



# 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  
 October 20, 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.*

<b>A.</b>	<b>OPENING PROCEDURES – 7:00 p.m.</b>	Page #
1.	Call to Order and Welcome	5
2.	District Mission	
3.	Pledge of Allegiance	
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<b>B.</b>	<b>REPORTS AND PRESENTATIONS</b>	6
1.	Superintendent's Report	
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4.	Principal Presentation: Lisa McColl, Rio Seco School	15
<b>C.</b>	<b>PUBLIC COMMUNICATION</b>	16
	<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 recorded.</i>	
<b>D.</b>	<b>PUBLIC HEARINGS</b>	
1.	<b><u>Alternative School Choice Waiver Request to California Department of Education</u></b>	18

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

<b>E. CONSENT ITEMS</b>	21
<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>	
<b>Superintendent</b>	
1.1. <b><u>Approval of Minutes</u></b>	22
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
1.2. <b><u>Adoption of Resolution No. 0910-18 California Public Employees' Retirement System (CalPERS) Resolution for Classified Management Employees</u></b>	29
It is recommended that the Board of Education approve resolution #0910-18.	
<b>Business Services</b>	
2.1. <b><u>Approval/Ratification of Travel Requests</u></b>	31
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	
2.2. <b><u>Approval/Ratification of Expenditure Warrants</u></b>	34
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of September 2009.	
2.3. <b><u>Approval/Ratification of Purchase Orders</u></b>	36
It is recommended that the Board of Education approve and ratify purchase orders #090298 through #090558 as presented in the item.	
2.4. <b><u>Acceptance of Donations</u></b>	47
It is recommended that the Board of Education accept donations listed in the item.	
2.5. <b><u>Approval/Ratification of Revolving Cash Report</u></b>	48
It is recommended that the Board of Education approve/ratify revolving cash check as listed in the item.	
2.6. <b><u>Approval of Six Month Permit Renewal with the Santee Farmers' Market</u></b>	50
It is recommended that the Board of Education approve the six month permit extension for the Santee Farmers' Market.	
2.7. <b><u>Approval of Class Size Reduction Report</u></b>	51
It is recommended that the Board of Education approve the Class Size Reduction Report.	
<b>Capital Improvement Program</b>	
3.1. <b><u>Approval/Ratification to File Notice of Completion Document for Phase 1 – Carlton Hills Modernization Project</u></b>	55
It is recommended that the Board of Education ratify the authorization to file the Notice of Completion document for the completed project at Carlton Hills School.	

## **Educational Services**

- 4.1. **Approval of 2009-10 Memorandum of Understanding (MOU) with Cajon Valley Union School District for Beginning Teacher Support and Assessment Program (BTSA) Consortium** 56  
It is recommended that the Board of Education approve the Memorandum of Understanding with the Cajon Valley Union School District BTSA Consortium to implement the BTSA program for the 2009-10 school year.
- 4.2. **Approval to Accept Early Mental Health Initiative Grant for Primary Intervention Program for Carlton Hills and Carlton Oaks Schools** 61  
It is recommended that the Board of Education approve the EMHI grant award for Carlton Hills and Carlton Oaks Schools.
- 4.3. **Approval of Memorandum of Understanding with San Diego Youth Services as the Outside Mental Health Consultant of the Primary Intervention Program for Carlton Hills and Carlton Oaks Schools** 64  
It is recommended that the Board of Education approve the Memorandum of Understanding with San Diego Youth Services as the Outside Mental Health Consultant Entity for the Primary Intervention Program grant.
- 4.4. **Approval of Santee Collaborative Reinvestment Plan for the Use of LEA Medi-Cal Funds** 67  
It is recommended that the Board of Education approve the LEA Medi-Cal Reinvestment Plan for the 2009-10 school year.
- 4.5. **Approval of Alternative School of Choice Waiver 2009** 71  
It is recommended that the Board of Education approve the submission of the Alternative School of Choice Waiver for the 2009-10 school year.
- 4.6. **Approval of Revision to Chet F. Harritt School's Instructional Schedule for 2009-10** 75  
It is recommended that the Board of Education approve the revised Chet F. Harritt School Instructional Minute proposal for the 2009-10 school year.
- 4.7. **Approval of Operating Agreement with Home Instruction for Parents of Preschool Youngsters (HIPPY) U.S.A., Inc.** 84  
It is recommended that the Board of Education approve the Operating Agreement between Home Instruction for Parents of Preschool Youngsters (HIPPY) U.S.A., Inc. and the Santee School District.

## **Human Resources**

- 5.1. **Personnel, Regular** 89  
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 Position** 92  
It is recommended that the Board of Education approve the increase in work hours for the identified classified position.
- 5.3. **Approval of Revisions to the Certificated Non-Management Evaluation Procedures for Social Workers/Counselors** 93  
It is recommended that the Board of Education approve the revised evaluation procedures for Social Workers/Counselors.

**F. 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. **Approval of Appointment of Applicants to Board Advisory Committees** 118  
It is recommended that the Board of Education approve Administration's assignment of applicants to vacancies on Board Advisory Committees.

**G. BOARD POLICIES AND BYLAWS**

1. **Second Reading: New BP 1160 Political Processes** 121  
New Board Policy 1160 Political Processes is submitted to the Board of Education for adoption.

**H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS** 125

**I. CLOSED SESSION** 126

1. **Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)**
2. **Liability Claims (Gov't Code §54956.95)**  
*Claimant: Borrego Solar*  
*Claim Against: Santee School District*
3. **Conference with Legal Counsel – Existing Litigation**  
*(Subdivision (a) of Gov't Code §54956.9)*  
*Case # 37-2009-00083936-CU-CO-CTL*

**J. RECONVENE TO PUBLIC SESSION** 126

**K. ADJOURNMENT** 126

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

*The next regular meeting of the Board of Education is scheduled for  
November 3, 2009, at 7:00 p.m.  
in the Douglas E. Giles Educational Resource Center.*

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

Members present:

El-Hajj  
 Burns  
 Ryan  
 Carlisle  
 Bartholomew

**Opening Procedures Item A.**

OPEN SESSION                      7:00 p.m.

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

2.     District Mission

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

3.     Pledge of Allegiance

4.     Approval of Agenda for the October 20, 2009 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report  
Prepared by Dr. Patrick Shaw  
October 20, 2009

The following items are presented for Board information:

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

Agenda Item B.1.

**DEVELOPER FEES COLLECTION REPORT**  
**2009-10**  
**CUMULATIVE THROUGH OCTOBER 09, 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
<b>TOTAL PAGE 1</b>					\$377,702.99	
<b>TOTAL COLLECTED AS OF OCTOBER 09, 2008</b>					\$149,708.59	

\*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 - October 20, 2009 (page 1 of 2)**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attendance</b>	<b>Fees Applied</b>
<b><u>Cajon Park</u></b>						
Girl Scouts	Classroom	9/16/09 - 6/16/10	Wednesday	6:00 pm - 7:30 pm	15	
SNLL	Multipurpose Room	9/29/09	Tuesday	6:30 pm - 9:00 pm	12	
PTSA	Multipurpose Room	9/30/09 & 10/21/09	Wednesday	6:30 pm - 8:30 pm	30+	
PTSA (School Carnival)	School Grounds	10/24/09	Saturday	8:00 am - 10:00 pm	1000+	\$30.25/hr Cust
Tutoring Club Santee w/Santee Chamber	Multipurpose Room	11/6/09	Friday	5:00 pm - 9:00 pm	200	
<b><u>Carlton Hills</u></b>						
AYSO	Fields	8/3/09 - 11/21/09	Sat & Sun	7:00 am - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/21/09	Mon - Fri	4:30 pm - 8:00 pm	100	
Sonshine Haven - Higher Ground Club	Classroom	10/2/09 - 6/11/10	Friday	2:00 pm - 3:45 pm	25	
Cub Scouts	Multipurpose Room	10/29/09 - 5/27/10	Thursday	6:00 pm - 8:00 pm	100	
PTA (Fall Carnival)	Entire School	10/31/09	Saturday	8:30 am - 3:30 pm	300	\$30.25/hr Cust
<b><u>Carlton Oaks</u></b>						
AYSO	Fields	8/3/09 - 11/21/09	Sat & Sun	7:00 am - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/21/09	Mon - Fri	4:30 pm - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/14/09	Mon - Sat	4:30 pm - 7:00 pm	100	
Cub Scouts	Multipurpose Room	9/24/09	Thursday	6:00 pm - 9:00 pm	100	
Girl Scouts U.S.A.	Multipurpose Room	9/24/09 - 6/3/10	Thursday	6:00 pm - 7:30 pm	12	
<b><u>Chet F. Harritt</u></b>						
PTA	Multipurpose Room	10/8/09	Thursday	6:30 pm - 8:00 pm	50	
<b><u>Hill Creek</u></b>						
AYSO	Fields	8/3/09 - 11/21/09	Sat & Sun	7:00 am - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/21/09	Mon - Fri	4:30 pm - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/14/09	Mon - Sat	4:30 pm - 7:00 pm	100	
<b><u>Pepper Drive</u></b>						
AYSO	Fields	8/3/09 - 11/21/09	Sat & Sun	7:00 am - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/21/09	Mon - Fri	4:30 pm - 8:00 pm	100	
Sonshine Haven - Higher Ground Club	Classroom/Library	9/25/09 - 6/18/10	Friday	2:35 pm - 5:00 pm	50	
<b><u>Prospect Avenue</u></b>						
AYSO	Fields	8/3/09 - 11/21/09	Sat & Sun	7:00 am - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/21/09	Mon - Fri	4:30 pm - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/14/09	Mon - Sat	4:30 pm - 7:00 pm	100	
Santee Girls ASA	Multipurpose Room	10/12/09	Monday	7:00 pm - 10:00 pm	20	
Santee School District PA ASES	Multipurpose Room	10/5/09 - 5/25/10	Mon & Tues	3:45 pm - 5:00 pm	unknown	



**Requests For Use Of Facilities - October 20, 2009 (page 2 of 2)**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attendance</b>	<b>Fees Applied</b>
<b><u>Rio Seco</u></b>						
Santana National Little League	Fields	8/1/09 - 10/31/09	Mon - Sun	4:00 pm - 8:00 pm	unknown	
Girl Scouts	Multipurpose Room	9/25/09 - 6/4/10	Friday	6:00 pm - 7:30 pm	20	
Washington DC Kids	Parking Lot	9/26/09	Saturday	7:00 am - noon	75	
Arts Attack	Multipurpose Room	10/8/09	Thursday	8:45 am - 9:30 am	10 - 12	
PTSA	Multipurpose Room	10/8/09	Thursday	6:15 pm - 7:45 pm	unknown	
PTSA	Classroom	10/19/09 - 10/21/09	Mon - Wed	8:30 am - 3:30 pm	20	
PTSA	Classroom	10/20/09	Tuesday	8:30 am - 3:00 pm	20	
PTSA (Fall Carnival)	School Grounds	11/6/09 - 11/8/09	Fri - Sun	9:00 am - 11:00 pm	1,000	\$30.25/hr Cust
<b><u>Santee School</u></b>						
AYSO	Fields	8/3/09 - 11/21/09	Sat & Sun	7:00 am - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/21/09	Mon - Fri	4:30 pm - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/14/09	Mon - Sat	4:30 pm - 7:00 pm	100	
Top Gun Flag Football	Fields	10/4/09 - 11/22/09	Sunday	9:00 am - 1:00 pm	40	
<b><u>Sycamore Canyon</u></b>						
AYSO	Fields	8/3/09 - 11/21/09	Sat & Sun	7:00 am - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/21/09	Mon - Fri	4:30 pm - 8:00 pm	100	
AYSO	Fields	8/3/09 - 11/14/09	Mon - Sat	4:30 pm - 7:00 pm	100	
PTA (Fall Carnival)	Entire School	10/17/09	Saturday	7:00 am - 10:00 pm	200+	\$30.25/hr Cust

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

# Schedule of Events

<i>Date</i>	<i>Event</i>
November 3	Board meets with Principals 6:00 p.m. Board Meeting 7:00 p.m.
November 11	Veterans' Day Schools and District Offices Closed
November 17	Board meets with Student Representatives 6:00 p.m. Board Meeting 7:00 p.m.
November 19	ELDA Spotlight Series Marc Prensky: Digital Native Learners 5:00 p.m. USD-SOLES
November 25-27	November 25-Holiday in Lieu of Admissions Day November 26-Thanksgiving Day November 27-Local Holiday Schools and District Offices Closed
December 1	Board Meeting 7:00 p.m.
December 15	Board Meeting 7:00 p.m.
Dec. 21 – Jan. 1	Winter Break Schools and District Offices Closed

**Santee School District  
ENROLLMENT REPORT  
10/16/2009  
Month 2 Week 2**

SCHOOL	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	10/16/09	10/17/08	# Diff	% Diff	10/16/09	10/17/08	# Diff SDC	% Diff SDC	Prior Week		
										Total Reg	Total Reg			SDC	SDC			##### Total All	10/9/09 Total All	Total Diff
Cajon Park	97	106	107	108	109	104	100	124	106	961	941	20	2.1%	34	35	-1	-2.9%	995	995	0
Carlton Hills	41	35	42	50	37	52	55	88	103	503	527	-24	-4.6%	38	31	7	22.6%	541	542	-1
Carlton Oaks	73	74	68	74	95	97	107	98	119	805	802	3	0.4%	46	41	5	12.2%	851	850	1
Chet F. Harritt	62	83	64	65	61	65	70	69	53	592	644	-52	-8.1%	10	26	-16	-61.5%	602	600	2
Hill Creek	91	88	83	85	82	88	84	61	91	753	807	-54	-6.7%	23	23	0	0.0%	776	776	0
Pepper Drive	84	68	82	77	78	79	86	84	81	719	706	13	1.8%	10	13	-3	-23.1%	729	730	-1
Prospect	62	55	56	50	53	60	65	47	51	499	464	35	7.5%	15	15	0	0.0%	514	514	0
Rio Seco	109	109	93	96	92	106	94	87	100	886	819	67	8.2%	22	20	2	10.0%	908	902	6
Sycamore Canyon	48	47	49	34	44	44	44	0	0	310	297	13	4.4%	25	21	4	19.0%	335	334	1
<b>SUBTOTAL</b>	<b>667</b>	<b>665</b>	<b>644</b>	<b>639</b>	<b>651</b>	<b>695</b>	<b>705</b>	<b>658</b>	<b>704</b>	<b>6028</b>	<b>6007</b>	<b>21</b>	<b>0.3%</b>	<b>223</b>	<b>225</b>	<b>-2</b>	<b>-0.9%</b>	<b>6251</b>	<b>6,243</b>	<b>8</b>
Alternative School	2	3	2	3	2	9	4	4	1	30	43	-13	-30.2%					30	30	0
Success Academy								1	4	5	6	-1	-16.7%					5	4	1
NPS										0	0			3	3	0	0.0%	3	3	0
EAK										0	0		#DIV/0!					0		0
<b>SUBTOTAL</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>9</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>35</b>	<b>49</b>	<b>-14</b>	<b>-28.6%</b>					<b>38</b>	<b>37</b>	<b>1</b>
<b>TOTAL</b>	<b>669</b>	<b>668</b>	<b>646</b>	<b>642</b>	<b>653</b>	<b>704</b>	<b>709</b>	<b>663</b>	<b>709</b>	<b>6063</b>	<b>6,056</b>	<b>7</b>	<b>0.1%</b>					<b>6289</b>	<b>6,280</b>	<b>9</b>

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

	PK	
Cajon Park	2	997
Hill Creek	9	785
Prospect	13	527
Sycamore Canyon	9	344

Total Enrollment Including PK
<b>6322</b>

Reports and Presentations Item B.2.    Spotlight Santee Kiwanis and the Eagle Young Marines for the Santee Junior Olympics Program

Prepared by Dr. Patrick Shaw  
October 20, 2009

**BACKGROUND:**

Kiwanis, through guidance and example, works to develop future generations of leaders. Every day, Kiwanians are revitalizing neighborhoods, organizing youth-sports programs, tutoring, building playgrounds, and performing countless other projects to help children and communities.

Tonight, the Board would like to recognize the Santee Kiwanis for their outstanding contribution to the students of Santee School District in sponsoring and orchestrating the annual Junior Olympics.

The Santee Kiwanis has provided this wonderful opportunity for over 30 years. Each year, on the first Saturday in June, one of the local high schools is inundated with students from Santee School District who have worked diligently with their classroom teacher for several months to compete in a variety of track and field events. The Junior Olympics is open for all students in grades 4 through 8 and the Kiwanians make sure that each and every participant receives a participation ribbon.

Don Ainsworth, a retired Santee School District teacher, has chaired this event for the past 11 years. Santee Kiwanis officers, Paul Stevens, president, and Joe Gersztyn, treasurer, along with many other club members play an important part in the preparation and orchestration of the day's events.

Mr. Ainsworth said it is important to note that the Junior Olympics would not be the successful event that it is without the support of the District's classroom teachers who use classroom time and recess for the trials and attend the Saturday event to support their students.

Also in attendance at the Junior Olympics this past June, were the Eagle Young Marines who presented the Colors and volunteered their service throughout the day. The Board would like to recognize the outstanding members of the Eagle Young Marines for their contribution to the event and the great example they were to Santee School District students and their families.

Mr. Duane Siegmann, Commanding Officer, and Mrs. Siegmann, Executive Officer, who lead the Eagle Young Marine squad out of Oceanside will accept the recognition on behalf of the squad members.

Agenda Item B.2.

Reports and Presentations Item B.3.

Spotlight on Learning:  
Technology in the Classroom  
Lisa Sagat-Sycamore Canyon School  
Tara O'Connell, PRIDE Academy

Prepared by Dr. Patrick Shaw  
October 20, 2009

**BACKGROUND:**

Administration is proud to announce that teachers Lisa Sagat (Sycamore Canyon) and Tara O'Connell (PRIDE Academy) have each been awarded \$5,000 grants from the Cox Kids Foundation's 2009 Innovation in Education Program. Both Lisa and Tara spent many hours putting together quality grant applications including a detailed plan for the use of the grant funds.

Mrs. Sagat's grant funds will provide her classroom with a Promethean Board and student hand-held "Activotes." "Activotes" allow the students to electronically select an answer to a question and, when used in the classroom, will give the teacher immediate feedback to who is understanding what is being taught and who needs more review and to have 100% participation during a lesson.

Mrs. O'Connell's grant funds will be used to buy ProbeWare, which is used to track data in scientific experiments. The grant will also buy materials to enhance the science curriculum in all of the intermediate grades at PRIDE Academy buy allowing students to track and analyze data that can be collected by the ProbeWare.

Seventy applications were submitted from across the County and only 15 projects were selected to receive this grant funding, two of which are from Santee.

Agenda Item B.3.

## **THE EAGLE YOUNG MARINES**

The Eagle Young Marines is a year-round youth education and service program for boys and girls, ages 8 through completion of high school, which promotes mental, moral, and physical development. The program focuses on character building, leadership, and promotes a healthy, drug-free lifestyle, and is the focal point for the U.S. Marine Corps' Youth Drug Demand Reduction efforts.

The purpose of the Young Marines is to provide an organized program devoted to development of character and physical fitness in the youth of America, as exemplified by the United States Marine Corps. Character building is one of the most important objectives of the program and all of the activities emphasize the importance of honesty, courage, respect, loyalty, dependability and a sense of devotion to God, Country, Community and Family. The Young Marines offer classes on a variety of subjects including: land navigation, close order drill, mountain survival, customs and courtesy, clothing care, physical fitness and sexual harassment awareness and proper protocol, just to name a few.

Reports and Presentations Item B.4    Spotlight on Learning: Rio Seco Principal  
Presentations on Instructional Leadership

Prepared by Dr. Patrick Shaw  
October 20, 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, Rio Seco Principal, Lisa McColl, will share with the Board Rio Seco's recent successes and the school's goals for the 2009-10 school year. In addition, Mr. McColl will share programs and practices that are currently in place to achieve the school's goals.

Agenda Item B.4.

PUBLIC COMMUNICATION Item C.

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

Agenda Item C.



PUBLIC HEARING Item D

Public Hearing Item D.1.

Alternative School Choice Waiver Request to  
California Department of Education

Prepared by Kristin Baranski  
October 20, 2009

**BACKGROUND:**

The Alternative Home School is requesting a waiver from the California Department of Education to increase the ADA-to-teacher Alternative Home School ratio by 10% as compared to the District K – 8 ADA-to-teacher ratio.

The waiver process requires that a district post a Notice of Public Hearing for ten (10) days, hold a public hearing, and determine through board action if the school district should submit a waiver request.

In Consent Item E.4.5, placed later in the agenda, the waiver request will be presented to the Board for approval.

The public hearing should convene and permit any interested citizens to raise questions or to provide input the waiver request.

Agenda Item D.1.

**PLEASE POST  
Until October 20, 2009**

NOTICE OF PUBLIC HEARING  
FROM THE  
SANTEE SCHOOL DISTRICT  
FOR  
ALTERNATIVE SCHOOL OF CHOICE WAIVER REQUEST TO  
THE STATE BOARD OF EDUCATION

The Santee School District Board of Education shall hold a public hearing to determine whether a waiver should be submitted to the State Board of Education to allow the Santee Alternative School to have a class size ten percent over the average Santee School District class size.

**DATE:** Tuesday, October 20, 2009

**TIME:** 7:00 p.m.

**PLACE:** Giles Educational Resource Center  
9619 Cuyamaca Street  
Santee, CA 92071

Posted 10-09-09  
Santee City Clerk's Office  
Santee Library  
Santee Chamber of Commerce  
Educational Resource Center  
Santee Schools

CONSENT ITEMS Item E.

