



Santee School District

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

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

**BOARD OF EDUCATION
 REGULAR MEETING
 AGENDA
 February 7, 2023**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

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1. Call to Order and Welcome	
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D. CONSENT ITEMS	12
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
Superintendent	
1.1. <u>Approval of Minutes</u>	13
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
1.2. <u>Approval of Memorandum of Understanding between Santee School District and the San Diego County Sheriff’s Department for Access to Security Camera Footage</u>	24
It is recommended that the Board approve the Memorandum of Understanding between Santee School District and the San Diego County Sheriff’s Department for Access to Security Camera Footage.	

Business Services

- 2.1. Approval/Ratification of Travel Requests** 32
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. Approval/Ratification of Revolving Cash Report** 34
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.3. Approval/Ratification of General Services Agreements** 36
It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.
- 2.4. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 38
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of December 2022.
- 2.5. Acceptance of Donations, Grants, and Bequests** 43
It is recommended that the Board of Education accept the donations, grants, and/or bequests listed in the item for the District and authorize administration to send a letter of appreciation on behalf of the governing Board.
- 2.6. Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation** 44
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.
- 2.7. Authorization to Sell/Dispose of Surplus Items** 45
It is recommended that the Board of Education declare the described items as surplus with a value of \$2,000.00 or less and authorize the sale or disposal of them in accordance with the recommended terms.
- 2.8. Acceptance of 2021-22 Audit Report** 48
It is recommended that the Board of Education accept the 2021-22 audit report as submitted.
- 2.9. Adoption of Resolution No. 2223-06 to Apply for a Grant Funded by the Volkswagen Environmental Mitigation Trust** 49
It is recommended the Board of Education adopt Resolution No. 2223-06 authorizing staff to apply for a grant funded by the Volkswagen Environmental Mitigation Trust.
- 2.10. Adoption of Resolution No. 2223-07 to Close Fund 09: Charter Schools Special Reserve Fund at the San Diego County Treasury** 51
It is recommended that the Board of Education adopt Resolution No. 2223-07 to permanently close Fund 09: Charter Schools Special Revenue Fund at the San Diego County Treasury.

Educational Services

- 3.1. Approval of Comprehensive School Safety Plans** 53
It is recommended that the Board of Education approve the Comprehensive School Safety Plans.
- 3.2. Ratification of Nonpublic Agency Master Contract with ProCare Therapy for Speech Therapy and Occupational Therapy** 55
It is recommended that the Board of Education ratify the Nonpublic Agency Master Contract with ProCare Therapy for Speech Therapy and Occupational Therapy.

- 3.3. Ratification of Approval of Nonpublic School Master Contract with Fred Finch for Nonpublic School Services** 56
It is recommended that the Board of Education ratify the Nonpublic School Master Contract with Fred Finch School for Nonpublic School Services.

- 3.4. Approval of Nonpublic Agency Master Contract with San Diego Center for Vision Care for Vision Therapy** 57
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with San Diego Center for Vision Care for Vision Therapy.

Human Resource/Pupil Services

- 4.1. Personnel, Regular** 58
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.

- 4.2. Approval of Short-Term Services Agreements** 60
It is recommended that the Board of Education approve the short-term services agreements.

- 4.3. Approval of Memorandum of Understanding (MOU) with San Diego Youth Services (SDYS) for Community Assessment Team (CAT)** 61
It is recommended that the Board of Education approve the Memorandum of Understanding with San Diego Youth Services for Community Assessment Team.

- E. DISCUSSION AND/OR ACTION ITEMS** 78
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. California School Boards Association (CSBA) 2023 Delegate Assembly Election** 79
It is recommended that the Board of Education cast a unit vote to fill vacancies for the CSBA Delegate Assembly Region 17 representatives. Action, if any, is at the discretion of the Board.

- 1.2. Board Bylaw 9250 – Renumeration, Reimbursement and Other Benefits** 82
It is recommended that the Board of Education review and discuss Board Bylaw 9250 - Renumeration, Reimbursement and other Benefits. Action, if any, is at the discretion of the Board.

Business Services

- 2.1. Approval of Monthly Financial Report** 86
It is recommended that the Board of Education approve the Monthly Financial Report for the month of December 2022.

Human Resource/Pupil Services

- 3.1. Ratification of Employer-Employee Collective Bargaining Tentative Agreement Between Santee School District and Santee Teachers Association (STA)** 89
It is recommended that the Board of Education ratify the tentative agreement between Santee School District and the Santee Teachers Association.

F.	BOARD POLICIES AND BYLAWS	100
1.1.	<u>Second Reading: Revised Board Policies (BP)/Administrative Regulation (AR):</u>	101
	<ul style="list-style-type: none">• BP 7150 – Site Selection and Development• BP 7160 – Charter School Facilities• BP 7210 – Facilities Financing	
	It is recommended that the Board of Education adopt revised Board Policy 7150 – Site Selection and Development, New Board Policy 7160 – Charter School Facilities, and Revised Board Policy 7210 – Facilities Financing, as presented in a second reading.	
1.2.	<u>First Reading: Revised Board Policies (BP)/Administrative Regulation (AR):</u>	110
	<ul style="list-style-type: none">• BP 7211 – Developer Fees• BP 7212 – Mello-Roos Districts• BP 7214 – General Obligation Bonds	
	Revised Board Policies/Administrative Regulations are being presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	
G.	EMPLOYEE ASSOCIATION COMMUNICATION	123
H.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	123
I.	CLOSED SESSION	123
1.	<u>Conference with Labor Negotiator</u> (Gov't. Code § 54957.6) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Employee Organizations: Santee Teachers Association (STA); and</i> <i>Classified School Employees Association (CSEA)</i>	
2.	<u>Public Employee Performance Evaluation</u> (Gov't. Code § 54957) <i>Superintendent</i>	
J.	RECONVENE TO PUBLIC SESSION	123
K.	ADJOURNMENT	123

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. As of this posting, the next regular meeting of the Board of Education will be held in-person on February 21, 2023, at 6:00 p.m. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

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

1. Call to Order and Welcome
2. District Mission
 - *Providing an extraordinary education in an inspiring environment with caring people*
3. Pledge of Allegiance
4. Approval of Agenda for the February 7, 2023, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

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

DEVELOPER FEES COLLECTION REPORT
2022-23
CUMULATIVE THROUGH January 31, 2023

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

COM	RES	SS	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X		8539 Fanita Dr	07/01/22	555	\$1,404.15	PA
	X		1842 Pepper Villa Dr	07/21/22	808	\$2,044.24	PD
X			800 Lantern Crest Way	08/01/22	62,224	\$25,511.84	PD
	X		8730 Ruocco Dr	08/19/22	3,811	\$9,641.83	PD
	X		9731 McCardle Way	08/30/22	702	\$2,084.94	SC
	X		9913 Conejo Rd	08/31/22	1,075	\$3,192.75	RS
	X		8620 Dove Hill Dr	09/06/22	1,183	\$3,513.51	CFH
	X		353 Cascade Rd ADU	09/12/22	2,370	\$7,038.90	PD
	X		10337 Buena Vista Ave	09/14/22	880	\$2,613.60	PA
	X		1847 N Mollison Ave	09/30/22	3,339	\$9,916.83	PD
X			7757 Mission Gorge Rd	10/05/22	500	\$240.00	CFH
	X		9580 Bundy Dr	12/02/22	662	\$1,966.14	HC
	X		10148 Marcella Ct	12/05/22	1,432	\$4,253.04	SC
	X		9224 Fairen Lane	12/15/22	865	\$2,569.05	PA
	X		2308 Nielsen St	12/21/22	1,041	\$3,091.77	PA
TOTAL PAGE 1						\$79,082.59	

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

Requests for Use of Facilities

Fiscal Year: 2022-2023		Report For: February 7, 2023											Week Starting	
Site	Organization	Facility(ies) Used	Date From	Date To	Day(s) of the Week	From Time	To Time	Total Days	Total Hours	Attend	Fees	This Week	Board Meeting	
Carlton Hills	West Hills Little League	Multi-Purpose Room	2/9/2023	2/10/2023	Thurs - Fri	5:00 PM	8:30 PM	2					2/7/2023	
Carlton Oaks	Santee Ravens Youth Football and Cheer	Multi-Purpose Room	1/17/2023	1/18/2023	Tues - Wed	5:30 PM	7:00 PM	2					2/7/2023	
Chet F Harritt	West Hills Little League	Grass Field	2/17/2023	6/30/2023	Mon, Wed, Fri	3:00 PM	8:00 PM	18			\$5/person		2/7/2023	
Hill Creek	Santee AYSO	Grass Field	12/31/2022	1/1/2023	Sat & Sun	7:00 AM	5:00 PM	2			\$5/person		2/7/2023	
Hill Creek	PTSA	Multi-Purpose Room	2/10/2023	2/10/2023	Friday	6:00 PM	9:30 PM	1					2/7/2023	
Pepper Drive	Girl Scouts of San Diego	Multi-Purpose Room	1/18/2023	5/17/2023	Wednesday	6:30 PM	8:00 PM	5					2/7/2023	
Pepper Drive	Girl Scouts of San Diego	Multi-Purpose Room	1/23/2023	1/23/2023	Monday	5:00 PM	7:00 PM	1					2/7/2023	
Pepper Drive	Girl Scouts of San Diego	Multi-Purpose Room	3/13/2023	3/13/2023	Monday	5:00 PM	7:00 PM	1					2/7/2023	
PRIDE Academy	PRIDE PTA	Learning Resource Center	1/19/2023	1/19/2023	Monday	5:00 PM	6:30 PM	1					2/7/2023	
PRIDE Academy	PRIDE PTA	Learning Resource Center	1/30/2023	1/30/2023	Monday	5:00 PM	7:00 PM	1					2/7/2023	
Rio Seco	Santee School District Parent Education Night	Multi-Purpose Room	1/19/2023	1/19/2023	Thursday	5:30 PM	8:00 PM	1					2/7/2023	
Rio Seco	PTSA	Amphitheatre/Front Lawn	1/27/2023	1/27/2023	Friday	4:00 PM	9:00 PM	1			TBD		2/7/2023	
Rio Seco	Santee School District Out-of-School Time Prog.	Multi-Purpose Room	4/14/2023	4/14/2023	Friday	12:00 PM	3:00 PM	1					2/7/2023	
Sycamore Canyon	Girl Scouts	Multi-Purpose Room	3/16/2023	3/16/2023	Thursday	4:30 PM	6:30 PM	1					2/7/2023	
Sycamore Canyon	Girl Scouts	Multi-Purpose Room	3/30/2023	3/30/2023	Thursday	4:30 PM	6:30 PM	1					2/7/2023	
Sycamore Canyon	Girl Scouts	Multi-Purpose Room	4/27/2023	4/27/2023	Thursday	4:30 PM	6:30 PM	1					2/7/2023	
Sycamore Canyon	Girl Scouts	Multi-Purpose Room	5/11/2023	5/11/2023	Thursday	4:30 PM	6:30 PM	1					2/7/2023	
Sycamore Canyon	Girl Scouts	Multi-Purpose Room	5/25/2023	5/25/2023	Thursday	4:30 PM	6:30 PM	1					2/7/2023	
Sycamore Canyon	Girl Scouts	Multi-Purpose Room	6/8/2023	6/8/2023	Thursday	4:30 PM	6:30 PM	1					2/7/2023	

**Santee School District
ENROLLMENT REPORT
2/3/2023
Month 7 Week 2
School Week 24**

SCHOOL	REGULAR ED														SPECIAL ED														Total All				
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/03/23	01/28/22	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/03/23	01/28/22	# Diff	% Diff	02/03/23	01/27/23	# Diff	
Cajon Park		21	73	71	70	80	97	99	107	107	88	813	819	-6	-0.7%	8	7	9	6	6	7	9	5	11		68	63	5	7.9%	881	880	1	
Carlton Hills		23	49	49	55	47	55	58	53	64	72	525	563	-38	-6.7%	12	11	5	3	10	4	4	3	3		55	49	6	12.2%	580	580	0	
Carlton Oaks		24	63	87	78	72	84	83	77	115	88	771	756	15	2.0%	11	9	6	9	8	11	9	12	8		83	70	13	18.6%	854	855	-1	
Chet F. Harritt		22	66	61	64	69	59	72	48	78	51	590	573	17	3.0%	0	0	0	0	0	4	9	3	5		21	23	-2	0.0%	611	608	3	
Hill Creek		22	72	69	76	79	74	79	63	53	53	640	660	-20	-3.0%	1	8	3	6	5	5	1	0	0	0		29	25	4	16.0%	669	666	3
Pepper Drive		23	59	69	73	70	45	49	67	58	51	564	769	-205	-26.7%	0	0	0	0	0	0	0	0	0	0		0	0	0	#DIV/0!	564	700	-136
Pride Academy		23	64	57	76	57	86	87	95	83	71	699	591	108	18.3%	0	0	0	0	0	0	0	0	0	0		0	0	0	0.0%	699	564	135
Rio Seco	3		80	101	96	90	87	95	115	90	104	861	875	-14	-1.6%	4	11	8	11	5	8	12	10	8		77	63	14	22.2%	938	936	2	
Sycamore Canyon		14	41	46	48	55	31	49	30	0	0	314	340	-26	-7.6%	0	0	0	0	0	0	0	0	0		0	0	0	0.0%	314	314	0	
SUBTOTAL	3	172	567	610	636	619	618	671	655	648	578	5777	5946	-169	-2.8%	1	43	41	34	34	34	35	43	33	35	333	293	40	13.7%	6110	6,103	7	
Alternative School		0	4	0	1	0	1	2	1	3	2	14	55	-41	-74.5%												0	2			14	15	-1
Santee Success										3	1	4	4	0	0.0%												0	0	0	0.0%	4	4	0
NPS												0	0			0	0	0	2	0	2	2	2	3		11	12	-1	-8.3%	11	11	0	
SUBTOTAL		4	0	1	0	1	2	1	6	3		18	59	-41	-69.5%	0	0	0	0	2	0	2	2	2	3	11	14	-3	-21.4%	29	30	-1	
TOTAL	3	172	571	610	637	619	619	673	656	654	581	5795	6,005	-210	-3.5%	1	43	41	34	36	34	37	45	35	38	344	307	37	12.1%	6139	6133	6	

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

Prepared by R.Wright

	PK	EAK 4yo	Total All
Cajon Park	0	0	881
Carlton Hills	0	0	580
Carlton Oaks	0	0	854
Chet F Harritt	0	0	611
Hill Creek	0	24	693
Pepper Dr	0	0	564
Pride Academy	0	0	699
Rio Seco	0	21	959
Sycamore Canyon	99	0	413
Total PK/EAK	99	45	144

Total Enrollment Including PK
6283

Schedule of Upcoming Events

Meeting Locations:

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

Date	Event
February 6	Communication Committee; 3:30 pm, ERC Wellness Advisory Committee; 3:30 pm, DO Conference Room
February 7	Board of Education Meeting; 6:00 pm, ERC
February 13	President Lincoln’s Day – Schools and Departments Closed
February 20	President Washington’s Day – Schools and Departments Closed
February 21	Board of Education Meeting; 6:00 pm, ERC
February 28	Local Control Accountability Plan (LCAP) Annual Review; 6:00 pm, Location TBD
March 7	Board of Education Meeting; 6:00 pm, ERC
March 9	District Advisory Committee (DAC); 6:00 pm, ERC
March 10	District English Learner Advisory Committee (DELAC); 9:00 am, ERC
March 21	Board of Education Meeting; 6:00 pm, ERC
April 3-14	Spring Break – Schools Closed
April 18	Board of Education Meeting; 6:00 pm, ERC
April 24	Wellness Advisory Committee; 3:30 pm, DO Conference Room

Item C. PUBLIC COMMUNICATION

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

Agenda Item C.

Item D. CONSENT ITEMS

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

Agenda Item D.

Consent Item D.1.1.
Prepared by Dr. Kristin Baranski
February 7, 2023

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- January 17, 2022, regular meeting minutes

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____ Item D.1.1.

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

January 17, 2023
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 6:04 p.m.

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Stephanie Borden, Executive Assistant, Educational Services

2. District Mission

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

3. Pledge of Allegiance

Lana Peterson, student at Carlton Hills School, led members, staff, and audience, in the Pledge of Allegiance.

4. Approval of Agenda

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

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Spotlight: Santee School District Foundation – Innovative Grants

Superintendent Baranski welcomed members of the Santee School District Foundation. She noted the Foundation announced it would be providing \$25,000 toward innovative projects that enrich the educational experiences of Santee School District students.

Hee-Jinn Peterson, Foundation president, explained the grants were reviewed and selected based on a competitive process, and commended all the applicants for their

passion and creativity. On behalf of the Foundation, Mrs. Peterson presented Board President El-Hajj with a check for \$14,896.45 for the 2022-23 Innovative Grants.

3. Spotlight: Behavioral Health Support – Grants Update

Superintendent Baranski noted the District participated in the preliminary planning of two grants, Screening to Care and Student Behavioral Health Incentive Program (SBHIP) and noted Mike Olander, Director of Pupil Service and Student Well-Being was present to provide an update on the implementation of services and benefits for students.

Mr. Olander shared The goal of Screening to Care is to provide interventions for students in 7th and 8th grade who are identified as needing support using the Social, Academic, Emotional, Behavioral, Rating Scale. He explained a federally funded outside vendor provides cost free interventions and referral services to County Mental Health Services, and identifies at-risk students who don't meet the threshold of a formal referral by providing on-site group counseling. Fred Finch was selected for the East County Region. Mr. Olander explained the Student Behavioral Health Incentive Program aims at bridging the gap between Managed Care Plans and school settings using three initiatives: Developing Care Teams; Increase Behavioral Health Capacity; and Develop Billing Capacity. He provided an overview of the initiative goals and timeline as follows:

Developing Care Teams

- Goal: Partnering with community organizations to establish Care Teams that can conduct outreach, engagement, and home visits, as well as to provide linkage to social services to address non-clinical needs.
- Next Steps
 - Jan-June of 2023
 - Identify Community Based Organizations
 - Develop Priorities and the Ideal Model
 - July-December of 2023
 - Creation of Memorandum of Understanding
 - Develop the Care Team implementation plan
 - Jan-June 2024
 - Develop the processes, model, and tools
 - July-Dec 2024
 - Implementation of Care Teams

Increase the Behavioral Health Capacity at School Sites

- Goal: Support the Budget for additional staff and to certify existing staff to become billable.
- Next Steps
 - Jan-June 2023
 - Assess staffing needs and types
 - Initiate data collection for Progress Measures
 - July-Dec 2023
 - Prepare for Staffing
 - Hire additional staff for the 2023-2024 school year
 - Jan-June 2024
 - Identify staff for training to be billable (counselors, social workers, behavioral techs, Community Health Workers)

Develop Billing Capacity (related to Increasing Behavioral Health Capacity)

- Goal: to provide technical assistance to set up billing infrastructure and capacities so that our efforts in Increasing the Behavioral Health Capacity is sustainable over time.
- Next Steps
 - Jan-June 2023
 - Assess Current State and Infrastructure
 - Develop a Billing Plan

- July 2023-June 2024
 - Develop the process
 - Train staff
 - Implement Billing

The Board expressed concerns with the timeline of the implementation of the services and their gratitude towards Mr. Olander for the update.

C. PUBLIC COMMUNICATION

President El-Hajj invited members of the audience to address the Board about any item not on the agenda. President El-Hajj explained meeting regulations do not allow the Board to take action on any items not on the agenda.

Shawna Stickland, Santee Teachers Association junior high representative, voiced concerns of fellow junior high teachers of unfair advantages of being a primary teacher versus a junior high teacher (i.e., no prep-time, the number of students, earlier release, etc.). They suggested a weekly minimum day or an hour of coverage to allow for collaboration and/or planning, compensation increase, etc.

Annelise Steen, teacher, shared the District was known as the place where teachers wanted to work; and noted recent concerns with the shortage of assessment tools, struggles with staffing, and teachers wanting to leave to other districts. Ms. Steen shared statistics on the increase in teachers leaving the teaching profession due to the struggling demands, for the sake of their mental and physical health. She noted observing this first-hand with newer staff asked to be part of the solution to help keep, and attract, great teachers.

Amille Sicat allotted her time to Michelle McNearney.

Michelle McNearney, teacher, shared a teacher who spent two semesters learning and building relationships with Santee teachers decided to gain employment with a neighboring district because of the higher pay and full family benefits; another teacher who was better compensated working a desk job than being a teacher and is questioning her career choice; a senior teacher shared frustration and struggles and may need to leave to District. Ms. McNearney noted she wanted to make sure the Board was aware of the issues with student behaviors, teachers' mental well-being, teachers being tasked with things beyond their job description. She shared Santee School District was known as the place to work and send your children, but times are changing and staff is not happy with the working conditions, student disrespect, and increase in responsibilities which takes them from teaching. Ms. McNearney asked for less administrative tasks, student respect, to feel protected by Administration, mentors for new teachers, better benefits and a salary that attracts new teachers and makes current teachers appreciated and valued.

