

Santee School District

SCHOOLS:

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

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

BOARD OF EDUCATION REGULAR MEETING A G E N D A August 17, 2010

District Mission

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

	<u>Page #</u>
A. OPENING PROCEDURES – 7:00 p.m.	5
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
B. REPORTS AND PRESENTATIONS	6
1. Superintendent's Report	
1.1. Developer Fees Collection Report	
1.2. Use of Facilities Report	
1.3. Schedule of Upcoming Events	
2. Report on STAR 2010 Academic Achievement Results	10
C. PUBLIC COMMUNICATION	11
<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. All meetings are tape recorded.</i>	
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>	

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

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

Superintendent

- 1.1. **Approval of Minutes** 13
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

Business Services

- 2.1. **Approval/Ratification of Travel Requests** 19
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Expenditure Warrants** 21
It is recommended that the Board of Education approve/ratify expenditure warrants, as presented.
- 2.3. **Approval/Ratification of Purchase Orders** 23
It is recommended that the Board of Education approve/ratify purchase orders for the month of July 2010.
- 2.4. **Approval/Ratification of Revolving Cash Report** 32
It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.
- 2.5. **Approval of Contract with North State Environmental for Hazardous Material Removal/Disposal** 34
It is recommended the Board of Education approve annual hazardous material disposal services with North State Environmental.
- 2.6. **Approval of Agreement with InterSchola Trading Company, LLC for Surplus Asset Management Services** 35
It is recommended that the Board of Education approve the agreement for surplus asset management disposition services with InterSchola Trading Company LLC for 2010-11. Staff will report next year on net revenue received, the value of the contract and services, and make a recommendation for continuing or discontinuing services in future years.

Educational Services

- 3.1. **Approval of Memorandum of Understanding Between Santee School District and Lakeside Union School District Regarding Participation in the California Mathematics and Science Partnership Grant** 47
It is recommended that the Board of Education approve the Memorandum of Understanding between Santee School District and Lakeside Union School District for the California Mathematics and Science Partnership Grant.

Human Resources/Pupil Services

- 4.1. **Personnel, Regular** 57
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 Readmission of Expelled Students** 62
It is recommended that the Board of Education approve readmission of the expelled students who have completed their requirements.

4.3.	<u>Acceptance of Elementary and Secondary School Counseling Grant Award from US Department of Education</u>	63
	It is recommended that the Board of Education accept the Elementary and Secondary School Counseling Grant.	
4.4.	<u>Approval to Increase Work Hours for Identified Classified Non-Management Position</u>	65
	It is recommended that the Board of Education approve the increase in work hours for the classified non-management position.	
4.5.	<u>Approval of Revisions to Director of Child Nutrition Job Description</u>	66
	It is recommended that the Board of Education approve the revised job description of the Director of Child Nutrition.	
4.6.	<u>Approval of Credential Waivers</u>	70
	It is recommended that the Board of Education approve the credential waivers.	
E.	DISCUSSION AND/OR ACTION ITEMS	71
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	Superintendent	
1.1.	<u>Request to Discuss Enforcement of AR 4253</u>	72
	It is recommended that the Board hear the request of an employee. Discussion and/or action is at the discretion of the Board.	
	Capital Improvement Program	
2.1.	<u>Water Conservation Plan</u>	74
	It is recommended that the Board of Education review and approve the planned water conservation improvements for 2010-11.	
2.2.	<u>Shade Structures Update (Prospect Avenue, Carlton Oaks) – Approval to Contract</u>	77
	It is recommended that the Board of Education provide authorization to award a contract to National Carport Industries for purchase of shade structures for PRIDE Academy through piggyback bid #09-10-7.	
2.3.	<u>Former Cajon Park Junior High Land</u>	80
	This is an information only item. Discussion and/or action is at the discretion of the Board.	
F.	BOARD POLICIES AND BYLAWS	
1.1.	<u>First Reading: Revised Board Policy 5030, Wellness</u>	81
	Revised Board Policy 5030 is presented to the Board of Education for a first reading. No action is requested at this time.	
2.1.	<u>Second Reading: Board Policies Series 5000 and 6000 (With noted exceptions)</u>	88
	It is recommended that the Board of Education approve Board Policies Series 5000 and 6000 (with noted exceptions.)	

2.2.	<u>Second Reading: New Board Policy 4319.21 Professional Standards (Management Employees)</u>	99
	It is recommended that the Board of Education approve Board Policy 4319.21.	
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	102
H.	CLOSED SESSION	103
1.	Conference with Labor Negotiator (Govt. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiator: Karl Christensen, Asst. Superintendent, Business</i> <i>Employee Organizations: Santee Teachers Association</i> <i>Classified School Employees Association</i>	
2.	Conference with Legal Counsel-Existing Litigation <i>(Subdivision (a) of Gov't Code §54956.9)</i> <i>Case # 37-2009-00083936-CU-CO-CTL</i>	
I.	RECONVENE TO PUBLIC SESSION	103
J.	ADJOURNMENT	103

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

*The next regular meeting of the Board of Education is scheduled for
September 7, 2010, at 7:00 p.m.
in the Douglas E. Giles Educational Resource Center.*

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

Members present:

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

OPENING PROCEDURES ITEM A.

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

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the August 17, 2010 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report
Prepared by Dr. Patrick Shaw
August 17, 2010

The following items are presented for Board information:

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

Agenda Item B.

