUND	75.00
11/24/09	21784	WAL-MART	LORENE FOSTER CHILDREN'S FUND	75.00
11/24/09	21785	CALLEEN GAEIR	TRAVEL REIMBURSEMENT	97.90
11/24/09	21786	JEANE PETREE	TRAVEL REIMBURSEMENT	97.90
11/24/09	21787	MR. AND OR MRS. ALLEN TAYLOR	REFUND FOR LOST LIBRARY BOOK- SC	14.46
12/03/09	21788	WAL-MART	LORENE FOSTER CHILDREN'S FUND	100.00
12/03/09	21789	VONS	LORENE FOSTER CHILDREN'S FUND	100.00
12/04/09	21790	SWRCB ACCOUNTING OFFICE	NOI FOR CHET BALL FIELDS- STORM WATER	317.00
12/04/09	21791	LIL BAEHR	MILEAGE REIMBURSEMENT	44.24
12/04/09	21792	CAROL BARR	MILEAGE REIMBURSEMENT	103.46
12/04/09	21793	KRISTIN BARANSKI	MILEAGE REIMBURSEMENT	102.58
12/04/09	21794	DEBBIE BRENNER	FOOD REIMBURSEMENT	29.95
12/04/09	21795	ANDREA BRODING	MILEAGE REIMBURSEMENT	36.76
12/04/09	21796	BRUCE CAMPBELL	MILEAGE REIMBURSEMENT	18.15
12/04/09	21797	KAREN CORREIA	MILEAGE REIMBURSEMENT	259.49
12/04/09	21798	DEBORAH ERTLE	MILEAGE REIMBURSEMENT	82.59
12/04/09	21799	RISA FARBER	SUPPLIES REIMBURSEMENT	22.84
12/04/09	21800	LARISSA EVANS	MILEAGE REIMBURSEMENT	25.52
12/04/09	21801	ROY FREEDMAN	MILEAGE REIMBURSEMENT	42.90
12/04/09	21802	MR. OR MRS. FUNK	REFUND FOR LOST LIBRARY BOOK- CH	4.21
12/04/09	21803	CALLEEN GAEIR	MILEAGE REIMBURSEMENT	205.15
12/04/09	21804	CHRISTY GWINN	MILEAGE REIMBURSEMENT	60.52
12/04/09	21805	ROSEMARY HUTZLEY	MILEAGE REIMBURSEMENT	82.94
12/04/09	21806	VAL IVERSON	SUPPLIES REIMBURSEMENT	19.57
12/04/09	21807	LIZETTE MORENO	REFUND FOR LOST LIBRARY BOOK- CP	17.25
12/04/09	21808	LAURA NUNNELLEY	MILEAGE REIMBURSEMENT	26.35
12/04/09	21809	KIMBERLY OLSEN	SUPPLIES REIMBURSEMENT	43.33
12/04/09	21810	RACHAEL PABIS	MILEAGE REIMBURSEMENT	33.93
12/04/09	21811	LORI PETCHAUER	SUPPLIES REIMBURSEMENT	39.73
12/04/09	21812	JEANE PETREE	MILEAGE REIMBURSEMENT	266.80
12/04/09	21813	STEPHANIE PIERCE	MILEAGE REIMBURSEMENT	69.74
12/04/09	21814	MEREDITH RIFFEL	MILEAGE REIMBURSEMENT	153.12
12/04/09	21815	JENNIFER ROLF	SUPPLIES REIMBURSEMENT	81.21
12/04/09	21816	SUE SARMIENTO	MILEAGE REIMBURSEMENT	17.71
12/04/09	21817	MARY SHIRLEY	MILEAGE REIMBURSEMENT	13.53
12/04/09	21818	PAM SICKELS	MILEAGE REIMBURSEMENT	20.02
12/04/09	21819	VALERIE SPENCER	SUPPLIES REIMBURSEMENT	40.15
12/04/09	21820	LAURA STABLEIN	MILEAGE REIMBURSEMENT	33.83
12/04/09	21821	THOR STIBOR	MILEAGE REIMBURSEMENT	48.68
12/04/09	21822	CARRIE THOMPSON	SUPPLIES REIMBURSEMENT	7.07
12/04/09	21823	MICHELLE THOMPSON	MILEAGE REIMBURSEMENT	68.37
12/04/09	21824	JOYCE WARRINER	MILEAGE REIMBURSEMENT	21.39
12/04/09	21825	DEBBIE WHITE	MILEAGE REIMBURSEMENT	69.85
12/04/09	21826	ROBIN WRIGHT	PARKING REIMBURSEMENT	9.00
Total Checks Written				\$3,744.19
Total to be Reimbursed				\$3,744.19

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Purchase a Digital Camera	\$250.00	San Diego National Bank	Hill Creek School
Funds to Support the Instruction Program and Supplement Classroom Supplies	\$1,000.00	Santee School District Foundation	PRIDE Academy at Prospect Avenue School
	\$2,550.00	Rio Seco PTSA	Rio Seco School
TOTAL DONATIONS RECEIVED	\$3,800.00		

RECOMMENDATION:

Administration recommends acceptance of the donations 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 donations above are valued at \$3,800.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.5.
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BACKGROUND:

Education Code Section 39520 states, "The governing board of any school district may sell for cash any personal property belonging to the district if the property is not required for school purposes, if it should be disposed of for purposes of replacement, or if it is unsatisfactory or not suitable for school use."

Administration recommends that miscellaneous unusable and/or obsolete property such as furniture, equipment, appliances, and computers, etc., be declared surplus, disposed of and/or sold.

Additional Surplus items such as old furniture are quickly building at school sites districtwide. Without Santee School, or the Archives building, there is no available storage areas for staging such items and all cargo containers are full.

Administration recommends that miscellaneous unusable and/or obsolete property along with the items referenced above be declared surplus and action taken to dispose of the items either by sale, donation, or disposal.

RECOMMENDATION:

It is recommended that the Board of Education authorize the sale and/or disposal of miscellaneous unusable and/or obsolete property.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

It is estimated that the surplus sale/disposal of miscellaneous unusable and/or obsolete property will net the District approximately \$100. The exact amount is unknown.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.2.6.
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BACKGROUND:

With construction of the Chet F. Harritt Ball Field that begins December 2009, construction materials testing and inspection is needed. The Division of State Architect (DSA) reviews and approves all school construction projects. Part of the construction process requires construction materials testing labs and inspectors of record (IOR) be assigned to the construction of school projects.

RECOMMENDATION:

It is recommended that the Board of Education approve Ninyo & Moore for the materials testing lab and Hendrix California School Construction Services to provide construction materials testing and IOR services for construction of the Chet F. Harritt ball field.

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 is estimated at \$34,000 for Ninyo & Moore and \$59,000 for Hendrix California School Construction Services (IOR) within the improvement program budget of \$100,000 for soft costs.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.3.1.
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April 29, 2009
Project No. 106115001

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Fee Estimate for Geotechnical and Materials Testing and Inspection Services
Chet Harritt Elementary School Athletic Field Renovation
8120 Arlette Street
Santee, California

Dear Ms. Becker:

In response to your request, we have prepared a fee estimate to perform geotechnical and materials testing and special inspection services during construction of the athletic field renovations at the Chet Harritt Elementary School. In preparation for this proposal, we have reviewed a set of project plans with a revised date of February 23, 2009 and the project manual dated February 12, 2009. The plans and manual have been labeled as the "DSA Submittal" set. Based on our review the project will include the construction of three new ballfields. As part of the construction several stadium lights, chain-link fencing, a pre-cast soundwall, various walkways, and underground utilities will be installed.

PROPOSED SCOPE OF SERVICES

We anticipate our scope of services for this project to include the following:

- Project coordination, technical support and management, including review of the project plans and specifications, distribution of test reports, and work scheduling.
- Review of structural concrete mix designs.
- Perform field observation and in-place density testing during compacted fill and utility trench backfill.
- Geotechnical observation by our engineer/geologist of the foundation excavations for the stadium lights and the pre-cast soundwall. We do not anticipate performing observations of the chain-link fence post foundations.