Debbie Towne, Sharon Eldredge, Jeanne Schmidt-Mansour, Betty Grable, Amanda Boen, Briana Bailey, and Brooke Roehrs allotted their time to Gillian Ryan.

Gillian Ryan, teacher and Santee Teachers Association intermediate representative, shared she was tasked to relay teacher concerns with stress and how it is affecting their mental health. She noted the information was not meant as criticism but to inform and echo the cries she has heard from teachers. Ms. Ryan shared stress factors include an increased workload; increased student behavior issues; and not feeling supported. She noted teachers are actively looking to move to a primary grade or another district for better compensation and benefits. Ms. Ryan shared 25% of the teaching staff has been teaching less than three (3) years and noted the need for better benefits and compensation that attracts new teachers and makes current teachers appreciated and valued.

Tracie Thill, Santee resident, noted emailing the Board and Superintendent extending an invitation to a rally at the YMCA. She noted other East County school district Board members would be present and asked that a representative from Santee School District attend and speak.

Ben Richards, SoCal Parent Advocates, noted his presence was in support of Parents for Choice. Mr. Richards noted the issue at the YMCA affected local students and parents and asked for the Board's presence at the planned rally.

President El-Hajj expressed her gratitude to the public speakers for sharing their thoughts.

D. CONSENT ITEMS

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

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Approval/Ratification of Revolving Cash Report**
- 2.5. **Acceptance of Donations, Grants, and Bequests**
- 2.6. **Approval/Ratification of General Services Agreements**
- 2.7. **Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation**
- 2.8. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.9. **Acceptance of GASB 75 July 2022 Actuarial Valuation Update**
- 2.10. **Approval/Ratification of Revision to Award of Informal Bid for Replacement of HVAC Units at PRIDE State Preschool Using California Uniform Public Construction Cost Accounting Act (CUPCAA)**
- 2.11. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.12. **Authorization/Ratification to File Notice of Completion for Bid #2202-075-001, Asphalt Replacement and Repair Project at Carlton Oaks and Hill Creek Schools**
- 3.1. **Approval of School Accountability Report Cards for the 2021-2022 School Year**
- 3.2. **Approval of School Plans for Student Achievement**
- 3.3. **Ratification of Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Therapy, Occupational Therapy, and Psycho-Educational Assessments (Revised)**
- 3.4. **Approval of Nonpublic Agency Master Contract with Effective Communication Therapy Services for Augmentative and Alternative Communication Assessments**
- 3.5. **Approval to Increase the Agreement with San Joaquin County Office of Education to Provide Claims Administration Services for the Medi-Cal Billing Option Program**
- 3.6. **Ratification of Individual Service Agreement with Aseltine School for Nonpublic School Services**
- 4.1. **Personnel, Regular**
- 4.2. **Approval of Short-Term Services Agreements**
- 4.3. **Proclamation for National School Counseling Week (2/6/23 - 2/10/23) and National School Social Work Week (3/6/23 – 3/10/23)**
- 4.4. **Approval of Amendment to Memorandum of Agreement (MOA) between Santee School District and the County of San Diego, Health and Human Services Agency (HHSA), East County**

President El-Hajj noted a correction to Item 2.3. Approval/Ratification of Purchase Orders. She explained a name was inadvertently omitted. Member Levens-Craig moved approval with the noted correction.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. Board’s Legislative Goals for 2023

Superintendent Baranski presented the proposed legislative goals for the Board’s review. After discussion, Administration was asked to draft a sample legislation regarding the safeguard of students. No action was taken.

Fiscal Legislation

- Seek/support legislation to exempt or reimburse public school districts from incurred election costs (mandated costs) due to a contested seat.
- Seek/support legislation to increase the base funding for the Local Control Formula in lieu of creating new categorical programs. Schools can simply not do more with new programs when they are already stretched thin trying to fund basic day-to-day operations.
- Seek/support legislation to relieve districts of cost for retirement systems (STRS & PERS) increases separate from Proposition 98 general fund allocations.
- Seek/support legislation to expand options to modernize school facilities and build new classrooms without large District matching requirements.

1.2. Review/Adoption of Santee School District Governance Standards

Superintendent Baranski presented the Governance Standards for review and adoption. She explained the Board of Education adopts the Santee School District Governance Standards as a guideline to help increase effectiveness and improve the quality of governance and leadership for the District. Member Levens-Craig moved approval.

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

Business Services

2.2. Approval of Monthly Financial Report

Karl Christensen, Assistant Superintendent of Business Services, presented the monthly financial report for cash and budget revision transactions posted through November 30, 2022. The District ended the month with a cash balance in the General Fund of approximately \$24,782,510; sufficient funds to pay all of the District’s financial obligations with internal cash. Member Ryan moved approval.

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

2.1. Governor's Budget Proposal for 2023-24

Karl Christensen, Assistant Superintendent of Business Services, provided an overview of key components of the Governor 2023-24 State Budget, unveiled on January 10, 2023. He noted more details would be provided at the Budget Workshop scheduled for March 7.

State Budget Summary									
Budget Year: 2023-24		Change from Prior Year	Within Proposition 98			Outside Proposition 98			Comments
Release: January Proposal			On-Going	One-Time: Paid in Single Year	One-Time: Paid Over Multiple Years	On-Going	One-Time: Paid in Single Year	One-Time: Paid Over Multiple Years	
Category	Description								
Major Themes	1) Declining State Revenues But Preserve Existing Programs and Reserves 2) Balance the Budget with Funding Delays, Reductions/Pullbacks, Fund Shifts, and Trigger Reductions								
State General Fund Revenues	Personal Income Tax, Sales Tax, Corporation Tax (Big 3) plus other, including transfers	0.62%						23-24=\$210.17B 22-23=\$208.88B 21-22=\$233.89B 3 Yr Chg from Adopted State Budget = -\$26.24B	
	Capital Gains	-10.31%						23-24=\$17.4B, 8.3% of Total 22-23=\$19.4B, 9.2% of Total 21-22=\$27.4B, 12.3% of Total	
Proposition 98 Formula	Operative Test: 1=Fixed % (38%) of GF Revenues + Prop Tax 2=Prior Yr X Per Capita Change to Personal Income adjusted for workload (ADA) 3=Prior Yr X Per Capita Change in GF Revenues + 0.50% adjusted for workload (ADA)								
	Result	1.68%			Test 1 23-24=\$108.8B 22-23=\$107.0B 21-22=\$110.4B				
Rainy Day Fund for Schools	Payments Into (Out Of)			\$0.365B				End of year balance = \$8.9B	
10% Reserve CAP for District	Triggered in 2021-22 for 1st implementation in 2022-23			In Effect					
	Statutory COLA for 23-24	8.13%	\$4.2B						
Local Control Funding Formula	Equity Multiplier Add-On allocated to highest needs schools in the State based on school site eligibility with a more targeted methodology than existing supplemental grant. Also includes changes to LCAP and Differentiated Assistance accountability systems.		\$0.3B						
Arts & Music Block Grant	Reduction to allocation from 2022-23 budget roughly commensurate with amount provided through Prop 28 (\$941M)		-\$1.2B					From \$3.5B to \$2.3B	

1/10/2023 4:52 PM

State Budget Summary									
Budget Year: 2023-24		Change from Prior Year	Within Proposition 98			Outside Proposition 98			Comments
Release: January Proposal			On-Going	One-Time: Paid in Single Year	One-Time: Paid Over Multiple Years	On-Going	One-Time: Paid in Single Year	One-Time: Paid Over Multiple Years	
Category	Description								
Special Education and Other On-Going Categorys Outside the LCFF	Statutory COLA for 22-23	8.13%	\$0.67B						

Human Resources/Pupil Services

3.1. Approval to Increase Daily Substitute Teacher Pay Rate for Retired Santee School District Teachers

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, explained the Commission on Teacher Credentialing (CTC) waived the basic skills requirement for new Emergency 30-Day Substitute Teaching Permits through June 30, 2024. He noted that this attracts new substitute teachers and increases the pool but noted the need for experienced teachers to support our students in the classrooms; and Administration is proposing an increase to the daily rate of pay for teachers who have retired directly from Santee School District and are returning to substitute. The proposed increase, to \$275 per day, would apply to retirees who have at least five (5) consecutive years of service in the District. Member Burns noted the increase was worth the experience they bring to the students in the classroom and moved approval.

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

3.2. Ratification of Employer-Employee Collective Bargaining Tentative Agreement Between Santee School District and California School Employees Association and its Chapter #557 (CSEA)

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, presented the Employer-Employee Collective Bargaining Tentative Agreement between Santee School District and California School Employees Association and its Chapter #557 (CSEA) for ratification. Santee School District and the California School Employees Association and its (CSEA) Chapter #557 reached a Tentative Agreement for the 2022-23 school year, concerning the following Articles:

- Article 13, Layoff, Employment, Involuntary Reduction in Hours, and the Impacts and Effects of Such Matters
- Article 14, Holidays
- Article 16, Transfers
- Article 18, Leave Provisions
- Article 19, Compensation
- Article 20, Health and Welfare Benefits
- Article 24, Term

CSEA membership ratified the tentative agreement on January 12, 2023. The fiscal impact of Article 19, Compensation is a 6.75% increase to the 2022-2023 salary schedule effective July 1, 2022. Member Ryan moved to ratify.

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

F. BOARD POLICIES AND BYLAWS

President El-Hajj presented item F.1.1. Second Readings for approval. She noted Item F.1.2. were first readings and asked the Board to contact Administration if they had any questions.

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

- BP 7110 – Facilities Master Plan
- BP 7131 – Relations with Local Agencies
- BP 7140 – Architectural and Engineering Services

Member Levens-Craig moved approval.

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

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

- BP 7150 – Site Selection and Development
- BP 7160 – Charter School Facilities
- BP 7210 – Facilities Financing

Revised Board Policies 7110 – Facilities Master Plan; BP 7131 Relations with Local Agencies; and BP 7140 – Architectural and Engineering Services were presented for a First Reading.

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association (STA) President, shared STA and the District had come to a tentative agreement and were moving forward for ratification, and noted the importance of hearing from other staff and not just from her.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski recommended this year's LCAP Annual Review be held online. She noted this allowed for more stakeholder input and participation. The event is Tuesday, February 28, 6:00 pm, via Microsoft Teams, and would be communicated to all stakeholders.

Superintendent Baranski noted that at a prior meeting, Member Ryan inquired on changes to the COVID prevention plan. She shared the District's COVID website had been updated to include the latest prevention plan and contact information. Parents can now access the website for the latest precautionary measures/procedures (i.e., number of quarantine days, close contact information, etc.). Tests are still available at school sites and District office. Member Levens-Craig inquired on employee-leave due to COVID and shared some neighboring districts required employees to use their personal sick-leave, if positive. Tim Larson, Assistant Superintendent of Human Resources, explained the State leave expired on December 31, 2022. However, the District's Memorandums of Understanding with the certificated and classified associations were in place until June 30, 2023, for up to 10 days of leave.

Superintendent Baranski shared Phase I of the security camera installation was completed and the next steps included assessing and making sure all the necessary areas are captured. She shared Cori Harris, Director of Communications and Community Engagement, had developed a two-minute video to help with awareness and communication of the security cameras. Superintendent Baranski noted feedback was being sought from site leaders and association leads and then it would be shared with students and parents. Member Burns asked that staff receive communication on the purpose of the cameras and the adopted Board policy.

Member Burns noted he would be attending the Tips for Parents in the Digital Age workshop on January 17 and commended the District for providing this information and awareness to parents. Superintendent Baranski noted there were 78 people registered and 30 children for childcare.

Member Burns acknowledged receiving the email from Tracy Thill and noted he would not be in attendance. He noted the District's great professional relationships with businesses and noted it was the District's practice to address issues directly with the organization(s). Mr. Burns shared being very concerned with the issue, if what was reported, was true. Member Burns noted that all the information being shared was from social media and asked that the District reach out to the YMCA and discuss how it impacts the students during field trips. If determined that students are in danger of viewing something inappropriate, field trips should be suspended. Member Burns shared finding the young woman's comments very troubling when she addressed the City Council on the issue. He noted sharing his thoughts on the issue, as a private citizen, to Senator Brian Jones. Member Burns noted his role as a Board member was to take care of the education and well-being of students and staff. He asked that the District pause promoting their flyers from distribution.

Member Fox noted he would not be in attendance at the rally and agreed with Member Burns on speaking to the YMCA.

Member Levens-Craig agreed that Member Burns brought up good points when students are there during field trips. She noted having a lot of questions and unable to form an opinion with the current information and did not want to rush to judgement because she has never been inside the shower/changing area. Member Levens-Craig briefly spoke to the YMCA Executive Director during a Rotary meeting and noted the incident is being taken very seriously and the YMCA is looking at various solutions to rectify the issue. She noted that attending the rally before knowing facts can create animosity. Member Levens-Craig noted that until the District had all the information, she did not want to rush to judgement.

Member Ryan noted agreeing with their discussion and reiterated the importance of speaking to the YMCA and making sure our students are safe. She inquired on the students' use of the shower/locker room while on field trips to the pool. Superintendent Baranski noted observing students from Rio Seco walking to the pool in their bathing suits. Member Burns noted his son attended a field trip last year and all students were required to come dressed in their bathing suit and not allowed to change afterwards, students rode the bus in their bathing suits.

Members Burns expressed his gratitude towards the teachers who spoke earlier and acknowledged they were being heard. He noted education is constantly changing and noted some things may have to be adjusted. Member Burns shared remembering Cajon Park had prep periods, and thanked the teachers for sharing their concerns and noted his appreciation towards certificated, classified employees, and Administration for all their hard work.

Member Levens-Craig noted attending the DAC meeting and learning about the K-5 science curriculum pilot. She commended Dr. Pierce for the data Dashboard presentation and the great questions from the parents. Member Levens-Craig thanked President El-Hajj for filling in during her absence and noted she would be attending a budget webinar. She expressed her gratitude towards the teachers for speaking at the meeting and noted it helped with understanding their concerns.

Member Ryan agreed with the Board's sentiments and noted it was great to hear the different perspectives on what happens in their individual classrooms.

President El-Hajj expressed her gratitude towards the teachers. She shared understanding the challenges, first-hand. President El-Hajj shared hearing the same issues from other educators and the educational and behavioral challenges they are facing because of the effects of COVID. She noted some possible funding for art that may help with release time.

President El-Hajj shared being appalled at the incident and noted rules and regulations lack the common sense; and noted she would not be attending the rally, unless directed by the Board. President El-Hajj noted agreeing with the need to address the issue with the YMCA, but suggested the District make a statement/press release on the issue and the priority of protecting children. Upon discussion, and recommendation from the Director of Communications and Community Engagement, it was agreed to share with parents that the District is working with the YMCA to ensure students are safe during field trips; and pausing field trips to the YMCA.

President El-Hajj shared receiving correspondence regarding bullying and noted it was also a topic of discussion during the student forum. She noted bullying concerns continue and proposed holding a bullying summit and suggested inviting victims, offenders, and school leaders to help define bullying and establish consequences. President El-Hajj noted consequences created by students, sometimes carry more weight with their peers; and suggested working with the San Diego County Office of Education for assistance with the event. Member Burns suggested presenting the idea to the Character Education and School Climate committee for assistance and input.

I. CLOSED SESSION

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

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

The Board entered closed session at 8:15 p.m.

J. RECONVENE TO OPEN SESSION

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

K. ADJOURNMENT

With no further business, the regular meeting of January 17, 2023, was adjourned at 9:45 p.m.

Dustin Burns, Clerk

Dr. Kristin Baranski, Secretary

Consent Item D.1.2.
Prepared by Dr. Kristin Baranski
February 7, 2023

Approval of Memorandum of Understanding
between Santee School District and the
San Diego County Sheriff's Department for
Access to Security Camera Footage

BACKGROUND:

In an effort to assist in protecting students and staff during health or safety emergency, Santee School District is entering into a Memorandum of Understanding (MOU) with the San Diego County Sheriff's Department for access to security camera footage.

The attached MOU grants direct access to live feeds of the District's security cameras, during a health or safety emergency, to staff from the San Diego County Sheriff's - Santee Station during a health or safety emergency. As part of the MOU, San Diego County Sheriff staff will maintain and protect all credentials used to access real-time footage in a secure location and will share these credentials and camera access only with authorized, essential Sheriff staff.

Security camera real-time footage will not be used for law enforcement purposes, except during the pendency of an actual health or safety emergency as defined in the attached MOU.

RECOMMENDATION:

It is recommended that the Board approve the Memorandum of Understanding between Santee School District and the San Diego County Sheriff's Department for Access to Security Camera Footage.

FISCAL IMPACT:

There is no current fiscal impact of this item.

STUDENT ACHIEVEMENT IMPACT:

Providing a safe, engaging environment that promotes creativity, innovation, and personalized learning.

Motion: _____ Second: _____ Vote: _____ Agenda Item D.1.2.



COUNTY OF SAN DIEGO

INTER-DEPARTMENTAL CORRESPONDENCE

January 12, 2023

TO: Kelly A. Martinez, Sheriff

FROM: Michael McNeill, Captain
Santee Patrol Station

VIA: Chain of Command

MEMORANDUM OF UNDERSTANDING BETWEEN THE SANTEE SCHOOL DISTRICT AND THE SAN DIEGO COUNTY SHERIFF'S DEPARTMENT

Attached is the Memorandum of Understanding (MOU) between the Sheriff's Department and the Santee School District.

In an effort to assist in protecting students and staff during a health or safety emergency, this non-revenue MOU essentially states Santee Station staff will be granted direct access to live feeds of the security cameras operated by the district during a health or safety emergency. As part of the MOU, station staff will maintain and protect all credentials used to access real-time footage in a secure location and will share these credentials and camera access only with authorized, essential Sheriff staff.

Further, security camera real-time footage will not be used for law enforcement purposes, except during the pendency of an actual health or safety emergency as defined in the MOU.


Michael McNeill, Captain
Santee Patrol Station

KAM:MM:mem

Date: 1/17/23

Ricardo Lopez, Commander
Law Enforcement Services Bureau - Patrol Approved Disapproved

Date: 1-18-23

David E. Brown, Assistant Sheriff
Law Enforcement Services Bureau Approved Disapproved

language does not mention "potential" threat to health or safety.
An alarm or 911 hangup are "potential" threats, that should
be added, we can't confirm unless we access.

Date: 1/23/2023

Michael P. Baranic, Director
Sheriff's Legal Affairs Approved Disapproved

FERPA (34 CFR §99.36) ALLOWS FOR THE DISCLOSURE
OF PROTECTED INFORMATION WHERE "THERE IS AN
ARTICULABLE AND SIGNIFICANT THREAT TO THE HEALTH
OR SAFETY OF A STUDENT OR OTHER INDIVIDUALS."
ACCORDINGLY, ACCESS TO COMMENTS UNDER THIS MOU SHOULD NOT
BE ROUTINE IN NATURE. ALSO RECOMMEND COORDINATING
REGULAR PERIODIC TESTING OF THE SYSTEM WITH THE
DISTRICT TO ENSURE OPERABILITY PRIOR TO AN EVENT
NECESSITATING OPERATIONAL REAL-TIME ACCESS.



Richard A. Williams, Undersheriff

Date: 1/23/23

Approved Disapproved

SECT. 2.a. SAYS "IMPENDING ^{AND} OR IMMINENT" WHICH SEEMS TO COVER LIKELY, IN OUR (LE) OPINION. UNLESS LEGAL FEELS THAT NEEDS TO BE DEFINED BETTER, I'D APPROVE.



Kelly A. Martinez, Sheriff

Date: 1/24/23

Approved Disapproved

MEMORANDUM OF UNDERSTANDING
BETWEEN THE SANTEE SCHOOL DISTRICT AND
THE SAN DIEGO COUNTY SHERIFF'S DEPARTMENT
FOR EMERGENCY SITUATION ACCESS TO DISTRICT SECURITY CAMERAS

This Memorandum of Understanding ("MOU") is entered into this 7th day of February, 2023 by and between the Santee School District ("District"), a public school district, and the San Diego County Sheriff's Department ("SDSD"). The District and SDSD may be individually referred to as a "Party" or collectively as "Parties."

RECITALS

WHEREAS, the District operates nine (9) school sites and a District Office Compound and has installed video surveillance cameras ("Security Cameras") to provide a safe, educational environment for students and District employees; and

WHEREAS, SDSD is responsible for ensuring the safety and welfare of residents within the District's boundaries, including students and employees at District school sites; and

WHEREAS, school districts and law enforcement share responsibility for school safety and must work together with complementary policies and procedures to provide a safe learning environment for students and staff members; and

WHEREAS, the Parties recognize the need for a shared understanding as to the use of Security Cameras in District schools in a way that enhances security and aids law enforcement while respecting the privacy expectations of members of the school community.