Requests For Use Of Facilities - August 17, 2010						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<u>Santee School</u> SPNLL	Fields	9/1/10 - 11/24/10	Mon - Sun	4:00 pm - 10:00 pm	100	\$5.00 per player

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

Schedule of Upcoming Events

<i>Date</i>	<i>Event</i>
August 17	Board Meeting 7:00 p.m.
August 30	Welcome Back Event Trolley Square Amphitheater 7:45 to 8:30 a.m.
September 6	Labor Day Holiday Schools and Departments Closed
September 7	First Day of School for 2010-11
September-October	Open Houses/Back to School Nights <ul style="list-style-type: none">▪ A list of dates for these events will be provided to the Board at the September 7th Board meeting.

Reports and Presentations Item B.2. Report on STAR 2010 Academic Achievement Results

Prepared by Kristin Baranski
August 17, 2010

BACKGROUND

Tonight Kristin Baranski, Director of Educational Services, will be providing a brief overview of the 2010 STAR student achievement data recently received by the District.

Agenda Item B.2.

PUBLIC COMMUNICATION Item C

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

Agenda Item C.

CONSENT ITEMS Item D.

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

Consent Item D.1.1. Approval of Minutes
Prepared by Dr. Patrick Shaw
August 17, 2010

BACKGROUND:

Presented for Board approval –

- August 3, 2010, regular meeting minutes
- August 11, 2010, special meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item D.1.1.

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

**MINUTES
August 3, 2010**

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Burns called the meeting to order at 7:03 p.m. and read the District Mission Statement.

Members present:

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

Members absent:

Allen Carlisle, Clerk

Administration present:

Dr. Patrick Shaw, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Linda Vail, Executive Assistant and Recording Secretary

2. President Burns invited Assistant Superintendent Karl Christensen to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda
It was moved and seconded to approve the agenda.

Motion: Ryan Second: El-Hajj Vote: 4-0

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

Dr. Shaw shared there were recently a number of articles in the *Union Tribune* on education topics. He mentioned an interesting article on Sweetwater High School District accepting corporate sponsorships. The article explains that all sponsorships will be run by the community and they will not advertise in a way that would exploit students. Another article, written by the current Superintendent in Chula Vista, was regarding the low performing schools list developed for "open enrollment."

Dr. Shaw reported that he and four principals recently attended an *Apple* Institute where they worked with a laptop, an IPAD and an IPOD Touch. The IPOD can be a very valuable educational tool and 50% of their time was spent working with educational applications for IPODs. Principals will be looking at ways to fund IPOD Touches for classroom technology learning tools. They are also a great tool for second language students. Dr. Shaw and the principals will be sharing this information with teachers.

Dr. Shaw reported that Santee will be rolling out the Cloud this month and training administrators and teachers before school begins.

Dr. Shaw reported he visited Hill Creek on Monday and the solar panels are being installed. He was able to get a good sense of the amount of shade they will be providing and is very pleased.

2. Year End Report

Dr. Shaw presented highlights of the School Program Services Year End Report for 2009-10. The Year End Report is assembled and published every year and contains very valuable information that he will be highlighting and sharing with the principals. He believes if the time is being spent to put this report together the data should be reviewed and used.

Member Bartholomew noticed that more than 500 students are coming into Santee as senior students. Families may be seeking the K-8 model. Member Ryan said it shows there is value in the K-8 model. President Burns said it would be helpful if there were two years of data to compare. Dr. Shaw will get comparison data to the Board in the next few weeks.

Dr. Shaw reported that the figures for habitual truancies are significantly different for last year. He believes that with the HINI flu, administration may not have been as diligent on attendance, however, there will be a renewed focus on student attendance this year, with Bob Kull filling the gap.

Dr. Shaw noted the yearly comparison of student suspensions. He will be talking to site administrators about the numbers and sharing ideas and thoughts on student discipline methods. Mr. Christensen calculated about \$35,000 may have been lost in out-of-school suspension days. Dr. Shaw believes there are more effective ways to deal with student behavior. President Burns believes that consistency across the district in the number of days for infractions may make a difference. Dr. Shaw also noted there were a number of drug offences last year involving multiple students with the maximum days of suspension. Member Ryan said she recently reviewed a report that indicated marijuana use is increasing everywhere.

Dr. Shaw said administration is excited to be receiving the TUPE grant with the focus of tobacco and drug use prevention for junior high kids.

D. PUBLIC COMMUNICATION

President Burns invited members of the audience to address the Board about any item not on the agenda.

Mr. Russell Watson, from Sprotte Watson Architectural Planning, wished to address the Board and said he would be taking the time for all 3 cards submitted to address the Board.

Mr. Watson said he believes Santee School District is keeping quiet about a very serious legal issue. Former Assistant Superintendent Bill Clark told the Board that if they terminated the architect contract for convenience it would be a seamless transition. He believes that poor Board decision making has resulted in approximately 4 million dollars of avoidable expenditures over the past two years. He believes the Board is keeping these decisions from the public by discussing them in closed session.

In December 2006 the Board approved a contract with Sprotte Watson. Mr. Watson said late in 2007 the District began to withhold payments to Sprotte Watson for no reason. Sprotte Watson continued to perform its contractual duties but the District changed the scope of work often. In the summer of 2008, Sprotte Watson was informed the Santee School District was not happy with the contract. Sprotte Watson made overtures to maintain good will and to avoid litigation. Signing a new agreement so far into the contract was not a viable option. On September 2, 2008, the Board on a 3-2 Board vote, terminated the contract without notification to the firm. The District was not willing to take Sprotte Watson's financial incentives but instead went down the litigation path.