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

Consent Item E.1.1. Approval of Minutes  
Prepared by Dr. Patrick Shaw  
October 20, 2009

**BACKGROUND:**

Presented for Board approval –

- October 6, 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 E.1.1.
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**SANTEE SCHOOL DISTRICT  
REGULAR MEETING  
OF THE BOARD OF EDUCATION**

October 6, 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 7:00 p.m. and read the District Mission Statement.  
Members present:  
Dianne ElHajj, President  
Dustin Burns, Vice President  
Barbara Ryan, Clerk  
Allen Carlisle, Member  
Dan Bartholomew, Member  
Administration present:  
Dr. Patrick Shaw, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Emily Andrade, Assistant Superintendent, Educational Services  
Minnie Malin, Assistant Superintendent, Human Resources  
Kristin Baranski, Director, Educational Services  
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited Donovan Wiley Larson, a 6<sup>th</sup> grade student at PRIDE Academy, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda  
It was moved and seconded to approve the agenda.  
**Motion: Burns Second: 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. Recognition of Teachers of the Year**

Assistant Superintendent Minnie Malin had the honor to recognize the 2008-09 school site teachers of the year. In the spring of 2009, teachers at each school selected a teacher at their site as a Teacher of the Year. The 2009 Teachers of the Year were:

Darrell Eastis, Cajon Park	Robin Larson, Prospect Avenue
Anne Coman, Carlton Hills	Katy Hammack, Pepper Drive
Alisa Williams, Carlton Oaks	Kathy Sibayan, Rio Seco
Susan Orsinelli, Chet F. Harritt	Linda Millum, Sycamore Canyon
Patty Wilber, Hill Creek	

President El-Hajj presented each Teacher of the Year with a golden apple award.

**3. Recognition of Santee School District Teacher of the Year**

Mrs. Malin introduced Donna Farquar, Santee District Teacher of the Year. Mrs. Farquar will be representing Santee School District at *A Salute to Teachers*, the County Teacher of the Year awards program, on October 10<sup>th</sup>. Mrs. Farquar is an integral part of the ERC Department and a model of a teacher leader. She has touched so many teachers through her commitment to providing staff development to improve English Learner education and parent education opportunities. Donna Farquar has achieved National Board Certification and she has been awarded Literacy Teacher of the Year from the Greater San Diego Reading Association. President El-Hajj presented Mrs. Farquar with the Teacher of the Year Apple Award.

President El-Hajj invited the audience to join the Board in a reception honoring the Teachers of the Year. The Board recessed for the reception at 7:15 p.m. and reconvened to public session at 7:35 p.m.

**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. PUBLIC HEARINGS**

**1. State Categorical Flexibility for 2009-10**

President El-Hajj opened the public hearing on State Categorical Flexibility for 2009-10. There were no comments from the public. President El-Hajj closed the public hearing.

**E. 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. **Adoption of Resolution No. 0910-17, California State Teachers' Retirement System (CalSTRS) Resolution for Certificated Management Employees**
  - 2.1. **Approval/Ratification of Travel Requests**
  - 2.2. **Approval/Ratification of Revolving Cash Report**
  - 2.3. **Acceptance of Donations**
  - 2.4. **Adoption of Proclamation for National School Lunch Week**
  - 2.5. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
  - 2.6. **Implementation of the KACE Systems Management Solution (Power Management)**
  - 2.7. **Approval of 2009-10 East County Region REMS Grant Memorandum of Understanding between Grossmont UHSD and Santee School District**
  - 2.8. **Sale of Surplus Equipment and/or District Property**
  - 2.9. **Use of State Categorical Funds Subject to Flexibility for 2009-10**
  - 3.1. **Approval of 2009-2012 Service Learning Agreement with San Diego State University**
  - 3.2. **Adoption of Proclamation Endorsing Drug Awareness Week, October 23-31, 2009**
  - 3.3. **Approval to Implement "Too Good For Drugs" as the Districtwide Second, Third, and Sixth Grade Drug Prevention Program**
  - 4.1. **Personnel, Regular**
  - 4.2. **Adoption of Resolution No. 0910-16, California State Teachers' Retirement System (CalSTRS) Resolution**
  - 4.3. **Approval to Change Classification of Identified Classified Position**

It was moved and seconded to approve Consent Items.

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

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

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

**1.1. Santee ECHO Special Edition Newsletter**

Dr. Shaw shared that the Board decided last year to provide a back page information item in the special editions of the ECHO. Dr. Shaw reported that the Chamber is now preparing to publish their fifth edition and asked for Board direction on the content for the District's item. Member Carlisle asked if we were tied to the back page. Dr. Shaw said it was at the Board's discretion. Member Ryan said the back page is the best place to place the District page because it is visible even when the newsletter is not opened. It is a good value for the money because it is mailed to every home and business in Santee.

President El-Hajj said it aligns with one of our strategic plan goals. She would like to change the message because it has been repetitive. She suggested an educational message to parents and maybe feature some of the things that have been done in the District. Be sure to include the website contact information for updates on modernization.

Member Ryan said they may wish to include some State financial information. Members Carlisle and Bartholomew would like to include student achievement data.

Member Bartholomew said the educational information could be a very basic public education element such as how parents can help their kids with homework or reading. President El-Hajj cautioned that they do not want too many focuses that will make the message choppy. Member Burns believes student achievement should be the focus, showing the continual increase over the past 7 years. The Board directed Administration to include student achievement information and an educational component. Dr. Shaw will return to the Board with a draft at a later date.

### **1.2. Board's Legislative Goals for 2009-10**

Member Ryan shared that it is time for the Board to review their legislative goals. She suggested the Board may wish to consolidate the current language into approximately 5 goals to work on this year and share with legislators.

Member Bartholomew said they look as though they could be consolidated as there were a number of goals designated for mental health services. The Board needs to develop the items that are most likely to be received and acted on by our local legislators. One of the focal points should be more flexibility and reimbursement for what we are mandated to do.

Member Carlisle asked Karl Christensen if the District still needs to pay penalties on unused property, such as Renzulli. Mr. Christensen was unsure but will investigate. Member Carlisle supports Member Bartholomew's suggestions and believes at this time the focus should be on funding.

Member Burns said the goals need to be scaled down to a more specific focus and he would also like recommendations from Executive Council. Members Bartholomew and Ryan concurred the goals need to be more specific which would better enable a legislator to take action on the goals. President El-Hajj would like to target about 3 goals. She suggested requesting one recommendation from each department that would help them to get what they need to carry out the vision and mission of the District.

The Board asked Dr. Shaw to consult with Executive Council to bring the Board three recommended goals that could assist each department, human resources, educational services, and business services. The goals should address local flexibility and funding.

Member Carlisle said he would like to know if legislation could provide the ability to reward teachers who go above and beyond and are making huge differences for kids. He would support legislation that provided funding to reward those employees. He is not attempting to be controversial or referring to a merit pay system or awards tied to test scores. When he visits schools, he often sees teachers who are doing outstanding things for kids, many that take much of their personal time.

President El-Hajj said teaching is not the only industry that uses a union model. She said other businesses reward their outstanding employees and maybe it needs to be looked through the lens of how other industries do this.

Member Ryan said rewards other than personal salaries can be provided, such as when the money award or grant does not go for their personal use. Increased pay, or performance pay, would be something that will be addressed in legislation because of the stimulus dollars available.

Member Burns believes teachers are often underappreciated but would prefer to look to the community to value what teachers are doing. He said he did not know how the Board would recognize so many teachers who are doing small things that touch many students.

Member Bartholomew likes the idea and said it would be great to have more dollars to compensate teachers. The Board would like to continue to be educated about the process and watch the legislation session.

### **1.3. Board's Meetings with Principals and Student Representatives**

Dr. Shaw said in the past the Board has set aside time to meet with principals and for student forums. He presented proposed dates to consider if they wished to continue with the same format as in the past. Member Bartholomew would like to have two meetings with principals instead of three per year. He would also like to have a solid agenda with outcomes to reach and suggested having one in-depth agenda item, such as resources they need to do their jobs. The Board decided they would meet with Principals twice this year, in November and April.



The Board would like to meet with students twice this year, in November and at the end of March or early April. Board members would like to have a more targeted discussion on one topic each session. Dr. Shaw suggested discussion about the Healthy Kids survey. The Board said they welcome topics for student forum discussions from the Superintendent.

### **2.1. Capital Improvement Program Update**

Karl Christensen provided an update on the Capital Improvement Program (CIP). He reported the infrastructure at Chet F. Harritt and PRIDE Academy was completed this summer. Some of the split irrigation at both sites was completed (80% PA and 25% at CFH) while the trenches were open. The District has received credits back on the contingencies.

The ball field at Chet F. Harritt has received DSA approval and Administration is providing the plans to Barnhart to develop a bid. A bid is expected in early November. If the bid comes in at the \$800,000 budget established, construction could begin during winter break, planting seed at the end of March, and be ready to play on by the end of June.

Member Carlisle asked if the leagues were contemplating using the field before moving. Mrs. Christensen said they would probably use it as a practice field until the league moves there.

Mr. Christensen said the savings in soft costs in Phase 1 were offset by expenses in Phase 2. Design work on Phase 3 is being scaled back at this time to conserve cash. The remaining balance of the BAN funds will be used to make the April COPS payment.

The District still has \$19 M of bonds to issue. The prognosis to be able to issue the bonds is based on assessed valuation. He received information from the City Manager on their projection of assessed valuation showing a slight increase over the next four years. Our maximum bonding capacity is \$30 for each \$100,000. For the next few years we will need to rely on State funding to close the gap on funding modernization because the debt service does not cover the cost.

Mr. Christensen shared the figures for Phase II funding and State funding and the status of the State funds being received by the District. Consultant Eric Hall shared what is currently happening at the State level and projection of funding from the State. At this time the best option for funding expectation is for Rio Seco and Cajon Park and the hardship funds. There is a freeze on State funding at this time and there continues to be pressure for the State to not sell bonds. They do not want to increase the obligation to their general fund. Mr. Hall advised to conserve resources at this time and see what the climate is in January, and again in March. On the State funding list, schools do not seem to be a top priority.

Mr. Christensen said the goal still remains to begin Phase 2 work this summer if funding becomes available.

Member Burns asked when the Board would have the dialogue with Administration about what worked and what didn't as we prepare to begin the next phase. Mr. Christensen said he and Christina Becker have been putting a list together. They welcome feedback from the Board at any time. Member Burns would like to have a time for the Board to discuss and talk about any changes for Phase 2.

Member El-Hajj suggested using Board communication to share suggestions. Member Bartholomew said at this time if a service is needed it would cost money that is not available. Dr. Shaw said he meets monthly with the three Phase 1 principals that just completed their modernization and the principals share what is working and what is not. Christina is included in these meetings.

Member El-Hajj suggested Administration provide the Board with a summary of suggestions that have already been made and if they can be implemented. The Board can review the summary and add anything that they feel should be included on the list.

### **3.1. 2009 California Healthy Kids Survey Results**

Mrs. Baranski reported that as part of grant funding requirement, the District is required to administer the California Healthy Kids Survey. A summary of the results was presented.

Stephanie Pierce shared the results of the 5<sup>th</sup> and 7<sup>th</sup> grade student participation in the California Healthy Kids Survey. She said it is taken by voluntary participation and West Ed indicates a 60% or higher response level provides valid and reliable data.

There was a 49% participation of students taking the survey in 5<sup>th</sup> grade and 62% participation in 7<sup>th</sup> grade. The trend for 5<sup>th</sup> grade showed tobacco use decrease by 1%. There was no increase in drug use and a 9% decrease in students feeling safe at school. The trends for 7<sup>th</sup> grade students showed a 1% increase in smoking, a 5% increase in current use of inhalants or marijuana, a 2% increase in students indicating they were drunk or high on school property. Students feeling harassed at school increased by 7% increase and there was a 2% increase in students who said they had carried a weapon to school. In 7<sup>th</sup> grade there was a 5% decrease in students feeling very safe at school, a 4% decrease in students having a caring relation with a teacher or adult on campus, and an 8% decrease in meaningful participation at school.

Mrs. Pierce shared action steps planned based on the data to help students become more connected to school and to decrease bullying. Vice Principals will be rejuvenating Caring Schools Committees at each school. Administration will implement inquiry based education with community connections and continue with Character Education curriculum at school using Too Good for Drugs in 2-6<sup>th</sup> grades and Project Alert for 7<sup>th</sup> & 8<sup>th</sup> grades. Professional development will be provided on the 40 developmental assets. Co-curricular activities will be investigated to address meaning participation and goals will be addressed in each school's single site plan.

Dr. Shaw said he believes the main focus from this survey should be the students' connectedness to other students and adults at school. Member Burns would like the school specific data shared with the Board and with Principals to share with their staff. Dr. Shaw said the vice principal goals will be caring schools.

Mrs. Baranski said the data is also shared with the Character Ed Committee. Member Burns asked Administration to change the Character Ed Committee meetings to be held in the evening. Mrs. Baranski said she would change the meetings to evenings.

#### **4.1. Adoption of Resolution No. 0910-19 to Reduce Work Hours of Identified Classified Position**

Speaker Cards:

Teresa Edgerton, CSEA president

Ms. Edgerton said she was speaking on behalf of classified staff regarding the reducing a 6 hour position into two 3 hour positions. She believes the District is splitting the position to avoid paying benefits and the job requires 6 hours of work.

Brad Hunt: CSEA Chief Job Steward

Mr. Hunt spoke about Administration splitting a 6 hour position to create 2 new 3 hour positions and said there is still 6 hours of work. Mr. Hunt said CSEA was informed the District has the right to split the position. CSEA has demanded to negotiate and he said the District will not speak with them about it. He asked that classified employees be treated fairly, with dignity and respect, honoring the contract.

Member Ryan asked if the two 3 hour positions would be working with the same students. Ms. Malin said they would be in the same classroom but there is a portion of the day when more staff is needed in the classroom, which would be accomplished with two employees.

Member Carlisle moved to adopt Resolution #0910-19 to reduce the work hours of a Special Education Instructional Assistant II.

**Motion: Carlisle**

**Second: Bartholomew**

**Vote: 4-1 (Burns, no)**

Member Burns stated he voted against this because he cannot support the restructuring of special education until more information is received.

### **G. BOARD POLICIES AND BYLAYS**

#### **1.1. First Reading New BP 1160 Political Processes**

New Board Policy was submitted to the Board of Education for review and discussion. Board members will review the new policy and BP 1160 will return for a second reading and adoption at a future meeting.

#### H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Members Burns and Ryan will attend the City/Board meeting on October 8<sup>th</sup>. Member Burns asked for information on the City's item in order to be prepared to address the item. President El-Hajj asked that refreshments be provided.

Board members scheduled to attend school staff meetings with Executive Council for budget presentations.

Dr. Shaw asked who would be attending the Chamber Awards on October 16<sup>th</sup>. Members Carlisle and Bartholomew will attend. Donna Farquar will be honored as Educator of the Year. Member Ryan said to check to see if Foundation Board members were interested in attending. Board members said to buy seats for those who would be attending.

Dr. Shaw asked which Board members would like to be registered to attend CSBA. The annual conference will be held in San Diego. Members Ryan and Burns will attend. If other Board members decide to attend they should let Linda know to register them.

Member Ryan asked if a Chamber mixer was able to be scheduled with the District as host. The Chamber reported all dates are scheduled. The Board would like to plan a community reception in November. The guest list should include businesses, PTA, Tierra Del Sol, School Site Councils. The time should be from 4:30 to 6:00 p.m.

Member Ryan asked how our schools are doing on H1N1 cases. Dr. Shaw said as far as we know we have not had any information that students have had H1N1. Member Ryan heard a teacher was out for a week and then a student in her class was ill and asked if Dr. Shaw had any information about that. Dr. Shaw said we have not heard of anything up to this point. Member Ryan asked if Administration checked to see why there is no hand sanitizer in the new buildings. Dr. Shaw said the hand sanitizer we were using was damaging the tile in the classrooms when students dripped it. A new hand sanitizer has been ordered and is being delivered to schools right away.

Dr. Shaw shared he spoke with the Edgemoor administrator about the smokers and provided her with the times students go by to and from school. The Administrator seems willing to work to not have people out in groups smoking during those times.

Member Bartholomew said Mr. Christensen's presentation on CIP was excellent. He mentioned that he was concerned when at the Carlton Hills dedication there was a teacher using the new technology equipment to show cartoons. He believed this did not provide a good perception to the community.

#### 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, Director of Human Resources*  
*Employee Organizations: Santee Administrators Association, Santee Teachers Association, and California School Employees Association*
2. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)

The Board entered closed session at 10:05 p.m.

#### J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:30 p.m. No action was reported.

#### K. ADJOURNMENT

The October 9, 2009 regular meeting adjourned at 10:30 p.m.

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Barbara Ryan, Clerk

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Dr. Patrick Shaw, Secretary

Consent Item E.1.2. Adoption of Resolution No. 0910-18 California Public Employees' Retirement System (CalPERS) Resolution for Classified Management Employees

Prepared by Dr. Patrick Shaw  
October 20, 2009

**BACKGROUND:**

State law allows eligible Public Employees' Retirement System (PERS) members to retire and receive two years' additional service credit at the time of retirement provided certain specified requirements are met by both the member and the employer.

In order for an employee to receive the additional service credit provided by Government Code 20904, the Board of Education must certify that implementation of the early retirement incentive results in no net cost to CalPERS, the District, or the County Superintendent of Schools. The Board also must specify a 90- to 180-day retirement window period during which its employees may retire and receive the additional service credit.

Presented for Board adoption is Resolution No. 0910-18, Certificate of Compliance with Section 20904 Government Code with the designated window period of February 1, 2010 and June 30, 2010, offering an early retirement incentive to classified management employees funded from the General Fund.

**RECOMMENDATION:**

Superintendent recommends adoption of Resolution No. 0910-18, Certificate of Compliance with Section 20904 Government Code with the designated window period of February 1, 2010 and June 30, 2010, for classified management employees.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The estimated cost per management retiree will vary between 45% - 50% of final compensation depending upon year of service, age, and final compensation. The anticipated salary savings will range between 10% - 20% of compensation per management retiree and the savings will be averaged with other STRS retirees.

**STUDENT ACHIEVEMENT IMPACT:**

Not applicable.

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

Agenda Item E.1.3.

**SANTEE SCHOOL DISTRICT  
Resolution No. 0910-18**

**Certificate of Compliance  
With Section 20904 Government Code**

**TO THE SUPERINTENDENT OF SCHOOLS  
SAN DIEGO COUNTY OFFICE OF EDUCATION**

In accordance with Section 20904, Government Code, and the contract between San Diego County Schools and Public Employees' Retirement System, the Santee School District hereby certifies that:

1. The best interests of the Santee School District will be served by granting such additional service credit.
2. Its intention at the time it becomes subject to Section 20904 is that the retirement under this section will result in a net savings to the District.

THEREFORE, the Santee School District hereby elects to provide the benefits of Section 20904, Government Code, to the classified management employee(s) who retire within the designated period of February 1, 2010 and June 30, 2010, and requests that the County Superintendent of Schools adopt a resolution.

**SUPERINTENDENT OF THE  
SANTEE SCHOOL DISTRICT**

By: \_\_\_\_\_  
Dr. Patrick Shaw

Date: October 20, 2009

Consent Item E.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
October 20, 2009

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The estimated travel expenses are \$2,274, as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Board Travel Report - October 20, 2009									
Travel Dates		Attendees	Site or Dept	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel
Saturday,	10/24/09	25 Teachers	Districtwide	San Diego Computer Using Educators' Conference	El Cajon	\$0	\$481 (\$19 each)	Site Budgets	The purpose of this conference is to learn ways to integrate technology into the existing curriculum with the intent of improving instruction.
<b>Travel Requests (overnight, out-of-county, and/or air travel) Submitted for Board Approval</b>									
Monday & Friday	08/31/09 & 10/02/09	Hope Baker	Ed Services	HIPPY Corps Site Visit	El Centro, CA	\$0	\$150 \$150	HIPPY Corps HIPPY Corps	These are grant required site visits and orientation.
Thurs-Fri,	10/15/09 - 10/16/09	Kristi Sheen	Project Safe	California School Age Consortium Annual Conference	Torrance, CA	\$0	\$0	Project Safe	The focus of the consortium is to provide training, resources, and information for working with school age children.
Thurs-Thurs	12/03/09 - 12/10/09	Lisa McColl	Rio Seco	NSDC Academy and Annual Conference	St. Louis, MO	\$0	\$1,493	School/Library Improvement	This is the 3rd year of a 3-year commitment of Ms. McColl's participation in the NSDC leadership academy. The purpose and focus of the academy is professional development in the leadership capacity for school site administrators.



Consent Item E.2.2. Approval/Ratification of Expenditure Warrants  
 Prepared by Karl Christensen  
 October 20, 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 September 2009:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-676317 TO 12-687160	\$513,033.43
09 00	NA	\$0.00
12 06	NA	\$0.00
13 00	12-676341 TO 12-686182	\$44,189.88
14 00	NA	\$0.00
21 09	NA	\$0.00
21 39	12-679651 TO 12-687166	\$1,744,182.32
25 18	12-675355 TO 12-682737	\$24,537.72
25 38	12-676365	\$11,533.66
30 00	12-676366 TO 12-682738	\$672.31
		<b>\$2,338,149.32</b>

Student Body Warrants issued for the period of September 2009: **\$1,260.39**

Payroll Warrant #'s beginning 10-750602 through 10-751290 and 10-777405 through 10-777493:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$2,563,284.67
06 00	\$1,047,035.67
12 06	\$18,992.33
13 00	\$59,996.09
25-18	\$0.00
63 00	\$161,581.28
<b>\$3,850,890.04</b>	

**RECOMMENDATION:**

Administration recommends that the Board approve the expenditure warrants for the month of August 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 \$6,190,299.75 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

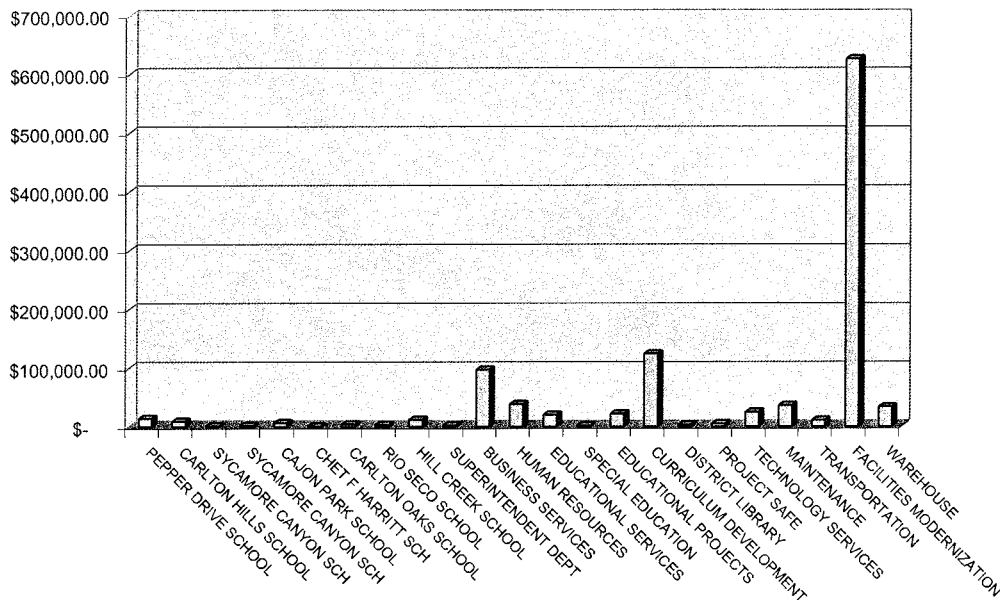
This is a fiscal item. All fiscal resources impact student achievement.