NOW, THEREFORE, the Parties hereby agree as follows:

1. Purpose. The purpose of this MOU is to set forth guidelines for the District and SDSD as to the roles and responsibilities of each in the use of Security Cameras and surveillance in District schools.

2. SDSD Access to Security Cameras: SDSD is hereby granted direct access to camera feeds of the Security Cameras ("Security Camera Real-Time Footage") using the software application provided by Verkada, the manufacturer of the Security Cameras ("Security Camera Software"), during a health or safety emergency (as defined in paragraph 2 herein), subject to the limitations set forth within this MOU. SDSD agrees that it will maintain and protect all credentials used to access Security Camera Real-Time Footage in a secure location within its facilities and that it will share these credentials and access to Security Cameras only with authorized, essential SDSD staff members necessary to achieve the purpose of this MOU.

2. a Health or Safety Emergency. For purposes of this MOU, a Health or Safety Emergency is defined as an event consistent with the definitions used in the Family Educational Rights and

Privacy Act ("FERPA") and its implementing regulations. Specifically, a Health or Safety Emergency means an articulable and significant threat to the health or safety of a student or other individuals at, or associated with, a school requiring SDSL's access to Security Camera Real-Time Footage to assist in managing and mitigating the threat. By execution of this MOU, the District hereby grants SDSL the authority to make the determination as to whether a Health or Safety Emergency exists, as that phrase is defined herein and in FERPA and its implementing regulations. In making this determination, the totality of the circumstances pertaining to the threat shall be considered. A non-exhaustive list of Health or Safety Emergencies that meet the definition set forth herein includes active shooter/s, bomb threats, or any other immediate threat to life, limb, or safety of building occupants. Once a Health or Safety Emergency is declared by SDSL, SDSL may utilize its District provided credentials to access Security Camera Real-Time Footage. When accessing Security Camera Real-Time Footage pursuant to this paragraph, SDSL shall limit its access to the period of time during which the Health or Safety Emergency is occurring, impending, and/or imminent.

2.b Security Camera Use. Security Camera Real-Time Footage is not to be used for law enforcement purposes, except: during the pendency of an actual Health or Safety Emergency as defined in paragraph 2.a, or 2) at the explicit request of District Administration personnel (Superintendent and Assistant Superintendents).

3. Dissemination. SDSL shall not disseminate in any way to any third party, Security Camera Real-Time Footage except in the case of sharing it with another supporting emergency response agency during a Health or Safety Emergency for purposes of coordinating efforts to manage and mitigate the threat. Requests for the release of recordings of Security Cameras must be approved in writing by the District's Superintendent or his or her designee.

4. Training and Acknowledgement. All SDSL personnel provided access to the Security Cameras shall be instructed in the technical and ethical parameters of appropriate camera and footage use and shall receive a copy of this MOU and provide a written acknowledgment that they have read and understood its contents. The District shall assist with providing training, as requested by SDSL.

5. Documentation of Use. When SDSL accesses Security Camera Real-Time Footage in accordance with a declared Health or Safety Emergency (as defined in paragraph 2.a of this MOU), SDSL shall provide the following information to the District, in writing, within three (3) business days of that access: (a) date/time of access, (b) name(s) of SDSL Personnel who accessed the Security Cameras, (c) a brief description of the Health or Safety Emergency that formed the basis for the access, and (d) site location(s) and camera number(s) accessed.

6. Confidential List of Designated SDSL Personnel for Security Camera Access. SDSL shall provide the District, no later than August 15 of each year, a confidential list of designated SDSL personnel who are authorized to activate the Security Camera Software to view Security Camera

Real-Time Footage. The list shall include the name, contact information, position and rank of the individual along with the name and contact information of the individual's direct supervisor.

8. Confidentiality. SDSL acknowledges that in viewing Security Camera Real-Time Footage as authorized under this MOU, SDSL employees may view information considered to be confidential student information pursuant to the Family Education Rights and Privacy Act (20 U.S.C. § 1232g) and other applicable California State law ("Confidential Information"). It shall be SDSL's obligation to determine whether any information obtained through this MOU constitutes Confidential Information. SDSL shall take all steps reasonably necessary to protect and maintain the confidentiality of Confidential Information. SDSL shall only permit SDSL employees to access Confidential Information consistent with the limitations set forth in this MOU. In the event of an accidental disclosure of Confidential Information in violation of this MOU, either to a third party or unauthorized SDSL employee, SDSL shall take all reasonable steps necessary to secure the return of such information and shall inform the District within twenty-four (24) hours of disclosure. SDSL shall defend, indemnify and hold harmless the District from any and all claims that in any way relate to the breach of this provision, including, without limitation, the disclosure of Confidential Information, whether knowingly or unknowingly, intentionally or unintentionally, or using footage obtained from the District's video surveillance cameras for a use other than the uses specified herein, except as required by applicable law or court order.

9. No Waiver of Constitutional Rights. The Parties agree that through this MOU, the District is in no way waiving its, its employees, or its student's rights to be free from unreasonable searches and seizures pursuant to either federal or state law.

10. Termination. Either Party may terminate this MOU at any time with written 10 days' notice to the other Party.

11. Notice. Any notice required or permitted to be given under this MOU shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, addressed as follows, or emailed with a reply acknowledgement:

Santee School District
Dr. Kristin Baranski, Superintendent
9625 Cuyamaca Street
Santee, CA 92071
kristin.baranski@santeesd.net

San Diego County Sheriff's Department
Santee Station
Michael McNeill, Captain
8811 Cuyamaca Street
Santee, CA 92071
michael.mcneill@sdsheriff.org

12. **Authority of Executing Officer or Party.** By signing below, the signer represents that he/she has the legal right, power, and authority to enter into and execute this MOU and to bind the Party on whose behalf the signer executes this MOU.

IN WITNESS WHEREOF, the Parties hereto have executed this MOU as of the day and year first written above.

SANTEE SCHOOL DISTRICT

SAN DIEGO COUNTY SHERIFF'S DEPARTMENT

Signature: _____

Signature:  _____

Printed Name: Dr. Kristin Baranski

Printed Name: Kelly A. Martinez

Title: Superintendent

Title: Sheriff

Date: _____

Date: _____

JAN 24 2023

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
February 7, 2023

BACKGROUND:

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated travel expenses are \$9238, with substitute costs of \$5,262, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - February 7, 2023

Travel Dates		Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Saturday,	01/14/23	Jeanette Stevenson	Child Nutrition Services	Premier Food Safety	San Diego	\$0	\$169	Child Nutrition Services	Training in handling food safety.	2
Wednesday,	01/25/23	Amanda Ramirez	Carlton Hills School	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Wednesday,	01/25/23	Chris Rogers	Rio Seco School	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Wednesday,	01/25/23	Gretchen Murphy	Carlton Oaks School	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Wednesday,	01/25/23	Karen Hohimer	Cajon Park School	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Wednesday,	01/25/23	Lindsay Benedetto	Chet F. Harritt School	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Wednesday,	01/25/23	Lindsay Ogden	PRIDE Academy	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Wednesday,	01/25/23	Nathan Horner	Pepper Drive School	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Wednesday,	01/25/23	Mike Olander	Pupil Services	Comprehensive School Safety Planning	Online	\$0	\$100	Pupil Services	Training on legal requirements for Comprehensive School Safety Plans.	2
Friday,	01/27/23	Valerie Aguilar	Child Nutrition Services	Premier Food Safety	San Diego	\$0	\$169	Child Nutrition Services	Training in handling food safety.	2
Tuesday,	01/31/23	Charlene Stanley	Educational Resources	NCSM Virtual Coaching Labs	Online	\$0	\$25	Educational Services	Strengths-based coaching for mathematics instruction.	
Wednesday,	02/01/23	Brienne Downing	Special Education	Effective Educational & Behavioral Interventions for FASD	SDCOE	\$0	\$214	Special Education	Intervention strategies for Fetal Alcohol Spectrum Disorders (FASD)	2
Wednesday,	02/01/23	Vania Knight	Hill Creek School	Effective Educational & Behavioral Interventions for FASD	SDCOE	\$0	\$214	Special Education	Intervention strategies for Fetal Alcohol Spectrum Disorders (FASD)	2
Wednesday,	02/01/23	Emily McCarthy	Sycamore Canyon School	Effective Educational & Behavioral Interventions for FASD	SDCOE	\$0	\$214	Special Education	Intervention strategies for Fetal Alcohol Spectrum Disorders (FASD)	2
Thursday,	02/02/23	Sarah Barrett	Hill Creek School	Instructional Media Resource Associate (IMRA) Certification	Online	\$0	\$200	Educational Services	Eight week course for Library Media Technicians to become IRMA certified.	1
Thursday,	02/02/23	Tory Long	Business Services	CASBO San Diego / Imperial Section 2023 Annual Conference	San Diego	\$0	\$93	Business Services	Professional Learning on topics pertinent to school business.	
Wednesday,	02/08/23	Summer Bradbury	Pepper Drive School	Building Your Teams for Positive Collaboration with Families	Jamul	\$0	\$76	Special Education	Positive and productive school/parent teams is the best way to support students.	1,2
Wednesday,	02/08/23	Laura Isaacson	Rio Seco School	Building Your Teams for Positive Collaboration with Families	Jamul	\$0	\$76	Special Education	Positive and productive school/parent teams is the best way to support students.	1,2
Wednesday,	02/08/23	Dr. Nona Richard	Carlton Oaks School	Building Your Teams for Positive Collaboration with Families	Jamul	\$0	\$76	Special Education	Positive and productive school/parent teams is the best way to support students.	1,2
Wednesday,	02/08/23	Jenna Saska	Rio Seco School	Building Your Teams for Positive Collaboration with Families	Jamul	\$0	\$76	Special Education	Positive and productive school/parent teams is the best way to support students.	1,2
Various,	02/08/23 - 05/30/23	Sarah Farmer	Hill Creek School	Advanced Strategies to Customize ADHD Treatment	Online	\$0	\$199	Special Education	Ten module trainings to become an ADHD Certified Clinical Services Provider.	1,2
Friday,	02/17/23	Stephanie Bautista	Out of School Time - ERC	2023 Site Coordinator Symposium	Long Beach	\$0	\$205	ELOP	Professional learning to support a positive, productive, & safe OST program.	2
Friday,	02/17/23	Michelle Thomas	Out of School Time - CFH	2023 Site Coordinator Symposium	Long Beach	\$175	\$205	ELOP	Professional learning to support a positive, productive, & safe OST program.	2
Friday,	02/17/23	Michelle Alexander	Out of School Time - RS	2023 Site Coordinator Symposium	Long Beach	\$175	\$205	ELOP	Professional learning to support a positive, productive, & safe OST program.	2
Friday,	02/17/23	OST Regional Lead	To Be Determined	2023 Site Coordinator Symposium	Long Beach	\$0	\$205	ELOP	Professional learning to support a positive, productive, & safe OST program.	2
Various,	02/21/23 - 05/16/23	Jennifer Rolf	Educational Services	SDCOE Science Assessment Academy	SDCOE	\$0	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Charlene Stanley	Educational Services	SDCOE Science Assessment Academy	SDCOE	\$0	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Dan Prouty	Educational Services	SDCOE Science Assessment Academy	SDCOE	\$0	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Gilly Ryan	PRIDE Academy	SDCOE Science Assessment Academy	SDCOE	\$1,056	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Katie Vick	Chet F. Harritt School	SDCOE Science Assessment Academy	SDCOE	\$700	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Gayle Uribe	Hill Creek School	SDCOE Science Assessment Academy	SDCOE	\$700	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Kathryn Ducharme	Carlton Hills School	SDCOE Science Assessment Academy	SDCOE	\$1,056	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Matthew Newcomb	Cajon Park School	SDCOE Science Assessment Academy	SDCOE	\$700	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Various,	02/21/23 - 05/16/23	Tristin Tade-Moss	Carlton Hills School	SDCOE Science Assessment Academy	SDCOE	\$700	\$130	CREEC / *\$450 pd by CA Sci King	This is a 6 session professional learning science academy.	1
Tuesday,	03/14/23	Catherine Gaston	Educational Services	Crisis Prevention Institute - NCI: Mental Health	San Diego	\$0	\$825	Special Education	NCI Mental Health provides framework for responding to crisis behavior.	2
Wed-Fri,	04/26/23 - 04/28/23	Kirsten Stretton	Education Services	California Statewide Homeless Education Conference	San Diego	\$0	\$514	Collaborative Specialized Projects	Navigate strategies for California Statewide Homeless Education.	1,2
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California										
Wednesday,	03/01/23	Hannah Rainbolt	Educational Services	PENT Forum South 2023	San Bernardino	\$0	\$401	Special Education	Forum resources will support student's positive behavior and emotional wellbeing.	1,2
Tues-Thurs,	03/14/23 - 03/16/23	Hannah Rainbolt	Educational Services	PENT Forum North 2023	Stockton	\$0	\$961	Special Education	Forum resources will support student's positive behavior and emotional wellbeing.	1,2
Wed-Fri,	04/05/23 - 04/07/23	Tory Long	Business Services	CASBO Conference	Long Beach	\$0	\$1,946	Business Services	Leadership development and technical training in school business operations.	

District Goals:

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

BACKGROUND:

The Revolving Cash Fund of \$20,000 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:

It is recommended that the Board of Education approve checks #22771 through #22772 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$974.07 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

**SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$20,000**

Date	Number	Name	Memo	Amount
01/09/23	22771	Christian Gonzalez	Refund of Payroll Deduction	\$690.02
01/20/23	22772	Mission Federal Credit Union	Mission Capt Maint Charges December 2022	\$284.05

Total Checks Written **\$974.07**

December 2022 Bank Fees **\$2.38**

Amount to be reimbursed by SDCOE **-\$690.02**

Total to be Reimbursed **\$286.43**

Total to Deduct from Future Reimbursement **\$0.00**

BACKGROUND:

From time to time, the District contracts with individuals, companies, or organizations to provide various types of general services such as educational presentations/assemblies, or specialized student services. Some services are on an as-needed basis billed on an hourly or daily rate while other services are billed by the job. The Internal Revenue Service requires an analysis of the nature and type of work performed to determine whether the service provider qualifies as an independent contractor to be paid by commercial warrant. Service providers that do not qualify as an independent contractor will be processed through Human Resources under a short-term employment services agreement.

Approval of the following General Services Agreements is requested:

Vendor Name	Description of Services <i>(location)</i>	Date(s) of Service	Amount	Funding
Balance & Hearing Specialty Group, Inc. dba Best Hearing San Diego	Central Auditory Processing Disorder Evaluation <i>(Special Education)</i>	01/09/23 – 06/30/23	\$1,990.00 (not to exceed)	Special Education
Beck's Entertainment	Disc Jockey for Dance <i>(Carlton Oaks)</i>	02/10/23	\$325.00 (not to exceed)	ASB
Curriculum Associates, LLC	Professional Development i-Ready Assessment and Personalized Instruction Advanced User Session <i>(Districtwide)</i>	08/01/23 – 06/14/23	\$2,000/training (not to exceed \$20,000)	Curriculum & Assessment
Cyber Education Consulting	Cyber Security Presentation <i>(Rio Seco)</i>	01/10/23 – 06/30/23	\$550.00 (not to exceed)	Pupil Services
Jill Weckerly, Ph.D.	Psychoeducational Evaluation <i>(Special Education)</i>	01/13/23 – 06/30/23	\$3,710.00 (not to exceed)	Special Education

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of the General Service Agreements is detailed in the table above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

Consent Item D.2.4. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 February 7, 2023

BACKGROUND:

The District has issued Purchasing Cards (P-Cards) to certain management, supervisory, or confidential employees to expedite and streamline purchases of goods and services. P-Card transactions are tracked and monitored to ensure they are properly accounted for and supported by documentation. P-Card transactions are limited to a specified amount each month and approval of the Superintendent is required to exceed these limits.