He believes the Board also decided to make a personal attack on his partner. Sprotte Watson will be seeking all administrative and legal recourses on the responsible staff when they determine who signed the complaint document.

He believes no one from the District has made an attempt to learn the facts or read depositions. For two years the Board has made threats, false accusations, and unethical personal attacks on them. Mr. Watson and Ms. Sprotte are looking forward to seeing each of the Board members in court on August 20th.

E. CONSENT ITEMS

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

- 1.1. **Approval of Minutes**
- 2.1. **Acceptance of Donations**

- 2.2. **Approval of Agreement for Student Transportation Services Agreement between San Diego County School Districts**
- 2.3. **Approval of Transportation Services Agreement with Grossmont Union High School District**
- 2.4. **Approval of Boys and Girls Club Transportation Services Agreement**
- 3.1. **Approval/Ratification to File Notice of Completion Document for the Chet F. Harritt Ball Field Project**
- 4.1. **Acceptance of Year End Report**
- 5.1. **Personnel, Regular**

It was moved and seconded to approve Consent Items.

Motion: *El-Hajj* **Second:** *Ryan* **Vote:** 4-0

F. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Code of Ethics

Dr. Pat Shaw reported the District, as well as all public/government agencies in San Diego County, received a Grand Jury Report regarding code of ethics and fraud. The recommendations from the Grand Jury were: to adopt integrated comprehensive Codes of Ethics defining and prohibiting fraud, waste, abuse, and conflict of interest, adopt and apply internal controls compliant with "generally accepted government auditing standards and/ or "generally accepted accounting principles;" and adopt and implement fraud, waste, abuse and conflict of interest hotlines outsourced to third party providers to assure anonymity.

Dr. Shaw said internal controls are covered by Board Policy 3460 and monthly reports to the Board. The recommendation for a fraud hotline is address by the availability of the WeTIp toll free hotline for our employees.

Administration presented an Administrative Regulation (AR 4119.21, 4219.21, and 4319.21) that was developed from a template used by the County Office of Education and San Diego City Schools which addresses the concerns in the Grand Jury Report. The new Administrative Regulation was brought to the Board to review.

Member Bartholomew asked how this Grand Jury Report was initiated. Karl Christensen said this issue was prompted by issues within the City of San Diego. Dr. Shaw said a response will be sent to the Grand Jury judge showing compliance with their recommendations.

Member Ryan moved to accept Administrative Regulation 4119.21, 4219.21, and 4319.21.

Motion: *Ryan* **Second:** *El-Hajj* **Vote:** 4-0

2.1. Storm Water Management Plan Annual Report

Karl Christensen reported in February of 2003, Santee School District joined a JPA with SDCOE for Storm Water Pollution requirements. In May 2006, the Board adopted a Storm Water Management Plan which requires an annual report to the Board. This report shows the District has made substantial progress in implementing the Storm Water Management Plan (SWMP). The progress includes: education of students and staff; identification of drainage inlets; elimination of non-storm water discharges; improvement of construction site controls; maintaining quarterly water records; working with the City of Santee on outfall maps; and adding language to future architect and construction contracts, facility use agreements and leases, and applicable purchase orders. The next steps will focus on policy amendments as needed. The annual report was presented for acceptance.

Member Ryan moved to accept the Storm Water Management Plan Annual Report.

Motion: *Ryan* **Second:** *El-hajj* **Vote:** 4-0

G. BOARD POLICIES AND BYLAWS

- 1.1. **First Reading: Board Policies Series 5000 and 6000 (With noted exceptions)**

Board Policies Series 5000 and 6000 were presented to the Board for a first reading. No action was taken and they will return for a second reading.

1.2. First Reading: New Board Policy 4319.21 Professional Standards (Management Employees)

New Board Policy 4319.21 was presented to the Board for a first reading. No action was taken and the policy will return for a second reading.

2.1. Second Reading: New Board Policy #3600 – Consultants

New Board Policy 3600 Consultants was presented to the Board in a second reading and recommended for adoption. Member El-Hajj moved to adopt new Board Policy 3600.

Motion: *El-Hajj*

Second: *Ryan*

Vote: *4-0*

H. BOARD COMMUNICATION

President Burns asked about the left turn in the front of Rio Seco being blocked off. Mr. Christensen said the City engineers decided to move the traffic off Cuyamaca as there was major congestion converging into the driveway at Rio Seco. This will be re-evaluated since the construction work at the ball fields and park has been completed. It may be a permanent solution because it creates an unsafe traffic flow and additional options are available for parents: the light at the new intersection for U-turns and the driveway at the entrance to the ball fields near the pedestrian bridge.

Member Ryan spoke with Flu Busters, a company that organizes seasonal flu shot clinics. They have a minimum required (70) to participate. Agencies may be offering pertussis because of the epidemic. It is recommended that persons between the ages of 7 to 64 get a booster. The focus right now is vaccinating families as they take newborns home from the hospital. Flu Busters would be appropriate to use. Kristin Baranski will investigate the possibility and if there would be enough interest.