5710 Ruffin Road • San Diego, California 92123 • Phone (858) 576-1000 • Fax (858) 576-9600

San Diego • Irvine • Rancho Cucamonga • Los Angeles • Oakland • Las Vegas • Phoenix • Denver • El Paso

8120 Arlette Street
Santee, California

April 29, 2009
Project No. 106115001

- Geotechnical laboratory testing of the materials used as compacted fill and trench backfill. The tests performed are anticipated to include Proctor density/optimum moisture content. Tests in addition to these may be performed as appropriate.
- Geotechnical laboratory testing of potential import materials. The tests performed are anticipated to include sieve analysis, expansion index, and soil corrosivity (including pH, resistivity, chlorides, and sulfates). Tests in addition to these may be performed as appropriate. However, this testing does not include environmental testing of potential import soils.
- Perform welding and prestressed concrete special inspection during light pole fixtures and light pole base fabrication of seven assemblies. Inspections are anticipated to be performed at remote locations situated in Iowa and Minnesota.
- Field technician services for batch plant inspection during production of structural concrete including checking mix design, monitoring batch weights, and communications with on-site personnel. Due to the design concrete strength for the precast soundwall posts and panels, we do not anticipate performing batch plant inspection for these items.
- Our ACI technician will sample the fresh material and measure its temperature and slump, as well as cast one set of four concrete cylinders for every 50 cubic yards placed, or fraction thereof, during a day's placement as specified by project specifications.
- Laboratory testing including conformance testing of reinforcing bars and compression testing of concrete.
- Preparation of daily field reports and batch plant inspection data sheets.
- Preparation of Final Verified Reports for submittal to DSA.

FEE ESTIMATE

The estimated fee for the geotechnical and materials testing and special inspection services described herein will be approximately \$34,000 (Thirty-Four Thousand Dollars), a breakdown of this fee is presented in Table 1. We will attempt to utilize local inspectors for remote fabrication. In the event we perform the remote inspection using our Southern California personnel, all travel related costs will be billed on a time and materials basis with a 15 percent mark-up. This estimated cost is based on our assumptions of the anticipated services. Estimated hours may be re-evaluated after formulation of a project schedule. It should be noted that the performance of the subcontractors can substantially effect the duration of our services. Requested engineering, special inspection, and field and laboratory testing not within the specified scope of services or in excess of those presented in Table 1 will be provided, based on time-and-materials, in accordance with the project fee schedule. Our fee does not include time to review drawings, preparation of construction speci-

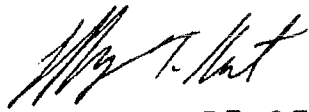
8120 Arlette Street
Santee, California

April 29, 2009
Project No. 106115001

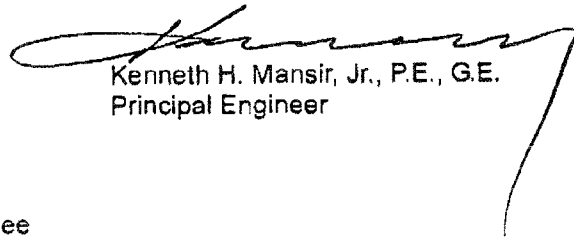
fications, meetings and other activities requested that are not presented in our estimated fee breakdown. If environmental testing is requested, it will be performed on a time and materials basis. However, it should be noted that environmental testing in accordance with Department of Toxic Substances Control guidelines can significantly affect the project schedule.

We appreciate the opportunity to provide this fee estimate and look forward to continuing our relationship with the Santee School District.

Respectfully submitted,
NINYO & MOORE



Jeffrey T. Kent, P.E., G.E.
Senior Project Engineer



Kenneth H. Mansir, Jr., P.E., G.E.
Principal Engineer

JTK/KHM/gg

Attachment: Table 1 – Breakdown of Estimated Fee

Distribution: (1) Addressee

8120 Arlette Street
Santee, California

April 29, 2009
Project No. 106115001

TABLE 1 - BREAKDOWN OF ESTIMATED FEE

FILL AND UTILITY TRENCH BACKFILL OBSERVATION AND TESTING			
Senior Field/Laboratory Technician	160 hours	@ \$ 77.00 /hour	\$ 12,320.00
Proctor Density (Soil & Aggregates)	6 tests	@ \$ 180.00 /test	\$ 1,080.00
Subtotal			\$ 13,400.00
GEOTECHNICAL LABORATORY TESTING OF POTENTIAL IMPORT SOIL			
Sieve Analysis	6 tests	@ \$ 110.00 /test	\$ 660.00
Expansion Index	6 tests	@ \$ 165.00 /test	\$ 990.00
Soil Corrosivity (incl. pH, resistivity, chlorides, sulfates)	6 tests	@ \$ 275.00 /test	\$ 1,650.00
Subtotal			\$ 3,300.00
LIGHT POLE AND PRE-CAST SOUNDWALL FOUNDATION OBSERVATION			
Senior Staff Engineer/Geologist	24 hours	@ \$ 100.00 /hour	\$ 2,400.00
Subtotal			\$ 2,400.00
MATERIALS TESTING AND SPECIAL INSPECTION SERVICES			
Light Pole and Base Fabrication Inspection (Assumes 7 Assemblies)		Estimated	\$ 7,000.00
Field Welding/Steel Assembly Inspector	16 hours	@ \$ 77.00 /hour	\$ 1,232.00
ACI Technician	24 hours	@ \$ 77.00 /hour	\$ 1,848.00
Concrete Batch Plant Inspection	20 hours	@ \$ 77.00 /hour	\$ 1,540.00
Compressive Strength (Concrete)	32 tests	@ \$ 22.00 /test	\$ 704.00
Reinforcing Steel, Tension or Bend	4 tests	@ \$ 50.00 /test	\$ 200.00
Subtotal			\$ 12,524.00
COORDINATION AND QUALITY CONTROL			
Senior Project Engineer/Geologist	12 hours	@ \$ 115.00 /hour	\$ 1,380.00
Final Verified Reports	4 reports	@ \$ 250.00 /report	\$ 1,000.00
Subtotal			\$ 2,380.00
TOTAL ESTIMATED FEE			\$ 34,004.00

HENDRIX California School
Construction Services Administration • Management • Inspection

December 2, 2009

Christina Becker, Director
Facilities and Modernization / Maintenance & Operations
Santee School District
9625 Cuyamaca Street
Santee, Ca. 92071

Ms. Becker:

RE: Ball field inspection services at Chet Elementary School for Santee School District.

In response to our December 1, 2009, telephone conversation concerning the DSA inspection for the Districts joint use baseball field.

I propose to provide all DSA inspection services to certify the work meets the approved documents beginning December 21, 2009, continuing through April 30, 2010, for a price not to exceed \$59,000.00.

All work will be inspected per plans provided by the District with approval stamp by DSA and the pricing is based on regular daytime construction work hours of 8 hours per day which will not include overtime hours, weekends, or recognized holidays.

All Hendrix California School Construction Services employees are covered by workers compensation insurance and all our services are covered by a \$1 million dollar error and omission insurance policy for your agencies protection.

The scope of our services will cover all required structural inspections, including foundations, reinforcing steel, gravity supports systems, building diaphragms, associated electrical, plumbing, and mechanical components, verification that all work is ADA compliant, and any other items not excluded below.

The scope of work for Hendrix California School Construction Services does not include review or auditing of Prevailing Wage payrolls or interviews of workers for Prevailing Wage purposes. Prevailing Wage audit services are available utilizing your board and State approved Labor Compliance Program and my personnel.

The scope of the service does not include creation of any contractor Recovery Schedules when the contractor has fallen behind. However, we will assist the contractor to see potential construction problems that could create construction delays and suggest methods to avoid the potential delay or overcome a created delay by any party.

The scope of our service does not include certain special inspections or material testing and inspection as identified by DSA and the California Building Code that require an approved test lab and / or engineering supervision to accomplish the test.

The scope of our service dose not include for example, Geotechnical services, soil testing, structural masonry inspection, testing of fireproofing of steel columns or beams, welding inspection, epoxy anchor or shot pin pull tests, batch plant inspections or making of concrete cylinders, high strength bolt testing or torquing, or similar specialty types of inspections. We will however coordinate with your selected test lab to insure all required

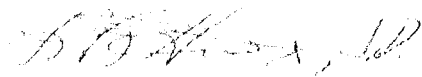
Box 26 Santa Ysabel, California 92070-0026 • Ph. Cell 619.990.1932 or 760.644.5971
office 760.782.3347 Fax 760.782.3348 E-Mail LDONH01@AOL.COM

testing is performed in a manner that will maintain the contractors reasonable schedule if provided adequate notice of inspection requirements by the contractor.

Hendrix California School Construction Services has not reviewed any drawings and the proposal is based strictly on the term of service for the particular project identified above. In the event the contractor does not complete their work within the time frame as you identified, the following hourly rates for the extended time will apply, DSA Inspection \$79.00 per hour.

Additional services, if any, will be by mutual agreement, Hendrix California School Construction will bill for services rendered at the completion of each month specifying number of hours worked and the rate charged for that month in each category with payment due within 30 day's and all checks are to be made payable to: L. L. Hendrix.