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period December 1, 2022 through December 31, 2022.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There were 171 transactions totaling \$23,518.10 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20221204	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	UBER TRIP	9.98	Expenses while attending CSBA conference.
20221204	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS KIOSK 0570209550	3.36	Postage for agenda packet.
20221204	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	UBER* TRIP	9.98	Expenses while attending CSBA conference.
20221204	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	UBER TRIP	1.00	Expenses while attending CSBA conference.
20221204	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	LOU & MICKEYS	287.17	Expenses while at CSBA conference.
20221207	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANDWICH BAGS DELI & C	93.04	Board meeting expenses.
20221208	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	2.29	Board meeting expenses.
20221208	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	12.10	Board meeting supplies.
20221208	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	TST* NOTHING BUNDT CAK	28.00	Board meeting supplies.
20221209	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 929	80.75	Miscellaneous meeting supplies.
20221211	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	76.27	Miscellaneous meeting supplies.
20221211	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS KIOSK 0570209550	1.68	Postage for agenda packet.
20221216	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 929	27.66	Miscellaneous meeting supplies.
20221221	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	58.12	PLT name badges.
				691.40	
20221202	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	590.00	Governor's Budget Workshop.
20221215	AVILA,EVONN	BUSINESS SERVICES	WALGREENS #09817	31.94	Office supplies.
				621.94	
20221202	BENEDETTO,LINDSAY	CHET F. HARRITT	TARGET 00014852	145.15	PBIS Incentives.
20221204	BENEDETTO,LINDSAY	CHET F. HARRITT	DISNEYLAND TICKETS	7000.00	8th Grade End of the Year Activity.
20221219	BENEDETTO,LINDSAY	CHET F. HARRITT	SMART AND FINAL 929	232.77	Honor Roll Incentives.
				7377.92	
20221201	BONSER,KRISTEN	PRIDE ACADEMY	WONDER WORKSHOP	50.00	Coding Club supplies.
20221215	BONSER,KRISTEN	PRIDE ACADEMY	BARNES & NOBLE #2135	104.21	Library books.
				154.21	
20221201	BORTS,KATHERINE	HUMAN RESOURCES	ONLINE JOB ADS INDEED	64.00	Recruitment.
20221218	BORTS,KATHERINE	HUMAN RESOURCES	ONLINE JOB ADS INDEED	500.52	Recruitment.
				564.52	
20221202	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ACE PARKING 1331	20.00	CSBA conference expenses.
20221204	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	TST* BAJA RICK'S CANTI	58.09	Expenses while attending CSBA conference.
20221204	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ACE PARKING 1331	20.00	Expenses while attending CSBA conference.
20221208	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	INTERCONTINENTAL HOTELS	78.00	Expenses (parking) while attending Superintendents' National Forum.
				176.09	
20221211	DOBBINS,TIMOTHY	CARLTON HILLS	MCDONALD'S F30241	32.58	Shop with the Principal Annual Event (lunch).
				32.58	
20221202	DOWNING,BRIENNE	SPECIAL EDUCATION	SP MHS: MULTI HEALTH	85.00	Protocols.
20221202	DOWNING,BRIENNE	SPECIAL EDUCATION	SP MHS: MULTI HEALTH	191.25	Protocols.
20221202	DOWNING,BRIENNE	SPECIAL EDUCATION	SP MHS: MULTI HEALTH	38.00	Protocols.
20221204	DOWNING,BRIENNE	SPECIAL EDUCATION	WESTERN PSYCHOLOGICAL	167.13	Protocols.
20221205	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*T66CO1TG3	65.65	Items for SDC classroom.
20221205	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*9F33N19P3	23.46	Item for OT SDC student.
20221206	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*QO0BO9SS3	54.93	Headphones for SDC students.
20221207	DOWNING,BRIENNE	SPECIAL EDUCATION	WESTERN PSYCHOLOGICAL	59.27	Protocols.
20221207	DOWNING,BRIENNE	SPECIAL EDUCATION	AMAZON.COM*S89SQ2KF3	22.92	Envelopes for SDC teacher.
20221207	DOWNING,BRIENNE	SPECIAL EDUCATION	ALL ABOUT LEARNING	131.44	Spelling kit.
20221208	DOWNING,BRIENNE	SPECIAL EDUCATION	AMAZON.COM*J016U9073 A	28.00	Item for SDC class.
20221208	DOWNING,BRIENNE	SPECIAL EDUCATION	WESTERN PSYCHOLOGICAL	54.96	Protocols.
20221208	DOWNING,BRIENNE	SPECIAL EDUCATION	SPECIAL EDUCATION	47.50	Protocols.
20221209	DOWNING,BRIENNE	SPECIAL EDUCATION	LAKESHORE LEARNING MAT	48.08	Item for SDC class.
20221215	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*J847W3MP3	18.06	OT item for SDC student.
20221215	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*F60GN1HW3	32.31	Item for RSP teacher.
20221216	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*DR8PT6SU3	19.37	OT item.
20221218	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*WN5S344P3	27.39	Visually Impaired item.
20221218	DOWNING,BRIENNE	SPECIAL EDUCATION	AMAZON.COM*BT5125NG3	22.88	Folders for SDC preschool teacher.
20221218	DOWNING,BRIENNE	SPECIAL EDUCATION	AMZN MKTP US*PK6OK2WC3	33.37	Items for Preschool Teacher.
				1170.97	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20221207	FARREN,MONICA	HILL CREEK	APPLE.COM/BILL	9.99	Music subscription - student engagement.
20221207	FARREN,MONICA	HILL CREEK	AMZN MKTP US*KL1F01CS3	28.00	Outdoor Education.
20221207	FARREN,MONICA	HILL CREEK	AMZN MKTP US*LS4F95VI3	43.05	Math manipulative.
20221208	FARREN,MONICA	HILL CREEK	AMZN MKTP US*5L0YQ31V3	17.02	Toner.
20221208	FARREN,MONICA	HILL CREEK	AMZN MKTP US*JB4UQ4HI3	16.14	Sensory tools.
20221208	FARREN,MONICA	HILL CREEK	AMZN MKTP US*0J9S437L3	41.21	Toner.
20221208	FARREN,MONICA	HILL CREEK	AMZN MKTP US*9S01978R3	37.15	Sensory tools.
20221209	FARREN,MONICA	HILL CREEK	AMZN MKTP US*LK6M39QN3	49.50	Office supplies.
20221212	FARREN,MONICA	HILL CREEK	AMZN MKTP US*XV4JQ0UX3	94.23	Title 1 writing supplies.
20221212	FARREN,MONICA	HILL CREEK	AMAZON.COM*WG3PU3663 A	37.90	SPEED Folder supplies.
20221216	FARREN,MONICA	HILL CREEK	APPLE.COM/BILL	10.99	Music subscription- student engagement.
20221219	FARREN,MONICA	HILL CREEK	WAL-MART #1917	50.43	Supplies.
20221229	FARREN,MONICA	HILL CREEK	AMAZON.COM*N519E3MN3	24.89	Health office supplies.
				460.50	
20221204	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*8M1F05GK3	9.91	Math manipulatives.
20221204	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*VA4GR50I3	29.08	Math manipulatives.
20221205	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*P125N5463 A	32.22	Math manipulatives.
20221205	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*877553B53	72.27	Math manipulatives.
20221205	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*604YJ4LC3	14.30	Social/emotional support book.
20221205	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*AV7UH9CJ3	195.88	Math manipulatives.
20221206	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*9B4YT2UG3	32.28	Library book supplies.
20221207	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*5Y6CJOIN3	26.93	Inclusive holiday supplies.
20221209	FORSTER,CHASITY	HILL CREEK	STAPLES DIRECT	12.91	Shipping supplies.
20221209	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*1M8F53SL3 A	42.07	Student incentives.
20221211	FORSTER,CHASITY	HILL CREEK	TARGET 00014852	19.48	Staff incentives.
20221212	FORSTER,CHASITY	HILL CREEK	VONS #1897	13.99	Staff incentives.
20221214	FORSTER,CHASITY	HILL CREEK	SMART AND FINAL 929	19.48	Staff incentives.
				520.80	
20221202	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	36.37	ASES classroom supplies.
20221202	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	22.03	Project SAFE classroom supplies.
20221202	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	101.32	YALE classroom supplies.
20221202	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	105.86	YALE classroom supplies.
20221204	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	2.69	Project SAFE classroom supplies.
20221205	HALE,DAVINA	OST PROGRAMS	AMZN MKTP US*PY1NS71A3	22.71	YALE costumes.
20221206	HALE,DAVINA	OST PROGRAMS	DOLLAR TREE	6.73	Project SAFE classroom supplies.
20221208	HALE,DAVINA	OST PROGRAMS	AMAZON.COM*9B7OY5WZ3	13.51	ELOP Pepper Dr. classroom supplies.
20221211	HALE,DAVINA	OST PROGRAMS	WAL-MART #1917	55.92	Office supplies.
20221211	HALE,DAVINA	OST PROGRAMS	MICHAELS STORES 3256	29.07	Project SAFE craft supplies.
20221213	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	18.86	Project SAFE classroom supplies.
20221215	HALE,DAVINA	OST PROGRAMS	WALMART.COM 8009666546	174.76	Winter Break Camp supplies.
20221219	HALE,DAVINA	OST PROGRAMS	WALMART.COM	55.87	Winter Break Camp supplies.
20221219	HALE,DAVINA	OST PROGRAMS	WALMART.COM 8009666546	2.63	Winter Break Camp supplies.
20221221	HALE,DAVINA	OST PROGRAMS	WAL-MART #1917	207.44	Equipment for winter camp.
20221221	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	5.39	Winter camp classroom supplies.
20221222	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	2.69	Winter camp classroom supplies.
20221222	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	14.82	Classroom supplies for winter camp.
20221223	HALE,DAVINA	OST PROGRAMS	DOLLARTREE	6.73	Project SAFE classroom supplies.
20221223	HALE,DAVINA	OST PROGRAMS	AMZN MKTP US*MZ5PR7CW3	48.31	Classroom supplies.
20221223	HALE,DAVINA	OST PROGRAMS	WAL-MART #1917	142.08	Winter camp classroom supplies.
20221223	HALE,DAVINA	OST PROGRAMS	AMZN MKTP US*J549S1BL3	17.31	Classroom prizes.
20221229	HALE,DAVINA	OST PROGRAMS	CPS HR CONSULTING	4.85	Department of Social Services purchase of Operations and Record Keeping.
20221229	HALE,DAVINA	OST PROGRAMS	CPS HR CONSULTING	54.84	Department of Social Services Child Care Applications online orientation.
20221229	HALE,DAVINA	OST PROGRAMS	SMART AND FINAL 929	40.00	Project SAFE staff appreciation.
20221231	HALE,DAVINA	OST PROGRAMS	AMZN MKTP US	10.81	Items returned for refund (YALE).
				1181.98	
20221204	HICKS,TYLENE	SYCAMORE CANYON	AMZN MKTP US*YW6UG6UE3	51.08	Pom-Poms for Promoting School Spirit.
20221204	HICKS,TYLENE	SYCAMORE CANYON	AMZN MKTP US*DA2736ZW3	29.08	Yard Signs for Promoting School Spirit.
20221211	HICKS,TYLENE	SYCAMORE CANYON	AMAZON.COM*TW1XP1HP3	881.93	Outdoor Shed for TK & 6th Grade Science Materials (First shed was damaged).
				962.09	
20221201	HOHIMER,KAREN	CAJON PARK	SMART AND FINAL 929	32.29	Staff Appreciation.
20221207	HOHIMER,KAREN	CAJON PARK	SP SPIKEBALL INC	49.55	Equipment for 5th grade PE.
20221226	HOHIMER,KAREN	CAJON PARK	LAKESHORE LEARNING MAT	42.99	Classroom posters.
				124.83	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20221202	HOOKS, TED A	CHET F. HARRITT	SMART AND FINAL 355	147.60	Student Awards supplies.
20221202	HOOKS, TED A	CHET F. HARRITT	BUILDASIGN.COM	164.53	PBIS signage.
20221202	HOOKS, TED A	CHET F. HARRITT	AMZN MKTP US*VA7SJ5IA3	149.57	Supplies for MPR.
20221204	HOOKS, TED A	CHET F. HARRITT	AMZN MKTP US*EO82N1IR3	46.31	PBIS signage.
20221204	HOOKS, TED A	CHET F. HARRITT	AMZN MKTP US*CY3Y07PW3	93.35	Supplies for MPR.
20221204	HOOKS, TED A	CHET F. HARRITT	AMZN MKTP US*J29KN12Z3	8.57	Fmaily Night supplies.
20221209	HOOKS, TED A	CHET F. HARRITT	SQ *MARIA LEYVAS ON SI	1112.50	Family Night Dinner (Taco Plates).
20221213	HOOKS, TED A	CHET F. HARRITT	AMAZON.COM*S29AM4213 A	49.22	Office supplies (Rain Gear).
20221215	HOOKS, TED A	CHET F. HARRITT	AMAZON.COM*FC9MZ36C3 A	50.30	Office supplies (Rain Gear).
20221218	HOOKS, TED A	CHET F. HARRITT	TEACHERSPAYTEACHERS.CO	12.00	Supplemental Teacher Materials.
20221218	HOOKS, TED A	CHET F. HARRITT	ALL ABOUT LEARNING	167.05	Supplemental Teacher Materials.
20221218	HOOKS, TED A	CHET F. HARRITT	SOSIMPLESIGHTWORDS.COM	89.95	Supplemental Teacher Materials.
				2090.95	
20221215	HORNER, NATHAN L	PEPPER DRIVE	FOOD4LESS #0394	39.54	Food - Refreshments for 6th Grade Camp parent informational meeting.
				39.54	
20221209	LOCKE, SUMMER	PEPPER DRIVE	SMART AND FINAL 929	104.99	Honor Roll Luncheon Snacks.
20221211	LOCKE, SUMMER	PEPPER DRIVE	AMZN MKTP US*S25Q577N3	42.12	Sound-reducing headphone for students.
20221218	LOCKE, SUMMER	PEPPER DRIVE	AMZN MKTP US*G84198UF3	81.96	Paper Organizer & turn-in trays for 7th Grade Math Class.
				229.07	
20221201	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	ACE PARKING 0997	15.00	CITE Conference.
20221207	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*QQ3FP9863	636.60	Interactive board cables.
20221207	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*OO1Q05ND3	331.54	Interactive board cables.
20221208	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*EI2N64CM3	30.16	Monitor stand.
20221209	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*3D5OW9OE3	140.06	Docking station.
20221211	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*AY4T85WT3	140.06	Docking station.
20221218	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE	27.99	Security System.
20221218	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US	636.60	Interactive board cables return.
20221223	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*1G07018H3	196.72	Printer toner.
				881.53	
20221202	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*9K4JN6IG3	199.22	State Preschool.
20221211	MINUTELLI, DAWN	EDUCATIONAL SERVICES	VONS #3044	66.15	Supplies for IRT Meeting.
20221218	MINUTELLI, DAWN	EDUCATIONAL SERVICES	EDUCATION_COM PREMIUM	119.88	Subscription to Education.com.
20221220	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*IF8L48Q23	65.08	Additional Computer charger.
20221223	MINUTELLI, DAWN	EDUCATIONAL SERVICES	JANETS CAFE & DELI	112.33	Working Lunch for Alternative School and the Santee Success Program.
				562.66	
20221221	MONTLER, BONNER M	EDUCATIONAL SERVICES	ADOBE *800-833-6687	119.88	Adobe Photoshop for creating visuals in reports.
				119.88	
20221201	MURPHY, GRETCHEN	CARLTON OAKS	SMART AND FINAL 360	12.92	Supplies.
				12.92	
20221204	FLAMION, AMANDA	CHILD NUTRITION	KATOM RESTA	195.19	Quat test paper.
20221204	FLAMION, AMANDA	CHILD NUTRITION	THE WEBSTAURANT STORE	86.14	Sanitizer tablets.
20221205	FLAMION, AMANDA	CHILD NUTRITION	SUNKIST-PARTS.COM	148.04	6-wedge blade cutter w/ cover.
20221214	FLAMION, AMANDA	CHILD NUTRITION	THE WEBSTAURANT STORE	1176.01	Cambro Full Size Black Poly Food Pans 6".
20221216	FLAMION, AMANDA	CHILD NUTRITION	CDW GOVT #FQ97782	158.38	Xerox Hi Capacity toner, Black.
20221218	FLAMION, AMANDA	CHILD NUTRITION	VONS #1897	118.34	Gluten Free Food Items.
				1882.10	
20221209	OGDEN, LINDSAY	PRIDE ACADEMY	AMZN MKTP US*3B3OC3TR3	90.94	Recess equipment.
20221209	OGDEN, LINDSAY	PRIDE ACADEMY	AMAZON.COM*G44X390P3	155.08	Recess equipment.
20221209	OGDEN, LINDSAY	PRIDE ACADEMY	AMAZON.COM*VN6TK3HC3	129.28	Recess equipment.
20221216	OGDEN, LINDSAY	PRIDE ACADEMY	TARGET 00014852	15.93	Office supplies.
				391.23	
20221201	OLANDER, MICHAEL	PUPIL SERVICES	SP MHS: MULTI HEALTH	42.50	Protocol for SPED teacher.
				42.50	
20221214	PEABODY, LESLIE	TRANSPORTATION	SOUTHWEST AIRLINES	227.97	Safety and Training CDE trip.
20221215	PEABODY, LESLIE	TRANSPORTATION	AMZN MKTP US*EG38T2WW3	220.15	Office supplies- Batteries for handheld radios/laminating sheets/plastic dividers/file folders/rolling cart.
				448.12	
20221204	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	FS *TECHSMITH	171.76	Software upgrade and maintenance contract for Camtasia.
20221213	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	ISTE	621.35	Ed tech print resources.
20221214	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*XE8DU42V3	29.07	Mouse and mouse pad.
				822.18	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20221201	RAMIREZ,AMANDA	CARLTON HILLS	LITTLE CAESARS 1872-00	86.09	Safety Patrol pizza party.
20221216	RAMIREZ,AMANDA	CARLTON HILLS	APPLE.COM/BILL	10.99	iTunes monthly fee.
20221218	RAMIREZ,AMANDA	CARLTON HILLS	VONS #1897	16.47	Safety patrol popsicles.
				<u>113.55</u>	
20221202	RICHARD,NONA	CARLTON OAKS	VONS #1897	39.96	Student Incentives.
20221208	RICHARD,NONA	CARLTON OAKS	AMAZON.COM*VC0F4S13	194.12	Office supplies.
20221219	RICHARD,NONA	CARLTON OAKS	AMZN MKTP US*N156J29L3	15.07	Office supplies.
20221219	RICHARD,NONA	CARLTON OAKS	BRAININGCAMP	650.00	Supplemental Curriculum.
20221228	RICHARD,NONA	CARLTON OAKS	AMAZON.COM*1G0UZ5E63 A	4.77	Office supplies.
				<u>903.92</u>	
20221214	ROGERS,CHRISTOPHER	RIO SECO	AMAZON.COM*HU68S0DV3	27.48	Report Covers for Staff RedBook.
				<u>27.48</u>	
20221204	SOUTHCOTT,STEPHANIE	RIO SECO	AMZN MKTP US*6X68968P3	603.38	Furniture for Library.
20221206	SOUTHCOTT,STEPHANIE	RIO SECO	AMAZON.COM*1D9W42PQ3 A	6.45	Professional Development - Blooms Questioning Strategies.
				<u>609.83</u>	
20221202	STARKEY,MARK	INFORMATION TECHNOLOGY	ACE PARKING 0997	15.00	Parking at CITE conference.
20221204	STARKEY,MARK	INFORMATION TECHNOLOGY	LYFT RIDE THU 4PM	10.99	Transportation at CITE conference.
20221204	STARKEY,MARK	INFORMATION TECHNOLOGY	ACE PARKING 0997	15.00	Parking at CITE conference.
20221223	STARKEY,MARK	INFORMATION TECHNOLOGY	FEDEX 392564186789	24.23	Expenditure to send laptop to depot for repair.
				<u>65.22</u>	
20221205	STORM,BRYCE	FACILITIES, MAINTENANCE & OPERATIONS	ONTARIO AIRPORT HOTEL	135.59	CASH lodging.
				<u>135.59</u>	
20221220	TOMLINSON,ANGELA	COMMUNITY COLLABORATIVE	FOOD4LESS #0349	100.00	Food 4 Less Gift Card for Homeless Family.
				<u>100.00</u>	
				<u><u>23518.10</u></u>	

Consent Item D.2.5.
 Prepared by Karl Christensen
 February 7, 2023

Acceptance of Donations, Grants, and Bequests

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
DONATIONS			
Funds for Lorene Foster Children's Fund	\$450.00	Kenneth & Kristie Wilhelm	Districtwide
GRANTS			
(None)			
BEQUESTS			
(None)			
TOTAL RECEIVED	\$450.00		

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The donations, grants, and/or bequests listed above are valued at \$450.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

BACKGROUND:

The Santee School District is required to provide for transportation of Special Education students when their Individualized Education Plan (IEP) includes the need for this service. In lieu of the District providing transportation, the District offers parents/guardian the opportunity to transport their own children and receive reimbursement for their incurred mileage at the IRS-approved rate.

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement during the 2022-23 school year for the transportation of their own child(ren) are listed below:

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Carlton Hills School	8.8	180	\$0.655	\$1,037.52
Carlton Hills School	16.4	101	\$0.655	\$1,084.94
Hill Creek School	20.8	101	\$0.655	\$1,376.02
Rio Seco School	8.8	116	\$0.655	\$668.62
Sycamore Canyon School	17.6	138	\$0.655	\$1,590.86
Total:				\$5,757.96

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$5,757.96 is paid in lieu of District provided transportation.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

BACKGROUND:

Board Policy (BP) and Administrative Regulation (AR) 3270 govern the sale or disposal of surplus books, equipment, and supplies in accordance with applicable Education Code provisions. AR 3270 provides the following options for sale or disposal of surplus items:

<u>Category</u>	<u>Value/Condition</u>	<u>Option</u>	<u>Requirements</u>
<i>Obsolete Instructional Materials</i>	<ul style="list-style-type: none"> Usable for educational purposes Any value 	<ul style="list-style-type: none"> Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy Sell to any organization that agrees to use the materials for educational purposes 	<ul style="list-style-type: none"> Receiving entity shall certify to the Board that it agrees to use the materials for educational purposes and make no charge to any persons to whom the materials are given or lent Notify public of intent at least 60 days prior to disposition
	<ul style="list-style-type: none"> Unusable for educational purposes or cannot be disposed of as above Any value 	<ul style="list-style-type: none"> Mutilate so as not to be salable and sold for scrap Destroy beyond any economical means 	<ul style="list-style-type: none"> For destruction, provide at least 30 day prior notice to those requesting notice
<i>All Other Personal Property</i>	<ul style="list-style-type: none"> Value insufficient to defray costs of arranging a sale 	<ul style="list-style-type: none"> Donate to charitable organization deemed appropriate by the Board Dispose of at local dump 	<ul style="list-style-type: none"> Requires unanimous vote by Board
	<ul style="list-style-type: none"> \$2,500 or less (one or more items) 	<ul style="list-style-type: none"> Sell without advertising 	<ul style="list-style-type: none"> Requires unanimous vote by Board
	<ul style="list-style-type: none"> More than \$2,500 (one or more items) 	<ul style="list-style-type: none"> Advertise for Bids or Conduct Public Auction 	<ul style="list-style-type: none"> Post notices in 3 public places and advertise once a week for 2 weeks in

<u>Category</u>	<u>Value/Condition</u>	<u>Option</u>	<u>Requirements</u>
			general circulation newspaper <ul style="list-style-type: none"> • Accept highest bid or reject all bids • If no qualified bid received, may be sold to any individual or entity
		<ul style="list-style-type: none"> • Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law 	<ul style="list-style-type: none"> • Sale price shall equal cost of property plus estimated cost of purchasing, storing, and handling
		<ul style="list-style-type: none"> • Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district 	<ul style="list-style-type: none"> • Price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools

The District has the option of using the services of a vendor that uses an on-line bidding methodology to satisfy the advertising for bids and public auction requirements. If used, the vendor retains a portion of the sale proceeds for their fee.

The items to declare surplus are described below:

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Site</u>	<u>Storage Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
1	Each	Epson Inkjet Printer	Business Services	Business Services	Fair	\$25

The recommended terms for sale or disposal of the aforementioned personal property is as follows:

Type	Method	Option? (X)
Obsolete Instructional Materials	Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy	
	Sell to any organization that agrees to use the materials for educational purposes	
	Mutilate so as not to be salable and sold for scrap	
	Destroy beyond any economical means	
Other Personal Property	Value insufficient to defray costs of arranging a sale: Donate to charitable organization deemed appropriate by the Board	
	Value insufficient to defray costs of arranging a sale: Discard/Scrap	
	Value \$2,500 or less: Sell without advertising	x
	Advertise for Bids (including on-line services)	
	Conduct Public Auction (including on-line services)	
	Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law with sale price to equal cost of property plus estimated cost of purchasing, storing, and handling	
	Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district with price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools	

RECOMMENDATION:

It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$25.00 and authorize the sale or disposal of them in accordance with the recommended terms.

This recommendation supports the following District goals:

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

Income estimated at \$25.00 less fee to on-line bidding vendor, if used.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

BACKGROUND:

As required by law, each year Santee School District contracts with an independent certified public accountant for an annual audit of its financial records for the prior year. The District contracted with Vavrinek, Trine, Day & Co., LLP to perform all necessary work for the 2021-22 audit report.

The 2021-22 report is now complete. Copies of the audit report may be obtained from Business Services and additional copies will be available at the Board meeting for review.

Copies of this audit report have been forwarded by the auditor as required by law to:

- ✓ State Department of Finance, Office of Financial and Performance Accountability,
- ✓ State Department of Education, Audit Department, and
- ✓ San Diego County Clerk’s Office.