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

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification, however, during the month of September 2009, there were no such purchase order increases.

**PURCHASE ORDER REPORT  
 SEPTEMBER 2009**



**RECOMMENDATION:**

Administration recommends approval of purchase orders #090298 through #090558 issued September 1, 2009 through September 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 \$1,251,880.98 is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.3.
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**LOCATION LIST 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 9/01/09 THROUGH 9/30/09**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
090252	8/24/2009	03-00	SCHOOL HEALTH CORPORATION HEALTH OFFICE SUPPLIES	010	ORIGINAL AMOUNT OF PO OVER 10%	\$207.65 \$21.70
					NEW TOTAL	\$229.35
090270	8/27/2009	03-00	MAINTEX FINGERPRINTING	074	ORIGINAL AMOUNT OF PO OVER 10%	\$1,018.38 \$286.38
					NEW TOTAL	\$1,304.76
090274	8/27/2009	03-00	SPIRAL BINDING SUPPLIES	078	ORIGINAL AMOUNT OF PO OVER 10%	\$126.52 \$21.85
					NEW TOTAL	\$148.37

**PURCHASE ORDER BOARD REPORT - SEPTEMBER 2009  
BY SITE**

090425	9/17/2009	3	DELL MARKETING L.P.	COMPUTERS	\$	13,966.00	002	PEPPER DRIVE SCHOOL	
090331	9/4/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	150.59	002	PEPPER DRIVE SCHOOL	
					<b>TOTAL \$</b>	<b>14,116.59</b>		<b>PEPPER DRIVE SCHOOL</b>	
090539	9/30/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	577.52	003	CARLTON HILLS SCHOOL	
090433	9/18/2009	3	CHRISTIAN YOUTH THEATER	ADMISSIONS	\$	473.00	003	CARLTON HILLS SCHOOL	
090432	9/18/2009	3	CHRISTIAN YOUTH THEATER	ADMISSIONS	\$	455.00	003	CARLTON HILLS SCHOOL	
090417	9/16/2009	6	EDUCATIONAL RESOURCES INC	SOFTWARE LICENSES	\$	134.10	003	CARLTON HILLS SCHOOL	
090416	9/16/2009	6	TECH4LEARNING	TECHNOLOGY SOFTWARE	\$	50.25	003	CARLTON HILLS SCHOOL	
090415	9/16/2009	6	DELL MARKETING L.P.	COMPUTER	\$	813.56	003	CARLTON HILLS SCHOOL	
090414	9/16/2009	6	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	\$	2,286.26	003	CARLTON HILLS SCHOOL	
090368	9/11/2009	3	COR-O-VAN MOVING & STORAGE CO.	FITNESS CLUB MOVE - CH	\$	611.00	003	CARLTON HILLS SCHOOL	
090339	9/9/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	921.59	003	CARLTON HILLS SCHOOL	
090330	9/4/2009	6	ANSMAR PUBLISHERS INC	CLASSROOM MATERIALS	\$	482.13	003	CARLTON HILLS SCHOOL	
090316	9/4/2009	6	EDUCATORS PUBLISHING SERVICE	CLASSROOM MATERIALS	\$	1,168.44	003	CARLTON HILLS SCHOOL	
090315	9/4/2009	6	ANSMAR PUBLISHERS INC	CLASSROOM MATERIALS	\$	1,163.75	003	CARLTON HILLS SCHOOL	
					<b>TOTAL \$</b>	<b>9,136.60</b>		<b>CARLTON HILLS SCHOOL</b>	
090418	9/16/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	958.22	004	SYCAMORE CANYON SCH	
					<b>TOTAL \$</b>	<b>958.22</b>		<b>SYCAMORE CANYON SCH</b>	
40	090544	9/30/2009	6	TROXELL COMMUNICATIONS INC	PROJECTOR	\$	619.04	005	PROSPECT AVENUE SCH
	090523	9/28/2009	6	ESGI	LICENSES	\$	250.00	005	PROSPECT AVENUE SCH
	090469	9/25/2009	3	HARCOURT OUTLINES INC	STUDENT MERCHANDISE - PA	\$	119.94	005	PROSPECT AVENUE SCH
	090434	9/18/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	230.12	005	PROSPECT AVENUE SCH
	090413	9/16/2009	3	CHRISTIAN YOUTH THEATER	ADMISSIONS	\$	575.00	005	PROSPECT AVENUE SCH
					<b>TOTAL \$</b>	<b>1,794.10</b>		<b>SYCAMORE CANYON SCH</b>	
	090542	9/30/2009	3	USS MIDWAY MUSEUM	ADMISSIONS	\$	735.00	006	PROSPECT AVENUE SCH
	090541	9/30/2009	3	COLONIAL CHESTERFIELD AT	ADMISSIONS	\$	980.00	006	CAJON PARK SCHOOL
	090540	9/30/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	370.16	006	CAJON PARK SCHOOL
	090538	9/30/2009	3	REUBEN H FLEET SPACE THEATER	ADMISSIONS	\$	600.00	006	CAJON PARK SCHOOL
	090537	9/30/2009	3	OMA'S PUMPKIN PATCH	ADMISSIONS	\$	600.00	006	CAJON PARK SCHOOL
	090419	9/16/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	134.85	006	CAJON PARK SCHOOL
	090329	9/4/2009	3	DELL MARKETING L.P.	COMPUTER	\$	3,045.52	006	CAJON PARK SCHOOL
	090314	9/4/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	27.57	006	CAJON PARK SCHOOL
					<b>TOTAL \$</b>	<b>6,493.10</b>		<b>CAJON PARK SCHOOL</b>	
	090366	9/11/2009	3	NATIONAL GEOGRAPHIC BEE	REGISTRATION FEES	\$	70.00	007	CHET F HARRITT SCH
	090364	9/11/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	207.50	007	CHET F HARRITT SCH
	090322	9/4/2009	3	SCHOLASTIC CLASSROOM MAGAZINES	CLASSROOM MATERIALS	\$	87.78	007	CHET F HARRITT SCH
	090307	9/2/2009	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	40.00	007	CHET F HARRITT SCH
					<b>TOTAL \$</b>	<b>405.28</b>		<b>CHET F HARRITT SCH</b>	
	090470	9/25/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	954.37	008	CARLTON OAKS SCHOOL

090462	9/22/2009	3	J E ALLTON LLC	HEALTH OFFICE SUPPLIES	\$	355.54	008	CARLTON OAKS SCHOOL
090400	9/15/2009	3	VIRCO MANUFACTURING CORP	STUDENT CHAIRS	\$	353.05	008	CARLTON OAKS SCHOOL
090338	9/9/2009	3	VIRCO MANUFACTURING CORP	STUDENT CHAIRS	\$	1,610.77	008	CARLTON OAKS SCHOOL
090317	9/4/2009	3	CPM EDUCATIONAL PROGRAM	CLASSROOM MATERIALS	\$	808.25	008	CARLTON OAKS SCHOOL
					<b>TOTAL \$</b>	<b>4,081.98</b>		<b>CARLTON OAKS SCHOOL</b>
090543	9/30/2009	3	VICTORIA GARDENS	ADMISSIONS	\$	880.00	009	RIO SECO SCHOOL
090521	9/28/2009	3	AVID REGION 9	PROFESSIONAL DEV. FEE - 09/10	\$	300.00	009	RIO SECO SCHOOL
090471	9/25/2009	3	ZOOLOGICAL SOCIETY OF	ADMISSIONS	\$	600.00	009	RIO SECO SCHOOL
090431	9/18/2009	3	DELL MARKETING L.P.	LASER PRINTER	\$	233.43	009	RIO SECO SCHOOL
090421	9/17/2009	3	DELL MARKETING L.P.	COMPUTER	\$	917.72	009	RIO SECO SCHOOL
090420	9/17/2009	3	EDUCATIONAL RESOURCES INC	SOFTWARE LICENSES	\$	136.34	009	RIO SECO SCHOOL
090306	9/1/2009	3	CDW GOVERNMENT INC	COMPUTER EQUIPMENT	\$	2,301.15		
					<b>TOTAL \$</b>	<b>5,368.64</b>		<b>RIO SECO SCHOOL</b>
090549	9/30/2009	3	DELL MARKETING L.P.	COMPUTER	\$	811.33	010	HILL CREEK SCHOOL
090548	9/30/2009	3	CDW GOVERNMENT INC	COMPUTERS	\$	8,760.16	010	HILL CREEK SCHOOL
090547	9/30/2009	3	EDUCATIONAL RESOURCES INC	SOFTWARE LICENSES	\$	402.30	010	HILL CREEK SCHOOL
090474	9/25/2009	3	WEEKLY READER CORPORATION	SUBSCRIPTIONS	\$	153.65	010	HILL CREEK SCHOOL
090473	9/25/2009	3	MAINTEX INC	CUSTODIAL SUPPLIEA	\$	949.97	010	HILL CREEK SCHOOL
090452	9/21/2009	3	AMERICAN LEGACY PUBLISHING INC	SUBSCRIPTIONS	\$	96.25	010	HILL CREEK SCHOOL
090435	9/18/2009	3	TIME FOR KIDS	SUBSCRIPTIONS	\$	154.70	010	HILL CREEK SCHOOL
090369	9/11/2009	3	TROXELL COMMUNICATIONS INC	REPLACEMENT LAMPS	\$	614.13	010	HILL CREEK SCHOOL
					<b>TOTAL \$</b>	<b>11,942.49</b>		<b>HILL CREEK SCHOOL</b>
090492	9/25/2009	3	BUCK INSTITUTE FOR EDUCATION	REGISTRATION FEES	\$	2,000.00	062	SUPERINTENDENT DEPT
090454	9/21/2009	3	CHEAPOS PRINTING	POSTER	\$	26.10	062	SUPERINTENDENT DEPT
090370	9/14/2009	3	ASCA REGION 18 SUPERINTENDENTS	ACSA ANNUAL DUES 09/10	\$	150.00	062	SUPERINTENDENT DEPT
					<b>TOTAL \$</b>	<b>2,176.10</b>		<b>SUPERINTENDENT DEPT</b>
090527	9/29/2009	3	PRAIRIE SCHWARTZ HEIDEL	LEGAL SERVICES 09/10	\$	6,000.00	064	BUSINESS SERVICES
090526	9/29/2009	3	SCHOOL INNOVATIONS & ADVOCACY	MANDATED CLAIM PREP SVCS	\$	11,000.00	064	BUSINESS SERVICES
090525	9/29/2009	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY SVC	\$	125.00	064	BUSINESS SERVICES
090524	9/29/2009	21 8	CALIFORNIA DEPARTMENT OF	REVIEW OF PLAN FEES-CH/RS 10'S	\$	7,000.00	064	BUSINESS SERVICES
090407	9/15/2009	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVE PAYOUTS	\$	13,935.24	064	BUSINESS SERVICES
090403	9/15/2009	63	OFFICEMAX CONTRACT INC	SUPPLIES	\$	353.65	064	BUSINESS SERVICES
090402	9/15/2009	3 6	OFFICEMAX CONTRACT INC	SUPPLIES	\$	6,913.90	064	BUSINESS SERVICES
090387	9/14/2009	3	STUTZ, ARTIANO, SHINOFF &	LEGAL SERVICES - SPRA 2009	\$	236.93	064	BUSINESS SERVICES
090386	9/14/2009	3	SHRED SAN DIEGO LLC	SHREDDING SERVICES	\$	581.00	064	BUSINESS SERVICES
090385	9/14/2009	3	CASBO PROFESSIONAL DEVELOPMENT	MEMBERSHIP DUES 09/10	\$	481.00	064	BUSINESS SERVICES
090384	9/14/2009	25 18	MARKS GOLIA & FINCH, LLP	LEGAL SERVICES - SOLAR 09/10	\$	927.50	064	BUSINESS SERVICES
090383	9/14/2009	3	MARKS GOLIA & FINCH, LLP	LEGAL SERVICES - SWAP 09/10	\$	31,102.56	064	BUSINESS SERVICES
090332	9/4/2009	3 6	CANON BUSINESS SOLUTIONS INC	CANON COPIERS - ERC & CH	\$	17,400.00	064	BUSINESS SERVICES
090324	9/4/2009	3	XEROX CORPORATION	XEROX LEASE - ERC	\$	767.18	064	BUSINESS SERVICES
					<b>TOTAL \$</b>	<b>96,823.96</b>		<b>BUSINESS SERVICES</b>
090404	9/15/2009	6	MICHELE ROSE	REIMBURSEMENT FOR DELTA CARE	\$	45.34	065	HUMAN RESOURCES
090378	9/14/2009	3	BB&T INS. SVCS OF CALIF. INC.	GUIDEBOOKS PRINTING COSTS	\$	8,000.00	065	HUMAN RESOURCES



090377	9/14/2009	3	DELTACARE PMI	COBRA DENTAL PAYMENTS	\$	25.29	065	HUMAN RESOURCES
090376	9/14/2009	3	DELTACARE PMI	COBRA DENTAL PAYMENTS	\$	738.96	065	HUMAN RESOURCES
090375	9/14/2009	3	SCSEBA	COBRA MEDICAL PAYMENTS	\$	3,917.40	065	HUMAN RESOURCES
090374	9/14/2009	3	SCSEBA	COBRA MEDICAL PAYMENTS	\$	4,700.88	065	HUMAN RESOURCES
090373	9/14/2009	3	SCSEBA	COBRA MEDICAL PAYMENTS	\$	9,304.08	065	HUMAN RESOURCES
090372	9/14/2009	3	SCSEBA	COBRA MEDICAL PAYMENTS	\$	391.74	065	HUMAN RESOURCES
090371	9/14/2009	3	SCSEBA	COBRA MEDICAL PAYMENTS	\$	10,259.22	065	HUMAN RESOURCES
090328	9/4/2009	6	MICHELE ROSE	EMPLOYEE REIMBURSEMENT	\$	459.37	065	HUMAN RESOURCES
					<b>TOTAL \$</b>	<b>37,842.28</b>		<b>HUMAN RESOURCES</b>
090476	9/25/2009	6	EDUCATIONAL RESOURCES INC	MOCROSOFT LICENSES	\$	363.57	066	EDUCATIONAL SERVICES
090475	9/25/2009	6	DELL MARKETING L.P.	COMPUTERS	\$	5,805.89	066	EDUCATIONAL SERVICES
090472	9/25/2009	3	6 SCHOOL WEB LOCKERS	SOFTWARE AGREEMENT - 09/10	\$	4,415.00	066	EDUCATIONAL SERVICES
090389	9/14/2009	3	6 DELL MARKETING L.P.	COMPUTERS	\$	7,541.19	066	EDUCATIONAL SERVICES
090388	9/14/2009	3	6 EDUCATIONAL RESOURCES INC	SOFTWARE LICENSES	\$	499.91	066	EDUCATIONAL SERVICES
090356	9/10/2009	6	EDUCATIONAL DATA SYSTEMS INC	CLASSROOM MATERIALS	\$	516.88	069	EDUCATIONAL SERVICES
090336	9/8/2009	3	EDUCATIONAL DATA SYSTEMS INC	2009 PHYSICAL FITNESS REPORTS	\$	769.60	069	EDUCATIONAL SERVICES
					<b>TOTAL \$</b>	<b>19,912.04</b>		<b>EDUCATIONAL SERVICES</b>
090520	9/28/2009	6	KONICA MINOLTA BUSINESS	COPIER SERVICE 09/10	\$	718.00	067	SPECIAL EDUCATION
090429	9/18/2009	6	SANDCASE	REGISTRATION FEES	\$	105.00	067	SPECIAL EDUCATION
090309	9/2/2009	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	70.00	067	SPECIAL EDUCATION
090308	9/2/2009	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	500.00	067	SPECIAL EDUCATION
					<b>TOTAL \$</b>	<b>1,393.00</b>		<b>SPECIAL EDUCATION</b>
090558	9/30/2009	3	EDUCATIONAL TESTING SERVICES	STUDENT TESTING	\$	1,423.92	068	EDUCATIONAL PROJECTS
090445	9/18/2009	3	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090444	9/18/2009	3	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090443	9/18/2009	6	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090442	9/18/2009	6	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090441	9/18/2009	3	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090440	9/18/2009	6	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090439	9/18/2009	3	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090438	9/18/2009	6	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.55	068	EDUCATIONAL PROJECTS
090437	9/18/2009	3	FOLLETT SOFTWARE COMPANY	ON-LINE SUBSCRIPTIONS 09/10	\$	274.15	068	EDUCATIONAL PROJECTS
090436	9/18/2009	6	RENAISSANCE LEARNING INC	ENGLISH IN A FLASH - ALL SITES	\$	719.91	068	EDUCATIONAL PROJECTS
090406	9/15/2009	3	SCHOLASTIC CLASSROOM MAGAZINES	CLASSROOM MATERIALS	\$	166.56	068	EDUCATIONAL PROJECTS
090398	9/15/2009	3	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	906.98	068	EDUCATIONAL PROJECTS
090397	9/15/2009	3	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	2,609.57	068	EDUCATIONAL PROJECTS
090396	9/15/2009	6	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	2,390.58	068	EDUCATIONAL PROJECTS
090395	9/15/2009	6	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	2,768.40	068	EDUCATIONAL PROJECTS
090394	9/15/2009	3	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	883.95	068	EDUCATIONAL PROJECTS
090393	9/15/2009	6	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	1,964.71	068	EDUCATIONAL PROJECTS
090392	9/15/2009	3	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	932.14	068	EDUCATIONAL PROJECTS
090391	9/15/2009	6	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	2,367.44	068	EDUCATIONAL PROJECTS
090390	9/15/2009	3	RENAISSANCE LEARNING INC	INSTRUCTIONAL MATERIALS	\$	2,075.77	068	EDUCATIONAL PROJECTS

					<b>TOTAL \$</b>	<b>21,680.48</b>	<b>EDUCATIONAL PROJECTS</b>
090536	9/29/2009	3	EAST COUNTY FAMILY YMCA	HILL CREEK SWIM	\$	2,804.00	070 CURRICULUM DEVELOPMENT
090496	9/25/2009	6	CITY OF SANTEE	PROJECT PEACE CONTRACT	\$	10,875.00	070 CURRICULUM DEVELOPMENT
090495	9/25/2009	6	ASELTINE SCHOOL	NON-PUBLIC SCHOOL 09/10	\$	36,115.80	070 CURRICULUM DEVELOPMENT
090494	9/25/2009	6	SPRINGALL ACADEMY	NON-PUBLIC SCHOOLS 09/10	\$	31,910.40	070 CURRICULUM DEVELOPMENT
090493	9/25/2009	6	COMMUNITIES AGAINST SUBSTANCE	SUBSTANCE ABUSE TRAINING	\$	21,000.00	070 CURRICULUM DEVELOPMENT
090465	9/23/2009	6	C.L.U.E.	CURRICULUM TRAINING	\$	4,000.00	070 CURRICULUM DEVELOPMENT
090455	9/21/2009	6	CAMFEL PRODUCTIONS INC	PRESENTATION - PD & CH	\$	940.00	070 CURRICULUM DEVELOPMENT
090451	9/21/2009	6	CASC	MEMBERSHIP DUES	\$	85.00	070 CURRICULUM DEVELOPMENT
090450	9/21/2009	6	NASW	MEMBERSHIP DUES	\$	220.00	070 CURRICULUM DEVELOPMENT
090448	9/18/2009	6	NEW MANAGEMENT	OFFICE SUPPLIES	\$	37.45	070 CURRICULUM DEVELOPMENT
090447	9/18/2009	6	FILM CLIPS SPIRIT OF AMERICA	CLASSROOM MATERIALS	\$	172.11	070 CURRICULUM DEVELOPMENT
090446	9/18/2009	6	VISTA COMMUNITY CLINIC	SAFETY ASSEMBLY - PD	\$	250.00	070 CURRICULUM DEVELOPMENT
090430	9/18/2009	6	MENDEZ FOUNDATION	CURRICULUM MATERIALS	\$	2,731.25	070 CURRICULUM DEVELOPMENT
090424	9/17/2009	6	MENDEZ FOUNDATION	CURRICULUM MATERIALS	\$	9,084.38	070 CURRICULUM DEVELOPMENT
090423	9/17/2009	6	SAN DIEGO YOUTH & COMMUNITY	GROUP PROGRAMS	\$	3,911.52	070 CURRICULUM DEVELOPMENT
090410	9/15/2009	6	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	30.00	070 CURRICULUM DEVELOPMENT
090409	9/15/2009	6	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	25.00	070 CURRICULUM DEVELOPMENT
090408	9/15/2009	6	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	35.00	070 CURRICULUM DEVELOPMENT
					<b>TOTAL \$</b>	<b>124,226.91</b>	<b>CURRICULUM DEVELOPMENT</b>
090546	9/30/2009	3	MCGRAW-HILL SCHOOL PUBLISHING	PHONICS SKILLS WORKBOOK	\$	50.49	071 DISTRICT LIBRARY
090545	9/30/2009	3	HOUGHTON MIFFLIN COMPANY	LANGUAGE ARTS MATERIALS	\$	2,325.89	071 DISTRICT LIBRARY
					<b>TOTAL \$</b>	<b>2,376.38</b>	<b>DISTRICT LIBRARY</b>
090519	9/28/2009	63	DELL MARKETING L.P.	COMPUTER & EQUIPMENT-PROJ SAFE	\$	4,641.59	072 PROJECT SAFE
					<b>TOTAL \$</b>	<b>4,641.59</b>	<b>PROJECT SAFE</b>
090491	9/25/2009	6	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	\$	1,644.25	073 TECHNOLOGY SERVICES
090453	9/21/2009	21	8 DELL MARKETING L.P.	COMPUTER EQUIPMENT	\$	2,631.24	073 TECHNOLOGY SERVICES
090449	9/21/2009	3	GTC SYSTEMS INC	SOFTWARE LICENSES	\$	7,615.82	073 TECHNOLOGY SERVICES
090422	9/17/2009	3	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	10.00	073 TECHNOLOGY SERVICES
090379	9/14/2009	6	SEHI/PROCOMP COMPUTER PRODUCTS	TECH. UPGRADE: PROJ SAFE GRANT	\$	12,293.10	073 TECHNOLOGY SERVICES
090327	9/4/2009	3	DESI TELEPHONE LABELS INC	TELEPHONE LABELS	\$	62.00	073 TECHNOLOGY SERVICES
090326	9/4/2009	3	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	148.90	073 TECHNOLOGY SERVICES
					<b>TOTAL \$</b>	<b>24,405.31</b>	<b>TECHNOLOGY SERVICES</b>
090550	9/30/2009	6	TURF MAKER	GROUNDS SUPPLIES - STOCK	\$	637.93	075 MAINTENANCE
090535	9/29/2009	6	US AIR CONDITIONING	HVAC SUPPLIES - M&O STOCK	\$	174.67	075 MAINTENANCE
090534	9/29/2009	6	US AIR CONDITIONING	HVAC SUPPLIES - PA	\$	117.00	075 MAINTENANCE
090533	9/29/2009	6	US AIR CONDITIONING	HVAC SUPPLIES - CP ON-SITE	\$	395.15	075 MAINTENANCE
090532	9/29/2009	6	US AIR CONDITIONING	HVAC SUPPLIES - RS PROJ SAFE	\$	457.66	075 MAINTENANCE
090531	9/29/2009	6	TEAL PIPE & SUPPLY INC	HVAC SUPPLIES - CP ON-SITE	\$	478.54	075 MAINTENANCE
090530	9/29/2009	6	TRANE U.S. INC.	HVAC SERVICES - CFH	\$	988.00	075 MAINTENANCE
090529	9/29/2009	6	TRANE U.S. INC.	HVAC SERVICE - CFH	\$	389.00	075 MAINTENANCE
090528	9/29/2009	3	SIMPLEXGRINNELL	ANNUAL FIRE EXTINGUISHER INSP	\$	4,108.73	075 MAINTENANCE
090518	9/28/2009	21	8 MEACOR SIGNS	SIGNS - SC	\$	2,176.14	075 MAINTENANCE