Thank you for your interest in our services



L. L. "Don" Hendrix, JD.
Principal

Consent Item F.3.2.
Prepared by Karl Christensen
December 15, 2009

Approval/Ratification of Contract Amendment #13 of the
Lease-Leaseback Construction Services Agreement
with Barnhart, Inc. for Chet F. Harritt Ball Field

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 Lease-Leaseback Construction agreement between the District and Barnhart, Inc., in order to provide for the modernization of existing school facilities, at nine school sites within the District (the "Project"). The Board of Education has approved the following amendments to the agreement:

- On April 1, 2008, the Board approved Amendment #1 for the Guaranteed Maximum Price (GMP) of the Cajon Park classroom addition.
- On June 3, 2008, the Board approved amendments #2 thru #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.
- This summer, the Board approved Amendments #10 through #12 for partial modernization in infrastructure at Prospect Avenue, Chet F. Harritt, and Hill Creek schools.

Amendment #13 for Majors field renovations at Chet F. Harritt School was approved December 1, 2009. The amendment will establish the final GMP and 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 the construction of the Chet F. Harritt ball field project is \$666,876.

A copy of Amendment #13 to the Lease-Leaseback Agreement is available in the District's Business Services department for public review. Additionally, a copy will be available for public review at the Board meeting to ratify.

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify Amendment #13 of the Lease-Leaseback Construction Services Agreement with Barnhart, Inc. for the construction of the Chet F. Harritt Ball Field.

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 GMP is \$666,876 for construction of the Chet F. Harritt ball field. The cost of infrastructure at the site is \$1,979,597

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.3.2.
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**SANTEE SCHOOL DISTRICT
GUARANTEED MAXIMUM PRICE (GMP)
COST SUMMARY**

CHET F. HARRITT SCHOOL - ATHLETIC FIELD RENOVATION & RELOCATABLE PROJECT

DESCRIPTION	BASE BID - MAJORS	ALT. #1 - SOUNDWAL L	ALT. #2 OFFSITE	ALT. #3 REMAINDER	ALT. #4 RELO	TOTALS WITH ALTS/ALLOW	REMARKS
1 SUBTOTAL CONSTRUCTION HARD COSTS	\$479,962	\$166,571	\$63,622	\$477,638	\$291,430	\$1,479,223	
2 CONTRACTORS CONTINGENCY 3.5%	\$16,799	\$5,830	\$2,227	\$16,717	\$10,200	\$51,773	
3 CONSTRUCTION COST W/ CONTRACTORS CONTINGENCY SUB TOTAL	\$496,761	\$172,401	\$65,849	\$494,355	\$301,630	\$1,530,996	
4 BUILDERS FEE, BONDS, AND INSURANCE (6% OF CONST. COST)	\$29,806	\$10,344	\$3,951	\$29,661	\$18,098	\$91,860	
5 BUILDERS GENERAL CONDITIONS	\$117,758			\$107,014		\$224,773	
6 SUBTOTAL CONSTRUCTION COST WITH FEE, GC'S, BONDS, INSURANCE:	\$644,325	\$182,745	\$69,800	\$631,031	\$319,728	\$1,847,628	
7 COC INSURANCE - CONTRACTORS SHARE 1/3rd OF ACTUAL COC COST (of line 27)	TBD	TBD	TBD	TBD	TBD	TBD	NOT INCLUDED IN GMP
8 COC INSURANCE - SCHOOL DISTRICT SHARE 2/3rd OF ACTUAL COC COST (of line 27)	TBD	TBD	TBD	TBD	TBD	TBD	NOT INCLUDED IN GMP
9 SUBTOTAL GMP	\$644,325	\$182,745	\$69,800	\$631,031	\$319,728	\$1,847,628	
10 3.5% OWNER CONTINGENCY	\$22,551	\$6,396	\$2,443	\$22,086	\$11,190	\$64,667	
11 TOTAL GMP	\$666,876	\$189,141	\$72,243	\$653,117	\$330,918	\$1,912,295	

BACKGROUND

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

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

RECOMMENDATION

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

This recommendation supports the following District goal:

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

FISCAL IMPACT

Approval of the School Site Fundraising Plans will provide authorization for school staff, students and families to pursue opportunities to generate funding to support school and community needs. In 2008-09, the District school sites raised \$146,930 through their fundraising efforts.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item F.4.1.
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Consent Item F.5.2. Approval to Increase Work Hours for Identified Classified Non-Management Position

Prepared by Minnie Malin
December 15, 2009

BACKGROUND:

Due to the increase in enrollment for the YALE Preschool program when EAK begins January 11, 2010, it is necessary to increase the hours for an Early Childhood Group Leader II position in order to maintain the required adult to student ratio.

RECOMMENDATION:

Administration recommends approving the increase to the work hours for Barbara Giddens, currently the only employee serving as an Early Childhood Group Leader II, from 5.75 hours to 6.75 hours per day effective January 11, 2010.

This recommendation supports the following district goals:

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

FISCAL IMPACT:

The annual cost for the current 5.75 hours Early Childhood Group Leader II position is \$23,529 and will increase to \$27,366 for 6.75 hours. This will result in an annual increase of \$3,837. This is a fee-based program and will not impact the general fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.5.2.

DISCUSSION AND/OR ACTION ITEMS Item G.

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.

Discussion and/or Action Item G.1.1. Consolidation of Board Advisory Committees and Selection of Board of Education Representatives to District Committees

Prepared by Dr. Patrick Shaw
December 15, 2009

BACKGROUND:

The Board of Education establishes Board committees as necessary in order to have participation and input from parents, staff, and the community. Board Committees act in an advisory capacity and provide an opportunity for the Board to hear a variety of perspectives on topics discussed. Over the past ten years a number of Board committees have been formed to gain information and advise the Board on such topics as technology, Character Education, facilities, budget, and Wellness.

One of the goals of each committee is to have strong attendance at their meetings. Recently, the Board committee meetings have been sparse in attendance. While there could be a variety of factors for the low attendance, two factors surface. The first factor is that the number of Board committees maybe spreading staff and the community thin resulting in low attendance at any particular meeting. The second factor is a clear purpose for the meetings that are scheduled.

Tonight the Superintendent is presenting a revised list of Board Committees, consolidating some of the previous standing committees as either sub committees or ad hoc committees. The goal is to have fewer Advisory Committees and Standing Committees with stronger attendance and participation.

Attached is a revised list of the Board Advisory and Standing Committees, reflecting the Superintendent's recommendation for subcommittees and ad hoc committees that would be included with the Board Advisory and Standing Committees.

RECOMMENDATION:

Administration recommends the Board reviews, revises as necessary, and approves the superintendent's revision of the Board's Advisory and Standing Committees for the purpose of gaining greater attendance and participation for those committees that either cover a broader range of topics and/or provide information that may assist the Board in their decision making process.

In addition it is also recommended the Board assign members to these committees as desired.

FISCAL IMPACT:

There is no fiscal impact to the District with this recommendation.

STUDENT ACHIEVEMENT IMPACT:

Robust attendance at the six targeted Board Committees can provide diverse quality analysis and suggestions that may directly influence student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.1.

Revised List of Board Advisory and Standing Committees
for Board Consideration
December 15, 2009

District Committees

- ACI
 - ACI Subcommittees
 - Character Education
 - Santee Collaborative
 - Special Education Advisory
 - Technology
 - Wellness
 - ACI Ad Hoc Committees
 - Family Life
 - Student Behavior and Discipline

- BAC
 - BAC Ad Hoc Committees
 - Audit

- Communication Committee

- Facilities Committee
 - Facilities Sub Committee
 - Safety Committee

- Calendar Committee

The District Committees are in addition to those committees that Board Members serve beyond the Santee School District Community. Those committees remain unchanged and are listed as District – Greater Community Committees.

District – Greater Community Committees

- Santee Foundation
- Board/Santee City Council
- City Library Committee
- County Service Area #69
- Legislation Representative
- Santee Chamber of Commerce

BOARD COMMITTEES

The Governing Board may establish Board committees as necessary. The Board shall determine the duties of the committee at the time of its appointment. Unless specifically authorized by the Board to act on its behalf, Board committees shall act in an advisory capacity. When its duties have been completed, the committee shall be dissolved.

Board committees shall provide public notice of their meetings and conduct these meetings in accordance with state open meeting laws.

Meetings of advisory committees or standing committees for which an agenda is posted at least 72 hours in advance of the meeting pursuant to Government Code 54954.2, shall be considered, for purposes of the Brown Act, as regular meetings of the Board. (Government Code 54954)

Board advisory committees composed solely of less than a quorum of the members of the Board are not subject to open meeting laws unless they are standing committees that have a continuing subject matter jurisdiction or a meeting schedule established by the Board. (Government Code 54952)

Standing committees with a continuing subject matter jurisdiction include but are not limited to those responsible for providing advice on budgets, audits, contracts and personnel matters at the Board's request.

When a majority of the members of the Board attend an open and noticed meeting of a standing committee, the Board members who are not members of the standing committee shall attend only as observers. (Government Code 54952.2)

The Superintendent or designee may serve as an advisor to any committee at the discretion of the Board.

Whenever so charged, committees may actively seek input and participation by parents/guardians, staff, community and students and may consult with local public boards and agencies.