I. CLOSED SESSION

President Burns announced that the Board would meet in closed session for:

1. Conference with Legal Counsel-Existing Litigation

(Subdivision (a) of Gov't Code §54956.9)

Case # 37-2009-00083936-CU-CO-CTL

The Board entered closed session at 8:08 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:15 p.m. No action was reported.

K. ADJOURNMENT

The August 3, 2010 regular meeting adjourned at 9:15 p.m.

Allen Carlisle, Clerk

Dr. Patrick Shaw, Secretary

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

MINUTES
August 11, 2010

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Burns called the meeting to order at 6:03 p.m.
Members present:
Dustin Burns, President
Barbara Ryan, Vice President
Allen Carlisle, Clerk
Dan Bartholomew, Member
Dianne El-Hajj, Member
Staff present:
Dr. Pat Shaw, Superintendent and Secretary to the Board
Linda Vail, Executive Assistant and Recording Secretary

B. PUBLIC COMMUNICATION

There was no public communication.

C. CLOSED SESSION

President Burns announced the Board would meet in closed session for:

1. **Conference with Legal Counsel-Existing Litigation**
(Subdivision (a) of Gov't Code §54956.9)
Case # 37-2009-00083936-CU-CO-CTL

The Board entered closed session at 6:50 p.m.

The Board reconvened to public session at 7:50 p.m. No action was reported.

D. ADJOURNMENT

The August 11, 2010 special meeting was adjourned.

Allen Carlisle, Clerk

Dr. Patrick Shaw, Secretary

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated travel expenses are \$3,618 as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.1.
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Board Travel Report - August 17, 2010

Travel Dates		Attendees	Site or Dept	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel
Monday	8/2/2010 & 08/09/10	Hope Baker	Ed Services	HIPPY AmeriCorps Site Visit	Lawndale EI Centro	\$0 \$0	\$122 \$107	HIPPY HIPPY	Site visits provide a hands-on opportunity to experience the workings of the HIPPY AmeriCorps Grant.
Mon-Tues.	09/20/10 - 09/21/10	Carrie Thompson Mary Shirley	Spec Ed Spec Ed	Second Step: A Violence Prevention Curriculum	San Francisco	\$0 \$0	\$1,235 \$1,235	Counseling Grant Counseling Grant	As required by the Counseling Grant, this is a training session for 'trainers' for the 2nd step violence prevention curriculum.
Wed-Thurs.	12/01/10 - 12/02/10	Barbara Ryan	Board	California School Boards Association Delegate Assembly	San Francisco	\$0	\$919	Board Delegate	Board Vice President Ryan is an elected delegate to CSBA and will attend the Delegate Assembly meeting. The Delegate Assembly sets the general policy direction for CSBA to develop, communicate, and advocate the perspective of California school districts and county offices of education on critical education issues.

BACKGROUND:

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

Commercial Warrants issued for the period of July 2010:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-798097 TO 12-805744	\$843,194.94
09 00	N/A	\$0.00
12 06	12-800684	\$130.45
13 00	12-799495 TO 12-804714	\$55.50
14 00	N/A	\$0.00
21 09	N/A	\$0.00
21 39 / 21 08	12-799051 TO 12-803705	\$1,438.05
25 18	12-800285 TO 12-805745	\$105,894.24
25 38	N/A	\$0.00
40 00	12-800289 TO 12-801439	\$5,051.88
63 00	12-798100 TO 12-804715	\$14,420.35
		\$970,185.41

Student Body Warrants issued for the period of July 2010:

\$18,291.67

Payroll Warrant #'s beginning 10-202007 through 10-202361 and 10-892321 through 10-892381 and 10-896592 through 10-896767:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$660,683.69
06 00	\$251,080.51
12 06	\$3,962.42
13 00	\$26,255.81
25-18	\$0.00
63 00	\$152,405.05
\$1,094,387.48	

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$2,082,864.56 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

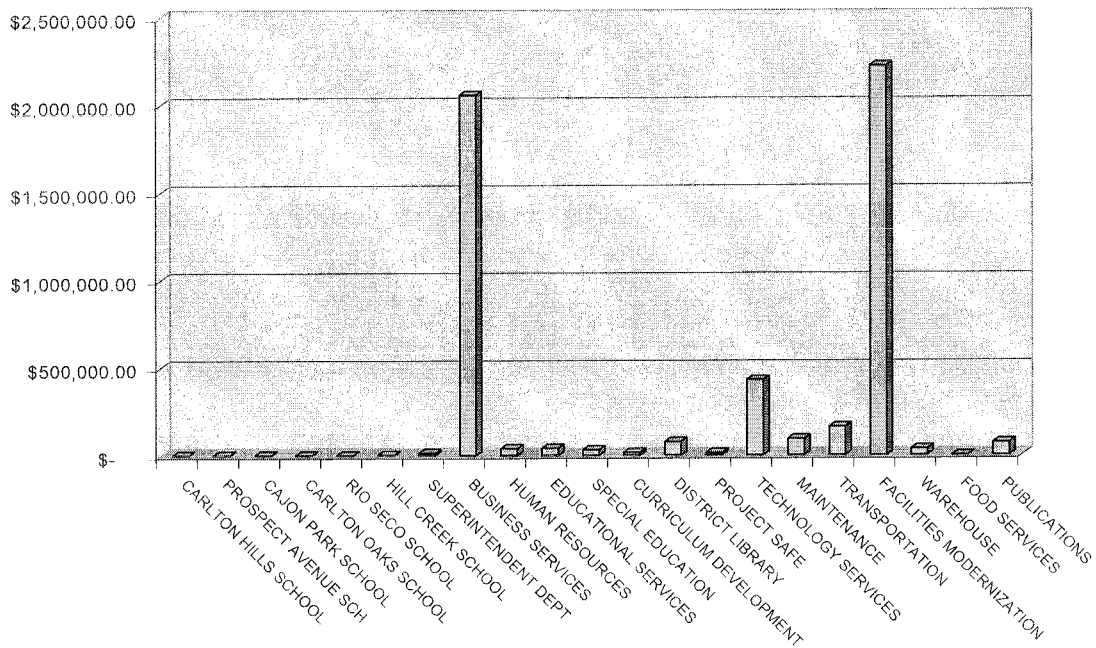
This is a fiscal item. All fiscal resources impact student achievement.