090517	9/28/2009	6	JOHNSTONE SUPPLY	HVAC SUPPLIES - STOCK	\$	55.15	075	MAINTENANCE
090516	9/28/2009	6	JOHNSTONE SUPPLY	HVAC CONTR. SVCS - HC	\$	194.48	075	MAINTENANCE
090515	9/28/2009	6	JOHNSTONE SUPPLY	HVAC SUPPLIES - PA	\$	23.05	075	MAINTENANCE
090514	9/28/2009	6	SHIFFLER EQUIPMENT SALES INC	MAINT. SUPPLIES - ALL SITES	\$	156.06	075	MAINTENANCE
090513	9/28/2009	6	ROTO-ROOTER	CONTR. PLUMBING SVCS - CP	\$	1,214.03	075	MAINTENANCE
090512	9/28/2009	6	REFRIGERATION SUPPLIES	HVAC SUPPLIES - CFH	\$	293.63	075	MAINTENANCE
090511	9/28/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES-NEW ADDT'NS	\$	3,365.40	075	MAINTENANCE
090510	9/28/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES - ALL SITES	\$	3,438.38	075	MAINTENANCE
090509	9/28/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES - ALL SITES	\$	1,151.09	075	MAINTENANCE
090508	9/28/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES - ALL SITES	\$	227.32	075	MAINTENANCE
090507	9/28/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	54.57	075	MAINTENANCE
090506	9/28/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	120.71	075	MAINTENANCE
090505	9/28/2009	21	8 STANDARD ELECTRONICS	MODERNIZATION REPAIRS - CH	\$	85.00	075	MAINTENANCE
090504	9/28/2009	21	8 STANDARD ELECTRONICS	MODERNIZATION REPAIRS - CH	\$	85.00	075	MAINTENANCE
090503	9/28/2009	6	SUNBELT RENTALS	GROUNDS AGREEMENTS - ALL SITES	\$	1,393.88	075	MAINTENANCE
090490	9/25/2009	6	SANTEE WELDING	HVAC CONTRACT SVCS - PA	\$	265.00	075	MAINTENANCE
090489	9/25/2009	6	GEMPLER'S	SAFETY SUPPLIES - GROUNDS	\$	1,026.99	075	MAINTENANCE
090488	9/25/2009	6	GRAVEL 'N GRIT INC	SAFETY SUPPLIES - GROUNDS	\$	2,351.16	075	MAINTENANCE
090487	9/25/2009	13	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - RS KITCHEN	\$	388.47	075	MAINTENANCE
090486	9/25/2009	13	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES-RS, CO KITCH	\$	885.68	075	MAINTENANCE
090485	9/25/2009	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - ERC	\$	198.16	075	MAINTENANCE
090484	9/25/2009	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - ERC	\$	717.18	075	MAINTENANCE
090483	9/25/2009	6	EWING IRRIGATION PRODUCTS	IRRIGATION SUPPLIES - STOCK	\$	2,180.95	075	MAINTENANCE
090482	9/25/2009	6	DECKER INC	LOCK SUPPLIES - CO	\$	282.45	075	MAINTENANCE
090481	9/25/2009	6	DUNN EDWARDS CORPORATION	PAINT SUPPLIES - CP ON-SITE	\$	510.33	075	MAINTENANCE
090480	9/25/2009	6	DUNN EDWARDS CORPORATION	PAINT SUPPLIES - STOCK	\$	319.48	075	MAINTENANCE
090479	9/25/2009	6	CHEMSEARCH	HVAC SUPPLIES - PA, HC, CFH	\$	1,658.99	075	MAINTENANCE
090478	9/25/2009	6	CALIFORNIA ELECTRIC SUPPLY	ELECTRICAL SUPPLIES - HC	\$	709.31	075	MAINTENANCE
090477	9/25/2009	6	ARI ALLIED REFRIGERATION INC	HVAC SUPPLIES - PA	\$	478.48	075	MAINTENANCE
090468	9/25/2009	6	AIRE FILTER PRODUCTS CA	AIR FILTERS - CPJH	\$	196.66	075	MAINTENANCE
090467	9/25/2009	6	AIRE FILTER PRODUCTS CA	AIR FILTERS - CO	\$	300.67	075	MAINTENANCE
090466	9/25/2009	6	AIRE FILTER PRODUCTS CA	AIR FILTERS - PD	\$	508.30	075	MAINTENANCE
090461	9/22/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	377.17	075	MAINTENANCE
090460	9/22/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	298.13	075	MAINTENANCE
090459	9/22/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	196.17	075	MAINTENANCE
090458	9/22/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	383.16	075	MAINTENANCE
090457	9/22/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	27.99	075	MAINTENANCE
090456	9/22/2009	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	30.63	075	MAINTENANCE
090303	9/1/2009	3	WHOLESALE JOE THE VACUUM KING	EQUIPMENT REPAIRS	\$	96.36	075	MAINTENANCE
				<b>TOTAL \$</b>		<b>36,168.44</b>		<b>MAINTENANCE</b>
090355	9/9/2009	6	INTERSTATE BATTERY OF	BUS REPAIRS & MAINTENANCE	\$	360.70	076	TRANSPORTATION
090354	9/9/2009	6	SIMPLEXGRINNELL	FIRE EXTINGUISHER YRLY SERVICE	\$	457.50	076	TRANSPORTATION
090353	9/9/2009	6	THE HOSE PROS	BUS REPAIRS & MAINTENANCE	\$	257.33	076	TRANSPORTATION

090352	9/9/2009	6	FRAME & AXLE SERVICE OF	BUS REPAIRS & MAINTENANCE	\$	2,037.23	076	TRANSPORTATION
090351	9/9/2009	6	UNITY SCHOOL BUS PARTS	BUS REPAIRS & MAINTENANCE	\$	182.34	076	TRANSPORTATION
090350	9/9/2009	6	ZEP MANUFACTURING COMPANY	BUS REPAIRS & MAINTENANCE	\$	258.92	076	TRANSPORTATION
090349	9/9/2009	6	CAJON VALLEY UNION SCHOOL	OUTSIDE BUS TRANSPORTATION SVC	\$	252.08	076	TRANSPORTATION
090348	9/9/2009	6	DREW FORD	BUS REPAIRS & MAINTENANCE	\$	592.77	076	TRANSPORTATION
090347	9/9/2009	6	HORSEMAN AUTOMOTIVE	BUS REPAIRS & MAINTENANCE	\$	661.74	076	TRANSPORTATION
090346	9/9/2009	6	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE	\$	194.17	076	TRANSPORTATION
090345	9/9/2009	6	BOB BAKER CHEVROLET	BUS REPAIRS & MAINTENANCE	\$	896.00	076	TRANSPORTATION
090344	9/9/2009	6	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$	624.84	076	TRANSPORTATION
090343	9/9/2009	6	EAST COUNTY TRANSMISSIONS	TRUCK REPAIRS	\$	2,989.92	076	TRANSPORTATION
090342	9/9/2009	6	MAGNOLIA TEST ONLY STATION	BUS REPAIRS & MAINTENANCE	\$	605.00	076	TRANSPORTATION
090341	9/9/2009	6	RELIABLE TIRE INC	BUS REPAIRS & MAINTENANCE	\$	129.00	076	TRANSPORTATION
090340	9/9/2009	6	EW TRUCK & EQUIPMENT CO INC	BUS REPAIRS & MAINTENANCE	\$	238.14	076	TRANSPORTATION
					<b>TOTAL \$</b>	<b>10,737.68</b>		<b>TRANSPORTATION</b>
090522	9/28/2009	21	8 INSTITUTIONAL CABINET &	GATES - RS, CO, SC	\$	1,545.00	077	FACILITIES MODERNIZATION
090502	9/25/2009	21	8 NINYO & MOORE	GEO-TECH OBSERV-PH I MODS	\$	32,130.50	077	FACILITIES MODERNIZATION
090501	9/25/2009	21	8 NINYO & MOORE	GEO-TECHNICAL OBSERV. - 10'S	\$	24,085.50	077	FACILITIES MODERNIZATION
090500	9/25/2009	21	8 NINYO & MOORE	SPEC INSP & MAT. TEST-PH 1 MOD	\$	24,094.56	077	FACILITIES MODERNIZATION
090499	9/25/2009	21	8 NINYO & MOORE	MATERIALS TESTING: ADDN'S PH 1	\$	18,077.20	077	FACILITIES MODERNIZATION
090498	9/25/2009	21	8 NINYO & MOORE	MATERIALS TESTING - PHASE II	\$	48,300.00	077	FACILITIES MODERNIZATION
090497	9/25/2009	21	8 DUDEK	CEQA FOR CFH BALL FIELDS	\$	16,339.72	077	FACILITIES MODERNIZATION
090428	9/18/2009	3	C.A.S.H.	REGISTRATION FEES	\$	345.00	077	FACILITIES MODERNIZATION
090427	9/17/2009	21	8 ENTERPRISE RESALE SOLUTIONS	PHONES FOR NEW ADDITIONS	\$	3,654.00	077	FACILITIES MODERNIZATION
090426	9/17/2009	21	8 DELL MARKETING L.P.	COMPUTERS	\$	125,694.00	077	FACILITIES MODERNIZATION
090401	9/15/2009	25	18 DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - PD	\$	1,080.00	077	FACILITIES MODERNIZATION
090399	9/15/2009	21	8 LIGHTFOOT PLANNING GROUP	ATHLETIC DESIGN - CFH & RS	\$	65,633.28	077	FACILITIES MODERNIZATION
090367	9/11/2009	21	8 UNITED SITE SERVICES OF CA INC	MOD TEMPORARY FENCING - CFH	\$	435.40	077	FACILITIES MODERNIZATION
090363	9/11/2009	25	18 WASTE MANAGEMENT OF EL CAJON -	EXTRA WASTE P/U FOR MODS	\$	1,368.45	077	FACILITIES MODERNIZATION
090333	9/4/2009	6	NORTH STATE ENVIRONMENTAL	HAZARDOUS WASTE DISPOSAL	\$	1,555.42	077	FACILITIES MODERNIZATION
090325	9/4/2009	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	95.00	077	FACILITIES MODERNIZATION
090323	9/4/2009	21	8 BARNHART INC.	MOD. INCURRED COSTS - HC	\$	234,531.00	077	FACILITIES MODERNIZATION
090321	9/4/2009	21	8 CULVER-NEWLIN, INC.	LIBRARY F&E - MODERNIZATION	\$	815.63	077	FACILITIES MODERNIZATION
090320	9/4/2009	21	8 GEORGE MERCER ASSOCIATES, INC.	SPLIT IRRIGATION DESIGN FEES	\$	23,496.00	077	FACILITIES MODERNIZATION
090319	9/4/2009	21	8 WESTERN ENVIRONMENTAL & SAFETY	MOD ASBESTOS SAMPLING - PA	\$	275.00	077	FACILITIES MODERNIZATION
090318	9/4/2009	21	8 WESTERN ENVIRONMENTAL & SAFETY	AHERA 3-YR REQ'D INSPECTIONS	\$	2,425.00	077	FACILITIES MODERNIZATION
					<b>TOTAL \$</b>	<b>625,975.66</b>		<b>FACILITIES MODERNIZATION</b>
090557	9/30/2009	3	A-DISCOUNT VACUUM	STORES SUPPLIES	\$	721.01	078	WAREHOUSE
090556	9/30/2009	3	MAINTEX INC	STORES SUPPLIES	\$	288.93	078	WAREHOUSE
090555	9/30/2009	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	1,121.48	078	WAREHOUSE
090554	9/30/2009	3	SPORT SUPPLY GROUP INC	STORES SUPPLIES	\$	197.38	078	WAREHOUSE
090553	9/30/2009	3	PIONEER STATIONERS INC	SSTORES SUPPLIES	\$	117.89	078	WAREHOUSE
090552	9/30/2009	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	1,774.89	078	WAREHOUSE
090551	9/30/2009	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	468.63	078	WAREHOUSE

090464	9/23/2009	3	SAN DIEGO POSTAL & SHIPPING EQ	SUPPLIES	\$	234.02	078	WAREHOUSE
090463	9/22/2009	3	MAINTEX INC	STORES SUPPLIES	\$	1,518.06	078	WAREHOUSE
090412	9/15/2009	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	753.25	078	WAREHOUSE
090411	9/15/2009	3	WAXIE SANITARY SUPPLY	STORES SUPPLIES	\$	429.94	078	WAREHOUSE
090405	9/15/2009	3	SPORT SUPPLY GROUP INC	STORES SUPPLIES	\$	171.22	078	WAREHOUSE
090382	9/14/2009	3	MOORE MEDICAL CORP	STORES SUPPLIES	\$	856.41	078	WAREHOUSE
090381	9/14/2009	3	PIONEER CHEMICAL COMPANY	STORES SUPPLIES	\$	636.19	078	WAREHOUSE
090380	9/14/2009	3	PIONEER STATIONERS INC	STORES SUPPLIES	\$	347.96	078	WAREHOUSE
090365	9/11/2009	3	TEMPO MEDICAL PRODUCTS, LLC	STORES SUPPLIES	\$	297.54	078	WAREHOUSE
090362	9/11/2009	3	SAN DIEGO POSTAL & SHIPPING EQ	REPAIRS - MAIL MACHINE	\$	1,594.85	078	WAREHOUSE
090361	9/10/2009	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	439.79	078	WAREHOUSE
090360	9/10/2009	3	MAINTEX INC	STORES SUPPLIES	\$	461.86	078	WAREHOUSE
090358	9/10/2009	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	100.81	078	WAREHOUSE
090357	9/10/2009	3	WAXIE SANITARY SUPPLY	STORES SUPPLIES	\$	339.30	078	WAREHOUSE
090337	9/9/2009	3	UNISOURCE CORPORATION	STORES SUPPLIES	\$	12,871.65	078	WAREHOUSE
090335	9/4/2009	3	PIONEER CHEMICAL COMPANY	STORES SUPPLIES	\$	508.95	078	WAREHOUSE
090334	9/4/2009	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	1,060.31	078	WAREHOUSE
090313	9/3/2009	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	1,215.80	078	WAREHOUSE
090312	9/2/2009	3	PIONEER STATIONERS INC	STORES SUPPLIES	\$	323.64	078	WAREHOUSE
090311	9/2/2009	3	SPORT SUPPLY GROUP INC	STORES SUPPLIES	\$	145.64	078	WAREHOUSE
090310	9/2/2009	3	MAINTEX INC	STORES SUPPLIES	\$	746.03	078	WAREHOUSE
090304	9/1/2009	3	ELGIN SCHOOL SUPPLY	STORES SUPPLIES	\$	789.26	078	WAREHOUSE
090302	9/1/2009	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	185.42	078	WAREHOUSE
090301	9/1/2009	3	UNITED HEALTH SUPPLIES	STORES SUPPLIES	\$	129.20	078	WAREHOUSE
090300	9/1/2009	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	391.50	078	WAREHOUSE
090299	9/1/2009	3	MAINTEX INC	STORES SUPPLIES	\$	451.97	078	WAREHOUSE
090298	9/1/2009	3	PIONEER STATIONERS INC	STORES SUPPLIES	\$	1,864.58	078	WAREHOUSE
<b>TOTAL</b>					<b>\$</b>	<b>33,555.36</b>		<b>WAREHOUSE</b>

\$ 1,096,212.19

Consent Item E.2.4 Acceptance of Donations  
 Prepared by Karl Christensen  
 October 20, 2009

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support the Instructional Program through Technology Funding	\$417.29	Target – Take Charge of Education (fundraiser)	Rio Seco
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$417.29</b>		

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

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

**FISCAL IMPACT:**

The donation above is valued at \$417.29.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.4.
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Consent Item E.2.5. Approval/Ratification of Revolving Cash Report  
Prepared by Karl Christensen  
October 20, 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 check #21764 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 \$100.00 as disclosed on the following report.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

<b>Date</b>	<b>Number</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
10/09/09	21764	Wal-Mart	Lorene Foster Children's Fund	\$100.00

Total Checks Written	\$100.00
Total to be Reimbursed	\$100.00



Consent Item E.2.6. Approval of Six Month Permit Renewal with the Santee Farmers' Market

Prepared by Karl Christensen  
October 20, 2009

**BACKGROUND:**

At its February 17, 2009 meeting the Board of Education approved a temporary Permit for the establishment of the Santee Farmers' Market at the currently vacant Santee School site. The Permit approval was for a period of six months beginning April 6, 2009. Since April 2009, the Santee Farmers' Market has provided fresh agricultural items and has been enthusiastically welcomed by the community. The Santee Farmers' Market has been responsible for all operating costs including cleanup, utilities, and security as needed. In accordance with Section 6 of the Permit, the Santee Farmers' Market has paid the District the following proceeds thus far:

\$1,128.80  
\$168.04  
\$128.12  
\$871.88  
\$2,296.84

It is requested the Board of Education approve the term extension of the attached Permit by approximately six months, to April 30, 2010.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the term extension of approximately six months to the Permit for the Santee Farmers' Market.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The District will receive two percent (2.5%) of the gross sales of the Santee Farmers' Market in return for the facilities usage. Successfully run farmers' markets add value to the community and can generate additional income to the District.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.6.
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Consent Item E.2.7.  
Prepared by Karl Christensen  
October 20, 2009

Authorization to File Operations Application of  
Intent to Participate in the 2009-10 Class Size  
Reduction (CSR) Program

**BACKGROUND:**

The application form is attached which is required for implementation of the Class Size Reduction Program K-3. Adoption of the application will authorize participation in this program in grades K-3 at all schools. The application will be sent to the California Department of Education. Additionally, it is recommended that Faith Mitchell, Business Services Coordinator, serve as the Board's representative for the class size reduction application and certification of implementation.

**RECOMMENDATION:**

It is recommended that the Board of Education authorize the filing of the 2009-10 Operations Application for the K-3 Class Size Reduction Program and recommends that Faith Mitchell, Business Services Coordinator, serve as the Board's representative for the class size reduction application and certification of implementation.

This recommendation supports the following District goals:

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

**FISCAL IMPACT:**

The District will receive approximately \$2,424,316 from Class Size Reduction operations revenue to pay for the teachers' salaries and benefits.

**STUDENT ACHIEVEMENT IMPACT:**

The class size reduction program with a student/teacher ratio of 20:1 is one factor in potentially promoting student achievement.

Motion:		Second:		Vote:		Agenda Item E.2.7.
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### 2009-10 Operations Application K-3 Class Size Reduction Program

County and District Code

3	7	6	8	3	6	1
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Charter School Code\*

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County San Diego

District Santee School District

Charter School\* \_\_\_\_\_

\*For use only by charter schools applying independent of their authorizing entity. Do not submit a separate application for charter schools that were included in their authorizing entity's 2008-09 application.