This year there were no restatements of fund balances required but there were findings related to internal control deficiencies stemming from two required adjustments:

- Adjustment to reduce accounts receivable and increase prepaid expenditures for disapproved use of certain restricted revenue in the General Fund
- Adjustment to correctly classify Federal revenue as State revenue in the Child Nutrition Fund that had been misclassified

RECOMMENDATION:

It is recommended that the Board of Education accept the 2021-22 audit report as submitted.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The Audit report contains financial details for the District’s 2021-22 fiscal year. There is no fiscal impact in accepting the report. Professional auditor services for 2022-23 are budgeted at \$29,500.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.

Consent Item D.2.9.
Prepared by Karl Christensen
February 7, 2023

Adoption of Resolution No. 2223-06 to Apply for a
Grant Funded by the Volkswagen Environmental
Mitigation Trust

BACKGROUND:

The Volkswagen (VW) Environmental Mitigation Trust (Trust) provides about \$423 million for California to mitigate the excess nitrogen oxide (NOX) emissions caused by VW's use of illegal emissions testing defeat devices in certain VW diesel vehicles. The Trust provides funding opportunities for specified eligible actions that are focused mostly on "scrap and replace" projects for the heavy-duty sector, including on-road freight trucks, transit and shuttle buses, school buses, forklifts and port cargo handling equipment, commercial marine vessels, and freight switcher locomotives.

Adoption of this resolution authorizes the District to apply for a grant to replace two current school buses with electric ones. This application is in addition to one already approved by the Board of Education on September 3, 2019 for purchase of two electric school busses.

RECOMMENDATION:

It is recommended the Board of Education adopt Resolution No. 2223-06 authorizing staff to apply for a grant funded by the Volkswagen Environmental Mitigation Trust.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

\$400,000 per bus, \$800,000 total.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

**SANTEE SCHOOL DISTRICT
RESOLUTION NO. 2223-06
Resolution for Authorization to Participate
in the Volkswagen Environmental Mitigation Trust**

WHEREAS, the Governing Board of the Santee School District authorizes Karl Christensen, Assistant Superintendent Business Services to submit a grant request and participate in the Volkswagen Environmental Mitigation Trust; and

WHEREAS, the Governing Board also understands that although matching funds are not required, grantees are responsible for any costs over the Air Pollution Control District’s award;

WHEREAS, the Santee School District is aware that funding is available through the Volkswagen Environmental Mitigation Trust for purchase of the cleanest available equipment and the Santee School District was offered the opportunity to fund zero-emissions and near-zero-emissions school bus equipment.

NOW, THEREFORE BE IT RESOLVED, the foregoing Resolution was adopted upon motion of _____ and is hereby Passed, Approved and Adopted this 7th day of February, 2023.

Governing Board Members:

Dianne El-Hajj, President

Elana Levens-Craig, Member

Ken Fox, Vice President

Barbara Ryan, Member

Dustin Burns, Clerk

Consent Item D.2.10
Prepared by Karl Christensen
February 7, 2023

Adoption of Resolution No. 2223-07 To Close Fund 09:
Charter Schools Special Revenue Fund
at the San Diego County Treasury

BACKGROUND:

For a number of years, the Santee Explorer Academy Charter School (“Charter School”) operated under the administrative oversight of the District. Revenues and expenditures for the Charter School were accounted for in Fund 09: Charter Schools Special Revenue Fund (“Fund 09) through the San Diego County Treasury (“County Treasury”).

The school permanently closed December 19, 2001 and Fund 09 has a zero balance at the County Treasury. The San Diego County Office of Education is going through a process with the County Treasury to formerly close funds that are no longer used. To close Fund 09 requires adoption of a resolution by the Board of Education.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 2223-07 to permanently close Fund 09: Charter Schools Special Revenue Fund at the San Diego County Treasury.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

None

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.10.

**SANTEE SCHOOL DISTRICT
RESOLUTION NO. 2223-07**

Resolution to Close Charter Schools Special Revenue Fund

On motion of Member _____, Seconded by
Member _____, the following resolution is adopted:

WHEREAS, Santee School District, County of San Diego, State of California (District) is duly authorized and existing under the law of said state: and

WHEREAS, school districts are authorized by Education Code to establish a restricted fund known as the Charter Schools Special Revenue Fund (09); and

WHEREAS, the Charter School Special Revenue Fund (09) established by the District for the purpose of accounting for the revenues and expenditures of the Santee Explorer Academy Charter School (CDS Code 37-68361-3731296) is no longer required:

WHEREAS, a balance of Zero dollars and zero cents (\$0.00) remains in the fund.

THEREFORE, BE IT RESOLVED, that the Santee School District shall close the restricted fund with the San Diego County Auditor and Treasurer named the Charter Schools Special Revenue Fund.

PASSED AND ADOPTED by the governing Board on February 7, 2023 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) ss.
COUNTY OF SAN DIEGO)

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

Clerk, Board of Education

BACKGROUND:

California Education Code Section 32288 requires that each school district annually approve the comprehensive school safety plans. The Code also requires that each school site council develop and approve the school safety plan.

Presented for approval are the School Safety Plans for Cajon Park, Carlton Hills, Carlton Oaks, Chet F. Harritt, Hill Creek, Pepper Drive, PRIDE Academy at Prospect Avenue, Rio Seco, and Sycamore Canyon Schools. The plans contain specific action plans as well as clearly stated School Safety Strategies. Additionally, each plan contains the requirements of Education Code Section 32282 (a), namely:

- Conduct an assessment of the current status of crime committed at schools
- Identify appropriate strategies and programs that will provide or maintain a high level of school safety
- Child abuse reporting procedures
- Disaster procedures
- Policies pursuant to the Education Code for students serious acts that would lead to suspension and expulsion
- Procedures to notify teachers of dangerous pupils
- A discrimination and harassment policy
- Provision of a student dress code that prohibits “gang-related” apparel
- Procedures for safe ingress and egress of pupils, parents and school employees to and from school
- A safe and orderly environment conducive to learning
- District rules on student discipline, and
- Hate crime reporting procedures.

A copy of the Safety Plans will be available at the board meeting for review.

RECOMMENDATION:

Administration recommends that the Board of Education approve the comprehensive school safety plans.

This recommendation supports the following District goals:

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

FISCAL IMPACT:

There is no significant cost to the implementation of the procedures outlined in the safety plans.

ACADEMIC ACHIEVEMENT IMPACT:

The plan describes a process for insuring school safety, and thereby, also insures that student and staff enjoy a safe school learning environment.

Motion: _____ Second: _____ Vote: _____ Agenda Item D.3.1.

Consent Item D.3.2.

Ratification of Nonpublic Agency Master Contract with ProCare Therapy for Speech Therapy and Occupational Therapy

Prepared by Dr. Stephanie Pierce
February 7, 2023

BACKGROUND:

There are times during the school year when the need for occupational therapists, occupational therapy assistants, speech language pathologists, and speech language pathology assistants arises. In order to support our students and avoid being out of compliance with their IEP's, ProCare Therapy is able to provide staffing in these areas for the Santee School District.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with ProCare Therapy to include Speech Language Therapy, Speech Language Therapy Assistant, Occupational Therapy, and Occupational Therapy Assistant for the term of January 30, 2023 through June 30, 2023. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

FTE	Hourly Rate	Hours Per Day	Days Per Year	Total
1.0 Occupational Therapist (OTR)	\$86.47	40 hrs/week	105 including ESY	\$72,634.80
3.0 Occupational Therapist (OTR)	\$86.47	40 hrs/week	85	\$176,398.80
1.0 Certified OT Assistant (COTA)	\$64.50	40 hrs/week	85	\$43,860
2.0 Speech Language Pathologist (SLP)	\$86.47	40 hrs/week	85	\$117,599.20
1.0 Speech Language Pathologist Assistant (SLPA)	\$64.50	40 hrs/week	85	\$43,860

Total \$454,352.80

STUDENT ACHIEVEMENT:

These services are necessary for some students with disabilities to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.3.3.

Ratification of Approval of Nonpublic School Master Contract with Fred Finch School for Nonpublic School Services

Prepared by Dr. Stephanie Pierce
February 7, 2023

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. One student with disabilities requires enrollment at Fred Finch School for the 2022-23 school year to address the student’s unique needs.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic School Master Contract with Fred Finch School for one student for the period of January 25, 2023 through June 30, 2023. The Master contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The terms of the Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Fred Finch School	1 student	1/26/23-6/30/23 (104 Days) including ESY	\$278.21	\$28,933.84

TOTAL \$28,933.84

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

Consent Item D.3.4.

Approval of Nonpublic Agency Master Contract
with San Diego Center for Vision Care for Vision
Therapy

Prepared by Dr. Stephanie Pierce
February 7, 2023

BACKGROUND:

At times, students with disabilities require vision therapy to demonstrate educational progress at school. San Diego Center for Vision Care (SDCVC) provides vision therapy to students with learning disabilities. We have contracted with this agency for vision therapy services in past years through a General Services Agreement (GSA). The GSA is being rescinded and replaced with a Master Contract now that the company is a certified NPA.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with San Diego Center for Vision Care for vision therapy for the term of January 1, 2023 through June 30, 2023. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated cost for vision therapy through SDCVC for the 2022-23 school year should not exceed \$11,040.

STUDENT ACHIEVEMENT:

Some students require vision therapy to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.4.

BACKGROUND:

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

Certificated Staff

A. New Appointments:

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

B. Temporary Rehires:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
			\$0.00		

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Tindle, Kristina	Pride Academy	V-08	Resignation	02-20-23

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
			\$0.00		

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Darrell, Andrew	Transportation to <i>Carlton Hills</i>	Bus Attendant 19 E / 5.17 hrs #3000598 to <i>Instructional Assistant, Special Education II</i> 21 D / 6.0 hrs #30022147	\$2,260.67	\$2,754.70	01-23-23
2. Thomas, Brendan	Cajon Park to <i>Rio Seco</i>	Out of School Time Group Leader 19.5 D / 4.5 hrs #30020744 to	\$1,798.88	\$1,599.00	01-12-23

		<i>Out of School Time Group Leader 19.5 D / 4.0 hrs #10325053</i>			
3. Stewart Acevedo, Sylvia	Rio Seco to <i>Chet F. Harritt</i>	Instructional Assistant Special Education II 21 E / 6.25 hrs #10327204 to <i>Instructional Assistant Special Education II 21 E / 6.25 hrs #30021470</i>	\$2,819.19	\$2,819.19	01-11-23

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
1. Davidson, Karina	Cajon Park	Food Service Worker IA 20 C / 2.75 hrs	Personal	Approve	1-09-23 to 02-03-23

L. Resignations:

Employee	Location	Position	Reason	Effective Date

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

Consent Item D.4.2.
 Prepared by Tim Larson
 February 7, 2023

Approval of Short-Term Services Agreements

BACKGROUND:

From time to time, the Santee School District contracts with individuals to provide various types of general services. Some Services are on an as-needed basis billed at an hourly or daily rate, while other services are billed by the job.

RECOMMENDATION:

It is recommended that the Board of Education approve the following short-term services agreement(s):

Vendor Name	Description of Services (location)	Date(s) of Service	Amount	Funding (justification)
Lahren Rogers	Choir Music (Carlton Oaks School)	02/16/23 – 03/23/23	\$450.00 (not to exceed)	LCFF (arts education)

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of the Short-Term Services Agreement(s) is detailed in the table above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

Consent Item D.4.3.

Approval of Memorandum of Understanding (MOU) with San Diego Youth Services (SDYS) for Community Assessment Team (CAT)

Prepared by Tim Larson
February 7, 2023

BACKGROUND:

San Diego Youth Services (SDYS) has offered the Community Assessment Team (CAT) to support Santee students who are considered to be at risk. CAT provides case management services and specific supports to families. These services may include psycho/social history and assessment, understanding and acknowledging family strengths, information on child and adolescent development, activities that reinforce family resilience and strength, and weekly psycho-social educational groups to students as requested. The program targets students in kindergarten through 12th grade.

RECOMMENDATION:

Administration requests Board approval to offer the CAT program for students and families as requested.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

SDYS is grant funded for CAT. There is no fiscal impact to the school district or participants.

STUDENT ACHIEVEMENT:

Students learn best when their social and emotional needs are met and they have been given strategies to address the concerns of themselves and their peers. CAT allows the District to provide support for students and help improve school climate and culture.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.



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

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

- I. **Purpose:** The purpose of the Memorandum of Understanding is to maintain the effective working relationship established between SDYS and Santee School District for the purpose of implementing coordinated services. The goal of the service partnership is: “To empower youth to reach their highest potential”.
- II. **Term:** This Memorandum of Understanding shall begin on February 1st, 2023 and will extend through June 30th, 2027. Either party can give written notice 30 days in advance of the intent to withdraw from collaboration.
- III. **Description of Participation:**
 - A. **Santee School District** agrees, per this memorandum, to provide the following:
 1. Designate an individual as a point of contact for the program.
 2. Provide the names and contact information for all youth and their families for which services are to be provided for referral and enrollment of services.
 3. Communicate immediately if problems/concerns arise with students or program implementation.
 4. Provide coordinated input in the development of new programs, services and funding to ensure that growth and expansion of services to children and their families fits into the ongoing aims of the collaboration.
 5. Support prevention strategies of SDYS, community collaborators, and through cross-agency activities of the Collaborative.
 6. Participation in community awareness and mandated reporting.
 7. Provide confidential meeting and program space.
 8. During COVID-19 pandemic uphold COVID-19 safety precautions as indicated by the Center for Disease Control and Prevention (CDC).

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

1. Provide oversight, facilitation and coordination of the program design, implementation, service delivery, information management, and reporting to ensure that a high caliber of services is maintained.
2. Designate an individual as a point of contact for the program.
3. Provide CAT case management services and/or school psycho-educational group services for a minimum of one hour, each week which may include services and intervention(s) like:
 - a. Conduct accurate psycho/social history taking and assessment.
 - b. Assessment for safety issues.
 - c. Obtain multiple perspectives (youth, parents, school, police, counselor, etc.)
 - d. Find out what the family believes they need.
 - e. Understand and acknowledge individual and family strengths.
 - f. Give information on child and adolescent development.
 - g. Give objective feedback on family dynamics.
 - h. Offer training in a strengths-based problem-solving approach.
 - i. Assist families as they take action.
 - j. Provide encouragement and moral support.
 - k. Provide activities and things that reinforce family unity and resilience.
 - l. Network youth and families with others for mutual support.
 - m. Provide activities and access to services that reinforce individual and family strengths.
 - n. Provide follow-up information to the family and community stakeholders (Law Enforcement).
 - o. Provide weekly psych educational groups to students when requested.
4. Provide Individual and Family counseling to students at school site for a minimum of one hour, each week which may include services and interventions (s) like:
 - a. Conduct a psycho/social history and assessment
 - b. Assessment for safety issues
 - c. Obtain multiple perspectives (youth, parents, school, etc.)
 - d. Understand and acknowledge individual and family strengths
 - e. Offer strength-based problem solving techniques
 - f. Work with families on setting goals in order to maximize their ability to be successful
 - g. Provide resources to families throughout and on completion of services
5. Continue efforts to identify additional youth needs and provide additional information to enhance the program's service effectiveness and promote better outcomes for youth.
6. Provide an updated status report upon request.

IV. **Confidentiality:** The collaborative partner acknowledges that their staff may acquire information from a variety of sources concerning or belonging to SDYS during the term of this Memorandum that is confidential. Such confidential information includes but is not limited to all proprietary information on SDYS, including all information regarding its

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

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

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

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

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

- VI. **Insurance:** San Diego Youth Services shall maintain Public Liability and Property Damage Insurance to protect them and the Santee School District from all claims for personal injury, including accidental death, as well as from all claims for property damage

arising from the operations under this Agreement. The minimum amounts of such insurance shall be as hereinafter set forth.

Amounts of Insurance:

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

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

- VII. **Value of Services:** No Money is transferred. The value of staff time provided by San Diego Youth Services is approximately \$ 2,000.
- VIII. **Termination:** This Memorandum of Understanding may be terminated for any reason by giving 30 days written notice.

Tim Larson
Assistant Superintendent
Santee School District

February 8, 2023
Date

Walter Philips
Chief Executive Officer
San Diego Youth Services

Date

Attachment A

Business Associate Contract

Covered Entity: San Diego Youth Services (SDYS)

Funding Source: County of San Diego, Probation Department Contract No 565892 Community Assessment Team

SDYS has executed contract no. 565892 with SBCS Corporation funded by County Of San Diego Probation Department to keep youth from entering and/or re-entering the juvenile justice system by providing prevention and early intervention services, and specialized diversion services focused on positive support to school-age youth (age 6-18) who demonstrate at-risk behavior and experiences negative environmental factors that could lead to juvenile justice system involvement and escalation.

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

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

Definition of Terms

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

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

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

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

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

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

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

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

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

Obligations & Activities of Business Associate

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Permitted Uses and Disclosures by Business Associate

General Use and Disclosure Provisions:

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

Specific Use and Disclosure Provisions:

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

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

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

Prohibited Uses and Disclosures

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

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

Safeguards.

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

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

Security.

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

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

Achieve and maintain compliance with HIPAA; and

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

Obligations of Covered Entity

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

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

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

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

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

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

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

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

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

Corrective Action. Upon discovery of a breach or suspected security incident, intrusion or unauthorized access, use or disclosure of SDYS PHI, Consultant shall take

prompt corrective action to mitigate any risks or damages involved with the breach and to protect the operating environment; and any action pertaining to such unauthorized disclosure required by applicable Federal and State laws and regulations.

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

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

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

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

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

Designation of Individuals.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Technical Controls. Consultant shall ensure:

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

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

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

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

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

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

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

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

Passwords shall be:

At least eight characters;

A non-dictionary word;

Changed at least every ninety (90) days;

Changed immediately if revealed or compromised; and

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

-Upper case letters (A-Z)

-Lower case letters (a-z)

-Arabic numerals (0-9)

-Non-alphanumeric characters (punctuation symbols)

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

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

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

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

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

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

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

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

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

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

Audit Controls. Consultant shall ensure:

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

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

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

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

Business Continuity / Disaster Recovery Controls

Consultant shall establish a documented plan to enable continuation of critical business processes and protection of the security of electronic SDYS PHI and/or SDYS PII/PI in the event of an emergency. Emergency means any circumstance or situation that causes normal

computer operations to become unavailable for use in performing the work required under this Agreement for more than twenty-four (24) hours.

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

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

Paper Document Controls. Consultant shall ensure:

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

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

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

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

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

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

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

Permissible Requests by Covered Entity

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

Return of Information

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

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

Miscellaneous

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

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

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

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

Item E. DISCUSSION AND/OR ACTION ITEMS

Agenda Item E.

Discussion and/or Action Item E.1.1.
Prepared by Dr. Kristin Baranski
February 7, 2023

California School Boards Association
(CSBA) 2023 Delegate Assembly Election

BACKGROUND:

Annually the Board has the opportunity to cast its unit vote for CSBA Delegate Assembly Region 17 representatives. Candidate applications, biographical sketches, and letters of endorsement that have been received, were sent to Board members under separate cover.

There are seven (7) vacancies in Region 17 and the Board may vote for no more than nine (7) candidates. Write-in candidates are also permitted.

Delegates will serve two-year terms beginning April 1, 2023 – March 31, 2025. A copy of the ballot is attached.

RECOMMENDATION:

It is recommended that the Board of Education cast a unit vote to fill vacancies for the CSBA Delegate Assembly Region 17 representatives. Action, if any, is at the discretion of the Board.

Motion: _____

Second: _____

Vote: _____

Agenda Item E.1.1.

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office no later than **WEDNESDAY, MARCH 15, 2023**. Only **ONE** Ballot per Board. Be sure to mark your vote “**X**” in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2023 DELEGATE ASSEMBLY BALLOT
REGION 17
(San Diego County)

Number of seats: 7 (Vote for no more than 7 candidates)

Delegates will serve two-year terms beginning April 1, 2023 - March 31, 2025

**denotes incumbent*

- | | |
|--|--|
| <input type="checkbox"/> Whitney Antrim (Coronado USD) | <input type="checkbox"/> Barbara Ryan (Santee SD)* |
| <input type="checkbox"/> Kate Bishop (Chula Vista ESD)* | <input type="checkbox"/> Rhea Stewart (Cardiff ESD) |
| <input type="checkbox"/> Delia Dominguez Cervantes (Chula Vista ESD) | <input type="checkbox"/> Shad Thielman (Cardiff SD) |
| <input type="checkbox"/> Melissa Krogh (Warner USD)* | <input type="checkbox"/> Cipriano Vargas (Vista USD) |
| <input type="checkbox"/> Kelly Leiker (South Bay Union SD) | <input type="checkbox"/> Katrina Young (San Dieguito Union HSD)* |
| <input type="checkbox"/> Eva Lopez Zepeda (Sweetwater Union HSD) | |

Provision for Write-in Candidate Name _____ *School District* _____

Signature of Superintendent or Board Clerk _____ *Title* _____

School District Name _____ *Date of Board Action* _____

See reverse side for list of all current Delegates in your Region.