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

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. During the month of July 2010, there were no payments to vendors that increased the amount of any purchase order by 10% or more.

**PURCHASE ORDER REPORT
 JULY 2010**



*The Business Services purchase orders include payments for various professional services needed annually for District operations such as utilities, equipment maintenance agreements, and specialized consulting as well as retirement incentives.
 The Facilities Modernization purchase orders include payments relating to the CREBs Solar Project.*

RECOMMENDATION:

Administration recommends approval of purchase orders #100000 through #100232 issued July 1, 2010 through July 30, 2010.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact of \$5,328,166.44 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.3.
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LOCATION LIST 2010-11

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

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

Fund Numbers

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

M = Monthly Blanket
 A = Annual Blanket
 L = Lottery

PURCHASE ORDER BOARD REPORT - JULY 2010
 REPORT BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
100135	7/14/2010	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 706.96	003	CARLTON HILLS SCHOOL
				TOTAL	\$ 706.96		CARLTON HILLS SCHOOL
100145	7/15/2010	6	TROXELL COMMUNICATIONS INC	EQUIP REPLACEMENT PARTS	\$ 310.71	005	PROSPECT AVENUE SCH
100134	7/14/2010	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 391.14	005	PROSPECT AVENUE SCH
100105	7/12/2010	3	A SALUTE TO TEACHERS	ADMISSIONS	\$ 140.00	005	PROSPECT AVENUE SCH
				TOTAL	\$ 841.85		PROSPECT AVENUE SCH
100139	7/14/2010	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 815.19	006	CAJON PARK SCHOOL
				TOTAL	\$ 815.19		CAJON PARK SCHOOL
100136	7/14/2010	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 862.82	008	CARLTON OAKS SCHOOL
100109	7/12/2010	3	TCB EMBROIDERY	T-SHIRTS - CO	\$ 155.10	008	CARLTON OAKS SCHOOL
				TOTAL	\$ 1,017.92		CARLTON OAKS SCHOOL
100138	7/14/2010	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 264.49	009	RIO SECO SCHOOL
100000	3/18/2010	3	SCHOLASTIC CLASSROOM MAGAZINES	SUBSCRIPTION - 2010/11 - RS	\$ 509.12	009	RIO SECO SCHOOL
				TOTAL	\$ 773.61		RIO SECO SCHOOL
100206	7/23/2010	3	GENERAL BINDING CORPORATION	LAMINATOR MAINT. AGREEMT 10-11	\$ 682.21	010	HILL CREEK SCHOOL
100144	7/15/2010	3	TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIPMENT - HC	\$ 2,559.11	010	HILL CREEK SCHOOL
100137	7/14/2010	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 577.38	010	HILL CREEK SCHOOL
100125	7/14/2010	3	UNITED HEALTH SUPPLIES	HEALTH OFFICE SUPPLIES	\$ 19.65	010	HILL CREEK SCHOOL
100124	7/14/2010	3	MOORE MEDICAL CORP	HEALTH OFFICE SUPPLIES	\$ 19.25	010	HILL CREEK SCHOOL
100123	7/14/2010	3	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	\$ 110.38	010	HILL CREEK SCHOOL
				TOTAL	\$ 3,967.98		HILL CREEK SCHOOL
100205	7/23/2010	3	CALIFORNIA SCHOOL BOARDS ASSO	ANNUAL SUBSCRIPTION 10-11	\$ 2,500.00	062	SUPERINTENDENT DEPT
100204	7/23/2010	3	CALIFORNIA SCHOOL BOARDS ASSO	ANNUAL MEMBERSHIP DUES 10-11	\$ 11,133.00	062	SUPERINTENDENT DEPT
100203	7/23/2010	3	SAN DIEGO COUNTY SCHOOL BOARDS	ANNUAL MEMBERSHIP DUES 10-11	\$ 336.71	062	SUPERINTENDENT DEPT
100104	7/12/2010	3	A SALUTE TO TEACHERS	ADMISSIONS	\$ 200.00	062	SUPERINTENDENT DEPT
				TOTAL	\$ 14,169.71		SUPERINTENDENT DEPT
100201	7/23/2010	3	CIT TECHNOLOGY FIN SERV INC	FINAL QTR COPIER LEASE - HC	\$ 904.04	064	BUSINESS SERVICES
100166	7/16/2010	3	MISSION FEDERAL CREDIT UNION	QTRLY SVC CHARGES	\$ 2,101.03	064	BUSINESS SERVICES
100164	7/15/2010	3	MARKS GOLIA & FINCH, LLP	PROF. LEGAL SERVICES - SWAP	\$ 29,714.89	064	BUSINESS SERVICES
100158	7/15/2010	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVE	\$ 10,827.56	064	BUSINESS SERVICES
100157	7/15/2010	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVE	\$ 42,546.18	064	BUSINESS SERVICES
100151	7/15/2010	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVE	\$ 52,270.17	064	BUSINESS SERVICES
100150	7/15/2010	3	CALSTRS - CENTRAL SERVICES	RETIREMENT INCENTIVE	\$ 175,274.30	064	BUSINESS SERVICES
100149	7/15/2010	3	SOUTHERN CALIFORNIA RELIEF	P & L INSURANCE RENEWAL 10-11	\$ 198,513.00	064	BUSINESS SERVICES
100148	7/15/2010	3	NATIONWIDE TRUST CO. FSB	RETIREMENT INCENTIVE PYMTS	\$ 31,512.50	064	BUSINESS SERVICES
100147	7/15/2010	3	SHRED SAN DIEGO LLC	ON-SITE SHREDDING	\$ 798.00	064	BUSINESS SERVICES
100146	7/15/2010	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL	\$ 73.78	064	BUSINESS SERVICES
100132	7/14/2010	3	BERT L HOWE & ASSOC. INC	PROF. SVCS - SWAP MATTER	\$ 11,535.50	064	BUSINESS SERVICES
100131	7/14/2010	3	SANTEE SCHOOL DISTRICT	P & L CLAIMS	\$ 2,403.81	064	BUSINESS SERVICES