Contact Person Faith Mitchell

Title Business Services Coordinator

Address 9625 Cuyamaca St

City, Zip Code Santee, CA 92071

Telephone 619-258-2324 Ext. \_\_\_\_\_

E-mail Address fmitchell@santee.k12.ca.us

#### Certifications

As a condition of applying for and receiving funds under the Kindergarten and Grades One through Three Class Size Reduction (K-3 CSR) Program, commencing with California *Education Code (EC)* Section 52120, the Governing Board of the above named school district or charter school (applicant) certifies that the statements below are true and accurate, and are evidenced by a Board Resolution or entry in the Board meeting minutes. Please do not submit the Resolution or minutes to the California Department of Education (CDE):

1. The number of classes participating in Option One and Option Two is identified and the total number of classes does not exceed the total number of classes identified on the 2008-09 Operations Application. [EC Section 52123(a), 52124.3(b), Title 5 California Code of Regulations Section 15103]
2. The pupil counts reported do not include special education pupils enrolled in special day classes full time, pupils enrolled in independent study, or charter school pupils enrolled in a home study program. [EC Section 52123(b)]. The total pupil count reported is not greater than the enrollment cap computed based on prior year K-2 enrollment.
3. A certificated teacher has been hired by the applicant and is providing direct instructional services to each class participating in the K-3 CSR Program. [EC Section 52123(c)]
4. The applicant will provide a staff development program for any teacher who will participate for the first time in the K-3 CSR Program as specified in Certification #3. Appropriate training to maximize the education advantages of class size reduction will be provided to such teachers. This training shall include, but not be limited to, methods for providing each of the following: (1) individualized instruction, (2) effective teaching, including classroom management in smaller classes, (3) identifying and responding to pupil needs, and (4) opportunities to build on the individual strengths of pupils. [EC sections 52123(d), 52127]
5. The applicant will collect and maintain data required by the State Superintendent of Public Instruction for evaluation of the K-3 CSR Program. The data shall include, but not be limited to, individual test scores or other records of pupil achievement. Any data collected will be protected in a manner that will not permit the personal identification of any pupil or parent. [EC section 52123(e)]
6. Each class participating in the K-3 CSR Program is housed in either a separate, self-contained classroom or the space provided for each participating class for each grade level at that schoolsite is of a square footage per pupil enrolled in each class that is not less than the average square footage per pupil enrolled in those grade levels at that schoolsite in the 1995-96 school year. [EC section 52123(f)]
7. Priority for reducing class size or claiming reduced funding for classes exceeding 20.44 to 1 is in accordance with the following grade level implementation requirements at each schoolsite:
  - If only one grade level is reduced/claimed, the grade level will be 1st grade.
  - If two grade levels are reduced/claimed, the grade levels will be 1st and 2nd grades.
  - If three or four grade levels are reduced/claimed, the grade levels will be 1st and 2nd and then any combination of kindergarten and/or 3rd grade.
8. The K-3 CSR Program has been implemented in the current year. A district is considered to have implemented the program even if it claims reduced funding for all eligible classes.
9. **The applicant will submit final enrollment counts on the Form J-7CSR to the CDE by May 14, 2010.**

#### Signature

I hereby certify that, to the best of my knowledge, this application is true and correct and is in compliance with state law and regulations of the California Department of Education and the State Board of Education. The Governing Board of the above named school district or charter school has authorized me to sign this application on its behalf.

\_\_\_\_\_  
Signature of District Superintendent or  
Charter School Chief Administrative Officer

Dr. Patrick Shaw  
Printed Name

\_\_\_\_\_  
Date

## 2009-10 Operations Application K-3 Class Size Reduction Program

County and District Code

7	8	3	6	1
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Charter School Code\*

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County San Diego

District Santee School District

Charter School\* \_\_\_\_\_

\*For use only by charter schools applying independent of their authorizing entity. Do not submit a separate application for charter schools that were included in their authorizing entity's 2008-09 application.

### Intended Level of Program Participation in 2009-10

Check the appropriate box below and, as noted, submit the required pages of the Operations Application to the CDE. This information is for planning purposes and to continue the flow of funds. The calculation of final entitlements will be based on actual enrollment data submitted on the Form J-7CSR. For more information, please see the Application Instructions.

1.  The district/charter school intends to participate in the 2009-10 K-3 CSR Program at the same level (number and size of classes) as reported on the 2008-09 Form J-7CSR. The February 2010 apportionment will therefore be based on the district/charter school's 2008-09 final entitlement. **If this box is checked, complete and submit only pages 1 and 2 of this application to the CDE.**
  
2.  The district/charter school intends to participate in the 2009-10 K-3 CSR Program at a higher or lower level than what was claimed on the 2008-09 Form J-7CSR (but capped at the number of classes reported on the 2008-09 Operations Application). The February 2010 apportionment will therefore be based on the information reported on page 3 of this application. **If this box is checked, complete and submit pages 1 through 3 of this application to the CDE.**
  
3.  The district/charter school does not intend to participate in the 2009-10 K-3 CSR Program at either full or reduced funding. **If this box is checked, complete and submit only this page of the application to the CDE.**

Dr. Patrick Shaw

\_\_\_\_\_  
Signature of District Superintendent or  
Charter School Chief Administrative Officer

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

\_\_\_\_\_  
Date

***Mail the required pages of this application by October 26, 2009 (postmark) to:***

Rebecca Lee ~ CDE, School Fiscal Services Division ~ 1430 N Street, Suite 3800 ~ Sacramento, CA 95814

## 2009-10 Operations Application K-3 Class Size Reduction Program

County and District Code

3	7	6	8	3	6	1
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Charter School Code\*

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County San Diego

District Santee School District

Charter School\* \_\_\_\_\_

\*For use only by charter schools applying independent of their authorizing entity. Do not submit a separate application for charter schools that were included in their authorizing entity's 2008-09 application.

### Calculation of Provisional Funding for 2009-10 (February 2010 payment)

These calculations are for planning purposes and to continue the flow of funds. The calculation of final entitlements will be based on actual enrollment data submitted on the Form J-7CSR.

	1	2	3	4	5
	Class Size	Number of Classes	Number of Enrolled Pupils	2009-10 Funding Level	Estimated Allocation
<b>Option One</b>					
a	20.44 pupils or fewer	39	747	\$1,071	\$800,037
b	20.45 to 21.44	37	777	95%	\$752,913
c	21.45 to 22.44	24	524	90%	\$462,672
d	22.45 to 22.94	0	0	85%	\$0
e	22.95 to 24.94	24	558	80%	\$408,694
f	24.95 pupils or greater	0	0	70%	\$0
g	Subtotal, Option 1	124	2,606		\$2,424,316
<b>Option Two</b>					
h	20.44 pupils or fewer			\$535	\$0
i	20.45 to 21.44			95%	\$0
j	21.45 to 22.44			90%	\$0
k	22.45 to 22.94			85%	\$0
l	22.95 to 24.94			80%	\$0
m	24.95 pupils or greater			70%	\$0
n	Subtotal, Option 2	0	0		\$0
<b>Grand Totals*</b>					
o	Option 1 + Option 2	124	2,606		\$2,424,316

\*The total number of classes reported on the application may not exceed the total number of classes reported on the 2008-09 Operations Application.

**Complete this page only if box 2 on page 2 was checked. Mail the entire 3-page application by October 26, 2009 (postmark) to:**

Rebecca Lee ~ CDE, School Fiscal Services Division ~ 1430 N Street, Suite 3800 ~ Sacramento, CA 95814

Consent Item E.3.1  
Prepared by Karl Christensen  
October 20, 2009

Authorization/Ratification to File Notice of Completion  
Document for Phase 1 – Carlton Hills School  
Modernization Project

**BACKGROUND:**

A Notice of Completion document was filed with the County Recorder for the following contract:

<b>PROJECT</b>	<b>CONTRACT AMOUNT</b>	<b>CONTRACTOR</b>
Phase 1 – Carlton Hills School Modernization	\$7,028,247	Barnhart-Heery, Inc.

**RECOMMENDATION:**

It is recommended that the Board of Education ratify the authorization of the filing of the Notice of Completion document for the completed project as listed above.

This item supports the following District goal:

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

**FISCAL IMPACT:**

The fiscal impact of the contract listed above totals \$7,028,247. The budget of the Capital Improvement Program is \$128.8 million for nine (9) school modernizations, and this cost was funded from Bond Anticipation Note proceeds.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item: E.3.1.
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Consent Item E.4.1. Approval of 2009-10 Memorandum of Understanding (MOU) with Cajon Valley Union School District for Beginning Teacher Support and Assessment Program (BTSA) Consortium

Prepared by Emily Andrade  
October 20, 2009

**BACKGROUND:**

The Beginning Teacher Support and Assessment Program (BTSA) is a structured state defined professional development program with National Teacher Certification Standards offered by the BTSA State consortium for new teachers with appropriate credentials in their first and second year of teaching. Administration is seeking approval of the attached Memorandum of Understanding with the Cajon Valley Union School District BTSA Consortium for the 2009-10 school year in order to implement the BTSA program for new teachers in Santee School District.

**RECOMMENDATION:**

Administration requests Board approval of the Memorandum of Understanding with the Cajon Valley Union School District BTSA Consortium to implement the BTSA program for the 2009-10 school year with 6 new, first and second-year teachers currently identified in the Santee School District. This is the eleventh year we are entering into this agreement.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

BTSA staff development funds through the Consortium includes an allocation to support:

- ◆ \$1,600 for each support provider
- ◆ \$2,200 for a lead teacher
- ◆ Miscellaneous materials and program funding to support the BTSA goals.

BTSA funding will increase the opportunity for Santee to provide additional training and classroom support for new teachers to implement the “National Teaching Standards” in classrooms. There is no additional District cost to support the BTSA program.

**STUDENT ACHIEVEMENT IMPACT:**

A quality professional development program for new teachers based on “National Teaching Standards” can increase the quality of instructional delivery in the classroom.

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

Agenda Item E.4.1.

Memorandum of Understanding for BTSA Services  
2009-2010  
*between*  
Cajon Valley Union School District  
*and*  
Santee School District

This Memorandum of Understanding (MOU) is an agreement between Santee School District (Partner District) and Cajon Valley Union School District. Cajon Valley Union School District is designated as the lead sponsor (LEA) for the East County Beginning Teacher Support and Assessment (BTSA) Induction Consortium (ECBIC). The effective date for this MOU is July 1, 2009. The concluding date is June 30, 2010. If awarded, Cajon Valley will disperse state funding to implement the State-approved Consortium plan for the 2009-2010 BTSA Induction program.

The purpose of the Memorandum of Understanding is to specify the terms of the agreement for:

**I. PARTNER DISTRICT RESPONSIBILITIES:**

- 1.1 Provide a district administrative representative to attend BTSA Advisory Council meetings
- 1.2 Provide a District BTSA Lead Teacher to participate in BTSA Leadership meetings
- 1.3 Identify appropriate, qualified personnel who can provide BTSA-related professional development (including the Formative Assessment instrument)
- 1.4 Provide rooms and support for meetings and professional development as needed
- 1.5 Provide site administrator training
- 1.6 Monitor release time for Participating Teachers and their Support Providers for required BTSA-related activities per ECBIC Program criteria
- 1.7 Submit MOU's to district governing board for approval no later than November 6
- 1.8 The previously-required \$2000 in-kind support has been suspended by the Commission on Teacher Credentialing and the State Board of Education through SBX3 4 (see FAQ's at <http://www.cde.ca.gov/fq/fr/eb/tcbgbtsafaq.asp>). *If this suspension ruling is rescinded, the Partner District agrees to contribute the in-kind support per the terms of the rescission.*

**II. LEAD TEACHER OVERSIGHT AND LEADERSHIP RESPONSIBILITIES:**

- 2.1 Assign Participating Teachers to qualified Support Providers (SP) per the ECBIC Program guidelines within 30 days of the start of the Participating Teacher's teaching assignment
- 2.2 Attend and be an active participant at BTSA Leadership Team meetings
- 2.3 Participate as members of the Evidence Review Panel for the purpose of ensuring that Participating Teachers have satisfactorily met all established Induction Program completion requirements
- 2.4 Follow established intake procedures and provide Advise and Assistance support to Participating Teachers per ECBIC's Program guidelines
- 2.6 Assist with the planning and coordinating of local Support Provider and Participating Teacher meetings and FACT trainings
- 2.7 Collect evidence in accordance with ECBIC Program criteria including but not limited to:



- 2.7.1 Attendance and participation records of Participating Teachers and Support Providers in professional development and at BTSA events
- 2.7.2 Documentation to support program completion in compliance with Induction Program criteria
- 2.7.3 Completion of state online consent forms in a timely manner
- 2.7.4 Timely completion of state and local program surveys of Participating Teachers and Support Providers
- 2.7.5 Evaluations of professional development and all local meetings
- 2.7.6 Evaluate Support Providers following ECBIC's Induction Program guidelines

**III. SUPPORT:**

Serving as the LEA, the Cajon Valley Union School District will be responsible for the following as called for in the East County BTSA Induction Program:

- 3.1 The selection and services of the BTSA program director and clerical support
- 3.2 Assist districts, as needed, with identification and placement of Participating Teachers into the program
- 3.3 Coordinate with the Human Resources Directors of the Partner Districts and the BTSA Advisory Council
- 3.4 The purchase of required program materials required to complete the formative assessment system, FACT, for all Support Providers and Participating Teachers
- 3.5 Coordination of consortium-wide FACT training and other skill builder trainings for Support Providers. Please note the following:
  - 3.5.1 Cajon Valley Union School District will schedule and coordinate a minimum of one series of new Support Provider training (both year 1 and year 2). Additional training sessions requested by districts may incur additional costs for the requesting district and will be negotiated on a case-by-case basis
  - 3.5.2 Districts are strongly encouraged to build new Support Provider training capacity within their own districts [per item 2.6 of this Memo of Understanding]
- 3.6 Coordination of consortium-wide professional development to Participating Teachers to meet the demands of Induction Program Standards 5 and 6
- 3.7 Submission of all required reports to the Commission on Teacher Credentialing, the Commission on Accreditation and the State Board of Education
- 3.8 Collection of evidence and documentation to demonstrate compliance with the CTC's Program Standards and ECBIC's Program criteria.

**IV. REIMBURSEMENT and EXPENSES:**

Upon receipt of an itemized invoice, receipts, and supporting documentation related to payroll expenses, the Cajon Valley Union School District will reimburse Santee School District for expenses associated with the following items. *Please note that if the in-kind suspension ruling (referenced in item 1.7 of this MOU) is reversed, these expenses will be reimbursed once the in-kind requirement is met.*

- 4.1 The supplemental salary and benefits for the Santee School District BTSA Lead Teacher not to exceed the amount calculated as follows: \$1600 (including

benefits) for 1 to 3 eligible Participating Teachers within the district (per state funding eligibility guidelines) and \$200 per eligible Participating Teacher thereafter.

- 4.2 Stipends for Support Providers are not to exceed \$1600 (including benefits) per eligible Participating Teacher served
- 4.3 Stipends for Support Providers attending required FACT trainings outside the work day are calculated using Santee's negotiated hourly rate
- 4.4 Substitute costs under the following formula:
  - 4.4.1 5 days per eligible Year 1 Participating Teacher distributed as follows:  
Participating Teacher - 2 days; Support Provider – 3 days
  - 4.4.2 7 days per eligible Year 2 Participating Teacher distributed as follows:  
Participating Teacher - 3 days; Support Provider – 4 days
  - 4.4.3 Substitute costs are not exceed the sum of one hundred twenty-seven dollars per substitute day
- 4.5 Substitute costs for District Leads to attend Advisory Council and Leadership meetings. Costs are based on Santee's hourly substitute rate and not to exceed one hundred twenty-seven dollars per substitute day
- 4.6 Materials: Not to exceed \$5 per Participating Teacher
- 4.7 Printing: Not to exceed 100 copies per participating teacher @ \$.10 per copy
- 4.8 Any loss of revenue to the program due to participant failure to complete the on-line consent forms by the state's due date will be absorbed by the district in which the teacher is employed (*NOTE: This condition is waived for 2009-2010 due to the budget flexibility provision within SBX3 4 but would become effective should state funding be reinstated on a per teacher basis*)

The Santee School District invoices Cajon Valley three times a year (November, February, and May) for the above expenses. No invoice will be processed later than December 31 for the November due date, March 31 for the February due date, and June 20 for the May due date. Requests for reimbursement received after June 20 will be paid the following fiscal year; however, due to the unpredictability of the level of funding for the *Teacher Credentialing Block Grant*, **the Santee School District may be responsible for any and all expenditures not received by June 20 of the current fiscal year.**

*Invoices and invoice payments to be submitted to:*  
Cajon Valley Union School District  
BTSA Implementation Grant  
Attn: Educational Services  
750 E. Main St.  
El Cajon, CA 92022

**V. AMENDMENTS**

Amendments and extensions to this MOU may be made in writing by mutual agreement of both parties

We hereby agree to this MOU and certify that the agreements made here will be honored.

<b>Santee School District</b>
By (Authorized Signature)
Name (Type or Print)
Title
Board Approval Date:

<b>Cajon Valley Union School District</b>
By (Authorized Signature)
Stephen Mahoney
Name (Type or Print)
Assistant Superintendent
Title
Board Approval Date:

Consent Item E.4.2. Approval to Accept Early Mental Health Initiative Grant for Primary Intervention Program for Carlton Hills and Carlton Oaks Schools

Prepared by Kristin Baranski  
October 20, 2009

**BACKGROUND:**

The Primary Intervention Program (PIP) is a program to provide prevention and early intervention to students in primary grades with mild to moderate school adjustment issues. Santee School District has been awarded \$47,870 per year for three years to support Carlton Hills and Carlton Oaks Schools. This is approximately 60% of the original grant amount requested in an Early Mental Health Initiative (EMHI) proposal.

The goal of the program is to help students in Kindergarten through grade 3 who have mild to moderate school adjustment issues, foster a healthy self-concept, achieve positive social skills, and increase task completion skills. PIP participants that need additional services or support are referred to other appropriate services, such as school counseling, Early Periodic Screening Diagnosis and Treatment (EPSDT), and family case management.

The project coordinator for this grant is Meredith Riffel, Collaborative Coordinator, under the direction of Hope Michel, Special Education Director, with support from each school principal.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the grant award for Carlton Hills and Carlton Oaks Schools.

This recommendation supports the following District goal:

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

*This recommendation supports the strategic planning area of increasing student resiliency and empathy skills by addressing the social/emotional development of children and families.*

**FISCAL IMPACT:**

The EHMI grant provides \$47,870 per year for three years to pay for staffing for this program, including two part-time Child Assistants at each site and a half-day each week of social work services at Carlton Hills and Carlton Oaks. In addition, the program provides for support from an outside mental health consultant, San Diego Youth Services, to provide support to the program. This program has no impact to the District general fund.

**STUDENT ACHIEVEMENT:**

By providing support for students, these students will be better prepared to learn in the classroom.

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

Agenda Item E.4.2.



# Mental Health

1600 9th Street, Room 150, Sacramento, CA 95814  
(916) 651-3740

Dr. Lisbeth Johnson  
Superintendent  
Santee School District  
9625 Cuyamaca Street  
Santee, CA 92071

Dear Dr. Johnson:

## NOTICE OF INTENT TO AWARD GRANT EARLY MENTAL HEALTH INITIATIVE REQUEST FOR APPLICATION—2009

The Department of Mental Health has completed the review of applications for the FY 2009/10 Early Mental Health Initiative (EMHI) grants. We are pleased to inform you that the application that was submitted by your district has been approved for a grant. As you join other EMHI-funded intervention and prevention programs located throughout California, we are confident that your efforts will help children increase their chances of school success. Enhancement of the social-emotional development of children is crucial to the learning process.

Your EMHI funding (Proposition 98) is for three years (FY 2009/10 through FY 2011/12) contingent upon funding being available in each year in the Budget Act for this purpose. Please have your project coordinator contact the Technical Assistance Consultant assigned to your area to review the program requirements. Technical Assistance Consultants will negotiate the project's budget with your project coordinator so that the exact award amount can be determined. Upon completion of negotiations, an allocation letter will be issued with further instructions provided concerning the grant.

If you have any questions or wish to receive further information, please contact the EMHI staff at (916) 651-3740.

Sincerely,

Silvia Rodriguez-Sánchez, MPPA  
Chief, Support Services Section  
Community Services Division

cc: Project Coordinator

Consent Item E.4.3. Approval of Memorandum of Understanding with San Diego Youth Services as the Outside Mental Health Consultant of the Primary Intervention Program for Carlton Hills and Carlton Oaks Schools

Prepared by Kristin Baranski  
October 20, 2009

**BACKGROUND:**

The Primary Intervention Program (PIP) program provides prevention and early intervention to students in primary grades with mild to moderate school adjustment issues. One requirement of this grant is to have qualified staff of an outside mental health agency provide support to children/youth referred by the District and participating in the Early Mental Health Initiative–Primary Intervention Program (EMHI-PIP). In addition, the mental health agency also provides the following services: screening, assessment, referral of children/youth and consultation with parents/guardians to connect them with public or private mental health work with school site referral teams (SAT), facilitate appropriate referrals, and provide training to child assistants and the school based mental health professional. It is estimated that the amount of time needed for this program is between one and two hours each week.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the Memorandum of Understanding with San Diego Youth Services as the Outside Mental Health Consultant Entity for the PIP grant.

This recommendation supports the following District goal:

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

*This recommendation supports the strategic planning area of increasing student resiliency and empathy skills by addressing the social/emotional development of children and families.*

**FISCAL IMPACT:**

The EMHI-PIP grant budget provides up to \$2,520 per year for three years to pay for an outside mental health consultant as required by the program. There is no impact to the District general fund.

**STUDENT ACHIEVEMENT:**

By providing support for students, these students will be better prepared to learn in the classroom.

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

Agenda Item E.4.3.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into and executed as of October 20, 2009 and remains in effect until June 30, 2012, by and between **San Diego Youth Services** (“Provider”) and **Santee School District**, (“District”) with respect to the following matters:

- A. The parties to this MOU desire to provide mental health consultation services to assist with implementation of the Early mental Health Initiative, Primary Intervention Program ( EMHI-PIP).
- B. The parties desire to enter into this MOU to set forth their respective responsibilities with respect to the delivery of mental health consultation services.

NOW, THEREFORE, the parties agree as follows:

1. Program Description. The Services shall be operated in accordance with the following:
  - a) PROVIDER shall provide services to children/youth, including screening, assessment, and referral to mental health services, both public and private.
  - b) Referrals and services may include individual, collateral, family and group psychotherapy services, medication support and case management services.
2. Termination. This MOU may be terminated at any time upon the mutual agreement of the parties or upon thirty (30) days prior written notice from any party. Those authorized to receive notice for the parties are set forth below:

For the Provider: Walter Philips, Executive Director

Or designee: Steven Jella, Associate Executive Director

For the District: Dr. Patrick Shaw, District Superintendent

Or Designee: Karl Christianson, Assistant Superintendent

3. District Responsibilities. The District’s responsibilities shall include the following:
  - a) Designation of consistent location within each school or other mutually agreed upon locations to be used by the SDYS Services on the school campus(es).
  - b) Dates and times to be agreed upon by the parties including year round service location when school is not in session.
  - c) Assist in identification and referral of eligible students to Provider for referrals to EPSDT and privately funded services.
  - d) Designation of staff to act as a liaison with Provider to assist in the implementation of the EMHI-PIP mental health consultant services.
  - e) Facilitation and participation in cross-system training.
  - f) Facilitation of family members access to family treatment on campus when indicated.
  - g) Payment for services at a rate of \$70 per hour for approximately 1 hours per week (note that SDYS will match the 1 hour per week with in-kind services) for 36 weeks each year. Total not to exceed \$2,520/year.