When a Board committee composed exclusively of Board members has provided for public comment on an item at a public meeting before or during the committee's consideration of the item, the Board is not obliged to provide for public comment on the item at a subsequent Board meeting. Public comment shall be afforded, however, if the Board determines that the item has been substantially changed since it was heard by the committee. (Government Code 54954.3)

Legal Reference: (see next page)

BOARD COMMITTEES (continued)

Legal Reference:

EDUCATION CODE

35010 *Control of district; prescription and enforcement of rules*

35024 *Executive committee*

35160 *Authority of governing boards*

35160.1 *Broad authority of school districts*

GOVERNMENT CODE

54952 *Legislative body, definition*

54952.2 *Definition of meeting*

54954 *Time and place of regular meetings; special meetings; emergencies*

54954.3 *Opportunity for public to address legislative body*

ATTORNEY GENERAL OPINIONS

81 *Ops. Cal. Atty. Gen. 156 (1998)*

80 *Ops. Cal. Atty. Gen. 308 (1997)*

79 *Ops. Cal. Atty. Gen. 69 (1996)*

**Board of Education
2009 COMMITTEE ASSIGNMENTS**

Committee (Staff chairs included)	Carlisle	Bartholomew	El-Hajj	Burns	Ryan
1. Advisory Council for Instruction (ACI) <i>Chair: Emily Andrade</i>				X	X
2. Audit Ad Hoc Committee (Active as necessary.)	X	X			
3. Board/Santee City Council Joint Conference Committee <i>District Rep.: Dr. Lis Johnson</i> <i>City Reps: Jack Dale and Brian Jones</i> <i>Board Representatives are Board President and Vice President</i>			X	X	
4. Budget Advisory Committee (BAC) <i>Chair: Bill Clark</i>	Alt.	X			
5. Calendar Committee <i>Chair: Minnie Malin</i>			X	Alt.	
6. Character Education Committee <i>Chair: Kristin Baranski</i>			X	X	
7. City Library Committee <i>Chair: City of Santee staff</i>			X		
8. Communication Committee <i>Chair: Dr. Lis Johnson</i>			X	Alt.	
9. County Service Area #69 <i>Chair: Merle Rupp, CSA Advisory Committee</i>	X				
10. District Safety Committee <i>Chair: Bill Clark</i>				X	
11. District Technology Committee (DTC) <i>Chair: Bernard Yeo/Ernie Nevares</i>		X	X		
12. Educational Foundation <i>President: Rachel Folsom</i>			Alt.		X
13. Facilities Committee <i>Chair: Bill Clark</i>	X	X			
14. Family Life Committee <i>Chair: Kristin Baranski</i>	X				X
15. Legislative Representative					X
16. Santee Chamber of Commerce <i>Chair: Chamber President</i>					X
17. Santee Collaborative <i>Collaborative Coordinator: Meredith Riffel</i>			X		Alt.
18. Student Behavior and Discipline Policy Review Committee		X		X	
19. Special Education Advisory Committee (October 7, 2008)			X		Alt.
20. Wellness Committee <i>Chairs: Cathy Abel/Kristin Baranski</i>			X		X

**Santee School District Board of Education
2010 COMMITTEE ASSIGNMENTS**

Committee (Staff chairs included)	Bartholomew	Burns	Carlisle	El-Hajj	Ryan
A. Advisory Council for Instruction (ACI) <i>Chair: Kristin Baranski</i>					
ACI Subcommittees					
A.1. Character Education Committee <i>Chair: Matt Thompson</i>					
A.2. Santee Collaborative <i>Collaborative Coordinator: Meredith Riffel</i>					
A.3. Special Education Advisory Committee <i>Chair: Kristin Baranski (created October 2008)</i>					
A.4. Technology Committee (DTC) <i>Chair: Bernard Yeo/Ernie Nevares</i>					
A.5. Wellness Committee <i>Chairs: Cathy Abel/Kristin Baranski</i>					
ACI Ad Hoc Committees					
a. Family Life Committee <i>Chair: Kristin Baranski</i>					
b. Student Behavior and Discipline Policy Review Committee					
B. Budget Advisory Committee (BAC) <i>Chair: Karl Christiansen</i>					
BAC Ad Hoc Committee					
a. Audit Ad Hoc Committee <i>(Active as necessary)</i>					
C. Communication Committee <i>Chair: Dr. Pat Shaw</i>					
D. Facilities Committee <i>Chair: Karl Christensen</i>					
Facilities Committee Sub Committee					
D.1. Safety Committee <i>Chair: Karl Christensen</i>					
E. Calendar Committee <i>Chair: Minnie Malin</i>					
District – Greater Community Committees					
F. Educational Foundation <i>President: Rachel Folsom</i>					
G. Board/Santee City Council Joint Conference Committee <i>District Representative.: Dr. Pat Shaw</i> <i>Board Representatives are Board Pres. and VP</i> <i>City Representatives: Jack Dale and Brian Jones</i>					
H. City Library Committee					
I. County Service Area #69					
J. Legislative Representative					
K. Santee Chamber of Commerce					

Discussion and/or Action Item G.2.1. Approval of Monthly Financial Report
Prepared by Karl Christensen
December 15, 2009

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period November 1, 2009 through November 30, 2009 for the Board of Education's review or comments. The statements were prepared on a cash and modified accrual basis and included are the District's revenue, expenditure, and cash activities.

RECOMMENDATION:

It is recommended that the Board of Education approve the Monthly Financial Report, 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 Monthly Financial Report shows a beginning cash balance of \$4,724,730. Cash receipt revenues of \$1,505,270 and disbursements of \$4,175,562 are reflected for the period of November 1, through November 30, 2009, resulting in an ending cash balance of \$2,054,438 as of November 30, 2009.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.2.1.
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MONTHLY FINANCIAL REPORT - NOVEMBER

1

CASH REPORT FOR NOVEMBER 30, 2009

Beginning Cash Balance as of October 31, 2009 \$4,724,730

INCOME

A. Revenue Limit Sources

State Aid	\$	844,463	
Property Taxes		128,255	972,718

B. Federal Income

Federal Funding	188,078		188,078
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C. State Income

Unres. State Funding	38,154		
AB825	122,143		
HTS Spec Ed	20,301		
Transportation	11,108		191,706

D. Local Income

Other Local Income			
Spec ED	152,768		
Interest			152,768

E. Due to/Due from other funds

F. Debt Proceeds \$0

TOTAL INCOME \$1,505,270

Beginning Balance Plus Income \$6,230,000

DISBURSEMENTS

G. Commercial Warrants	\$	289,627	
H. Payroll Warrants		3,044,543	
I. Statutory Employee Benefits		372,684	
J. Health & Welfare		296,956	
K. Liability		171,752	

TOTAL DISBURSEMENTS \$ 4,175,562

Ending Cash Balance as of November 30, 2009 \$2,054,438





Budget Revisions November 30, 2009 2009-10 Revised Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	4,614,816	2,449,373	7,064,189
Estimated Income	32,113,965	12,766,989	44,880,954
Estimated Expenditures	32,525,691	15,128,912	47,654,603
Change in Fund Balance	<u>(411,726)</u>	<u>(2,361,923)</u>	<u>(2,773,649)</u>
Projected Ending Fund Balance	4,203,090	87,450	4,290,540
Less: Designation for Restricted Programs/Carryovers	-	87,450	87,450
Less: Designation for Prepaid Expenses	392,160		392,160
Less: Designation for Revolving Cash	15,000		15,000
Less: Designation for Stores Inventory	27,199		27,199
Less: Reserve for Vacation Carryover	211,682		211,682
Less: Reserve for Economic Uncertainty	1,429,638		1,429,638
Undesignated/Unappropriated/Unreserved Fund Balance	2,127,411	-	2,127,411
Fund 17 Balance	2,806,021		2,806,021
Total Reserves	<u>6,363,070</u>	<u>-</u>	<u>6,363,070</u>
% Estimated Expense Total	13.35%		



Discussion and/or Action Item G.3.1. Discussion of Post Occupancy Issues Related to Modernization and New Construction

Prepared by Karl Christensen
December 15, 2009

BACKGROUND:

At the November 17, 2009 meeting, the Board of Education was provided with a draft list of Post Occupancy Issues pertaining to modernization and new construction. This list has been compiled over the past year and includes recent input from teachers and principals. The purpose of the list is to ensure incorporation of feasible changes into future modernization and new construction endeavors when they commence.

RECOMMENDATION:

It is recommended that the Board of Education discuss the list of Post Occupancy Issues and add, delete, or modify items as deemed appropriate. Any action taken is always at the discretion of the Board.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

This is no fiscal impact to modify the list of post occupancy issues pertaining to modernization and new construction. Actual costs will be determined when any changes and/or new construction endeavors commence.