REGION 17 – 23 Delegates (17 elected/6 appointed)◆

Director: Debra Schade (Solana Beach ESD)

Below is a list of all elected or appointed Delegates from this Region.

County: San Diego

Richard Barrera, (San Diego USD)◆, appointed term expires 2023
Sabrina Bazzo (San Diego USD)◆, appointed term expires 2023
Maria Betancourt-Castaneda (National SD), term expires 2024
Kate Bishop (Chula Vista ESD), term expires 2023
Leslie Bunker (Chula Vista ESD), term expires 2023
Eleanor Evans (Oceanside USD), term expires 2024
Andrew Hayes (Lakeside Union SD), term expires 2023
Julie Kelly (Vista USD), term expires 2024
Melissa Krogh (Warner USD), term expires 2023
Rudy Lopez (San Ysidro ESD), term expires 2024
Tamara Otero (Cajon Valley Union SD), term expires 2024
Darshana Patel (Poway USD)◆, appointed term expires 2023
Dawn Perfect (Ramona USD), term expires 2023
Barbara Ryan (Santee SD), term expires 2023
Nicholas Segura (Sweetwater Union HSD)◆, appointed term expires 2024
Arturo Solis (Sweetwater Union HSD)◆, appointed term expires 2023
Marla Strich (Encinitas Union ESD), term expires 2024
Gee Wah Mok (Del Mar Union SD), term expires 2024
Sharon Whitehurst-Payne (San Diego USD)◆, appointed term expires 2024
Katrina Young (San Dieguito Union HSD), term expires 2023
Vacant, term expires 2024
Vacant, term expires 2024

County Delegate:

Guadalupe Gonzalez (San Diego COE), term expires 2023

County

San Diego

Discussion and/or Action Item E.1.2.
Prepared by Dr. Kristin Baranski
February 7, 2023

Board Bylaw 9250 – Renumeration,
Reimbursement and Other Benefits

BACKGROUND:

At the request of the Board President, Board Bylaw 9250 – Renumeration, Reimbursement and Other Benefits will be reviewed/discussed.

RECOMMENDATION:

It is recommended that the Board of Education review and discuss Board Bylaw 9250, Renumeration, Reimbursement and other Benefits. Action, if any, is at the discretion of the Board.

Motion: _____ Second: _____ Vote: _____ Agenda Item E.1.2.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Remuneration

Each member of the Governing Board may receive a monthly compensation of \$240. (Education Code 35120)

On an annual basis, the Board may increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation (Education Code 35120).

Board members are not required to accept payment for meetings attended.

Any member who does not attend all Board meetings during the month is eligible to receive only a percentage of the monthly compensation equal to the percentage of meetings he/she attended, unless otherwise authorized by the Board in accordance with law. (Education Code 35120)

A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty or a hardship deemed acceptable by the Board. (Education Code 35120)

Whenever a quorum of Board members serves as another legislative body which will meet simultaneously or in serial order to a Board meeting, the Board clerk or a member of the Board shall verbally announce the amount of any additional compensation or stipend that each member will be entitled to receive as a result of convening the simultaneous or serial meeting. (Government Code 54952.3)

Reimbursement of Expenses

Board members shall be compensated at the monthly rate of \$125 for miscellaneous expenses incurred as authorized services for the district. Board members shall be reimbursed for traveling expenses incurred when performing services directed by the Board. (Education Code 35044) Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall be the responsibility of individual Board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

Any questions regarding the propriety of a particular type of expense should be resolved by the Superintendent or designee before the expense is incurred.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Board members may use district-issued credit cards while on official district business and consistent with the limits established for district personnel. Personal expenses shall not be charged on a district-issued credit card, even if the Board member intends to subsequently reimburse the district for the personal charges.

Health and Welfare Benefits for Current Board Members

Board members may participate in the health and welfare benefits program provided for district employees.

Health and welfare benefits for Board members shall be no greater than that received by the district's nonsafety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums required for Board members electing to participate in the district health and welfare benefits program to the same extent that it pays for district employees.

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

Health and Welfare Benefits for Former Board Members

Former Board members may participate in the health and welfare benefits program provided for district employees under the conditions specified below.

Health and welfare benefits for former Board members shall be no greater than those received by district nonsafety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums for health and welfare benefits of any former Board member who served in office after January 1, 1981, began his/her term before January 1, 1995, and has served for 12 or more years. (Government Code 53201)

Any other former Board member who served at least one term may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time he/she leaves office. (Government Code 53201)

Health and welfare benefits provided to a former Board member shall be extended, at his/her expense and at the same level, to his/her spouse/registered domestic partner and eligible dependent children as specified in law and the health plan.

Legal References on the following page.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Legal References:

EDUCATION CODE

- 33050-33053 General waiver authority
- 33362-33363 Reimbursement of expenses for attendance at workshops
- 35012 Board members; number, election and term
- 35044 Payment of traveling expenses of representatives of board 35120 Compensation for services as member of governing board 35172 Promotional activities
- 44038 Cash deposits for transportation purchased on credit

FAMILY CODE

- 297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

- 8314 Use of public resources
- 20322 Elective officers; election to become member
- 20420-20445 Membership in Public Employees' Retirement System; definition of safety employees
- 53200-53209 Group insurance
- 54952.3 Simultaneous or serial meetings; announcement of compensation

HEALTH AND SAFETY CODE

- 1373 Health services plan, coverage for dependent children

INSURANCE CODE

- 10277-10278 Group and individual health insurance, coverage for dependent children

UNITED STATES CODE, TITLE 26

- 403(b) Tax-sheltered annuities

UNITED STATES CODE, TITLE 42

- 18011 Right to maintain existing health coverage

CODE OF FEDERAL REGULATIONS, TITLE 26

- 1.403(b)-2 Tax-sheltered annuities, definition of employee

COURT DECISIONS

- Thorning v. Hollister School District, (1992) 11 Cal.App.4th 1598
- Board of Education of the Palo Alto Unified School District v. Superior Court of Santa Clara County, (1979) 93 Cal.App.3d 578

ATTORNEY GENERAL OPINIONS

- 91 Ops.Cal.Atty.Gen. 37 (2008)
- 83 Ops.Cal.Atty.Gen. 124 (2000)

Management Resources:

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

- Sample Expense and Use of Public Resources Policy Statement, January 2006

INTERNAL REVENUE SERVICE PUBLICATIONS

- Tax-Sheltered Annuity Plans (403(b) Plans) for Employees of Public Schools and Certain Tax-Exempt Organizations, Publication 571, rev. February 2013

WEB SITES

- CSBA: <http://www.csba.org>
- Institute for Local Government: <http://www.ca-ilg.org>
- Internal Revenue Service: <http://www.irs.gov>
- Public Employees' Retirement System: <http://www.calpers.ca.gov>

Adopted: April 17, 1979
 Revised: April 7, 1992; October 17, 1995;
 January 7, 1997, September 5, 2000; March 2, 2021
 Reviewed: February 17, 2009

SANTEE SCHOOL DISTRICT
 Santee, CA

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report
Prepared by Karl Christensen
February 7, 2023

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period December 1, 2022 through December 31, 2022 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

RECOMMENDATION:

It is recommended that the Board of Education approve the Monthly Financial Report, as presented.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$24,782,511; cash receipts of \$16,642,086 and disbursements of \$6,729,526 are reflected for the period of December 1, through December 31, 2022 resulting in an ending cash balance of \$34,695,071 as of December 31, 2022.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Monthly Financial Report - December

1

CASH REPORT FOR DECEMBER

	Actual	Projected*	Difference
Beginning Cash Balance as of December 1, 2022	\$24,782,511	\$24,782,511	\$ -
INCOME			
A. Local Control Funding Formula			
State Aid	2,928,813	2,928,813	\$ -
Property Taxes	5,889,707	6,474,861	\$ (585,154)
B. Federal Income			
Federal Funding	35,817	187,690	\$ (151,873)
C. State Income			
Other State Funding	2,743,214	325,214	\$ 2,418,000
EPA Funding	4,316,727	-	\$ 4,316,727
D. Local Income			
Other Local Income	119,309	38,343	\$ 80,966
Spec Ed	493,503	493,503	\$ -
Interest	41,234	-	\$ 41,234
E. Due to/Due from other funds	73,762	72,507	\$ 1,255
F. Debt Proceeds	-	-	\$ -
TOTAL INCOME	\$16,642,086	\$10,520,931	\$ 6,121,155
Beginning Balance Plus Income	\$41,424,597	\$35,303,442	\$ 6,121,155
DISBURSEMENTS			
G. Commercial Warrants	\$ 560,475	\$ 1,064,765	\$ (504,290)
H. Salary and Benefits	6,106,776	6,399,546	\$ (292,770)
I. Other Outgo	62,275	115,266	\$ (52,991)
J. Interfund Borrowing Out	-	3,774,924	\$ (3,774,924)
K. Budget Adjustments	-	-	\$ -
TOTAL DISBURSEMENTS	\$6,729,526	\$11,354,501	\$ (4,624,975)
Ending Cash Balance as of December 31, 2022	\$34,695,071	\$23,948,941	\$ 10,746,130

* Based on Cash Flow Projection at First Interim FY 2022-23

**Budget Revisions
Through December 31, 2022
2022-23 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	23,384,154	3,332,953	26,717,107
Estimated Income	57,161,967	45,224,716	102,386,683
Estimated Expenditures	54,537,434	38,220,903	92,758,337
Change in Fund Balance	2,624,533	7,003,813	9,628,346
Projected Ending Fund Balance	26,008,687	10,336,766	36,345,453
Less: Restricted Program Carryovers	-	10,336,766	10,336,766
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	20,000	-	20,000
Stores Inventory	244,934	-	244,934
Less: Assigned Vacation Carryover	466,538	-	466,538
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	2,782,750	-	2,782,750
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	22,118,594	-	22,118,594
Fund 17 Projected End of Year Balance	-	-	-
Projected Reserves	<u>24,901,344</u>	<u>-</u>	<u>24,901,344</u>
	<u>December</u>	<u>November</u>	
Projected Reserve % 2022-23¹	26.85%	26.93%	
Projected Reserve % 2023-24²	29.76%	29.76%	
Projected Reserve % 2024-25²	29.47%	29.47%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 1st Interim- October 2022²

Discussion and/or Action Item E.3.1.
Prepared by Tim Larson
February 7, 2023

Ratification of Employer-Employee Collective
Bargaining Tentative Agreement Between Santee
School District and Santee Teachers Association
(STA)

BACKGROUND:

Santee School District and the Santee Teacher’s Association (STA) have reached a Tentative Agreement for the 2022-23 school year concerning the following Articles:

- Article XII, Leave Provisions
- Article XV, Salary Provisions

STA membership ratified the tentative agreement on January 27, 2023. The negotiated language for each article is attached and represents the agreed upon language changes. The fiscal impact of Article XV, Salary Provisions is represented below:

- 6.75% % increase to the 2022-2023 salary schedule effective July 1, 2022

RECOMMENDATION:

It is recommended that the Board of Education ratify the tentative agreements between Santee School District and the Santee Teachers Association.

FISCAL IMPACT:

The Disclosure of Collective Bargaining Agreement is attached. The estimated impact to District funds is as follows:

FUND	2022-23
General Fund	\$2,612,787.00
State Preschool Fund	\$9,707.00
Total	\$2,622,493.00

STUDENT ACHIEVEMENT IMPACT:

This is a personnel item.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

Tentative Agreement

Between

**Santee Teacher's Association (STA)
and
Santee School District**

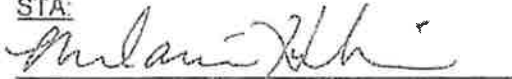
January 17, 2023

The following articles have been negotiated between the Santee School District and the Santee Teacher's Association (STA) for the 2022-23 negotiation year.

Article Title	Article Number
Leave Provisions	XII (12)
Salary Provisions	XV (15)

Representative for:

STA:



Date: 1-19-23

School District:



Date: 1/19/23

Tentative Agreement Between
Santee Teacher's Association
and
Santee School District

Article XII
Leave Provisions

8. Personal Necessity Leave.

a. Purpose.

Personal necessity leave may be utilized for circumstances that are compelling and deemed necessary by the employee.

Personal necessity leave may not be used to:

- 1) earn other income, or
- 2) participate in concerted activities.

b. Requirements.

An employee may use eight (8) days per year of sick leave for purposes of personal necessity leave. A reason need not be given to use personal necessity leave.

~~c. Prerequisites.~~

~~Employees shall submit a request for personal necessity leave approval on a District approved form to the immediate supervisor normally not less than three (3) working days prior to the beginning date of the leave. In cases where the request cannot be made three (3) working days prior to the leave, the employee shall make every effort to comply with District procedures designed to secure a substitute, if necessary, and shall notify the immediate supervisor of the expected duration of the absence.~~

~~d.c. Compensation.~~

~~The days allowed shall be deducted from and may not exceed the number of full pay days of illness or injury leave to which the employee is entitled. Payment for such absence shall be made only upon certification by the employee's supervisor that the absence was due to a situation within the meaning of this article.~~

~~e.d. Additional Days.~~

~~At the sole discretion of the Superintendent or designee, additional personal necessity leave may be granted.~~

~~f. Return to Service.~~

~~Immediately upon return to active service, if a Request for Personal Necessity Leave form has not yet been submitted, the employee shall complete the Request for Personal Necessity Leave form and submit it to the immediate supervisor.~~

**Tentative Agreement Between
Santee Teacher's Association
and
Santee School District**

**Article XV
Salary Provisions**

C. Earned Anniversary Increment

Employees who have reached their 18th, 21st, and 24th steps on the Certificated Non management Salary Schedule in Classification IV will be eligible to receive the anniversary increment. Employees who have reached their 18th, 21st, 24th, and ~~27th~~ 26th steps on the Certificated Non-management Salary Schedule in Classification V will be eligible to receive the anniversary increment. Employees who have reached their 18th, 21st, 24th, ~~27th~~ 26th, and ~~30th~~ 28th steps of the Certificated Non-management Salary Schedule in Classification VI will be eligible to receive the anniversary increment.

E. Compensation Increase for ~~2020-21 and 2021-22~~

Salary Schedule Increases for ~~2020-21 and 2021-22~~ 2022-23:

- 6.75% increase to the 2022-23 salary schedule effective July 1, 2022
- ~~2.00% increase to the 2020-21 salary schedule effective July 1, 2020~~
- ~~2.00% off-schedule increase for 2020-21 effective July 1, 2020 to be paid in one lump sum~~
- ~~2.00% increase to the 2021-22 salary schedule effective July 1, 2021~~

San Diego County Office of Education

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District: Santee School District
Name of Bargaining Unit: Santee Teachers Association
Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: July 1, 2022 and ending: June 30, 2023
(date) (date)

If this agreement is part of a multi-year agreement, indicate all fiscal years covered by the agreement.
Enter the on-schedule % increase for each fiscal year. (Do not report off-schedule increases in this section)

Fiscal Year	2022-23		
% Increase	6.75%		

The Governing Board will act upon this agreement on: February 7, 2023
(date)

Budget Revisions to be input by: (no later than 45 days after approval) March 24, 2023
(date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for ongoing costs, multiyear and overlapping agreements)		
		Year 1 Increase/(Decrease) 2022-23	Year 2 Increase/(Decrease) 2023-24	Year 3 Increase/(Decrease) 2024-25
Fund 01- General Fund				
1. Salary Schedule	\$ 30,725,743	2,073,987.65	2,073,987.65	2,073,987.65
On-Schedule increase		6.75%	6.32%	5.95%
2. Step & Column				
Increase or decrease in the cost of step & column as a result of the settlement				
3. Other Compensation		51,093.00	51,093.00	51,093.00
Stipends, Off-schedule payments, Longevity, Overtime, Differential, one-time bonuses, etc.				
4. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 6,953,255	\$ 487,706	\$ 489,831	\$ 491,956
		7.01%	6.58%	6.20%
5. Health/Welfare Plans	\$ 3,005,737			
		0.00%	0.00%	0.00%
6. Total Bargaining Unit Compensation Add Items 1 through 5 to equal 6	\$ 40,684,735	\$ 2,612,787	\$ 2,614,912	\$ 2,617,037
		6.42%	6.04%	5.70%
7. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	365.50			
8. Total Compensation Average Cost per Bargaining Unit Employee	\$ 111,313	\$ 7,149	\$ 7,154	\$ 7,160
		6.42%	6.04%	5.70%

Will this agreement trigger a "Me Too" agreement with another bargaining unit? No

Impact on Other Funds

Will this agreement have an impact on any other funds?	Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2022-23	Year 2 Increase/(Decrease) 2023-24	Year 3 Increase/(Decrease) 2024-25
Y/N <u>Adult Education Fund</u>				
Yes <u>Child Development Fund</u>		9,707	9,707	9,707
Y/N <u>Cafeteria Fund</u>				
Y/N <u>Other Enterprise Fund</u>				
Y/N <u>Other Fund</u>				

Public Disclosure of Proposed Collective Bargaining Agreement

Santee School District

9. Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and other comments and explanations as necessary.

6.75% increase to the 2021-22 salary schedule effective July 1, 2022. Compaction of salary schedule to move Step 30 to 28 and Step 27 to 26 = 0.22%

10. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No additional steps, columns, or ranges were added to the salary schedules.

B. Proposed Negotiated Changes in Non-Compensation items (class size adjustments, staff development days, teacher prep time, etc.)

Eliminated requirement for form submission for use of Personal Necessity leave to align with current procedures.

C. What are the specific impacts on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

There were no impacts to instructional or support programs to accommodate the settlement.

Will the increase in costs as a result of the agreement necessitate budget reductions in the current or subsequent two fiscal years?

YES NO

If yes, please specify the amount of the budget reductions necessary for each fiscal year

2022-23	2023-24	2024-25

Public Disclosure of Proposed Collective Bargaining Agreement

Santee School District
Santee Teachers Association

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

No contingency language was included in the proposed agreement.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

There were no changes to other major provisions.

F. Source of Funding for Proposed Agreement:

1. Current Year

Increase in LCFF funding

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

LCFF funding

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is not a multiyear agreement.