4. Provider Responsibilities. Provider's responsibilities shall include the following:
  - a) Provider shall provide consultation by qualified staff for children children/youth referred by the District and participating in the EMHI-PIP program.
  - b) Services will include but not be limited to screening, assessment, and referral of children/youth and consultation with Parents/Guardians to connect them with public or private mental health resources.
  - c) Designation of staff to keep in close communication with and meet with school site referral teams (SST) to facilitate appropriate referrals to provider and open communication between provider and school site staff.
  - d) An attachment to this MOU, with periodic updates, of the names of the providers serving students on any school campus certifying that each provider has passed a criminal clearance certification through the Justice Department. (See Criminal Clearance Certification Form)
  - e) Designation of staff to act as a liaison with District to assist in the implementation of Services for 2 hours per week (at a rate of 50% paid and 50% in-kind).
  
5. Confidentiality. The parties agree that all information and records obtained in the course of providing services pursuant to this agreement shall be subject to confidentiality and disclosure provisions of applicable Federal and State statutes and regulations included but not limited to Welfare and Institutions Code Section 5328.
  
6. Indemnification. Provider agrees to defend, indemnify, and save free and harmless the district, its officers, agents and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from, or alleged to have arisen from provider's performance or lack thereof under this agreement.

District agrees to defend, indemnify, and save free and harmless the provider, its officers, agents and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from or alleged to have arisen from district's performance or lack thereof, under this agreement.

The parties entering into this MOU furthermore agree that the district shall not assume any financial liability for any of the services rendered by provider under terms of this agreement regardless of whether or not those services are reimbursed by county.

IN WITNESS WHEREOF, the parties have executed this MOU as of the date first set forth above.

**PROVIDER: San Diego Youth Services (SDYS)**

Name: Walter Philips, Executive Director

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

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

**DISTRICT: Santee School District**

Name: Karl Christiansen, Assistant Superintendent

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

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

Consent Item E.4.4. Approval of Santee Collaborative Reinvestment Plan for  
the Use of LEA Medi-Cal Funds  
Prepared by Kristin Baranski  
October 20, 2009

**BACKGROUND:**

The Santee School District participates in the LEA Medi-Cal Program, which provides necessary funding to provide a variety of social and health services to children and families in Santee. Part of the funding requirement for participating districts includes an annually approved budget for the reinvestment of the funds received through the billing and reimbursement process. The law also requires that the local community collaborative, the Santee Community Collaborative, develop and recommend a budget to the governing board for consideration. Attached is a progress report of the Santee Collaborative Accomplishments for 2008-09.

On September 23, 2009 the Santee Community Collaborative approved the attached budget based on 2009-10 priorities and past accomplishments. During the 2009-10 school year, the Collaborative expects to receive about \$150,000. The majority of the proposed budget funds the Collaborative Coordinator and any unexpended funds from 2009-10 will fund the Collaborative Coordinator's position for 2010-11.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the LEA Medi-Cal Reinvestment Plan for the 2009-10 school year.

This recommendation supports the following District goal:

- Develop social emotional and health services to foster student character and well-being.

**FISCAL IMPACT:**

The attached Santee Community Collaborative Reinvestment Plan outlines how LEA Medi-Cal funding will be expended for the 2009-10 school year.

**STUDENT ACHIEVEMENT:**

Students who have support services have greater potential for school success.

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

Agenda Item E.4.4.

## **Santee Collaborative Progress Report July 2008 - June 2009**

### **Goal Area: Community Education**

- Parent Education survey was conducted with more than 1500 surveys completed in Santee School District.
- Provided 15 parenting programs for Santee School District parents.
- Supported additional community education events with City of Santee, Santee Public Library, and Santee Solutions.
- Set up truancy hotline to increase community understanding of school attendance and to decrease truancy.
- Helped more than 200 Santee School District families access resources to improve the quality of life for students and parents.
- Provided training at school sites on improving school/classroom climate, understanding different cultures, supporting mental health concerns.
- Co-sponsored 40 Developmental Assets training held in Santee.
- Provided Santee Gang Awareness training to Collaborative Partners.

### **Goal Area: Healthy Community**

- Asthma Task Force conducted community survey, interviewed key stakeholders (medical, schools, other personnel) about issues, developed an action plan to address Asthma in Santee by creating a model school program. Provided training for all Santee School District health clerks on working with asthma action plans and providing more support to students.
- Created a Suicide Prevention plan to address prevention through depression screening and developing materials. The screening for adults will take place this fall. Participated in regional talks about school based suicide protocols. Supported Yellow Ribbon Suicide Prevention Campaign with Grossmont District.
- Participated in East Region discussions regarding mental health vision and funding for Prevention and Early Intervention Contracts.
- Developed additional services and MOU for Santee School District with San Diego Youth Services-Mentoring, Drug Intervention Group, Home Start-CHAT on campus, Santee Teen Center for additional services on campus.

## **Goal Area: Enhancing Youth Leadership and Reducing Racism**

- Held Camp Clue at Chet F. Harritt and Prospect Avenue Schools to increase human relations understanding and positive climate on school campuses. Received funding from Human Relation Board.
- Provided Camp CLUE Train the Trainer for 40 collaborative partners to support Santee Schools implementing the program during 2009-10.
- Santee Teen Center provided mobile recreation programs to Santee School District schools' junior high students during lunchtime at various sites.
- Participated and supported Santee Library's community series on Love and Forgiveness.
- Provided Student Voices Program at Prospect Avenue for all 5<sup>th</sup> and 6<sup>th</sup> grade students to discuss what they need to be successful in school from teachers, staff, parents and community.

## **Goal Area: Substance Abuse Prevention – Santee Solutions**

- Held four town hall meetings regarding alcohol and other drug issues.
- Conducted community assessments of all off site alcohol sales.
- Established youth advocacy group provided training in preparation for Student Leadership Conference to be held Fall, 2009.
- Changed Fiscal agents for the Drug Free Communities Grant from Center for Social Advocacy to San Diego Youth Services.
- Participated in campaign to reduce drug paraphernalia sales in Santee.
- Advocated for City ban Marijuana Dispensaries in Santee.

## **Goal Area: Build Capacity to Serve the Mission**

- Participated in regional groups:
  - East Region Collaborative Network
  - Community Services for Families
  - Multi System Work Group
  - Project PEACE
  - GOAL Profile group to develop interagency agreements
  - Commission on Children, Youth and Families (CCYF)
  - Partnership Committee of the CCYF

Members of the Santee Collaborative are from: City of Santee, schools, law enforcement, faith groups, community-based organizations, parents, and San Diego County organizations – HHS, CWS, and Library.

The Mission of the Santee Collaborative is to promote a healthier proactive community that builds resilient children and families.

**Santee Community Collaborative  
Draft Budget /  
LEA Reinvestment Plan  
2009-10**

**Income**

**LEA Medi-cal**

LEA Medi-cal Funds received 2008-2009	\$ 76,191.72
**LEA Medi-cal Funds received July-September 2009	\$ 82,606.29
<b>Total</b>	<b>\$ 158,798.01</b>

**Proposed Breakdown of Expenditures**

<b>Staffing Expenses</b>	
Coordinator Salary ( 9 months)	\$ 52,100.00
Coordinator Benefits	\$ 18,950.00
<b>Operating Expenses and Supplies</b>	
Mileage	\$ 1,000.00
Billing Contract **	\$ 22,500.00
<b>Program Expenses covered for 2009-10 out of other Collaborative sources</b>	
Incredible Families - \$2,000	
District Parenting- \$2,000	
Health Database for District \$14,000	
Camp CLUE - \$4,000	
<b>Subtotal</b>	<b>\$ 94,550.00</b>
Indirect Cost (7.44% of dollars spent)	\$ 7,034.52
<b>Total Estimate for 2009-10</b>	<b>\$ 101,584.52</b>

\* Majority of funds received in 2009-10 to be set aside for expenses in 2010-11

\*\* 15% of income estimated to be 150K in 09-10 to be paid by current year funds

**BACKGROUND:**

Santee School District operates an Alternative Home School program allowing parents in the Santee community the opportunity to provide a home school experience. For schooling accountability purposes, parents and children submit weekly independent study contracts. These independent study contracts produce an average daily attendance and funding to maintain the program.

Education Code 51745.6a states that the ratio of average daily attendance for independent study pupils 18 years of age or less to school district full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio of pupils to full-time certificated employees for all other educational programs operated by the school district. A school district may request an Alternative School of Choice Waiver to increase by 10% the ADA-to-teacher ratio in the Alternative School.

Santee School District had a waiver on file with the California Department of Education through the 2006-07 school year but did not need a waiver the following two school years due to District ADA-to-teacher averages and enrollment in the Alternative Home School. However, due to current enrollment fluctuations in the Alternative Home School, administration is submitting a waiver for the 2009-10 school year. Since there was a lapse in the renewal waiver dated 2006-07, the District must submit a new waiver request. A copy of the waiver request is attached.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the submission of Alternative School of Choice Waiver for the 2009-10 school year.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There is no fiscal impact in submitting the waiver to the California Department of Education.

**STUDENT ACHIEVEMENT:**

Many students interact with their learning through first-hand experiences while in the Alternative School program since students are not in a traditional classroom setting.

CALIFORNIA STATE DEPARTMENT OF EDUCATION  
**ALTERNATIVE SCHOOL OF CHOICE WAIVER REQUEST**

AEW-1 (Rev. 12/07)

Check one: First time waiver   
 Renewal waiver

Return to: Educational Options Office  
 California Department of Education  
 1430 N Street, Suite 4503  
 Sacramento, CA 95814-5901

Telephone: 916-322-5012  
 Fax: 916-323-2039

County and District Code: 

3	7
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6	8	3	6	1
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LEA: Santee School District	Contact recipient of approval/denial notice:
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Address: 9619 Cuyamaca Street	City: Santee	State: CA	ZIP: 92071	Phone: (619) 258-2300
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Period of request: <i>(month/day/year)</i> From: 09/08/2009 To: 06/24/2010	Local board approval date: <i>(Required)</i>	Date of public hearing: <i>Note necessary for renewal waivers, unless controversial.</i> October 20, 2009
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**Part 1: LEGAL CRITERIA**

*(PLEASE PROVIDE THE INFORMATION REQUESTED IN THE SPACES DESIGNATED)*

**1. Under the Waiver Authority of the Education Code Section 58509, the particular Education Code or the California Code of Regulations section(s), or portion(s) thereof to be waived:** Santee School District is requesting a 10% increase in student enrollment over the District K - 8 enrollment average. This request relates to Education Code 51745.6.

**2.** If this is a renewal of a previously approved waiver, list approval date, and attach a copy of the original document: \_\_\_\_\_

**3. Position of the bargaining unit.** Does the district have any employee bargaining units?  Yes  No  
*Not necessary for Renewal Waivers unless controversial.*

Date(s) the bargaining unit(s) was/were consulted: 10/6/2009 / 10/9/09 / \_\_\_\_\_

Name of the bargaining unit person(s) consulted: Allwyn Gazi / \_\_\_\_\_

The position(s) of the bargaining unit(s) was/were:  Neutral  Support  Oppose *Please summarize below.*

Comments (If appropriate):

**4. Public hearing requirement.** A public hearing is not simply a board meeting, but a properly noticed public hearing held during a board meeting at which time the public may testify on the waiver proposal. Distribution of local board agenda does not constitute notice of a public hearing. Acceptable ways to advertise include: (1) print a notice that includes the time, date, location, and subject of the hearing in a newspaper of general circulation; or (2) in small school districts, post a formal notice at each school and three public places in the district (modeled after Education Code Section 5362). *Not necessary for Renewal Waivers unless controversial.*

**How was the required public hearing advertised?**

Notice in a newspaper  Notice posted at each school  Other \_\_\_\_\_ *Please summarize below.*

Santee City Clerk's Office, Santee Public Library, Santee Chamber of Commerce, Santee School District Educational Services

**5. Advisory committees/school site councils.** Please identify the committee or council that reviewed this waiver:  
*Not necessary for Renewal Waivers unless controversial.*

The Advisory Council for Instruction reviewed the waiver requirements and the education code related to waiver. \_\_\_\_\_

Date the committee/council reviewed the waiver request: 10/8/2009

Check here, if there were objection(s)  *Please summarize the objection(s) below.*

The Advisory Council for Instruction understood the waiver and thought the waiver should be submitted and maintained on an annual basis.

**PART II. PURPOSE AND DESIRED OUTCOMES**

**1. Summary of the *Education Code* or *California Code of Regulations* section(s) or portion(s) to be waived.**

Please summarize the meaning, in plain language, of the *Education Code* or *California Code of Regulations* Section(s) or portion(s) to be waived. If a portion of a section is requested to be waived, include that portion verbatim.

Students attending the Alternative (Home) School program complete weekly independent study contracts. The number of students in the Alternative Home School would need to have the same ADA-to-teacher ratio as the District ADA-to-teacher ratio, the other educational programs operated in the school district.

**Education Code 51745.6(a)** states:

The ratio of average daily attendance for independent study pupils 18 years of age or less to school district full-time equivalent certificated employees responsible for independent study, calculated as specified by the State Department of Education, shall not exceed the equivalent ratio of pupils to full-time certificated employees for all other educational programs operated by the school district. The computation of those ratios shall be performed annually by the reporting agency at the time of, and in connection with, the second principal apportionment report to the Superintendent of Public Instruction.

**2. Desired outcome/rationale.**

State what you hope to accomplish with the waiver. Describe briefly the circumstances that brought about the request and why the waiver is necessary to achieve improved student performance and/or streamline or facilitate local agency operations.

Santee School District has been operating an Alternative School for many years. The District had a renewed Alternative School of Choice Waiver through 2006-2007 but allowed it to lapse because it was no longer needed. In June 2009, two Alternative School Teachers retired and in September 2009, the District replaced the Alternative School program with one teacher, expecting a reduction in enrollment due to a large exiting 8<sup>th</sup> grade class, charter and online school competition, and the retirement of the existing teachers.

Program enrollment is beginning to build again but like many Alternative Schools, the School expects to experience a monthly fluctuation of students enrolling and dis-enrolling. Because of this fluctuation, the District is requesting the waiver to provide an increase of 10% above the District base ADA-to-teacher ratio of 26.15. The ADA-to-teacher ratio for the purposes of Independent Study Contracts would then be 28.765. This waiver would help the district with any future staffing needs, particularly as the enrollment grows.

**3. For a waiver renewal, district also must certify:**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| True                     | False                    |   |
| <input type="checkbox"/> | <input type="checkbox"/> | The facts which precipitated the original waiver request have not changed.  |
| <input type="checkbox"/> | <input type="checkbox"/> | The remedy for the problem has not changed.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Members of the local governing board and district staff are not aware of the existence of any controversy over the implementation of this waiver or the request to extend it. |

Renewals of Alternative School of Choice waivers must be submitted **two months prior** to the date the active waiver expires. The local governing board must approve the renewal request. Because the district certifications above assure the State Superintendent that there is no evidence of controversy associated with the waiver's renewal, it is not necessary to repeat the public hearing. Submit the renewal request **at least two months before the waiver expires** to ensure enough time for action by the State Superintendent before the present waiver expires. Retroactive waivers must go through the *first time waiver process*.

**District or County Certification**

*I hereby certify that the information provided on this application is correct and complete.*

	Director, Educational Services	10/20/2009
Signature of Superintendent or Designee	Title	Date

**FOR CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY**

Responsible Office: \_\_\_\_\_ Guidelines:  Met  Not Met  Don't Exist

**CALIFORNIA DEPARTMENT OF EDUCATION RECOMMENDATION:**  Approve  Deny

Staff (Type or print)	Staff (Signature)	Date:
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Unit Manager ( <i>Type or print</i> )	Unit Manager ( <i>Signature</i> )	Date:
Division Director ( <i>Type or print</i> )	Division Director ( <i>Signature</i> )	Date:
Deputy ( <i>Type or print</i> )	Deputy ( <i>Signature</i> )	Date:

Consent Item E.4.6. Approval of Revision to Chet F. Harritt School's  
Instructional Schedule for 2009-10  
Prepared by Kristin Baranski  
October 20, 2009

**BACKGROUND:**

At the May 19, 2009 Santee School District Board of Education meeting, the Board approved the 2009-10 instructional minutes for all nine school sites. Since that time, the staff at Chet F. Harritt School has discussed a proposed increase in instructional minutes for students in grades 6 – 8.

The instructional minutes proposal is requested to allow the junior high, grades 6 – 8, to provide a universal access schedule as well as offering students a variety of electives. The new daily schedule for grade 6 – 8 students shows a decrease in the number of passing period minutes. This adjustment increases the instructional minutes in 2009-10 by an additional 2,710 minutes over the 2008-09 schedule.

Administration is requesting the approval of the revised Chet F. Harritt 2009-10 school year instructional schedule. Required signatures and voting procedures have been met. Opportunities for parent comments, suggestions, recommendations for adjusted proposals, and meetings with parents were held according to District guidelines.

Materials are provided with the site proposal and are presented to the Board to assure that procedures will be followed in 2009-10. These materials are as follows:

1. A description of the proposed adjustments for the 2009-10 school year and a rationale for the changes,
2. A proposed schedule with daily instructional minutes calculations,
3. Specific days desired for modified days
4. Assurance that core curriculum including language arts, math and if applicable, ELD will be taught on modified days,
5. Assurance that non-instructional activities will not occur on modified days, and
6. Assurance that parents and teachers were involved in the decision-making process as required.

**RECOMMENDATION:**

It is the recommendation of administration that the Board approve the revised Chet F. Harritt School instructional minutes proposal for the 2009-10 school year.

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 the general fund.

**STUDENT ACHIEVEMENT:**

A commitment to quality instructional time enhances student learning.

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

Agenda Item E.4.6.

# Plan II

## 2009-2010 Proposed Adjustments To Instructional Minutes in Santee School District

### BACKGROUND INFORMATION:

The standard schedule of instructional minutes per day for all schools:

Kindergarten	240 minutes
Grades 1-3	290 minutes
Grades 4-6	315 minutes
Grades 7-8	330 minutes

*Note: Six of the 180 instructional days shall be minimum minutes (180) for grades K-8, five (5) for parent conferences and one (1) for the last day of the school year.*

Total required annual instructional minutes:

Grades	Regular Schedule			Minimum Schedule			TOTAL MINUTES
	# Days	# Min.	Days X Min.	# Days	# Min.	Days X Min.	Reg. + Minimum
Kndg.	174	240	41,760	6	180	1,080	42,840
1-3	174	290	50,460	6	180	1,080	51,540
4-6	174	315	54,810	6	180	1,080	55,890
7-8	174	330	57,420	6	180	1080	58,500

# Plan II

## SANTEE SCHOOL DISTRICT PROPOSAL FOR ADJUSTMENTS TO 2009-2010 STANDARD INSTRUCTIONAL MINUTES

School: Chet F. Harritt School

**COMPONENT #1:** *Description of the proposed adjustments to daily and/or annual instructional minutes and the rationale for such adjustment.*

Description and rationale of the proposed adjustments:

The instructional minutes are being adjusted at middle school to allow for a dynamic universal access schedule. Shifting middle school “break” time into smaller and more numerous “passing times” will help to facilitate a schedule that keeps students more focused and engaged. It will also facilitate our desired to offer our middle school students some variety of course offerings that have been traditionally been referred to as “electives”. This new schedule will also facilitate intervention and enrichment course offerings that are based on the Dufour model of tiered middle school interventions.