STUDENT ACHIEVEMENT IMPACT:

This is a facilities item which directly impacts the environment created to support student achievement.

Motion:		Second:		Vote:		Agenda Item G.3.1.
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**POST OCCUPANCY ISSUES
PICK-UP ITEMS/OPTIONS
5 SCHOOL MODERNIZATIONS**

Item Number	Site	Description Safety Priority	Solution	Completed	In Process	Safety Issue	Responsible Party	Warranty Item 30/Day	Short Term 30-60 Day work order	Medium Term 60-120 Day Short Contract	Long Alternative TBD	Approximate Cost Calculation	Status
1	CP	Additional Parking Lot Cross Walk	Replace old crosswalk. Block out Parking Spaces.	X		X	M&O		X			\$300	
2	CP	Night Lighting Safety & Stairs/Paths	Add Lighting/Review needs & solutions Add Lighting at multi-purpose buildings.	X		X	M&O		X	X		\$300	
3	CO/ CH	Gas Piping	Gas Regulators Moved.	X		X	DEB	X				\$12,000 expended	
4	All	Bells/New bells added at 5 schools	Punch Item/ may need to be made louder or increase speakers.	X		X	DEB	X				\$55,000 expended	
5	All	Security Badges/Control Const. Personnel	Implementation of controls. Done. Sub-Contractor superintendents are badged w/crew.	X		X	DEB	X				\$0.00	
6	All	Safety at all New School Drop-offs	Various Operational Ideas.	X		X	School		X			\$300 - \$600	
7	All	Power Outlets	Expand in Wire Mold/Currently case by case.		X		M&O			X		\$600/Rm \$100,000	
8	All	Projector & Screen Location	Relocation by M & O.		X		M&O / IT		X			\$150/ location	
9	All	Projector Wiring AV/Box Location	Punch Item.	X				X				TBD	
10	CO/ CH	Skylights	Glare on Projection Screen. Phase I -- Dark out lens. Phase II-delete 1 skylight.		X		M&O			X	X	\$1,000/Rm \$70,000	
11	All	Desks cramped with some teaching walls. Poster storage drawers	Placement issue at some rooms need to quantify and look for options.	X			TBD		X			With #7 TBD	

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**POST OCCUPANCY ISSUES
PICK-UP ITEMS/OPTIONS
5 SCHOOL MODERNIZATIONS**

Item Number	Site	Description Safety Priority	Solution	Completed	In Process	Safety Issue	Responsible Party	Warranty Item 30/Day	Short Term 30-60 Day work order	Medium Term 60-120 Day Short Contract	Long Alternative TBD	Approximate Cost Calculation	Status
12	All	HVAC Operation/Temp. Controls	Training by M & O.	X			M&O		X			\$200 / site	
13	All	Integrated Master Clock	Battery Clocks only / Want master programmed integrated / Future Alt.				FAC				X	\$72,000	
14	All	Whiteboards	Confirm DEB did 1 st cleaning w/ammonia and then need to provide correct cleaner.	X			DEB/ M&O	X				\$5 / bottle	
15	All	Lock/Hardware Issues	Adjustments.	X			M&O		X			\$50 / lockset	
16	All	School Site Clean-up	Better Clean-up by DEB.	X			DEB	X				\$0.00	
17	All	Landscape	Extra Work requested.		X		M&O		X	X		\$500 on average	
18	All	Additional Counter Space/Cabinets	Need More. \$1,000 per classroom				M&O/ FAC			X		\$175,000	
19	All	Shallow Sinks	Code Requirement/Aerator option/What we will do differently w/outlet locations wire mold.				M&O			X		\$50 / sink	
20	CO/ RS	Inequity of Room Sizes	In Phase I - Size of old JH Rooms are bigger; can't move walls; Round Buildings have more variances. Phase II – try to standardize.				FAC				X	\$350,000	
21	All	Drops for Technology	Wireless Hub option.				IT			X	X	TBD	
22	All	Stage Curtains/Lighting	New Wanted. A\$15,000 curtains. \$20,000 stage lights				FAC				X	\$35,000	

Key: FAC: Facilities/Christina Becker; M&O: Maintenance & Operations;
IT: Technology; DEB: Douglas E. Barnhart Construction; TBD: To be determined

**POST OCCUPANCY ISSUES
PICK-UP ITEMS/OPTIONS
5 SCHOOL MODERNIZATIONS**

Item Number	Site	Description Safety Priority	Solution	Completed	In Process	Safety Issue	Responsible Party	Warranty Item 30/Day	Short Term 30-60 Day work order	Medium Term 60-120 Day Short Contract	Long Alternative TBD	Approximate Cost Calculation	Status
23	All	Additional Shelving/Bookcases	Need More.				M&O/ FAC				X	\$175,000	
24	All	Additional Tackable Walls Vs. Bulletin Boards	Need More – add above windows Bulletins Boards - \$200. Tack walls \$3,000				M&O				X	\$500,000	
25	All	Hot Water is at all health offices, kitchens, and severe special education classrooms	Installed per code – Teachers requested more	X			M&O				X	\$500 added per location	
26	All	Disabled Access	Various Changes of Space/Code requirement.				TBD				X	TBD	
27	CP	Exterior Drinking Fountains	All New wanted, not just one.				M&O				X	\$5,000 per location	
28	CO/ RS	Special Education RR / Workroom/Loss	Various Options.				FAC				X	\$150,000 TBD	
29	All	Project Sequence	Classroom Additions 1 st before mods.				FAC				X	TBD	
30	All	Restrooms / Sewer Mains	Future Alternative Funding. \$2.5 - \$3 million per site for plumbing. \$1.5 million for new restrooms. \$1 - \$1.5 million for new sewer lines.				FAC				X	\$15-27 Million District- wide	
31	All	Parking Expansion	Future Alternative Funding.				FAC				X	\$3-9 million	
32	All	Kitchen Relocation	Future Alternative Funding.				FAC				X	\$3 million	

Key: FAC: Facilities/Christina Becker; M&O: Maintenance & Operations;
IT: Technology; DEB: Douglas E. Barnhart Construction; TBD: To be determined

**POST OCCUPANCY ISSUES
PICK-UP ITEMS/OPTIONS
5 SCHOOL MODERNIZATIONS**

Item Number	Site	Description Safety Priority	Solution	Completed	In Process	Safety Issue	Responsible Party	Warranty Item 30/Day	Short Term 30-60 Day work order	Medium Term 60-120 Day Short Contract	Long Alternative TBD	Approximate Cost Calculation	Status
33	All	New Classroom Furniture	Future Alternative Funding.				FAC				X	\$3.5 million	
34	All	More Technology/every classroom	Future Alternative Funding.				FAC/IT				X	\$3 million	
35	All	Wireless Technology Library Learning Center	Future Alternative Funding. \$20,000 computers, \$35,000 wireless. \$55,000 per school.		X		FAC/IT				X	\$480,000	
36	CP	Grease Interceptor	Odor Problem		X		M&O				X	\$1,000	
37	All	VGA Outlet Location	Future Alternative Funding.		X		FAC				X	\$500-\$1,000 per location	

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POST OCCUPANCY ISSUES / PICK-UP ITEMS/OPTIONS / 10-CLASSROOM ADDITIONS

Item Number	Site	Description Safety Priority	Solution	Completed	In Process	Safety Issue	Responsible Party	Warranty Item 30/Day	Short Term 30-60 Day work order	Medium Term 60-120 Day Short Contract	Long Term Alternative TBD	Approximate Cost Calculation	Status
1	All	Lower Windows for better view	TBD – if not a structure issue		X		FAC				X	TBD	
2	All	Hang screen well past teaching wall cabinet	TBD – if not a structure issue		X		FAC		X			\$200/room	
3	All	Projector on wall instead of ceiling	TBD – if not a structure issue – To be discussed				FAC				X	\$1,200 each	
4	All	Don't enclose stairs	Cost Savings	X			FAC				X	<\$10K- \$30K> savings	
5	All	Make storerooms larger conference rooms	Evaluating if possible				FAC				X	TBD	
6	All	Acoustic tile in all classrooms	Done/In Process	X	X	X	FAC	X				\$60,000	
7	All	No HVAC interior corridors	Cost Savings	X			FAC				X	<\$10K- \$15K> savings	
8	All	Enclose roof access ladder			X		M&O		X			\$200 each	
9	All	High light fixtures too hard to reach	Evaluating		X						X		
10	All	Clocks mounted behind screen	Relocate clock location		X		FAC			X	X		
11	All	No clocks or bells			X	X	FAC			X	X	\$10K/ School	
12	All	Knock off mats at vinyl floor	Need to purchase		X		FAC				X	\$500 each	

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Key: FAC: Facilities/Christina Becker; M&O: Maintenance & Operations;
IT: Technology; DEB: Douglas E. Barnhart Construction; TBD: To be determined