Public Disclosure of Proposed Collective Bargaining Agreement

Santee School District

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit: **Combined General Fund**
Santee Teachers Association

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 12-06-2022)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
REVENUES				
LCFF Revenue 8010-8099	\$ 68,918,999		\$ -	\$ 68,918,999
Federal Revenue 8100-8299	\$ 6,891,332		\$ -	\$ 6,891,332
Other State Revenue 8300-8599	\$ 20,201,279		\$ -	\$ 20,201,279
Other Local Revenue 8600-8799	\$ 6,319,887		\$ -	\$ 6,319,887
TOTAL REVENUES	\$ 102,331,497		\$ -	\$ 102,331,497
EXPENDITURES				
Certificated Salaries 1000-1999	\$ 36,358,307	\$ 3,585,606	\$ -	\$ 39,943,913
Classified Salaries 2000-2999	\$ 13,696,356	\$ -	\$ 737,965	\$ 14,434,321
Employee Benefits 3000-3999	\$ 23,194,665	\$ 487,706	\$ 271,078	\$ 23,953,449
Books and Supplies 4000-4999	\$ 7,211,819		\$ -	\$ 7,211,819
Services and Other Operating Expenditures 5000-5999	\$ 7,747,076		\$ -	\$ 7,747,076
Capital Outlay 6000-6999	\$ 210,000		\$ -	\$ 210,000
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 571,713		\$ -	\$ 571,713
Transfers of Indirect Costs 7300-7399	\$ (110,263)		\$ -	\$ (110,263)
TOTAL EXPENDITURES	\$ 88,879,673	\$ 4,073,312	\$ 1,009,043	\$ 93,962,028
OTHER FINANCING SOURCES/USES				
Transfer In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 3,774,924	\$ -	\$ -	\$ 3,774,924
Contributions 8980-8999	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ 9,676,900	\$ (4,073,312)	\$ (1,009,043)	\$ 4,594,545
BEGINNING FUND BALANCE				
9791	\$ 26,717,107			\$ 26,717,107
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
ENDING FUND BALANCE	\$ 36,394,007	\$ (4,073,312)	\$ (1,009,043)	\$ 31,311,652
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable 9711-9719	\$ 640,804	\$ -	\$ -	\$ 640,804
Restricted 9740	\$ 10,336,766	\$ (469,616)	\$ (125,684)	\$ 9,741,466
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780	\$ 466,538	\$ -	\$ -	\$ 466,538
Reserve for Economic Uncertainties 9789	\$ 2,779,638	\$ 56,012	\$ -	\$ 2,835,650
Unassigned/Unappropriated Amount 9790	\$ 22,170,260	\$ (3,659,708)	\$ (883,359)	\$ 17,627,193

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Santee School District

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit: Santee Teachers Association

Object Code	2022-23	2023-24	2024-25
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
LCCF Revenue 8010-8099	\$ 68,918,999	\$ 69,587,717	\$ 68,917,127
Federal Revenue 8100-8299	\$ 6,891,332	\$ 5,685,356	\$ 2,899,613
Other State Revenue 8300-8599	\$ 20,201,279	\$ 10,464,034	\$ 10,460,883
Other Local Revenue 8600-8799	\$ 6,319,887	\$ 5,298,745	\$ 5,298,745
TOTAL REVENUES	\$ 102,331,497	\$ 91,035,852	\$ 87,576,368
EXPENDITURES			
Certificated Salaries 1000-1999	\$ 39,943,913	\$ 41,216,762	\$ 42,148,700
Classified Salaries 2000-2999	\$ 14,434,321	\$ 14,750,598	\$ 15,062,981
Employee Benefits 3000-3999	\$ 23,953,449	\$ 24,347,792	\$ 25,238,476
Books and Supplies 4000-4999	\$ 7,211,819	\$ 7,940,174	\$ 3,265,138
Services and Other Operating Expenditures 5000-5999	\$ 7,747,076	\$ 8,088,425	\$ 8,499,006
Capital Outlay 6000-6999	\$ 210,000	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 571,713	\$ 781,534	\$ 806,034
Transfers of Indirect Costs 7300-7399	\$ (110,263)	\$ (102,547)	\$ (102,547)
Other Adjustments	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 93,962,028	\$ 97,022,738	\$ 94,917,788
OTHER FINANCING SOURCES/USES			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 3,774,924	\$ 1,201,605	\$ 1,208,408
Contributions 8980-8999	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)*	\$ 4,594,545	\$ (7,188,491)	\$ (8,549,828)
BEGINNING FUND BALANCE			
9791	\$ 26,717,107	\$ 31,311,652	\$ 24,123,162
Audit Adjustments/Other Restatements 9793/9795	\$ -		
ENDING FUND BALANCE	\$ 31,311,652	\$ 24,123,162	\$ 15,573,334
COMPONENTS OF ENDING FUND BALANCE:			
Nonspendable 9711-9719	\$ 640,804	\$ 640,804	\$ 640,804
Restricted 9740	\$ 9,741,466	\$ 4,251,424	\$ 1,059,346
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 466,538	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ 2,835,650	\$ 2,946,730	\$ 2,883,786
Unassigned/Unappropriated Amount 9790	\$ 17,627,193	\$ 16,284,204	\$ 10,989,398

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Santee School District
Santee Teachers Association

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

	2022-23	2023-24	2024-25
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 97,736,952	\$ 98,224,343	\$ 96,126,196
b. Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c. Net Expenditures, Transfers Out, and Uses	\$ 97,736,952	\$ 98,224,343	\$ 96,126,196
d. Projected P-2 ADA	5,720	5,653	5,492
e. State Standard Minimum Reserve Percentage for this District	3.00%	3.00%	3.00%
f. State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line e, or \$69,000)	\$ 2,932,109	\$ 2,946,730	\$ 2,883,786

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 2,835,650	\$ 2,946,730	\$ 2,883,786
b. General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 17,627,193	\$ 16,284,204	\$ 10,989,398
c. Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d. Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e. Total Available Reserves	\$ 20,462,844	\$ 19,230,934	\$ 13,873,184
f. Reserve for Economic Uncertainties Percentage	20.94%	19.58%	14.43%

3. Do unrestricted reserves meet the state minimum reserve amount?

2022-23	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2023-24	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2024-25	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

Public Disclosure of Proposed Collective Bargaining Agreement

J. CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year-All Funds

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	2,622,493
\$	(2,622,493)

Subsequent Years- All Funds

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	5,251,362
\$	(5,251,362)

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Certifications

I hereby certify I am unable to certify

- The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.
- The costs incurred by the school district as a result of this agreement can be met by the district during the term of the agreement.


1-20-2023

 District Superintendent Date
 (Signature)

hereby certify am unable to certify

- The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.
- The costs incurred by the school district as a result of this agreement can be met by the district during the term of the agreement.


1-19-2023

 Chief Business Official Date
 (Signature)

Contact Person: Telephone Number:

 Karl Christensen 619-258-2321

Item F. BOARD POLICIES AND BYLAWS

Agenda Item F.

Board Policies and Bylaws Item F.1.1.
Prepared by Karl Christensen
February 7, 2023

Second Reading: Board Policies (BP) /
Administrative Regulations:
BP 7150 – Site Selection and Development
BP 7160 – Charter School Facilities
BP 7210 – Facilities Financing

BACKGROUND:

Three Board policies are presented for the Board of Education’s review in a second reading: Board Policy 7150 – Site Selection and Development and Board Policy 7210 – Facilities Financing, have been updated to conform with California School Board Association’s (CSBA) language; Board Policy 7160 – Charter School Facilities, is a new policy from CSBA.

BP 7150 – Site Selection and Development

Revised to conform with CSBA policy language which includes environmental impact investigation and agricultural land acquisition updates to be used during the site selection and development process.

BP 7160 – Charter School Facilities

This policy from CSBA focuses on the importance of adequate charter school facilities that are safe and support student learning in compliance with the California Building Standards Code pursuant to 24 CCR 101 et seq. or the Field Act pursuant to Education Code 17280-17317 and 17365-17374.

BP 7210 – Facilities Financing

Revised to conform with CSBA policy language which includes updates to alternative funding sources to ensure the most cost-efficient and effective method of financing when purchasing or modifying District facilities.

RECOMMENDATION:

It is recommended that the Board of Education adopt revised Board Policy 7150 – Site Selection and Development, New Board Policy 7160 – Charter School Facilities, and Revised Board Policy 7210 – Facilities Financing in a Second Reading.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Learning Environment	Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

A safe and engaging learning environment can promote student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

SITE SELECTION AND DEVELOPMENT

The Governing Board believes that ~~an adequate~~ school site should serve the district's educational needs in accordance with the district's master plan, ~~and also~~ as well as show potential for contributing to other community needs.

The Board recognizes the importance of community input in the site selection process. To this end, the Board will solicit community input whenever a school site is to be selected and shall provide public notice and hold public hearings in accordance with law.

The Superintendent or designee shall establish a site selection process which ~~includes all investigations required by~~ complies with law and ensures that the best possible sites are acquired and developed ~~at the least expense~~ in a cost-effective manner.

Before acquiring property for a new school or an addition to an existing school site, the Board, at a public hearing, shall either evaluate the property using state site selection standards specified in 5 CCR 14010 or, if a district advisory committee was appointed to evaluate the property, receive the committee's report of findings based on those standards. (Education Code 17211, 17251).

Environmental Impact Investigation for the Site Selection Process

The Superintendent or designee shall determine whether any proposed development project is subject to the requirements of the California Environmental Quality Act (CEQA) and shall ensure compliance with this Act, including any web site posting requirements. When evaluating district projects, the CEQA guidelines shall be used.

Environmental review documents, including a draft environmental impact report, environmental impact report, negative declaration or mitigated negative declaration, and public notice of the preparation and availability of such documents, shall be posted on the district's web site. (Public Resources Code 21082.1, 21092, 21092.2)

Agricultural Land

If the proposed site is in an area designated in a city, county, or city and county general plan for agricultural use and zoned for agricultural production, the Board shall determine all of the following: (Education Code 17215.5)

1. That the district has notified and consulted with the city, county, or city and county within which the prospective site is to be located
2. That the Board has evaluated the final site selection based on all factors affecting the public interest and not limited to selection on the basis of the cost of the land
3. That the district shall attempt to minimize any public health and safety issues resulting from the neighboring agricultural uses that may affect students and employees at the site

Legal Reference: (see next page)

SITE SELECTION AND DEVELOPMENT*Legal References:*EDUCATION CODE*17006 Definition of self-certifying district**17024 Prior written approval of CDE for selection of school site or construction of building**17070.10-17077.10 Leroy F. Greene School Facilities Act of 1998**17210-17224 General provisions (school sites)**17240-17245 New Schools Relief Act**17250.20-17250.35 Design-build contracts**17251-17253 Powers concerning buildings and building sites**17260-17268 Plans**17280-17317 Approvals**17565-17592.5 Board duties re management and control of school property**35271 Power to acquire and construct on adjacent property**35275 New school planning and design, re consultation with local recreation and park authorities*CODE OF CIVIL PROCEDURE*1263.710-1263.770 Remediation of hazardous substances on property to be acquired by school district*GOVERNMENT CODE*53094 Authority to render zoning ordinances inapplicable**65402 Acquisition or disposition of property**65995-65997 Developer fees**66455.9 Written notices of proposed public school site within development; investigation and report; conditions for acquisition*HEALTH AND SAFETY CODE*44360 Risk assessment*PUBLIC RESOURCES CODE*21000-21177 Implementation of Environmental Quality Act*CODE OF REGULATIONS, TITLE 5*14001-14036 Minimum standards*CODE OF REGULATIONS, TITLE 14*15000-15209 Review and evaluation of EIRs and negative declarations*ATTORNEY GENERAL OPINIONS*82 Ops. Cal. Atty. Gen. 130 (1999)**Management Resources:*WEB SITES*CDE, School Facilities Planning Division: <http://www.ede.ca.gov/dmsbranch/sfpdiv>**Office of Public School Construction: <http://www.opse.dgs.ca.gov/>***State**14 CCR 15000-152855 CCR 14001-14036CCP 1263.710-1263.770Ed. Code 17006Ed. Code 17024Ed. Code 17070.10-17077.10Ed. Code 17210-17224Ed. Code 17240-17245Ed. Code 17250.10-17250.55Ed. Code 17251-17256Ed. Code 17260-17268Ed. Code 17280-17317**Description**Implementation of California Environmental Quality Act of 1970California Department of Education: school facilities constructionRemediation of hazardous substances on property to be acquired by school districtDefinition of self-certifying districtPrior written approval of CDE for selection of school site or construction of buildingLeroy F. Greene School Facilities Act of 1998School Sites; general provisionsNew Schools Relief ActDesign-build contractsCDE powers concerning buildings and building sitesPlans and specifications for school facilitiesField Act; approval of plans and supervision of construction

SITE SELECTION AND DEVELOPMENT

<u>Ed. Code 17565-17592.5</u>	<u>Board duties; management and control of school property</u>
<u>Ed. Code 35271</u>	<u>Power to acquire and construct on adjacent property</u>
<u>Ed. Code 35275</u>	<u>New school planning; cooperation with recreation and park authorities</u>
<u>Gov. Code 53094</u>	<u>Authority to render zoning ordinances inapplicable</u>
<u>Gov. Code 65402</u>	<u>Acquisition or disposition of property</u>
<u>Gov. Code 65995-65997</u>	<u>Developer fees</u>
<u>Gov. Code 66455.9</u>	<u>Written notices of proposed public school site within development; investigation and report; conditions for acquisition</u>
<u>H&S Code 44360</u>	<u>Risk assessment</u>
<u>Pub. Res. Code 21000-21177</u>	<u>California Environmental Quality Act of 1970</u>

Policy
adopted: March 3, 2009

SANTEE SCHOOL DISTRICT
Santee, California

CHARTER SCHOOL FACILITIES

The Governing Board believes that all students, including those attending charter schools, should have access to adequate facilities that are safe and support student learning.

Facilities to be used by a charter school shall be specified in the school's charter pursuant to Education Code 47605 and also may be addressed in a written memorandum of understanding between the district and charter school.

As applicable, charter school facilities shall comply with the California Building Standards Code adopted by the local building enforcement agency pursuant to 24 CCR 101 et seq. or the Field Act pursuant to Education Code 17280-17317 and 17365-17374. (Education Code 47610, 47610.5)

Upon request, the Board shall make facilities available to an eligible charter school operating in the district, as defined in law and administrative regulation. In accordance with law, such facilities shall be contiguous, furnished, equipped, and sufficient to accommodate all the charter school's in-district students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other district schools. The Board shall make reasonable efforts to provide the charter school with facilities near where the charter school wishes to locate and shall not move the charter school unnecessarily. If the district's preliminary proposal or final notification of space does not accommodate the charter school at a single school site, the Board shall make a specific finding that the charter school could not be accommodated at a single site and shall adopt a written statement of reasons explaining the finding. (Education Code 47614; 5 CCR 11969.1-11969.10)

The district shall not be required to use unrestricted general fund revenues to rent, buy, or lease facilities for charter schools. (Education Code 47614)

The Superintendent or designee may assist eligible charter schools in applying for state facilities funding for new construction or rehabilitation of facilities pursuant to Education Code 17078.52-17078.66 and/or for rent and lease expenditures pursuant to Education Code 47614.5.

References:

State	Description
2 CCR 1859.160-1859.172	Leroy F. Greene School Facilities Program, specifically - Charter school facilities program
2 CCR 1859.2	Definitions
2 CCR 1859.31	Classroom inventory
5 CCR 11969.1-11969.10	Charter school facilities
Ed. Code 17070.10-17080	Leroy F. Greene School Facilities Act of 1998
Ed. Code 17078.52-17078.66	Charter schools facility funding; state bond proceeds
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
Ed. Code 47600-47616.5	Charter Schools Act
Ed. Code 48204	Residency requirements for school attendance
Gov. Code 53094	Authority to render zoning ordinances inapplicable
Gov. Code 53097.3	Charter school ordinances

Policy adopted:

SANTEE SCHOOL DISTRICT
Santee, California

FACILITIES FINANCING

The Governing Board recognizes its responsibility to identify the most cost-efficient and effective method of financing when purchasing or modifying district facilities. Financing may be necessary ~~When it is determined that school facilities must be built or expanded to accommodate an increased or projected increased enrollment, the Governing Board shall consider appropriate methods of financing for the purchase of school sites and the construction of buildings. In addition, financing may be needed or~~ when safety considerations and educational program improvements require the replacement, reconstruction or modernization of existing facilities.

The Superintendent or designee shall research funding alternatives and recommend to the Board the method that ~~would~~ will best serve district needs as identified in the district's master plan for school facilities.

~~These f~~Funding alternatives may include, but are ~~be~~ limited to:

1. Levying developer fees pursuant to Education Code 17620 and Government Code 65995-65998;
2. Forming a community facilities district pursuant to Government Code 53311- 53368.3, the Mello-Roos Community Facilities Act;
3. Forming a school facilities improvement district pursuant to Education Code 15300-15425;
4. Issuing voter-approved general obligation bonds;
5. Imposing a ~~qualified~~ parcel tax pursuant to Government Code 50079;
6. Using lease revenues for capital outlay purposes from surplus school property.
7. Applying for state facilities funding pursuant to the Leroy F. Greene School Facilities Act (Education Code 17070.10-17079.30)

The district shall provide reports, maintain records, and provide for audits of the expenditure of state facilities funds as required by law and AR 3460 - Financial Reports and Accountability. (Education Code 41024)

As applicable, the district shall comply with BP 3470 - Debt Issuance and Management.

FACILITIES FINANCING

Legal References:

<u>State</u>	<u>Description</u>
<u>2 CCR 1859-1859.199</u>	<u>Leroy F. Greene School Facilities Act</u>
<u>CA Constitution Article 13D, Sections 1-6</u>	<u>Assessment and property related fee reform</u>
<u>Ed. Code 15100-17199.6</u>	<u>School bonds</u>
<u>Ed. Code 15122.5</u>	<u>Ballot statement</u>
<u>Ed. Code 15300-15327</u>	<u>School facilities improvement districts</u>
<u>Ed. Code 17000-17059.2</u>	<u>State School Building Lease-Purchase Law of 1976</u>
<u>Ed. Code 17060-17066</u>	<u>Joint venture school facilities construction projects</u>
<u>Ed. Code 17070.10-17079.30</u>	<u>Leroy F. Greene School Facilities Act</u>
<u>Ed. Code 17085-17096</u>	<u>State Relocatable Classroom Law of 1979</u>
<u>Ed. Code 17582</u>	<u>District deferred maintenance fund</u>
<u>Ed. Code 17620-17626</u>	<u>Levies against development projects by school districts</u>
<u>Ed. Code 17621</u>	<u>Procedures for levying fees</u>
<u>Ed. Code 41024</u>	<u>Accounting system and audits</u>
<u>Gov. Code 50075-50077.5</u>	<u>Voter-approved special taxes</u>
<u>Gov. Code 50079</u>	<u>School districts; qualified special taxes</u>
<u>Gov. Code 53175-53187</u>	<u>Integrated Financing District Act</u>
<u>Gov. Code 53311-53368.3</u>	<u>Mello-Roos Community Facilities Act of 1982</u>
<u>Gov. Code 53753</u>	<u>Assessment notice and hearing requirements</u>
<u>Gov. Code 53753.5</u>	<u>Exemptions</u>
<u>Gov. Code 54954.1</u>	<u>Request for copy of agenda or agenda packet by member of public</u>
<u>Gov. Code 54954.6</u>	<u>New or increased tax or assessment; public meetings and hearings; notice</u>
<u>Gov. Code 6061</u>	<u>Manner of notice as prescribed in designated section</u>
<u>Gov. Code 6066</u>	<u>Two weeks' notice</u>
<u>Gov. Code 65864-65869.5</u>	<u>Development agreements</u>
<u>Gov. Code 65970-65981</u>	<u>School facilities</u>
<u>Gov. Code 65995-65998</u>	<u>Payment of fees against a development project</u>
<u>Gov. Code 66000-66008</u>	<u>Fees for development projects</u>
<u>Gov. Code 66016-66019</u>	<u>Procedures for adopting various fees</u>
<u>Gov. Code 66020-66025</u>	<u>Protests, legal actions, and audits</u>
<u>Gov. Code 8855</u>	<u>Debt issuance and management</u>
<u>H&S Code 33445.5</u>	<u>Overcrowding of schools resulting from redevelopment</u>
<u>H&S Code 33446</u>	<u>School construction by redevelopment agency</u>

EDUCATION CODE

15100-17059.2 School bonds, especially:

15122.5 Ballot statement

FACILITIES FINANCING

~~15300-15327 School facilities improvement districts~~
~~17000-17059.2 State School Building Lease Purchase Law of 1976-17060-17066 Joint venture school facilities construction projects-17070.10-17076.10 Leroy F. Greene School Facilities Act of 1998-17085-17095 State Relocatable Classroom Law of 1979~~
~~17582 District deferred maintenance fund~~
~~17620-17626 Levies against development projects by school districts especially: 17621 Procedures for levying fees~~
GOVERNMENT CODE
~~6061 One time notice~~
~~6066 Two weeks' notice~~
~~50075-50077 Voter approved special taxes-50079 School districts; qualified special taxes-53175-53187 Integrated Financing District Act~~
~~53311-53368.3 Mello Roos Community Facilities Act of 1982-53753 Assessment notice and hearing requirements~~
~~53753.5 Exemptions~~
~~54954.1 Mailed notice to property owners~~
~~54954.6 New or increased tax or assessment; public meetings and hearings; notice-65864-65867 Development agreements~~
~~65970-65980.1 School facilities development project~~
~~65995-65998 Payment of fees against a development project-66000-66008 Fees for development projects~~
~~66016-66018.5 Development project fees-66020-66025 Protests and audits~~
HEALTH AND SAFETY CODE
~~33445.5 Overcrowding of schools resulting from redevelopment-33446 School construction by redevelopment agency~~
CALIFORNIA CONSTITUTION
~~Article 13D, Sections 1-6 Assessment and property related fee reform~~
UNCODIFIED STATUTES
~~17696-17696.98 Greene-Hughes School Building Lease-Purchase Bond Law of 1986~~
CODE OF REGULATIONS, TITLE 2
~~1859-1859.106 School facility program~~

Legal Reference continued: (see next page)

FACILITIES FINANCING

~~FACILITIES FINANCING (continued)~~

Legal Reference: (continued)

COURT DECISIONS

Loyola Marymount University v. Los Angeles Unified School District (1996) 45

Cal.App.4th 1256 Ehrlich v. City of Culver City (1996) 12 Cal.4th 854

Dolan v. City of Tigard (1994) 114 S.Ct. 2309

Canyon North Co. v. Conejo Valley Unified School District (1993) 19 Cal.App.4th
243, 23 Cal.Rptr.2d 495

Garlic Development Co. v. Hayward Unified School District (1992) 3 Cal.App.4th 320,
4 Cal.Rptr.2d 897

Nollan v. California Coastal Commission (1987) 107

S.Ct. 3141 ATTORNEY GENERAL OPINIONS

79 Ops.Cal.Atty.Gen. 149 (1996)

Management Resources:

WEB SITES

Department of General Services, Office of Public School Construction:

<http://www.opsc.dgs.ca.gov>

Board Policies and Bylaws Item F.1.2.
Prepared by Karl Christensen
February 7, 2023

First Reading: Board Policies (BP) /
Administrative Regulations:
BP 7211 – Developer Fees
BP 7212 – Mello-Roos Districts
BP 7214 – General Obligation Bonds

BACKGROUND:

Three Board policies are presented for the Board of Education’s review in a first reading: Board Policy 7211 – Developer Fees, and Board Policy 7214 have been updated to conform with California School Board Association’s (CSBA) language; Board Policy 7212 – Mello-Roos Districts is a new policy from CSBA.