100118	7/14/2010	3	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES - JUNE 2010	\$	545.16	064	BUSINESS SERVICES
100060	6/23/2010	6	KONICA MINOLTA BUSINESS	COPIER MAINT AGMT - VI PROG-CO	\$	480.00	064	BUSINESS SERVICES
100059	6/21/2010	3	SCHOOL INNOVATIONS & ADVOCACY	MANDATED CLAIMS 10-11	\$	11,000.00	064	BUSINESS SERVICES
100058	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - ERC	\$	1,000.00	064	BUSINESS SERVICES
100057	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT-SUP/HR 10-11	\$	1,000.00	064	BUSINESS SERVICES
100056	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - CNS/M&O	\$	350.00	064	BUSINESS SERVICES
100055	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT- ALT SCHOOL	\$	500.00	064	BUSINESS SERVICES
100054	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - HC 10/11	\$	1,000.00	064	BUSINESS SERVICES
100053	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - RS 10/11	\$	1,000.00	064	BUSINESS SERVICES
100052	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - CO 10/11	\$	1,000.00	064	BUSINESS SERVICES
100051	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - CFH 10/11	\$	2,000.00	064	BUSINESS SERVICES
100050	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - CP 10/11	\$	3,500.00	064	BUSINESS SERVICES
100049	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT-PA PRE-SCH	\$	120.00	064	BUSINESS SERVICES
100048	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - PA 10/11	\$	1,800.00	064	BUSINESS SERVICES
100047	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - SC 10/11	\$	1,000.00	064	BUSINESS SERVICES
100046	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - CH 10/11	\$	1,000.00	064	BUSINESS SERVICES
100045	6/21/2010	3	CANON BUSINESS SOLUTIONS INC	COPIER MAINT AGMT - PD 10/11	\$	1,000.00	064	BUSINESS SERVICES
100044	6/21/2010	3	WITT COMPANY	COPIER MAINT AGMT - CH - 10/11	\$	2,439.36	064	BUSINESS SERVICES
100043	6/21/2010	3	WITT COMPANY	COPIER MAINT AGMT - HC - 10/11	\$	3,065.64	064	BUSINESS SERVICES
100042	6/21/2010	3	WITT COMPANY	COPIER MAINT AGMT - CO - 10/11	\$	4,686.13	064	BUSINESS SERVICES
100041	6/21/2010	3	VAVRINEK, TRINE, DAY & CO LLP	PROF. AUDIT SERVICES 10/11	\$	21,500.00	064	BUSINESS SERVICES
100040	6/21/2010	63	SPARKLETTS	DRINKING WATER - PSFE F2010/11	\$	125.00	064	BUSINESS SERVICES
27 100039	6/21/2010	3 6	SPARKLETTS	DRINKING WATER - 2010/11	\$	800.00	064	BUSINESS SERVICES
100038	6/21/2010	3	WASTE MANAGEMENT OF EL CAJON -	DISTRICT TRASH DISPOSAL 10/11	\$	50,000.00	064	BUSINESS SERVICES
100036	6/21/2010	3	CITY OF SANTEE	CROSSING GUARDS 2010-11	\$	15,000.00	064	BUSINESS SERVICES
100035	6/21/2010	3	NEXTEL/SPRINT COMMUNICATIONS	CELL PHONES - HC 2010-11	\$	1,365.00	064	BUSINESS SERVICES
100034	6/21/2010	3	UNITED STATES POSTAL SERVICE	DISTRICT MAIL 10/11	\$	25,000.00	064	BUSINESS SERVICES
100033	6/21/2010	3	SANTEE SD SECURITY	DISTRICT SECURITY SVCS 10/11	\$	49,992.00	064	BUSINESS SERVICES
100032	6/21/2010	3	PADRE DAM MUNICIPAL WATER	DIST. WATER SERVICES - 10/11	\$	307,000.00	064	BUSINESS SERVICES
100031	6/21/2010	3	HELIX WATER DISTRICT	WATER SERVICES FOR PD - 10/11	\$	13,000.00	064	BUSINESS SERVICES
100030	6/21/2010	25 18	ERIC HALL & ASSOCIATES	CONSULTING SERVICES 10-11	\$	18,000.00	064	BUSINESS SERVICES
100029	6/21/2010	3	NCEPC	PURCHASING CONSORTIUM 10-11	\$	200.00	064	BUSINESS SERVICES
100028	6/21/2010	3	PRAIRIE SCHWARTZ HEIDEL	LEGAL SERVICES 10/11	\$	6,000.00	064	BUSINESS SERVICES
100027	6/21/2010	3	SAN DIEGO GAS & ELECTRIC CO	GAS & ELECTRIC FOR DIST. 10-11	\$	950,000.00	064	BUSINESS SERVICES
100026	6/21/2010	3	SCHOOL SERVICES OF CALIFORNIA	COST CLAIM SERVICE 2010-11	\$	3,720.00	064	BUSINESS SERVICES
				TOTAL		\$ 2,058,663.05		BUSINESS SERVICES
100232	7/29/2010	3	SAN DIEGO COUNTY SCHOOLS	COBRA PAYMENT	\$	8.50	065	HUMAN RESOURCES
100178	7/19/2010	3	CRUCIAL TECHNOLOGY	COMPUTER MEMORY UPGRADES	\$	371.89	065	HUMAN RESOURCES
100177	7/19/2010	3	SHEVINSKY, LYNNE	REIMBURSEMENT	\$	500.30	065	HUMAN RESOURCES
100152	7/15/2010	3	COUNTY SCHOOLS SERVICE FUND	EMPLOYMENT ADVERTISING 10-11	\$	756.25	065	HUMAN RESOURCES
100023	6/17/2010	3	STATE OF CALIFORNIA	FINGERPRINTING SERVICES 10/11	\$	3,000.00	065	HUMAN RESOURCES
100022	6/17/2010	3	SAN DIEGO CITY SCHOOLS	FINGERPRINTING SERVICES 10/11	\$	500.00	065	HUMAN RESOURCES
100021	6/17/2010	3	GROSSMONT UNION HIGH	FINGERPRINTING SERVICES 10/11	\$	2,500.00	065	HUMAN RESOURCES