POST OCCUPANCY ISSUES / PICK-UP ITEMS/OPTIONS / 10-CLASSROOM ADDITIONS

Item Number	Site	Description Safety Priority	Solution	Completed	In Process	Safety Issue	Responsible Party	Warranty item 30/Day	Short Term 30-60 Day work order	Medium Term 60-120 Day Short Contract	Long Term Alternative TBD	Approximate Cost Calculation	Status
13	All	New chairs in science rooms to protect vinyl floors	Need to purchase		X		FAC			X	X	TBD	
14	All	Teaching wall VGA location	Change to a floor box/Need to evaluate		X		FAC				X	\$1,000 per location	
15	All	Door stops	Requested HOLD open feature				M&O		X			\$10 each	
16	All	More white boards	JH-Instruction needs	X	X		M&O		X			\$0-\$500 each	
17	All	Science Demonstration	Requested for all rooms				FAC				X	\$10K/room	
18	All	H.W. in Restrooms	Requested				FAC				X	TBD	
19	All	H.W. in Staff Restrooms	Requested				FAC				X	TBD	
20	All	V.P. Office Conference Space	Evaluating				FAC				X	TBD	
21	All	Future Security Cameras	Hallway Supervision			X	FAC				X	\$15K	
22	All	Bus Mirrors	Hallway Supervision			X	M&O		X			\$400/school	
23													
24													
25													
26													
27													
28													
29													
30													

68

Key: FAC: Facilities/Christina Becker; M&O: Maintenance & Operations;
IT: Technology; DEB: Douglas E. Barnhart Construction; TBD: To be determined

BACKGROUND:

The District believes in being a responsible citizen and setting an example of this for the community and students of Santee. Toward that end, the District has made several attempts to install photovoltaic systems at all of its schools and the District office but has encountered significant obstacles preventing implementation.

Recently, the District was awarded authorization under the American Recovery and Reinvestment Act to issue Clean Renewable Energy Bonds (“CREBs”) for 15 separate applications totaling over \$20 million. These bonds must be issued within 3 years of the date of the award (October 27, 2012) and the proceeds must be spent within 3 years of issuance. While the District still believes that solar energy generation can provide significant savings and help achieve the goal of “going green,” there are numerous complex variables that can significantly affect the outcome and success of the program. Therefore, administration recommends moving forward with one school and then letting the analysis and results of that implementation inform decision-making for a possible district-wide implementation.

Administration recommends the first installation to be at Hill Creek School for the following reasons:

- 1) Energy consumption at this school is the highest among all District schools with 622,000 kWh used annually vs the next highest school, Prospect Avenue, using 536,000 kWh annually. Offsetting this usage with solar generation could provide significant savings.
- 2) Hill Creek is the only school in Phase 2 that has not received use of CIP dollars.
- 3) Infrastructure work could be combined with solar installation to produce some economies of scale.
- 4) This school currently has lunch shelters needing to be replaced as they are partially supported by plywood structures.

In previous attempts to design and approve installations of photovoltaic systems at schools, vendors have focused initially on optimizing energy production and generating savings with subsequent attention to placement of structures, integration with the school, and aesthetic appeal. Rather than contracting with new vendors unfamiliar with unique design constraints, Administration recommends using the District’s current design team overseeing modernization and new construction. This would allow a more seamless integration with the site and modernization plan as well as design configurations that conform to aesthetic requirements. Therefore, the following team is recommended:

- 1) Barnhart, Inc. to oversee the project and construction either under the current Lease/Leaseback contract or an Energy Conservation Contract.
- 2) Trittippo Architecture & Planning to provide architectural oversight for seamless integration of the structures and systems into the school's overall modernization plan and coordination with DSA for approval of designs.
- 3) Baker Electric, working under Barnhart, to provide electrical calculations and designs to optimize system production and savings.
- 4) Laura Romano to provide legal services associated with construction.
- 5) Stone & Youngberg for financial and statistical analysis, financing structure, and issuance of the bonds. Although Stone & Youngberg has not been used by the District in the past, they have extensive experience with school district financing and are the financial partner working with the CleanTECH initiative. CleanTECH is the non-profit organization that partnered with Santee School District and other municipal agencies to assemble all services necessary for submitting CREBs applications.
- 6) Bowie, Arneson for legal and bond counsel services associated with issuance of the CREBs.

In order to expedite installation and begin producing savings that can be used for the CREBs annual payments, administration recommends going with a shade structure already approved by DSA so that installation could take place sooner.

RECOMMENDATION:

It is recommended that the Board of Education:

- 1) Approve implementation of solar at Hill Creek School.
- 2) Approve initiation of conceptual plan contingent upon successful CREBs financing with a positive net present value cash flow model over a 25-year period. Initiation with CREBs financing will also be contingent upon the District's overall debt profile and ability to issue subsequent Bond Anticipation Notes to provide bridge financing until State Grant Funds are received and Tax Revenue Anticipation Notes and/or County Treasurer Loans to mitigate cash flow shortfalls.
- 3) Approve a conceptual plan for design and construction to include use of the current modernization design and execution team.
- 4) Approve initial design work to commence with Trittippo at a cost not to exceed \$40,000. If the project is not deemed to be financially viable and CREBs are not issued, the District would owe Trittippo for work completed up to the date of termination.
- 5) Approve use of structures for support of photovoltaic systems that are pre-approved through DSA in order to expedite the process and reduce costs.

These recommendations support the following District goal:

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

FISCAL IMPACT:

Unknown at this time as additional analysis of variables and system sizing is needed. A Savings Profile will be brought back to the Board of Education for consideration when CREBs are considered for issuance.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item G.3.2.
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December 6, 2009

Santee School District
9625 Cuyamaca Street
Santee, CA 92071

Attn: Christina Becker, Director of Fac/Mod

Re: Photovoltaic design

Dear Christina:

The project will consist of an initial project at Hill Creek School to prepare a School Board presentation, design and install a photovoltaic system. The remaining 8 schools will have similar designs based upon Hill Creek.

The following proposal is based upon 2 approaches:

The first approach will use pre-approved PC structures with minor architectural design modifications. The scope for the PC option is as follows:

PC Option - Scope of Work

- Board presentations
- Sun angle studies
- Location/area studies
- Code analysis
- Fire Marshall submittal and meeting w/ DSA
- Utility analysis
- Electrical tie-in
- Construction Documents
- DSA OTC
- Bidding
- Construction
- Closeout

First site \$39,375.00

The second approach is custom designed solar panel structures that will be designed and built with architectural elements associated with the school. The custom option is as follows:

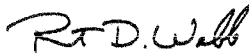
Custom Design Option

- Board Presentations
- Sun angle studies
- Location/area studies
- Code analysis
- Fire Marshall submittal and meeting w/ DSA
- Utility analysis
- Structural Analysis
- Electrical tie-in
- Construction Documents
- DSA SMALL PROJECT
- Bidding
- Construction
- Closeout

Each site \$56,600.00

The fee proposed is for the first project at Hill Creek School. We would like the opportunity to re-evaluate our fee for each future site and hopefully provide the District reuse savings. Please let us know if this will be acceptable, as you know we are open to discuss fee and scope.

Sincerely,
TRITTIPO Architecture and Planning



Robert D. Webb, AIA
Senior Associate

BACKGROUND

In April 2008, a State team completed a Fiscal Crisis & Management Assistance Team (FCMAT) study of the District's Special Education Program and services. In addition, a FCMAT study focusing on transportation in Santee School District was conducted in April 2009. Both of these studies and the parent and staff communication that resulted from these studies suggested a review of our current special day classes for special education students.

Based on parent feedback and staff survey, the concept of providing students with a K – 8 school experience is highly desirable. Through a regionalization of special day classes the District would incur two potentially positive impacts: more students would be able to attend a school for a longer period of time and more students would attend a school closer to home. Currently, special day class students could change schools as many as five times during their K-8 school experience. Regionalization would allow for students to feel connected to a school, its staff, and the student population.

Next steps associated with the study of regionalization would include continued discussion and solicitation of feedback from parents, teachers, and staff regarding reorganization of special day classes. The District currently supports 279 students in special day classes and communication with these stakeholders is extremely important in any change process. In addition, once a more formalized plan is created, a transportation study would be conducted to determine if any additional transportation costs would be associated with the reorganization.

RECOMMENDATION

Administration recommends the Board approve the continued study of special day class reorganization by communicating and receiving feedback from various stakeholder groups to further develop the plan. Administration will present a draft of the reorganization plan at a future Board meeting and will include how all stakeholders had an opportunity to participate in the development and refinement of the plan.

This recommendation supports the following District goal:

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

FISCAL IMPACT

There is no fiscal impact to continue the study of regionalization of special day classes in Santee School District. However, the final reorganizational plan presented to the

Board of Education will describe any costs or cost savings associated with special day class reorganization.