### 2008-2009 Schedule

Grade(s)	Modified Schedule	Minutes	Regular Schedule	Minutes
K	7:45- 12:30	235	7:45- 1:50	305
1-3	7:45- 12:30	235	7:45- 1:50	305
4-5	7:45- 12:30	235	7:45- 2:30	345
6-8	7:45- 12:30	240	7:45- 2:30	350

### 2009-2010 Proposed Schedule

Grade(s)	Modified Schedule	Minutes	Regular Schedule	Minutes
K	7:45- 12:30	235	7:45- 1:50	305
1-3	7:45- 12:30	235	7:45- 1:50	305
4-5	7:45- 12:30	235	7:45- 2:30	345
6-8	7:45- 12:30	255	7:45- 2:30	365

Specific dates desired for modified days: Every Wednesday beginning on the 4<sup>th</sup> Wednesday of the school year (September 30, 2009)

**COMPONENT #2:** *All core curriculum may be taught on modified days but must include Language Arts, Mathematics and, if applicable, ELD. Core curriculum is defined as Language Arts, Mathematics, Social Studies, Science, P.E. and Visual and Performing Arts. Non-instructional activities will not occur on modified days. Exceptions to this schedule must receive prior approval from the Superintendent or designee.*

**Plan II**  
**Santee School District**  
**2009-2010 Instructional Minutes Calculations**  
 Chet F. Harritt School  
 School

*Regular Day Schedule*

Grades	Starting Time	Starting and Ending AM Recess Time or Total Min. of Jr. High Passing Time	Starting and Ending Lunch Times	Starting and Ending PM Recess Time	Dismissal Time	Total Instructional Minutes Per Day	Total Instructional Minutes Per Year (minutes x # of regular days)
K	7:45	9:15-9:35	11:30-12:10		1:50	305	43,005
1-2	7:45	9:45-10:05	11:40-12:20		1:50	305	43,005
3	7:45	10:05-10:25	12:20-1:00		1:50	305	43,005
4	7:45	10:25-10:45	12:20-1:00		2:30	345	48,645
5	7:45	10:25-10:45	12:20-1:00		2:30	345	48,645
6-8	7:45	10 minutes	10:45-11:25		2:30	365	51,465

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*Minimum Day Schedule 2008-2009*

Five Parent Conference Days in December and Last Day of School

Grades	Starting Time	Starting and Ending AM Recess Time or Total Min. of Jr. High Passing Time	Starting and Ending Lunch Times	Starting and Ending PM Recess Time	Dismissal Time	Total Instructional Minutes Per Day	Total Instructional Minutes Per Year (minutes x # of minimum days)
K	7:45	9:45-10:05	10:55-11:25		12:30	235	1,410
1-2	7:45	9:45-10:05	10:55-11:25		12:30	235	1,410
3	7:45	10:05-10:25	11:25-11:55		12:30	235	1,410
4	7:45	10:25-10:45	11:25-11:55		12:30	235	1,410
5	7:45	10:50-11:05	11:25-11:25		12:30	235	1,410
6	7:45	5 minutes	11:55-12:25		12:30	255	1,530

## Plan II

CHANGES

7	7:45	5 minutes	11:55-12:25		12:30	255	1,530
8	7:45	5 minutes	11:55-12:25		12:30	255	1,530

### Modified Day Schedule 2009-2010

*School :Chet F. Harritt School*

Grades	Starting Time	Starting and Ending AM Recess Time or Total Min. of Jr. High Passing Time	Starting and Ending Lunch Times	Starting and Ending PM Recess Time	Dismissal Time	Total Instructional Minutes Per Day	Total Instructional Minutes Per Year (minutes x # of regular days)
<b>K All Day</b>	7:45	9:45-10:05	10:55-11:25		12:30	235	7,755
1-2	7:45	9:45-10:05	10:55-11:25		12:30	235	7,755
3	7:45	10:05-10:25	11:25-11:55		12:30	235	7,755
4	7:45	10:25-10:45	11:25-11:55		12:30	235	7,755
5	7:45	10:50-11:05	11:25-11:25		12:30	235	7,755
6	7:45	5 minutes	11:55-12:25		12:30	255	8,415
7-8	7:45	5 minutes	11:55-12:25		12:30	255	8,415

*Note: Starting and ending times are subject to change due to bussing schedules, as determined by the District Superintendent.*

**PLEASE ADD TOTAL INSTRUCTIONAL MINUTES PER YEAR FROM 2009-2010:**

Grade	Regular Days	Minimum Days	Modified Days	Total Instructional Minutes Per Year
<b>K</b>	43,005	1,410	7,755	52,170
<b>1</b>	43,005	1,410	7,755	52,170
<b>2</b>	43,005	1,410	7,755	52,170
<b>3</b>	48,645	1,410	7,755	52,170

*Plan II*

CHANGES

4	48,645	1,410	7,755	57,700
5	48,645	1,410	7,755	57,700
6-8	51,465	1,530	8,415	61,410



# Plan II

CHANGES

A. Names and grade levels of the teachers participating in the decision-making process: Staff members directly affected by an adjustment in instructional minutes shall meet to discuss the written proposal, using a collaborative problem solving.

Date of Meeting: 9-16-09

Staff Members:

Grade Levels:

Susan Walter	3
Jacqueline Ray	8
Lyndell Altom	2
Laurie Rush	6
Richard Mitchell	7
Paula	6
Lois	4/5
La Bellina	4
Juliah J Onnes	LAS
Eric W. Neble	Speech
Brittfield	1st
Ash Connel	2 <sup>nd</sup>
Deanne Johnston	K
Cari White	1 <sup>st</sup>
Susan Spinelli	8 <sup>th</sup>
Helen Tom	5 <sup>th</sup>
Tommy Stiles	-
By [unclear]	3
Rob Elliott	K
Marybeth Atkinson	7
Cheryl Jade	

# Plan II

CHANGES

**B. If a decision to adjust instructional minutes is reached by consensus, said consensus shall be verified by a secret ballot.**

a. Was the decision reached by consensus? Yes (If no, proceed to #D)

b. If yes, was their decision verified by a secret ballot? Yes Date: 9.16.09

**C. If the group is unable to reach consensus, the decision to adjust instructional minutes shall be made on the basis of secret vote and the following criteria shall apply:**

A 2/3 majority vote must be reached in order to affect said adjustment.

**D. Record of the vote:**

In favor: 26 Opposed: 1 Date of Vote: 9.16.09

**E. Site administrators are to facilitate the process but do not have a vote.**

**Votes must be counted by a committee composed of:**

STA Site Representative: Carrie Trantalis

Site Administrator: Andy Johnston

**F. Once the proposal has been approved by the affected staff members it should be shared with parents/guardians and School Site Council.**

Date of parent meeting(s): 9.17.09

Date of School Site Council Meeting 9.22.09

**G. Current number of instructional minutes:**

Grade	08-09 Instructional Minutes	09-10 Proposed Minutes	Difference
k-3	<u>52,170</u>	<u>52,170</u>	<u>0</u>
4-5	<u>57,700</u>	<u>57,700</u>	<u>0</u>
6-8	<u>58,700</u>	<u>61,410</u>	<u>+2,710</u>

Carrie Trantalis  
Signature of STA Site Representative

9-21-09  
Date

Johnston  
Signature of Principal

9.17.09  
Date

Consent Item E.4.7. Approval of Operating Agreement with Home Instruction for Parents of Preschool Youngsters (HIPPY) U.S.A., Inc.

Prepared by Kristin Baranski  
October 20, 2009

**BACKGROUND:**

The HIPPYCorps Initiative is a collaborative effort between AmeriCorps, HIPPY USA, and local HIPPY programs. The California HIPPYCorps Initiative provides services in rural and urban areas throughout California. The California HIPPYCorps Initiative will provide training, technical assistance and educational awards for HIPPYCorps members. Members will receive training and support from their local supervisors as well as from the state and national directors of HIPPYCorps.

HIPPY USA is requesting that the Santee School District continue as a sub grantee for HIPPY USA's AmeriCorps Grant with Hope Baker serving as HIPPYCorps' Site Director 50 percent of her time. The Board originally approved the request to serve as a subgrantee of HIPPY USA at the October 17, 2006 Board meeting.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the Operating Agreement between Home Instruction for Parents of Preschool Youngsters (HIPPY) U.S.A., Inc. and the Santee School District.

This program supports the following District goal:

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

**FISCAL IMPACT:**

This partnership will provide approximately \$46,000 of funding for the 2009-10 school year to cover fifty percent of the salary and benefits for Hope Baker and indirect costs.

**STUDENT ACHIEVEMENT:**

We no longer have a HIPPY program serving the students of Santee. The purpose of this agreement is to provide a partnership with Santee and HIPPY for selected staff to provide expertise and support for other HIPPY programs in the southern region of California. Santee receives "name recognition" and additional personnel cost resources for this collaboration.

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

Agenda Item E.4.7.

## Operating Agreement

This agreement is entered into as of September 1, 2009  
between  
Home Instruction for Parents of Preschool Youngsters (HIPPY) USA, Inc.,  
a New York education corporation, (operating in the state of Arkansas)  
and  
Santee School District  
Santee, California

### **I. Program Overview**

HIPPY is a multifaceted program that focuses on school readiness for children ages 3-5 and in-home teaching skills for their parents. Parents from targeted communities are recruited to visit their peers and neighbors under the supervision of a professional coordinator. For the home visitors recruited from the target community, HIPPY is often their first professional level experience.

The HIPPY AmeriCorps Initiative will focus on the expansion that is necessary to serve the families of California. The HIPPY AmeriCorps Initiative will provide service throughout the state of California, with partnerships that have been established with local agencies, such as local elementary schools and family support centers. The California HIPPY AmeriCorps Initiative will provide training, technical assistance and educational awards for 14 AmeriCorps members selected from among the pool of HIPPY parents and other members of the community. The California HIPPY AmeriCorps members will be provided with the opportunity to receive an Educational Award of \$2,363.50 at the successful completion of 900 hours and one year of service in the HIPPY AmeriCorps Initiative. Members who complete 675 hours or 450 hours and one year of service in the HIPPY AmeriCorps Initiative will receive a pro-rated award. Members will receive training and support from their local supervisors as well as from the state and national directors of the HIPPY AmeriCorps Initiative.

The HIPPY AmeriCorps Initiative is a collaborative effort between AmeriCorps, HIPPY USA and local HIPPY programs. Santee School District has been identified and agreed to serve as a sub-grantee of HIPPY USA for the purpose of implementing the HIPPY AmeriCorps Initiative in California.

- HIPPY USA will provide funding to Santee School District (according to the attached budget and to the extent that funding is provided by the Corporation for National and Community Service) for the following activities:
  - Selection of AmeriCorps members
  - Training of AmeriCorps members
  - Travel (California HIPPY AmeriCorps staff) to various sites
  - Administrative costs up to the limit listed in the budget
  - 49% FTE program director
  - Evaluation of HIPPY program outcomes

Santee School District will provide the following:

- In-kind and cash match for the following items:
  - 51% FTE program director
  - General office supplies
  - Photocopying
  - Local site visits to programs in the southern region of California
- Supervision of the California HIPYP AmeriCorps Program Coordinator in conjunction with HIPYP USA
- Maintenance of a balanced HIPYP AmeriCorps budget
- Submission of bi-monthly program reports

Local HIPYP programs will fund and maintain services to families and will provide the following:

- Recruitment of AmeriCorps members
- Direct supervision and support of AmeriCorps members
- Weekly training for AmeriCorps members
- Ongoing documentation of member and client activities
- Criminal background checks in compliance with federal regulations

## **II. Term:**

The term of this Agreement will begin on September 1, 2009 and shall expire on August 31, 2010, unless terminated by either party at any time by written notice to the other, specifying the effective date of such termination. Probable cause for termination included, but is not limited to: noncompliance with contract requirements, misuse of funds, failure to submit narrative reports to HIPYP USA.

In the event that HIPYP USA determines that Santee School District is not complying with the provisions set forth by HIPYP USA and/or AmeriCorps, HIPYP USA reserves the right to terminate Santee School District as the HIPYP AmeriCorps Initiative site in California.

## **III. Provisions:**

- (1) Santee School District agrees to comply with the following:
  - (a) Provisions set forth in this agreement by HIPYP USA, as the HIPYP AmeriCorps Parent Organization
  - (b) Program Narrative, from the AmeriCorps National Direct Continuation Application submitted in January 2009 (exhibit A)

(c) California HIPPY AmeriCorps Site Budget (exhibit B)

(d) AmeriCorps Provisions

(i) Paying special attention to the following sections:

1. Prohibited Program Activities
2. Fund Raising (Approved and Prohibited Member Activities)
3. Member Eligibility, Recruitment and Selection
4. Terms of Service
5. Member Records and Confidentiality
6. Performance Measurement and Evaluation

- (2) While the California HIPPY AmeriCorps Initiative Site Director will receive overall supervision from the AmeriCorps Coordinator from the Parent Organization, it is the responsibility of Santee School District to provide on-site supervision of the California HIPPY Corps Coordinator. In its supervisory capacity, Santee School District will make certain that the California HIPPY AmeriCorps Initiative Program Coordinator is performing all of the job functions outlined by HIPPY USA.
- (3) Santee School District, acting as fiscal agent for the HIPPY AmeriCorps Initiative activities in California, will be responsible for maintaining a balanced HIPPY AmeriCorps budget and must stay within the budget attached as exhibit B. Santee School District will incur all expenditures that exceed the limitations of the budget.
- (4) Santee School District is accountable for submitting to HIPPY USA all necessary source documents pertaining to all expenditures incurred by Santee School District for the HIPPYCorps Initiative in California for which a reimbursement is expected from HIPPY USA. A spreadsheet which details reimbursable expenditures, as well as Santee School District matched spending, as outlined in the Site Budget (Exhibit B) must be submitted quarterly (within first two weeks of following month) along with the request for reimbursement. Upon receipt of such documents, and approval by the HIPPY AmeriCorps Director, HIPPY USA will reimburse Santee School District. Reimbursements may be requested once every month. Payments will be made within three weeks of the request.
- (5) Reporting Requirements
- (a) Program Reports: As the California HIPPY AmeriCorps site, Santee School District must ensure that a bi-monthly report is submitted by the California HIPPY AmeriCorps Site Director to HIPPY USA as outline in the Director's Handbook. These reports are due to HIPPY USA bi-monthly.

(b) Desk Audit: The HIPPY AmeriCorps director will conduct two desk audits during the program year. It will be initiated by a memo sent to Santee School District requesting the following:

- (i) A copy of the entire contents of two members' files, selected by HIPPY USA.
- (ii) A copy of all back-up and supporting documentation for the expenditures for the last invoice and spreadsheet submitted to HIPPY USA.

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M. Gayle Hart  
National Program Director  
HIPPY USA

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Karl Christensen  
Assistant Superintendent of  
Business Services  
Santee School District

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Date

---

Date

Consent Item E.5.2. Approval to Increase Work Hours for Identified Classified Position  
Prepared by Minnie Malin  
October 20, 2009

**BACKGROUND:**

Over the past year, Sycamore Canyon’s site custodial responsibilities have increased as a result of additional programs such as YALE preschool and special education classes. Therefore, administration recommends that the current six (6) hour Site Custodian position be increased to eight (8) hours per day.

**RECOMMENDATION:**

Administration supports the following recommendation effective October 21, 2009:

- Increase the six (6) hour Site Custodian position at Sycamore Canyon to eight (8) hours per day.

This recommendation supports the following District goals:

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

**FISCAL IMPACT:**

The annual cost for an eight (8) hour Custodian II position is \$47,672 and \$36,983 for a six (6) hour position resulting in a savings of \$10,689 per year. The annual cost for a six (6) hour Site Custodian position is \$38,436 and \$50,686 for an eight (8) hour position resulting in an increase of \$12,250 per year. This will result in an annual increase of \$1,561 to the general fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.5.2.



Consent Item E.5.3. Approval of Revisions to the Certificated Non-Management Evaluation Procedures for Social Workers/Counselors

Prepared by Minnie Malin  
October 20, 2009

**BACKGROUND:**

May 15, 2007, the District adopted the current Certificated Non-Management Evaluation Guidelines. Since that time, administration has implemented the new guidelines and recognizes that there are portions of the guidelines that do not apply to all certificated positions. As a result, District administrators, STA representatives, and Social Workers/Counselors created a sub committee in which they jointly developed certificated non-management evaluation procedures that address the specific needs of the Social Worker/Counselor position.

**RECOMMENDATION:**

Tonight, administration recommends approval of the revisions to the Certificated Non-Management Evaluation Guidelines. Administration further recommends implementation of this new process in the 2009-10 school year.

This recommendation supports the following district goals:

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

**FISCAL IMPACT:**

There will not be an impact to the general fund as a result of this item.

**STUDENT ACHIEVEMENT IMPACT:**

An effective up-to-date standards based evaluation document designed to provide guidance and support for all non-management teaching staff will support the district goal of providing the best educational environment for all students.

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

Agenda Item E.5.3.

# SANTEE SCHOOL DISTRICT

## Track II Evaluation

### Purpose

Track II is designed to provide school counselors/school social workers with a specific focus in their efforts to develop and strengthen their skills. The Santee School Social Worker/Educational Counseling Standards reflect the goals and standards for school counselor/school social worker excellence and sound educational practice as prescribed in the California Standards for a pupil personnel credential. These standards assure that quality education is provided for all students and offer an opportunity for continual professional growth for school counselors/school social workers.

### Eligibility

- Permanent Employees not on an Assistance Plan
- Beyond 1<sup>st</sup> Year Tenured Employee

### Desired Evaluation Outcomes

- Student learning
- Self reflection
- Continued professional development
- Collegiality and collaboration as an effective team member
- Instructional improvement
- Continued demonstration of competency

### Evaluation Process

The final evaluation is an accumulation of data including, but not limited to:

- Classroom visitations
- Formal and informal observations
- School counselor/school social worker and supervisor dialogues and conferences
- Evidence/artifacts demonstrating progress toward standards

### Final Evaluation

The final evaluation is an opportunity for school counselor/school social worker and supervisor to reflect on progress for the year, identify areas of strength and make recommendations for further growth. In addition to the data accumulated, the final evaluation includes a formal conference between school counselor/school social worker and supervisor.

**SANTEE SCHOOL DISTRICT**  
**Pre-Evaluation Form**  
**Plan to Demonstrate Competency**  
**Track II**

Complete four (4) forms, one for each of four (4) State standards

Name:	Date:
Schools:	Assignment/ Grade Level:

School Counselor/School Social Worker Standard:

- Implement responsive services through the effective use of individual and small group counseling, consultation, and referral skills - *Standard 1*
- Promote and maintain a safe and supportive learning environment- *Standard 2*
- Plan, implement and evaluate programs to promote academic, career, personal and social development of students - *Standard 3*
- Collaborative and coordinate with school and community resources - *Standard 4*
- Utilize multiple sources of information to monitor and improve student behavior and assessment- *Standard 5*
- Developing as a professional school social worker or school counselor - *Standard 6*

Specific goal(s) addressed by this plan:

Plan for implementation (includes strategies for school counselor/school social worker timelines, resources or support):

Plan for monitoring progress:

Implementation signatures:

School Counselor/School Social Worker Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Four (4) Pre-Evaluation forms Due Oct 15*

FORM 6

*Distribution: Evaluator, Evaluatee & Personnel file*

# SANTEE SCHOOL DISTRICT

## Formal Certificated Observation

### Track II

To be completed at least four (4) times during the evaluation year

School counselor/school social worker:			Date:
Sites:	Day: M T W Th F	Beginning Time:	Duration of Observation:
Lesson Objective			Subject of Activity Observed:

**Observed:** It is not anticipated that each area will necessarily be observed in any given observation. Check item if observed. Check specific elements if appropriate. The four previously identified standards for the year should be checked at least once during the year.

- Implement responsive services through the effective use of individual and small group counseling, consultation, and referral skills - *Standard 1*
- Promote and maintain a safe and supportive learning environment - *Standard 2*
- Plan, implement and evaluate programs to promote academic, career, personal and social development of students - *Standard 3*
- Collaborative and coordinate with school and community resources - *Standard 4*
- Utilize multiple sources of information to monitor and improve student behavior and assessment- *Standard 5*
- Developing as a professional school social worker or school counselor - *Standard 6*

Evaluator's comments:

School counselor/school social worker reflections regarding depth of student learning:

Post conference summation:

School counselor/school social worker Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Evaluatee's signature does not constitute endorsement of evaluator's comments, but acknowledges that an observation has taken place.

FORM 7

*Distribution: Evaluator, Evaluatee & Personnel file*

**SANTEE SCHOOL DISTRICT**  
**Track II**  
**Final Evaluation**

---

Name: _____	Date: _____
Schools: _____	Assignment: _____

---

Feedback and recommendations of supervisor:

**Satisfactory** \_\_\_\_\_      **Making Progress** \_\_\_\_\_      **Unsatisfactory** \_\_\_\_\_

School counselor/school social worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

I intend to complete an Employee Comment, Reflections or Feedback form. (Form 8)

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

*This form will be placed in the personnel file.*

*Form due: May 20*

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 8

**SANTEE SCHOOL DISTRICT**  
**Track II**  
**Employee Comments, Reflections or Feedback**  
**(Optional)**

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Name:	Date:
School:	Assignment:

---

Employee comments, reflections or feedback:

School counselor/school social worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

If utilized by the employee, this form must be forwarded by the employee to the Human Resources Department to be placed in the personnel file with the evaluation documents.

FORM 9

\_\_\_\_\_  
STA President

\_\_\_\_\_  
District Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# SANTEE SCHOOL DISTRICT

# Alternative Project Evaluation System

## Purpose

The Alternative Evaluation process is designed to be a positive experience for the school counselor/school social worker who has a desire to develop their own professional growth process by exploring areas that may not be addressed as effectively in a more traditional evaluation process. Specific areas for Alternative Evaluation projects will conform to the District Strategic Plan.

## Eligibility

- School counselor/school social worker in the Santee School District
- A mutually agreed upon project between school counselor/school social worker and supervisor which conforms to the District's Strategic Plan

## Desired Evaluation Outcomes

- Student learning
- Self reflection
- Continued professional development
- Collegiality and collaboration as an effective team member
- Instructional improvement
- Continued demonstration of competency

## Project Components

- Connection to the District Strategic Plan Targets
- Mid-Year reflection
- Observations by peers and supervisor
- Evidence of student learning
- Project portfolio
- Feedback from peers and administrator(s)
- Possibility for replication/dissemination of learning

## Examples

Some examples might be:

- In-depth service learning projects
- Integration of evidence based practice into school setting
- Development and implementation of strategies to help students with special needs
- School counseling/school social worker research
- Advanced educational degree/certification

You are encouraged to design individual or collaborative team projects.

# SANTEE SCHOOL DISTRICT

## Alternative Evaluation System

### Project Proposal

---

Name:	Date:
Schools:	Assignment/ Grade Level:

---

School counselor/school social worker completes prior to conference. Add pages as needed.  
(Provide two copies)

1. Briefly describe your professional philosophy.
2. Describe your proposal and how it relates directly to both student support and the District Strategic Plan Targets.
3. Explain your plan for peer and supervisor collaboration, feedback and observation. Include how you will disseminate information about your project.
4. What are your detailed criteria for evaluation? What evidence will you include in the project portfolio?
5. Specify tasks/benchmarks and months to be completed.

Timeline:       1 Year               2 Years

*I agree to the project objectives outlined above.*

School counselor/school social worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Form Due: October 1

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 10



**SANTEE SCHOOL DISTRICT**  
**Alternative Evaluation System**  
**Mid-Year Reflection**

Name:	Date:
Schools:	Assignment/ Grade Level:

Summary of input from peers and supervisor:

Personal reflections:

School counselor/school social worker's Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Form Due: January 31*  
*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 11

# SANTEE SCHOOL DISTRICT

## Alternative Evaluation System

### End of Year Report

Name:	Date:
Schools:	Assignment Grade Level:

School counselor/school social worker completes prior to conference:

1. Evaluate the extent and degree to which you accomplished your goals as set forth in your proposal.
2. Please write a short statement indicating how this project/research enhanced your professional growth.
3. How did your project/research impact student learning?
4. How would you change your project/research if you were to do it again?
5. How will you continue to use what you learned this year?
6. What are your plans for subsequent growth?
7. Other comments regarding this project or process.

School counselor/school social worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

This form will be placed in the personnel file as part of the evaluation documents.