100020	6/17/2010	3	FRONTLINE PLACEMENT TECH INC	SUBSTITUTE PLACEMENT SOFTWARE	\$	7,455.00	065	HUMAN RESOURCES
100019	6/17/2010	3	FAGEN FRIEDMAN & FULFROST	ANNUAL LEGAL SERVICES - 10/11	\$	25,000.00	065	HUMAN RESOURCES
					TOTAL \$	40,091.94		HUMAN RESOURCES
100207	7/23/2010	6	YELLOW BOOK ROAD	INSTRUCTIONAL MATERIALS	\$	2,932.17	066	EDUCATIONAL SERVICES
100133	7/14/2010	6	YELLOW BOOK ROAD	INSTRUCTIONAL MATERIALS	\$	3,250.00	066	EDUCATIONAL SERVICES
100120	7/14/2010	3	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	13.30	066	EDUCATIONAL SERVICES
100075	6/30/2010	3	EDMIN.COM	ANNUAL ASSESSMENTS 10-11	\$	4,800.00	066	EDUCATIONAL SERVICES
100160	7/15/2010	6	RENAISSANCE LEARNING INC	SUBSCRIPTION RENEWALS 10-11	\$	1,559.52	069	EDUCATIONAL SERVICES
100159	7/15/2010	3	6 RENAISSANCE LEARNING INC	SUBSCRIPTION RENEWALS 10-11	\$	25,226.55	069	EDUCATIONAL SERVICES
100121	7/14/2010	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY	\$	21.09	069	EDUCATIONAL SERVICES
100102	7/12/2010	3	6 JOSEPHSON INSTITUTE OF ETHICS	ANNUAL MEMBERSHIPS - 9 SITES	\$	1,000.00	069	EDUCATIONAL SERVICES
100100	7/12/2010	3	6 FOLLETT SOFTWARE COMPANY	ANNUAL LIBR. SFTWR - ALL SITES	\$	2,666.02	069	EDUCATIONAL SERVICES
					TOTAL \$	41,468.65		EDUCATIONAL SERVICES
100216	7/28/2010	6	BRIDGES EDUCATIONAL CORP.	CONSULTING SERVICES 2010-11	\$	6,000.00	067	SPECIAL EDUCATION
100215	7/27/2010	6	TROXELL COMMUNICATIONS INC	CLASSROOM EQUIPMENT	\$	7,223.18	067	SPECIAL EDUCATION
100214	7/27/2010	6	PC MALLGOV	SOFTWARE LICENSES	\$	249.54	067	SPECIAL EDUCATION
100213	7/27/2010	6	DELL MARKETING L.P.	LAPTOP COMPUTERS	\$	5,506.23	067	SPECIAL EDUCATION
100140	7/14/2010	6	ENTERPRISE RESALE SOLUTIONS	DESK PHONE - SP. ED - SC	\$	121.80	067	SPECIAL EDUCATION
100106	7/12/2010	6	GAMEDAY SPORT & EDUCATION, LLC	P.E. CURRICULUM 10-11	\$	1,619.09	067	SPECIAL EDUCATION
100103	7/12/2010	6	CALICO SOFTWARE SYSTEMS INC	LICENSE FEES & SUPPORT 10/11	\$	7,334.16	067	SPECIAL EDUCATION
100101	7/12/2010	6	BRIDGES EDUCATIONAL CORP.	CONSULTING SERVICES	\$	355.06	067	SPECIAL EDUCATION
100014	6/8/2010	6	PROGRESSUS THERAPY, LLC	OCCU. THERAPY - SUMMER SCHOOL	\$	4,480.00	067	SPECIAL EDUCATION
					TOTAL \$	32,889.06		SPECIAL EDUCATION
100018	6/14/2010	3	RADY CHILDREN'S HOSPITAL - SD	ANNUAL AGREEMENTS 10/11	\$	17,560.00	070	CURRICULUM DEVELOPMENT
					TOTAL \$	17,560.00		CURRICULUM DEVELOPMENT
100012	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	6,140.29	071	DISTRICT LIBRARY
100011	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	6,828.54	071	DISTRICT LIBRARY
100010	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	11,136.61	071	DISTRICT LIBRARY
100009	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	7,784.59	071	DISTRICT LIBRARY
100008	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	9,264.46	071	DISTRICT LIBRARY
100007	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	8,376.53	071	DISTRICT LIBRARY
100006	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	8,188.61	071	DISTRICT LIBRARY
100005	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	5,360.42	071	DISTRICT LIBRARY
100004	6/8/2010	3	SCOTT FORESMAN/PEARSON	MATH ADOPTION 2010/11	\$	10,436.61	071	DISTRICT LIBRARY
100003	6/8/2010	6	HOUGHTON MIFFLIN COMPANY	LANGUAGE ARTS - GR K-4	\$	3,297.81	071	DISTRICT LIBRARY
100002	6/8/2010	3	HOUGHTON MIFFLIN COMPANY	LANGUAGE ARTS - GR K-4	\$	650.88	071	DISTRICT LIBRARY
100001	6/8/2010	6	HOUGHTON MIFFLIN COMPANY	LANGUAGE ARTS - GRADE 7	\$	949.12	071	DISTRICT LIBRARY
					TOTAL \$	78,414.47		DISTRICT LIBRARY
100175	7/19/2010	63	HERITAGE TOURS OF SAN DIEGO	ADMISSIONS - PROJ. SAFE	\$	3,011.00	072	PROJECT SAFE
100174	7/19/2010	63	KYLE'S CARTOON PLATOON	ASSEMBLY FOR PROJ. SAFE	\$	350.00	072	PROJECT SAFE
100114	7/12/2010	63	CHRIS RUBIO PRODUCTIONS	SUMMER PROGRAM - PROJ. SAFE	\$	1,270.00	072	PROJECT SAFE
100113	7/12/2010	63	BUBBLEMANIA & COMPANY LA LLC	SUMMER PROGRAM - PROJ. SAFE	\$	550.00	072	PROJECT SAFE
100112	7/12/2010	63	POSITIVE ADVENTURES, LLC	SUMMER PROGRAM - PROJ. SAFE	\$	4,500.00	072	PROJECT SAFE