STUDENT ACHIEVEMENT IMPACT:

Currently, students who receive education in Santee School District through a special day class could move schools as many as five times during their educational career. Attempting to provide children and their families with a school experience where children could stay at a school site for a longer period of time would build a greater sense of school connectedness, which has been linked to an increase in student efficacy and achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.4.1.

BOARD POLICIES AND BYLAWS Item H.

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 responsibility to maintain security, order, and safety on all district property. The District has determined that electronic surveillance systems are necessary for monitoring activity on district and school property, and in school vehicles in order to protect the health, welfare and safety of its students, staff, and other authorized occupants.

Additionally, the District recognizes established privacy interests of its students and staff, and is committed to protect the confidentiality of students' and staff's records maintained by the District to the extent authorized by law. BP 3515.3 authorizes the use of electronic surveillance in the form of video camera surveillance on the District office, District school grounds, and in its transportation vehicles. Adoption of BP 3515.3 supports the District's efforts to develop and maintain security, order, and safety by implementing and installing an electronic surveillance system for monitoring activity on District and school property, and in school vehicles as deemed necessary.

The policy has been revised since the first reading on December 1, 2009, to exclude any references to staff discipline.

Administration presents Board Policy 3515.3, Electronic Surveillance, for a second reading. Additionally, AR 3515.3 is provided for the Board's information.

RECOMMENDATION:

Board Policy 3515.3, Electronic Surveillance, is presented to the Board of Education for a second reading. It is recommended that the Board of Education adopt Board Policy 3515.3, Electronic Surveillance.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is not fiscal impact to adopt BP 3515.3.

STUDENT ACHIEVEMENT IMPACT:

This is a safety item.

Motion:		Second:		Vote:		Agenda Item H.1.
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SANTEE SCHOOL DISTRICT
9625 CUYAMACA STREET
SANTEE, CA 92071
(619) 258-2300

ELECTRONIC SURVEILLANCE

The Governing Board of Education is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft. The Board of Education recognizes the importance and responsibility to maintain security, order, and safety on all district property, including but not limited to, the District office, school buildings, school grounds, and school vehicles. The Superintendent or designee shall develop campus security procedures which are consistent with the goals and objectives of the district's comprehensive safety plan and site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

The students and staff of the District recognize that their security and safety depend upon the capacity of the District to maintain order and, consequently, supervision over and the ability to impose certain conditions on the activities of students is assumed and expected. Nevertheless, the District recognizes established privacy interests of its students and staff, and is committed to protect the confidentiality of students' and staff's records maintained by the district to the extent authorized by law.

The Board believes that reasonable use of surveillance cameras will help the district achieve its goals for campus security. In consultation with the safety planning committee and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur and shall state whether the district's system is actively monitored by school personnel. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where surveillance may occur, explaining that the recordings may be used in disciplinary proceedings, and that

Draft

~~matters captured by the camera may be referred to local law enforcement, as appropriate.~~

~~To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.~~

The District has determined that electronic surveillance systems are beneficial for monitoring activity on district and school property, and in school vehicles in order to protect the health, welfare and safety of its students, staff, and other authorized occupants. Accordingly, the District authorizes the use of electronic surveillance in the form of video camera surveillance on the District office, District school grounds, and in its transportation vehicles as detailed in AR 3515.3.

Legal References:

EDUCATION CODE:

- 35160-35160.1 Authority of Governing Boards
- 32228-32254 School Safety and Violence Prevention Act
- 44031 Personnel File Contents and Inspection
- 49060-49079, 44031 Pupil Records; Rights of Parents; Privacy
- 51512 Prohibited Use of Electronic Listening Device

GOVERNMENT CODE:

- 6250-6270 California Public Records Act

PENAL CODE:

- 632 Eavesdropping on Confidential Communications

CALIFORNIA CONSTITUTION:

- Article 1, Sections 1 Declaration of Rights
- Article 1, Section 13 Searches and Seizures
- Article 1, 28(c) Right to Safe Schools

CALIFORNIA CASE LAW:

- Evens v. Superior Court (1999), 77 Cal.App.4th 320

FEDERAL LAW:

- 18 U.S.C. Sections 2510-2521, Electronic Communications Privacy Act of 1986
- 20 U.S.C. Section 1232(g), Family Educational Rights and Privacy Act

Administrative Regulation: 3515.3

Adopted:

Amended:

Draft

SANTEE SCHOOL DISTRICT
9625 CUYAMACA STREET
SANTEE, CA 92071
(619) 258-2300

ELECTRONIC SURVEILLANCE

The District has determined that electronic surveillance systems are beneficial for monitoring activity on district and school property, and in school vehicles in order to protect the health, welfare and safety of its students, staff, and other authorized occupants. In accordance with BP 3515.3, the District authorizes the use of electronic surveillance in the form of video camera surveillance on the District office, District school grounds, and in its transportation vehicles as follows:

1. Video cameras shall be placed in public locations deemed appropriate by the Superintendent or designee and shall not be placed in areas where there is a reasonable expectation of privacy.
2. The District shall notify its students, their parents/guardians and District staff that electronic surveillance may occur on any District or District school property, or on any transportation vehicle. The District shall incorporate said notice in handbooks, post notice at the main entrance of the District office, school buildings, classrooms, and at the entry door of any bus that may have electronic surveillance equipment in operation.
3. The use and maintenance of electronic surveillance equipment on school grounds, District property, or in transportation vehicles shall be supervised and controlled by the Superintendent, the school principals or other responsible administrators. Students and staff shall not tamper or interfere with the video camera equipment.
4. The use of video recordings from surveillance equipment shall be subject to other policies of the District including policies concerning the confidentiality of student and personnel records. The District shall comply with all applicable state and federal laws related to record maintenance, retention, and disclosure including the Family Educational Rights and Privacy Act ("FERPA"), the California Public Records Act, and applicable student records and personnel file sections of the California Education Code, as well as relevant provisions from existing collective bargaining agreements.
5. Electronic surveillance shall only be used to promote the order, safety, and security of students, staff, property, and other authorized individuals.

6. In addition to any surveillance that might otherwise be permitted by law, video or audio recording in the classrooms will be permitted to promote educational purposes upon the consent of the school principal and the classroom teacher.
7. Surveillance systems and all resulting recordings shall be located in a secured area and access to the system and recordings shall be strictly limited. Recordings may be reviewed as authorized by the Superintendent or designee.
8. Video recordings retained as part of an individual student's disciplinary record shall be maintained in accordance with law and board policy governing the access, review, and release of student records.
9. Employees shall be responsible for the appropriate use of technology and shall not use any district resources for unethical practices or any activity prohibited by law or district policy

Legal References:

EDUCATION CODE:

35160-35160.1	Authority of Governing Boards
32228-32254	School Safety and Violence Prevention Act
44031	Personnel File Contents and Inspection
49060-49079, 44031	Pupil Records; Rights of Parents; Privacy
51512	Prohibited Use of Electronic Listening Device

GOVERNMENT CODE:

6250-6270	California Public Records Act
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PENAL CODE:

632	Eavesdropping on Confidential Communications
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CALIFORNIA CONSTITUTION:

Article 1, Sections 1	Declaration of Rights
Article 1, Section 13	Searches and Seizures
Article 1, 28(c)	Right to Safe Schools

CALIFORNIA CASE LAW:

Evens v. Superior Court (1999), 77 Cal.App.4th 320

FEDERAL LAW:

18 U.S.C. Sections 2510-2521, Electronic Communications Privacy Act of 1986
20 U.S.C. Section 1232(g), Family Educational Rights and Privacy Act

Board Policy: 3515.3

Board Policies and Bylaws Item H.2.

Review: Board Policies for Annual Review

Prepared by Dr. Patrick Shaw
December 15, 2009

BACKGROUND:

Board Bylaw 9311, Board Policies, and Education Code 35160.5 require that the Board annually review the following Board Policies. The Board Policies listed below have been reviewed by Administration, reviewed by the Board in a first reading, and are submitted for a second reading and approval.

Policy	Policy Title	Last Reviewed/Revised
BP 1312.1	Complaints Concerning District Employees	Board Adopted: February 17, 2009
BP 4116	Probationary/Permanent Status	Revised: May 5, 2009
BP 4315.1	Competence in Evaluation and Instructional Methodologies	Reviewed and Approved: May 5, 2009
BP 5117	Interdistrict/Intradistrict Transfers	Reviewed: November 4, 2008
BP 6145	Extracurricular Activities	Revised: December 2, 2008

Although some of these policies were reviewed or approved within the last year during the process of updating all Board Policies, for the sake of consistency for future years, Administration is bringing all of the policies requiring an annual review to the Board at this time.

RECOMMENDATION:

It is recommended that the Board of Education review the submitted Board Policies in a second reading and approve their annual review with no revisions.