*Form Due: May 20*

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 12

**SANTEE SCHOOL DISTRICT**  
**Alternative Evaluation System**  
**Final Evaluation**

Name: _____	Date: _____
Schools: _____	Assignment Grade Level: _____

Feedback and recommendations of supervisor (Include response to all of the project components):

Satisfactory \_\_\_\_\_                      Making Progress \_\_\_\_\_                      Unsatisfactory \_\_\_\_\_

School counselor/school social worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

I intend to complete an Employee Comment, Reflections or Feedback form.

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Conference and Form Due: May 30*

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 13

# SANTEE SCHOOL DISTRICT Alternative Evaluation

## Employee Comments, Reflections or Feedback (Optional)

Name:	Date:
Schools:	Assignment/ Grade Level:

Employee comments, reflections, or feedback regarding supervisor's Final Evaluation:

School counselor/school social worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

If utilized by the employee, this form must be forwarded by the employee to the Human Resources Department to be placed in the personnel file with the evaluation documents.

FORM 14

\_\_\_\_\_  
STA President

\_\_\_\_\_  
District Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# SANTEE SCHOOL DISTRICT

## Assistance Plan

### Purpose

The Assistance Plan is designed to provide teachers with specific needs, a clear focus and assistance in their efforts to improve and strengthen their skills in teaching. The Santee School District School Counselor/School Social Worker reflect the goals and standards for excellence and sound educational practice as prescribed in the California standards and national models for these professions. These standards assure that quality education is provided for all students and offer an opportunity for continual professional growth for school counselors/school social workers.

### Eligibility

Permanent Employees not meeting all six (6) standards as documented through the evaluation process.

### Desired Assistance Plan Outcomes

(Check all that apply)

- Engaging and supporting all students in learning - *Standard 1*
- Creating and maintaining effective environments for student learning - *Standard 2*
- Understanding and organizing subject matter for student learning - *Standard 3*
- Planning instruction and designing learning experiences for all students - *Standard 4*
- Assessing student learning - *Standard 5*
- Developing as a professional educator - *Standard 6*

### Evaluation Process

The final evaluation is an accumulation of data including, but not limited to:

- Classroom visitations
- Formal and informal observations
- School counselor/school social worker/supervisor dialogues and conferences
- Evidence/artifacts demonstrating progress toward standards

### Mid-Year Evaluation

The mid year evaluation is an opportunity for school counselor/school social worker and supervisor to reflect on progress to date, identify areas of strength and make recommendations for further assistance. In addition to the data accumulated for the final evaluation, the mid year evaluation includes a formal conference between employee and supervisor.

### Final Evaluation

The final evaluation is an opportunity for school counselor/school social worker and supervisor to reflect on progress for the year, identify areas of strength, and make recommendations for further growth. In addition to the data accumulated, the final evaluation includes a formal conference between employee and supervisor.

**SANTEE SCHOOL DISTRICT**  
**Certificated Evaluation**  
**Assistance Plan**  
**One form for each area of concern**

Name: _____	Date: _____
School: _____	Assignment/ Grade Level: _____

The Assistance Plan below identifies the area of concern:

School Counselor/School Social Worker Standard:

- Implement responsive services through the effective use of individual and small group counseling, consultation, and referral skills - *Standard 1*
- Promote and maintain a safe and supportive learning environment- *Standard 2*
- Plan, implement and evaluate programs to promote academic, career, personal and social development of students - *Standard 3*
- Collaborative and coordinate with school and community resources - *Standard 4*
- Utilize multiple sources of information to monitor and improve student behavior and assessment- *Standard 5*
- Developing as a professional school social worker or school counselor - *Standard 6*

Specific goal(s) for improvement:

Plan for assistance (includes strategies for school counselor/school social worker timelines, resources or support):

Plan for monitoring progress:

Evaluation Criteria/Evidence of Standard attainment:

Implementation signatures:

School Counselor/School Social Worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

FORM 15

*Distribution: Evaluator, Evaluatee & Personnel file*

# SANTEE SCHOOL DISTRICT

## Formal Certificated Observation Assistance Plan

**To be completed at least four (4) times during the evaluation year**

School Counselor/School Social Worker			Date:
Sites:	Day: M T W Th F	Beginning Time	Duration of Observation:
Lesson Objective:			Subject of Activity Observed:

**Observed:** It is not anticipated that each area will necessarily be observed in any given observation. Check item if observed. Check specific elements if appropriate.

- Implement responsive services through the effective use of individual and small group counseling, consultation, and referral skills - *Standard 1*
- Promote and maintain a safe and supportive learning environment- *Standard 2*
- Plan, implement and evaluate programs to promote academic, career, personal and social development of students - *Standard 3*
- Collaborative and coordinate with school and community resources - *Standard 4*
- Utilize multiple sources of information to monitor and improve student behavior and assessment- *Standard 5*
- Developing as a professional school social worker or school counselor - *Standard 6*

Supervisor's comments:

School Counselor/School Social Worker analysis and reflections of student learning:

Post conference summation:

School Counselor/School Social Worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Evaluatee's signature does not constitute endorsement of evaluator's comments but acknowledges that an observation has taken place.

*Distribution: Evaluator & Evaluatee*

FORM 16

# SANTEE SCHOOL DISTRICT

## Assistance Plan

### Mid-Year Evaluation

Name:	Date:
Schools:	Assignment/ Grade Level:

Feedback and recommendations of supervisor:

Satisfactory \_\_\_\_\_ Making Progress \_\_\_\_\_ Unsatisfactory \_\_\_\_\_

School Counselor/School Social Worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

I intend to complete an Employee Comment, Reflections or Feedback form.

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Form due: January 31

FORM 17

*Distribution: Evaluator, Evaluatee & Personnel file*



**SANTEE SCHOOL DISTRICT**  
**Assistance Plan**  
**Final Evaluation**

Name: _____	Date: _____
Schools: _____	Assignment/ Grade Level: _____

Feedback and recommendations of supervisor:

**Satisfactory** \_\_\_\_\_      **Making Progress** \_\_\_\_\_      **Unsatisfactory** \_\_\_\_\_

School Counselor/School Social Worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

I intend to complete an Employee Comment, Reflections or Feedback form.

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Form due: May 20*

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 18

**SANTEE SCHOOL DISTRICT**  
**Assistance Plan**  
**Employee Comments, Reflections or Feedback**  
**(Optional)**

Name:	Date:
Schools:	Assignment/ Grade Level:

**Employee comments, reflections or feedback:**

School Counselor/School Social Worker's Signature: \_\_\_\_\_ Date \_\_\_\_\_

If utilized by the employee, this form must be forwarded by the employee to the Human Resources Department to be placed in the personnel file with the evaluation documents.

FORM 19

\_\_\_\_\_  
STA President

\_\_\_\_\_  
District Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# SANTEE SCHOOL DISTRICT

## Track I Evaluation

### Purpose

Track I is designed to provide school counselors/school social workers with a specific focus in their efforts to develop and strengthen their skills. The Santee School Social Worker/Educational Counseling Standards reflect the goals and standards for school counselor/school social worker excellence and sound educational practice as prescribed in the California Standards for a pupil personnel credential. These standards assure that quality education is provided for all students and offer an opportunity for continual professional growth for teachers.

### Eligibility

- Temporary employee
- Probationary employee
- First Year Tenured employee

### Desired Evaluation Outcomes

- Student learning
- Self reflection
- Continued professional development
- Collegiality and collaboration as an effective team member
- Instructional improvement
- Demonstration of Competency

### Evaluation Process

The final evaluation is an accumulation of data including, but not limited to:

- Established goals
- Classroom visitations
- Formal and informal observations
- School counselor/school social worker dialogues and conferences
- Evidence/artifacts demonstrating progress toward teacher standards

### Mid Year Evaluation

The mid year evaluation is an opportunity for school counselor/school social worker and supervisor to reflect on progress to date, identify areas of strength and make recommendations for further growth. In addition to the data accumulated for the final evaluation, the mid year evaluation includes a formal conference between school counselor/school social worker and supervisor.

### Final Evaluation

The final evaluation is an opportunity for school counselor/school social worker and supervisor to reflect on progress for the year, identify areas of strength and make recommendations for further growth. In addition to the data accumulated, the final evaluation includes a formal conference between school counselor/school social worker and supervisor.

# SANTEE SCHOOL DISTRICT

## Pre-Evaluation Form

### Plan to Demonstrate Competency

#### Track I

Complete four (4) forms, one for each of four (4) State standards

Name:	Date:	
Schools:	Assignment/ Grade Level	(Include current year) <input type="checkbox"/> Temporary _____ years <input type="checkbox"/> Probationary _____ years <input type="checkbox"/> 1 <sup>st</sup> Year Tenured

School Counselor/School Social Worker Standard:

- Implement responsive services through the effective use of individual and small group counseling, consultation, and referral skills - *Standard 1*
- Promote and maintain a safe and supportive learning environment- *Standard 2*
- Plan, implement and evaluate programs to promote academic, career, personal and social development of students - *Standard 3*
- Collaborative and coordinate with school and community resources - *Standard 4*
- Utilize multiple sources of information to monitor and improve student behavior and assessment- *Standard 5*
- Developing as a professional school social worker or school counselor - *Standard 6*

Specific goal(s) addressed by this plan:

Plan for implementation (includes strategies for school counselor/school social worker timelines, resources or support):

Plan for monitoring progress:

Implementation signatures:

School counselor/school social worker Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Four (4) Pre-Evaluation forms Due Oct 1*

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 1

# SANTEE SCHOOL DISTRICT

## Formal Certificated Observation

### Track I

To be completed at least four (4) times during the evaluation year

School counselor/school social worker:			Date:
Sites:	Day: M T W Th F	Beginning Time:	Duration of Observation:
Lesson Objective:			Subject of Activity Observed:

**Observed:** It is not anticipated that each area will necessarily be observed in any given observation. Check item if observed. Check specific elements if appropriate.

- Implement responsive services through the effective use of individual and small group counseling, consultation, and referral skills - *Standard 1*
- Promote and maintain a safe and supportive learning environment- *Standard 2*
- Plan, implement and evaluate programs to promote academic, career, personal and social development of students - *Standard 3*
- Collaborative and coordinate with school and community resources - *Standard 4*
- Utilize multiple sources of information to monitor and improve student behavior and assessment- *Standard 5*
- Developing as a professional school social worker or school counselor - *Standard 6*

Supervisor's comments:

School counselor/school social worker analysis & reflection of student learning:

Post conference summation:

School counselor/school social worker Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Evaluatee's signature does not constitute endorsement of evaluator's comments, but acknowledges that an observation has taken place.

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 2

# SANTEE SCHOOL DISTRICT

## Track I

### Mid-Year Evaluation

Name: _____	Date: _____	
Schools: _____	Assignment/ Grade Level _____	(Include current year) <input type="checkbox"/> Temporary _____ years <input type="checkbox"/> Probationary _____ years <input type="checkbox"/> 1 <sup>st</sup> Year Tenured

Feedback and recommendations of supervisor:

Satisfactory \_\_\_\_\_      Making Progress \_\_\_\_\_      Unsatisfactory \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date \_\_\_\_\_

I intend to complete an Employee Comment, Reflections or Feedback form. (Form 5)

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Form due: January 31

FORM 3

*Distribution: Evaluator, Evaluatee & Personnel file*

**SANTEE SCHOOL DISTRICT**  
**Track I**  
**Final Evaluation**

Name: _____		Date: _____
Schools: _____	Assignment/ Grade Level _____	(Include current year) <input type="checkbox"/> Temporary _____ years <input type="checkbox"/> Probationary _____ years <input type="checkbox"/> 1 <sup>st</sup> Year Tenured

**Feedback and recommendations of supervisor:**

**Satisfactory** \_\_\_\_\_      **Making Progress** \_\_\_\_\_      **Unsatisfactory** \_\_\_\_\_

School counselor/school social worker Signature: \_\_\_\_\_ Date \_\_\_\_\_  
 I intend to complete an Employee Comment, Reflections or Feedback form. (Form 5)

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Form due: March 1*

*Distribution: Evaluator, Evaluatee & Personnel file*

FORM 4

# SANTEE SCHOOL DISTRICT

## Track I

### Employee Comments, Reflections or Feedback (Optional)

Name: _____	Date: _____	
Schools: _____	Assignment/ Grade Level _____	(Include current year) <input type="checkbox"/> Temporary _____ years <input type="checkbox"/> Probationary _____ years <input type="checkbox"/> 1 <sup>st</sup> Year Tenured

**Employee comments, reflections or feedback:**

School counselor/school social worker Signature: \_\_\_\_\_ Date \_\_\_\_\_

If utilized by the employee, this form must be forwarded by the employee to the Human Resources Department to be placed in the personnel file with the evaluation documents.

FORM 5

\_\_\_\_\_  
STA President

\_\_\_\_\_  
District Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



DISCUSSION AND/OR ACTION ITEMS Item F.

*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 F.1.1. Approval of Appointment of Members to Board  
Advisory Committees

Prepared by Dr. Patrick Shaw  
October 20, 2009

## **BACKGROUND:**

Applications for membership on Board Advisory Committees were distributed to parents and employees, and were available on the District's web page. Submitted applications have been accepted and the Superintendent assigned applicants based on priorities and openings to membership on Board advisory committees to fill current vacancies. Membership on a Board Advisory Committee is a two-year term.

The Board advisory committees with vacant positions to be filled are:

- Advisory Council for Instruction (ACI)
- Budget Advisory Committee (BAC)
- Calendar Committee
- Character Education Committee
- Communication Committee
- District Safety Committee
- District Technology Committee
- Facilities Committee
- Special Education Advisory Committee
- Wellness Committee

**Advisory Council for Instruction:** Membership on this committee consists of 9 parents, 9 teachers, a representative each from STA, CSEA and SAA, in addition to 2 administrative staff members and chairpersons from various district committees. Members have selected two-year terms.

**Budget Advisory Committee:** Membership on this committee consists of 15 community members, 2 Board members, 3 district administrators, 3 STA members and 3 CSEA members.

### **Calendar Committee**

This committee is comprised of Employee Association members, District employees, and Board of Education members. Community membership is encouraged.

**Character Education Committee:** Membership on this committee consists of 3 community members, 1 Board member, 1 district administrators, 1 STA member and 1 CSEA member.

**Communication Committee:** Membership on this committee consists of 9 employees and 9 parents (one from each school site), 2 Board members, 1 District administrator, 1 STA representative, and 1 CSEA representative. Members are recruited by the site administrator and membership is always open.

**District Safety Committee:** The Board appointed members to the Safety Committee for the first time during 2000-01. No membership composition was established for this committee. During the 2003-04 school year, the committee was comprised of 3 district administrators, 7 parents/community members, 1 SAA representative, 1 STA representative, and 1 CSEA representatives (appointed by the associations), and 2 additional staff members.

**District Technology Committee:** Membership on this committee consists of 10 parents, 3 students, 2 district administrators, 2 STA members, 2 CSEA members, and 3 members of the business community. Current members are still invited to serve on this committee.

**Facilities Committee:** Membership on this committee consists of 2 community members, 2 Board members, 2 district administrators, 2 county/district facilities professionals, 2 STA members and 2 CSEA members.

**Special Education Advisory Council:**

Membership on this committee consists of 12 parents of diverse disabilities and from various schools, a special education teacher, a classified employee, District administration, and STA and CSEA representatives. Special education parent membership on this committee is welcomed as vacancies occur.

**Wellness Committee**

Membership on this committee consists of 9 teachers and 9 parents (one from each school site), 2 community members, 4 classified employees, 1 Board member, 4 District administrators, 1 STA representative, and 1 CSEA representative.

Administration has tentatively assigned the applicants based on their priority choices listed on their applications. The Superintendent's recommendations are provided in a chart.

**RECOMMENDATION:**

Administration recommends that the Board approve the Superintendent's committee assignments and appoint these applicants to fill vacancies on the various Board Advisory Committees. Since there are currently more vacancies than applicants on some committees, administration recommends that the Board appoint members who have applied at this time and extend the application timeline for one month.

**FISCAL IMPACT:**

There is usually a negligible fiscal impact dependent on the committee's needs. Any costs are paid from department operating budgets.

**STUDENT ACHIEVEMENT IMPACT:**

Board Advisory Committees provide the Board with valuable input and information from parents when making decisions that impact student achievement.

BOARD POLICIES AND BYLAWS Item G.

*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.*

Prepared by Dr. Pat Shaw  
October 20, 2009

**BACKGROUND:**

Attached is CSBA’s Sample Board Policy 1160. When Board members reviewed the 1000 series of Board Policies for revision in February 2009, it was requested that the sample BP 1160 return to the Board at a later date for review and consideration for adoption.

BP 1160 addresses political activities conducted by the Governing Board or district staff on behalf of the district. It does not apply to individuals acting on their own time, at their own expense or on their own authority. Individuals have broad rights under the First Amendment to speak out on public issues, establish and participate in political action committees or engage in other political activities as private citizens.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Board Policy 1160.

**FISCAL IMPACT:**

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

Motion:		Second:		Vote:		Item G.1.1.
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## **Community Relations POLITICAL PROCESSES**

The Governing Board has a responsibility to actively advocate fiscal and public policy that supports the district's schools and the children in the community. To the extent possible, the Board shall be proactive in defining the district's advocacy agenda based on the needs of the district and the direction set forth in the district's vision and goals.

The Board may establish reasonable regulations related to Board members and employees engaging in political activity during working hours and on district premises. (Education Code 7055)

### **Legislation**

The Board's responsibility as an advocate for the district may include lobbying at the state and national levels.

Because local governments also make decisions which impact the district's schools, the Board and the Superintendent or designee shall work to establish ongoing relationships with city and county officials and agencies, and shall inform them of the potential effect of local issues on the schools.

The Board shall identify issues that will affect its schools and the children in its community, establish goals and priorities for legislative advocacy, solicit community input and adopt legislative positions. The Superintendent or designee shall establish a coordinated plan for carrying out the advocacy agenda, including specific activities, target groups or individuals, staff responsibilities and timelines.

In order to strengthen legislative advocacy efforts, the district may work with organizations and coalitions and may join associations whose representatives lobby on behalf of their members.

As necessary, the Superintendent or designee may draft legislative proposals which serve the district's interests.

The Board may provide fair and impartial information about legislative issues affecting schools and children and shall inform the community about its legislative advocacy activities. However, the Board shall not urge the public to lobby the legislature on behalf of the district.

### **Ballot Measures/Candidates**

The Board may study the potential effect of ballot measures on the district's schools. Any Board discussion of the effect of such measures shall include an opportunity for Board members, staff and members of the public to speak on all sides of the issue. Following

such study, the Board may adopt positions in support of or in opposition to ballot measures of importance to education.

The Board's positions shall be publicized only through normal district procedures for reporting Board actions and in a manner that does not attempt to influence voters.

No district funds, services, supplies or equipment shall be used to urge the support or defeat of any ballot measure or candidate, including any candidate for election to the Board. (Education Code 7054)

District resources shall not be used to disseminate campaign literature or to purchase advertisements, bumper stickers, posters or similar promotional items that advocate an election result.

The Superintendent or designee may use district resources to provide students, parents/guardians and community members with fair and impartial information related to ballot measures, including information about the impact of ballot measures on the district. (Education Code 7054)

In preparing or distributing such information, the Superintendent or designee shall ensure that the totality of the circumstances, including language, style, tenor and timing, does not expressly advocate passage or defeat of a measure or candidate.

The Superintendent or designee may research, draft and prepare a bond measure or other initiative for the ballot, but shall not use district resources to secure signatures in order to qualify the measure for the ballot.

Upon request, Board members and district administrators may appear at any time before a citizens' group to explain why the Board called for an election on a bond measure and to answer questions. (Education Code 7054.1)

If the presentation occurs during working hours, the district representative shall not urge a citizens' group to vote for or against the bond measure.

For informational purposes, the Superintendent or designee may conduct a poll related to a ballot issue. Such a poll shall not advocate a particular position on the issue.

### **Legal Advocacy**

The Board recognizes that some issues are more appropriately addressed judicially rather than legislatively. When a legal issue is likely to set a state or national precedent, the district may join with other districts or parties in order to challenge the issue through litigation or other appropriate means.

**Political Forums**

Forums on political issues may be held in district facilities as long as the forum is made available to all sides of the issue on an equitable basis. (Education Code 7058)

Legal Reference:

EDUCATION CODE

7054 Use of district property  
7054.1 Requested appearance  
7055 Local rules  
7056 Soliciting or receiving political funds  
7058 Use of forum

35160 Authority of governing boards  
35172 Promotional activities

GOVERNMENT CODE

50023 Attending legislature to support or oppose legislation  
53060.5 Attendance at legislative body; expenses  
54953.5 Right to record proceedings  
54953.6 Broadcasts of proceedings  
81000-91015 Political Reform Act

COURT DECISIONS

Stanson v. Mott, (1976) 17 Cal. 3d 206  
Miller v. Miller, (1978) 87 Cal.App.3d 762  
League of Women Voters v. Countywide Criminal Justice Coordination Committee, (1988) 203 Cal.App.3d 529, 250 Cal. Rptr. 161, rev.den.  
Choice-in-Education League et al v. Los Angeles Unified School District, (1993) 17 Cal.App.4th 415  
Yes on Measure A v. City of Lake Forest (1997) 60 Cal.App.4th 620  
Scherer v. Buchanan, First Appellate District, Civil No. A076648

ATTORNEY GENERAL OPINIONS

73 Ops.Cal.Atty.Gen. 255 (1990)

Management Resources:

OFFICE OF LEGISLATIVE COUNSEL

Advice letter #7837, March 18, 1996 (use of public funds to publicize board positions)

FAIR POLITICAL PRACTICES COMMISSION

FPPC No. 93/345 (1996)

CSBA PUBLICATIONS

Political Activities of School Districts: Legal Issues, 1998  
Maximizing School Board Leadership: Community Leadership, 1996  
(6/94 2/96) 6/98

Adopted:



BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item H.

CLOSED SESSION Item I.

*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. Liability Claims (Gov't Code §54956.95)**  
*Claimant: Borrego Solar*  
*Claim Against: Santee School District*
- 3. Conference with Legal Counsel – Existing Litigation**  
*(Subdivision (a) of Gov't Code §54956.9)*  
*Case # 37-2009-00083936-CU-CO-CTL*

RECONVENE TO PUBLIC SESSION Item J.

ADJOURNMENT Item K.