BP 7211 – Developer Fees

Revised to conform with CSBA policy language which includes detailed information on Level 1, Level 2, Level 3, and Use of Fees.

BP 7212 – Mello-Roos Districts

This policy from CSBA focuses on the importance of adequate facilities in order to enhance student learning and to help the District achieve its vision for educating District students. BP 7212 provides the process in the formation of a community facilities district for the acquisition or improvement of school facilities through the issuance of debt in accordance with law and District debt management policy.

BP 7214 – General Obligation Bonds

Revised to conform with CSBA policy language which includes updates to include the Board’s decision to order a bond election, as well as its determinations regarding the appropriate amount, timing, and structure of the bond issuance, in accordance with law and the District’s debt management policy.

RECOMMENDATION:

Revised Board Policy 7211 – Developer Fees, New Board Policy 7212 – Mello-Roos Districts, and Revised Board Policy 7214 – General Obligation Bonds are presented for a first reading. Action, if any, is at the discretion of the Board of Education.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Learning Environment	Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

A safe and engaging learning environment can promote student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.

DEVELOPER FEES

In order to finance the construction or reconstruction of school facilities needed to accommodate students coming from new development, the Governing Board may establish, levy and collect developer fees on residential, commercial and industrial construction within the district, subject to restrictions specified by law ~~and administrative regulation.~~

Appeals Process for Protests by Developers

~~The Superintendent or designee shall establish an appeals process for the handling of protests by developers. (Education Code 17621)~~

Level 1 Fees: Residential, Commercial and Industrial Construction

Before taking action to establish, increase, or impose Level 1 developer fees, the Board shall conduct a fee justification study which: (Government Code 66001)

1. Identifies the purpose of the fee and the use to which the fee will be put
2. Determines a reasonable relationship between the fee's use and the type of development project for which the fee is imposed
3. Determines a reasonable relationship between the need for the facility and the type of development project for which the fee is imposed
4. Determines a reasonable relationship between the amount of the fee and the cost of the facility or portion of the facility attributed to the development for which the fee is imposed

Before levying developer fees or prior to increasing an existing fee, the Board shall hold a public hearing. The Superintendent or designee shall mail notice of the time and place of the meeting at which a public hearing shall occur, including a general explanation of the matter to be considered and a statement that the required data are available, at least 14 days prior to the meeting to any interested party who has requested such information. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The district may charge a fee reasonably related to the cost of providing these materials. (Government Code 66016)

Information on the anticipated amount of fees, other available funds and funding sources, and the estimated cost of planning, land acquisition, and school construction shall be made available to the public at least 10 days before the hearing. (Government Code 66016)

At the hearing, the Board shall adopt a resolution for the levying of the developer fees. (Government Code 66016)

The resolution shall set forth:

1. The purpose of the fee, the use to which the fee is to be put, and the public improvement(s) that the fee will be used to finance (Government Code 66001, 66006)
2. The Board's findings of reasonable relationship which justify the fees pursuant to Government Code 66001

DEVELOPER FEES

3. If the district requires payment of the fee at a time earlier than the date of final inspection or the issuance of a certificate of occupancy, the district's determination of either of the following conditions which allow collection of the fees at the time when building permits are issued: (Government Code 66007)
 - a. That the fees are to reimburse the district for previous expenditures
 - b. That the fees shall be collected for public improvements or facilities for which an account has been established, funds have been appropriated, and the district has adopted a proposed construction schedule or plan

In the case of any commercial or industrial development, the Board shall make findings on either an individual project basis or on the basis of categories of commercial or industrial development. Those categories may include, but are not limited to, the following uses: office, retail, transportation, communications and utilities, light industrial, heavy industrial, research and development, and warehouse. The Board shall also conduct a study to determine the impact of the increased number of employees anticipated to result from the commercial or industrial development upon the cost of providing school facilities within the district. (Education Code 17621)

Level 2 Fees: Residential Construction

In order to impose Level 2 residential construction fees within the limits of Government Code 65995.5, the Board shall, in addition to fulfilling the requirements above for Level 1 fees, undertake the following: (Government Code 65995.5)

1. Make a timely application to the State Allocation Board (SAB) for new construction funding and be determined to be eligible by SAB
2. Conduct and adopt a school facility needs analysis pursuant to Government Code 65995.6
3. Satisfy at least two of the requirements set forth in Government Code 65995.5(b)(3)(A-D)

At least 45 days prior to completion of the school facility needs analysis, the Board shall notify and provide copies of the analysis to the planning commission or agency of the city or county with land use jurisdiction within the district. Upon request of either party, the Board and city or county shall meet within 15 days following notification. (Government Code 65352.2)

The Board shall adopt the school facility needs analysis by resolution at a public hearing. (Government Code 65995.6)

This analysis shall not be adopted until the analysis, in its final form, has been made available to the public for a period of not less than 30 days. Prior to its adoption, the public shall have the opportunity to review and comment on the analysis and the Board shall respond to written comments it receives regarding the analysis. (Government Code 65995.6)

Not less than 30 days prior to the hearing, notice of the time and place of the hearing, including the location and procedure for viewing or requesting a copy of the proposed analysis, shall be published in at least one newspaper of general circulation within the jurisdiction of the district. If there is no paper of general circulation, the notice shall be posted in at least three conspicuous places within the district's jurisdiction not less than 30 days prior to the hearing. (Government Code 65995.6)

DEVELOPER FEES

In addition, the Superintendent or designee shall mail a copy of the needs analysis not less than 30 days prior to the hearing to any person who has made a written request if the written request was made 45 days prior to the hearing. The district may charge a fee reasonably related to the cost of providing these materials. (Government Code 65995.6)

During the period of public review, the analysis shall be provided to the local agency responsible for land use planning for its review and comment. (Government Code 65995.6)

The school facility needs analysis may be revised at any time. The revision is subject to the same conditions and requirements applicable to the adoption of the analysis. The existing school building capacity shall be recalculated as part of any revision to the needs analysis. (Government Code 65995.6)

The fees authorized by Government Code 65995.6 and 65995.7 shall be adopted by resolution as part of the adoption or revision of the school facilities needs analysis. The fees shall take effect immediately upon adoption of the resolution and may not be effective for more than one year. (Government Code 65995.6)

Level 3 Fees: Residential Construction

When Level 3 fees are authorized by law and the district qualifies for Level 2 fees pursuant to Government Code 65995.5, the Board may assess a fee on residential construction pursuant to Government Code 65995.7.

The notice and hearing requirements, resolution requirement, and term of effectiveness for Level 3 fees shall be the same as the requirements for Level 2 fees as specified above. (Government Code 65995.7)

Use of Fees

The Board shall review information provided by the Superintendent or designee pursuant to Government Code 66006 regarding each account or fund into which developer fees have been deposited, at the first regularly scheduled public Board meeting which occurs 15 days after the information is made available to the public. Fifteen-day prior notice of this meeting shall be mailed to any parties filing a written request pursuant to Government Code 66006. (Government Code 66006)

In addition to discharging its public disclosure duties regarding the levying of developer fees, the Board shall, for the fifth fiscal year after the first deposit into the account or fund and every five years thereafter, make all of the following findings with respect to the portion of the account or fund that remains unexpended, whether committed or uncommitted: (Government Code 66001)

1. Identify the purpose to which the fee is to be put
2. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged
3. Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements originally identified
4. Designate the approximate dates on which the funding referred to in item #3 is expected to be deposited into the appropriate account or fund

*Legal References:*EDUCATION CODE

17070.10-17077.10 Leroy F. Greene School Facilities Act of 1998

17582 District deferred maintenance fund

17620-17626 Levies against development projects by school districts GOVERNMENT CODE

DEVELOPER FEES

~~6061 One time notice~~
~~6066 Two weeks' notice~~
~~65352.2 Level 2 funding notification requirement~~
~~65864 65869.5 Development agreements~~
~~65995 65998 Payment of fees against a development project~~
~~66000 66008 Fees for development projects~~
~~66016 66018.5 Development project fees~~
~~66020 66025 Protests and audits CODE~~
~~OF REGULATIONS, TITLE 2~~
~~1859 1859.106 School facility program~~
COURT DECISIONS
Dolan v. City of Tigard (1994) 114 S.Ct. 2309

Management Resources:

WEB SITES

Department of General Services, Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

State

2 CCR 1859-1859.199
Ed. Code 101122
Ed. Code 17070.10-17079.30
Ed. Code 17582
Ed. Code 17620-17626
Gov. Code 6061
Gov. Code 6066
Gov. Code 65352.2
Gov. Code 65864-65869.5
Gov. Code 65995-65998
Gov. Code 66000-66008
Gov. Code 66016-66019
Gov. Code 66020-66025

Management Resources

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Website

Website

Description

Leroy F. Greene School Facilities Act
Schedule for allocation of proceeds from sale of bonds
Leroy F. Greene School Facilities Act
District deferred maintenance fund
Levies against development projects by school districts
Manner of notice as prescribed in designated section
Two weeks' notice
Communicating and coordinating of school sites
Development agreements
Payment of fees against a development project
Fees for development projects
Procedures for adopting various fees
Protests, legal actions, and audits

Description

Garrick Development Company v. Hayward Unified School District (1992) 3 Cal.App.4th 320
Warmington Old Town Associates (2002) 101 Cal.App.4th 840
Cresta Bella, LP v. Poway Unified School District (2013) 218 Cal.App.4th 438
Summerhill Winchester LLC v. Campbell Union School District (2018) 30 Cal. App. 5th 545
Tanimura & Antle Fresh Foods, Inc. v. Salinas Union High School District (2019) 34 Cal. App. 5th 775
Dolan v. City of Tigard (1994) 114 S.Ct. 2309
CSBA District and County Office of Education Legal Services
Department of General Services, Office of Public School Construction

Policy adopted: March 3, 2009
 Policy amended:

SANTEE SCHOOL DISTRICT
 Santee, California

MELLO-ROOS DISTRICTS

The Governing Board desires to provide adequate facilities in order to enhance student learning and to help the district achieve its vision for educating district students. Toward that end, the Board may order the formation of a community facilities district (CFD) (Mello-Roos district) for the acquisition or improvement of school facilities when, in the Board's judgment, it is in the best interest of district students and the community. The issuance of debt through the CFD shall be consistent with law and the district's debt management policy.

Proceedings to establish a CFD may be instituted at the Board's discretion. In addition, such proceedings shall be instituted when a written request to establish a CFD has been filed by any two Board members, or a petition has been submitted by at least 10 percent of registered voters residing within the territory of the proposed CFD or by the owners of at least 10 percent of the area of land to be included within the proposed CFD. (Government Code 53318)

Prior to initiating proceedings to form a CFD, the Board shall consider and adopt local goals and policies that include the following elements: (Government Code 53312.7)

1. The priority that various facilities shall have for financing through the Mello-Roos Community Facilities Act, including public facilities to be owned and operated by other public agencies and services to be provided by other public agencies
2. The credit quality to be required of bond issues and criteria to be used in evaluating the credit quality
3. Steps by which prospective property purchasers will be fully informed about their related taxpaying obligations
4. Criteria for evaluating the equity of tax allocation formulas, including desirable and maximum amounts of special tax to be levied against any parcel
5. Definitions, standards, and assumptions to be used in appraisals required by Government Code 53345.8
6. To the extent authorized by law, priority for students residing within the CFD to attend schools financed in whole or in part by the CFD, in a manner that reflects the proportion of each school's financing provided through the CFD

Within 45 days of receiving a written request or petition to establish a CFD, the Board shall determine a fee to be paid by the requesters or petitioners which shall be sufficient to compensate the district for the costs incurred in conducting proceedings to create the CFD. Proceedings for establishing the CFD shall only be initiated after payment of the fee. (Government Code 53318)

Upon Board action to form a CFD, or within 90 days after the receipt of a petition or request to form a CFD and the payment of any applicable fee, the Board shall adopt a resolution of intention and conduct a hearing in accordance with law. The resolution shall fix the time and place for holding a public hearing on the establishment of the CFD, which shall be within 30-60 days after the adoption of the resolution. Notice of the hearing shall be given by publishing the text or a summary of the resolution of intention once, in a newspaper of general circulation published in the area of the proposed CFD, at least seven days before the hearing, and shall include other requirements specified in Government Code 53322. Notice of the hearing may also be sent by first-class mail to each registered voter and to each landowner within the proposed CFD. (Government Code 53320, 53321, 53322, 53322.4)

MELLO-ROOS DISTRICTS

If, after the hearing, the Board decides to establish a CFD, the Board shall adopt a resolution of formation in accordance with law. (Government Code 53325, 53325.1)

If a special tax is proposed to be levied in the CFD, the Board shall submit the resolution of formation and other information specified in Government Code 53326 to the elections official within three business days after the adoption of the resolution of formation, and the question of levying the special tax shall be submitted to the qualified electors of the proposed CFD in accordance with law. (Government Code 53326)

Upon approval by two-thirds of the voters in the proposed CFD, the tax may be levied in accordance with Government Code 53340. (Government Code 53328)

Whenever the Board deems it necessary for the CFD to incur a bonded indebtedness, it shall follow the procedures specified in Government Code 53345-53365.7, as applicable.

The proceeds of any bonds, notes, or other securities issued pursuant to the Mello-Roos Community Facilities Act shall be deposited or invested in accordance with Government Code 53356.03.

The Superintendent or designee shall, within seven months after the last day of each fiscal year, prominently display the following reports on the district's web site: (Government Code 53343.2)

1. A copy of an annual report for that fiscal year, if requested pursuant to Government Code 53343.1
2. A copy of the report provided to the California Debt and Investment Advisory Commission pursuant to Government Code 53359.5
3. A copy of the report provided to the State Controller's Office pursuant to Government Code 12463.2

References:

<u>State</u>	<u>Description</u>
<u>2 CCR 1859-1859.199</u>	<u>Leroy F. Greene School Facilities Act</u>
<u>Ed. Code 15300-15425</u>	<u>School facilities improvement districts</u>
<u>Ed. Code 17060-17066</u>	<u>Joint venture school facilities construction projects</u>
<u>Gov. Code 12463.2</u>	<u>Reports</u>
<u>Gov. Code 17556</u>	<u>Payment of costs mandated by the state</u>
<u>Gov. Code 53311-53368.3</u>	<u>Mello-Roos Community Facilities Act of 1982</u>
<u>Gov. Code 53753</u>	<u>Assessment notice and hearing requirements</u>
<u>Gov. Code 53753.5</u>	<u>Exemptions</u>
<u>Gov. Code 54954.1</u>	<u>Request for copy of agenda or agenda packet by member of public</u>
<u>Gov. Code 54954.6</u>	<u>New or increased tax or assessment; public meetings and hearings; notice</u>
<u>Gov. Code 6061</u>	<u>Manner of notice as prescribed in designated section</u>
<u>Gov. Code 65970-65981</u>	<u>School facilities</u>
<u>Gov. Code 65995</u>	<u>Levies against development projects</u>

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

GENERAL OBLIGATION BONDS

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued to pay for school facilities.

~~The Board shall determine the appropriate amount of the bonds in accordance with law.~~
The Board's decision to order a bond election, as well as its determinations regarding the appropriate amount, timing, and structure of the bond issuance, shall be consistent with law and the district's debt management policy.

Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed.

Bonds Requiring 55 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55 percent majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55 percent majority of the voters.

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the district are entitled to vote.

Bonded indebtedness incurred by the district shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities
3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

GENERAL OBLIGATION BONDS

1. A requirement that proceeds from the sale of the bonds be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses
2. A list of specific school facilities projects to be funded and certification that the Board has evaluated safety, class size reduction, and information technology needs in developing that list
3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55 percent majority is approved by the voters, the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274.

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits.

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring 66.67 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67 percent majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67 percent majority of the voters.

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500.

Subject to limits specified in Article 13A, Section 1 of the California Constitution, Bbonds shall be sold to raise money for any of the following purposes:

GENERAL OBLIGATION BONDS

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs
4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity
5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature
6. Permanently improving school grounds
7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans
8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577
9. Purchasing school buses with a useful life of at least 20 years
10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes.

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results.

Resolutions Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance and sale of bonds. In accordance with law, the resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable.

GENERAL OBLIGATION BONDS

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall disclose, as an agenda item at a public meeting, either in the bond issuance resolution or a separate resolution, available funding instruments, the costs and suitability of each, and all of the following information:

1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds
5. The annual and total amounts of debt service required and the ratio of total debt service to principal
6. Assumptions and analysis used for projections of Assessed Valuations and growth rates for the entire term of the proposed bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), items #1-6 above and the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds shall be included in the resolution to be adopted by the Board. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed.

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following:

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest
2. A comparison to the overall cost of current interest bonds
3. The reason bonds that allow for the compounding of interest are being recommended
4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted

GENERAL OBLIGATION BONDS

by the federal Municipal Securities Rulemaking Board

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). (Government Code 8855)

After the sale, the Board shall be presented with the actual issuance cost information and final sale details, including interest rates and total debt service, and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the California Debt and Investment Advisory Commission. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law.

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met:

1. A resolution of the Board authorizes the property tax for that purpose
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Deposit of Bond Proceeds

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

*Legal-References:***EDUCATION CODE**

7054 Use of district property, campaign purposes

15100-15254 Bonds for school districts and community college districts

15264-15288 Strict Accountability in Local School Construction Bonds Act of 2000-17577 Sewers and drains

47614 Charter school facilities ELECTIONS CODE

324 General election

328 Local election

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~~341 Primary election~~
~~348 Regular election~~
~~356 Special election~~
~~357 Statewide election~~
~~1302 School district election 15372 Elections official certificate GOVERNMENT CODE~~
~~1090 1099 Prohibitions applicable to specified officers 1125 1129 Incompatible activities~~
~~8855 California Debt and Investment Advisory Commission 53506 53509.5 General obligation bonds~~
~~53580 53595.5 Bonds~~
~~54952 Definition of legislative body, Brown Act CALIFORNIA CONSTITUTION~~
~~Article 13A, Section 1 Tax limitation Article 16, Section 18 Debt limit COURT DECISIONS~~
~~San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District~~
~~(2006) 139 Cal.App.4th 1356~~
ATTORNEY GENERAL OPINIONS
~~88 Ops. Cal. Atty. Gen. 46 (2005)~~
~~87 Ops. Cal. Atty. Gen. 157 (2004) Management Resources:~~
CSBA PUBLICATIONS
~~Bond Sales—Questions and Considerations for Districts, Governance Brief, December 2012~~
~~Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011~~
WEB SITES
~~CSBA: <http://www.esba.org>~~
~~California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/ediac> California Department of~~
~~Education: <http://www.ede.ca.gov>~~
~~California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>~~

<u>State</u>	<u>Description</u>
<u>CA Constitution Article 13A, Section 1</u>	<u>Tax limitation</u>
<u>CA Constitution Article 16, Section 18</u>	<u>Debt limit</u>
<u>Ed. Code 15100-15254</u>	<u>Bonds for school districts and community college districts</u>
<u>Ed. Code 15264-15288</u>	<u>Accountability in local school construction</u>
<u>Ed. Code 17577</u>	<u>Sewers and drains</u>
<u>Ed. Code 47614</u>	<u>Charter school facilities</u>
<u>Ed. Code 7054</u>	<u>Use of district property, campaign purposes</u>
<u>Elec. Code 1090-1099</u>	<u>Prohibitions applicable to specified officers</u>
<u>Elec. Code 1125-1129</u>	<u>Incompatible activities</u>
<u>Elec. Code 15372</u>	<u>Elections official certificate</u>
<u>Elec. Code 324</u>	<u>General election</u>
<u>Elec. Code 328</u>	<u>Local election</u>
<u>Elec. Code 341</u>	<u>Primary election</u>
<u>Elec. Code 348</u>	<u>Regular election</u>
<u>Elec. Code 356</u>	<u>Special election</u>
<u>Elec. Code 357</u>	<u>Statewide election</u>
<u>Elec. Code 53506-53509.5</u>	<u>General obligation bonds</u>
<u>Elec. Code 53580-53595.5</u>	<u>Bonds</u>
<u>Elec. Code 54952</u>	<u>Definition of legislative body, Brown Act</u>
<u>Gov. Code 8855</u>	<u>California Debt and Investment Advisory Commission</u>
<u>Federal</u>	<u>Description</u>
<u>17 CFR 240.10b-5</u>	<u>Prohibition against fraud or deceit</u>
<u>17 CFR 240.15c2-12</u>	<u>Municipal securities disclosure</u>

Policy adopted: May 20, 2014
 Policy amended:

SANTEE SCHOOL DISTRICT
 Santee, California

Item G. EMPLOYEE ASSOCIATION COMMUNICATION

Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item I. CLOSED SESSION

Item J. RECONVENE TO PUBLIC SESSION

Item K. ADJOURNMENT

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