FISCAL IMPACT:

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

Motion:		Second:		Vote:		Item H.2
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COMPLAINTS CONCERNING DISTRICT EMPLOYEES

The Governing Board accepts responsibility for providing a means by which the public can hold employees accountable for their actions. The Board desires that complaints be resolved expeditiously without disrupting the educational process.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

The Board places trust in its employees and desires to support their actions in such a manner that employees are free from unnecessary, spiteful or negative criticism and complaints. Constructive criticism is welcome when it is motivated by a sincere desire to improve the quality of the educational program.

Verbal complaints made to a Board member or at a Board meeting against an employee other than the Superintendent, will be referred to the Superintendent for appropriate consideration and action according to this policy. If a single Board member receives a complaint about the Superintendent, it will be referred to the entire Board. Because the Board sits as the appellate body in the complaint resolution process, any member of the Board who has become involved in a complaint resolution process prior to an appeal to the Board shall declare his/her involvement and not participate as a member of the Board during an appeal hearing.

When public complaints against employees involve accusations of child abuse, the provisions of Board policy and administrative regulation 5141.4 shall be implemented.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

This Board shall annually review this policy regarding complaints about school district employees.

The Board prohibits retaliation against complainants. The Superintendent or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint. The district will not investigate anonymous complaints.

Legal Reference: (see next page)

COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)

Legal Reference:

EDUCATION CODE

33308.1 *Guidelines on procedure for filing child abuse complaints*

35146 *Closed sessions*

44031 *Personnel file contents and inspection*

44811 *Disruption of public school activities*

44932-44949 *Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)*

48987 *Child abuse guidelines*

GOVERNMENT CODE

54957 *Closed session; complaints re employees*

54957.6 *Closed session; salaries or fringe benefits*

PENAL CODE

273 *Cruelty or unjustifiable punishment of child*

11164-11174.3 *Child Abuse and Neglect Reporting Act*

WELFARE AND INSTITUTIONS CODE

300 *Minors subject to jurisdiction of juvenile court*

PROBATIONARY/PERMANENT STATUS

Permanent status is granted by law to teachers who have satisfactorily passed a period of probationary service. A teacher who has been employed by the district for two (2) consecutive school years and is then rehired for the next succeeding school year shall become a permanent employee at the commencement of the third (3rd) year. On or before March 15 of the employee's second complete consecutive year, the Governing Board shall notify the teacher of its decision to rehire or not to rehire for the next year. If the Board does not give notice on or before March 15, the teacher shall be rehired for the next school year. Permanent personnel may continue in teaching positions if they keep their teaching certificate in force, remain free from communicable diseases, and are not dismissed for reasons specified in the state school law.

Permanent status applies only to teachers holding regular credentials issued by the Commission on Teacher Credentialing.

A person who has achieved permanent status as a certificated employee in another school district may be employed by the Board as a permanent certificated employee.

Interns

A person employed as a district or university intern shall be classified as a probationary employee. Following completion of the internship, if he/she is reelected by the district to serve in a position requiring certification qualifications for the next succeeding school year, he/she shall continue to be classified as a probationary employee during that year. (Education Code 44466, 44885.5)

Legal Reference:

EDUCATION CODE

- 44466 Status of university interns
- 44850.1 No tenure in administrative or supervisory position
- 44885.5 Status of district interns
- 44908 Complete year for probationary employees
- 44911-44913 Service not computed in eligibility for permanent status
- 44915 Classification of probationary employees
- 44917-44921 Status of substitute or temporary employees
- 44929.20 Continuing contracts (not to exceed four years - ADA under 250)
- 44929.21 Districts of 250 ADA or more
- 44929.23 Districts with less than 250 ADA
- 44929.28 Employment by another district
- 44930-44988 Resignations, dismissals and leaves of absence, especially:
- 44948.2 Election to use provisions of Section 44948.3
- 44948.3 Dismissal of probationary employees

Policy

adopted: February 18, 1986
 reviewed: December 4, 2007
 revised: May 5, 2009

SANTEE SCHOOL DISTRICT

Santee, California

**CERTIFICATION OF COMPETENCE IN EVALUATION
AND INSTRUCTIONAL METHODOLOGIES**

The Superintendent shall annually submit to the Governing Board a list of district administrators whose duties include evaluation of certificated personnel. The administrators listed will be presented as competent by the Superintendent in instructional methodologies and in the evaluation of certificated personnel. The Board will certify the competence of personnel recommended by the Superintendent.

Criteria for certification may include but not be limited to the following:

Academic Qualifications

1. Earned Master's Degree or advanced degree of equivalent standard from an accredited college or university.
2. Evidence of university level course work in techniques of supervision, human relations and instructional methodologies.

Experience

1. Demonstration of competence in the evaluation process.
2. Demonstration of competence in instructional methodologies.
3. Completion of at least three (3) years of successful teaching.

Credential

1. Possession of valid California Administrative Credential

Professional Knowledge and Skills

1. Evidence of professional growth program participation.
2. Demonstration of understanding of district-adopted curriculum, policies and practices.
3. Demonstration of skill in instructional observation.
4. Demonstration of skill in techniques and procedures of evaluation of instruction.

This certification is intended to comply with requirements of the Education Code and is intended to be used for no other purpose. This policy shall be reviewed annually by the Board.

Legal Reference: (see next page)

**CERTIFICATION OF COMPETENCE IN EVALUATION
AND INSTRUCTIONAL METHODOLOGIES (continued)**

Legal Reference:

EDUCATION CODE

33039 *Guidelines for teacher evaluation*

44660-44665 *Evaluation and assessment of performance of certificated employees*

44681-44689 *Administrator training and evaluation*

GOVERNMENT CODE

3543.2 *Scope of representation (re evaluation procedures)*

Policy
adopted: June 19, 1984
amended: December 4, 2007
reviewed: May 5, 2009

SANTEE SCHOOL DISTRICT
Santee, California

SANTEE SCHOOL DISTRICT
9625 CUYAMACA STREET
SANTEE, CALIFORNIA 92071-2674
(916) 258-2300

INTERDISTRICT/INTRADISTRICT TRANSFERS

The Santee School District Board of Education subscribes to and promotes educational choices for parents. In order to allow parents to select schools of their choice, the Board declares that Santee School District shall have a policy of open enrollment for both interdistrict and intradistrict transfers, contingent upon space available.

An Interdistrict Transfer is the transfer of a student between school districts.
An Intradistrict Transfer is the transfer of a student between schools within a single district.

The Superintendent or designee shall provide timely information to parents/guardians and the community each year regarding open enrollment procedures and program options.

The district will not provide transportation for students attending school outside of their attendance area.

Legal Reference:

EDUCATION CODE:

- 35291 Rules
- 35350 Transportation of students
- 35351 Assignment of students to specific schools

Administrative Regulations: 5117

Adopted: June 15, 1993

Amended:

Annually Reviewed

Date last reviewed: November 4, 2008

SANTEE SCHOOL DISTRICT
9625 CUYAMACA STREET
SANTEE, CALIFORNIA 92071 -2674
(619) 258-2300

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational, social development and experiences of students. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

Extracurricular activities are not part of the regular school curriculum, are not graded, do not offer credit and do not take place during classroom time.

Cocurricular activities are programs that may be associated with the curriculum in a regular classroom.

No extracurricular or cocurricular program or activity shall be provided or conducted separately and no district student's participation in extracurricular and cocurricular activities shall be required or refused based on the student's gender, sexual orientation, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability. Requirements for participation in extracurricular and cocurricular activities shall be limited to those that are essential to the success of the activity.

Any complaint regarding the district's extracurricular and cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

No student shall be prohibited from participating in extracurricular and cocurricular activities related to the educational program because of inability to pay fees associated with the activity.

Academic Eligibility Requirements

Junior high social activities and Eighth Grade Excursion Day are subject to academic, effort and citizenship requirements as specified in AR 6145.

Supervision

Extracurricular activities shall be under the general supervision of school authorities and certificated employees whenever they are conducted by Santee School District.

The Superintendent or designee shall:

1. Determine which activities and programs are affected by this policy.
2. Ensure district-wide uniformity.

The Board shall annually review this policy and implementing regulations.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

48930-48938 Student organizations

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

COURT DECISIONS

Hartzell v. Connell, 35 Cal. 3d 899

Administrative Regulation Reference: 6145

Adopted: November 5, 1986

Amended: May 16, 1989, December 2, 2008

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item I.

CLOSED SESSION Item J.

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. **Conference with Labor Negotiator (Govt. Code § 54956.8)**
Purpose: Negotiations
Agency Negotiator: Minnie Malin, Assistant Superintendent, Human Resources
Employee Organizations: Santee Teachers Association
Classified School Employees Association
3. **Liability Claims (Gov't Code §54956.95)**
Claimant: Borrego Solar
Claim Against: Santee School District

RECONVENE TO PUBLIC SESSION Item I.

ADJOURNMENT Item J.