100111	7/12/2010	63	SAN DIEGO UNITED FUTBOL CLUB	PE/SOCCER SKILLS - PROJ. SAFE	\$	4,380.00	072	PROJECT SAFE
100099	7/12/2010	63	MITEL NETWORKS INC	TELEPHONE PARTS/REPAIRS	\$	93.60	072	PROJECT SAFE
					TOTAL	\$	14,154.60	PROJECT SAFE
100097	6/30/2010	3	CORE TECH CORPORATION	CTC BRIDGE SUPPORT 10-11 FY	\$	594.00	073	TECHNOLOGY SERVICES
100096	6/30/2010	3	COX COMMUNICATIONS	WAN & SDCOE CONNECT'N 10-11 FY	\$	221,677.00	073	TECHNOLOGY SERVICES
100095	6/30/2010	3	STANDARD TEL	TELEPHONE REPAIRS/SVC 10-11 FY	\$	1,800.00	073	TECHNOLOGY SERVICES
100094	6/30/2010	3	STANDARD TEL	PHONE SYSTEM SUPPORT 10-11 FY	\$	2,000.00	073	TECHNOLOGY SERVICES
100093	6/30/2010	3	GTC SYSTEMS INC	CITREX PROF SVCS 10-11 FY	\$	7,000.00	073	TECHNOLOGY SERVICES
100092	6/30/2010	3	SCHOOLWIRES, INC.	DISTRICT WEBSITE SVCS 10-11 FY	\$	13,750.00	073	TECHNOLOGY SERVICES
100091	6/30/2010	3	DELL MARKETING L.P.	CERTIFICATION TESTING 10-11 FY	\$	600.00	073	TECHNOLOGY SERVICES
100090	6/30/2010	3	SCHOOL MESSENGER	SCHOOL NOTIFICATION SYS 10-11	\$	16,762.15	073	TECHNOLOGY SERVICES
100089	6/30/2010	3	SCHOOLDUDE.COM INC	WORK ORDER SYSTEM 10-11 FY	\$	2,985.00	073	TECHNOLOGY SERVICES
100088	6/30/2010	3	SPRINT	CELL PHONE CHARGES 10-11 FY	\$	53,000.00	073	TECHNOLOGY SERVICES
100087	6/30/2010	3	CDW GOVERNMENT INC	BACKUP EXEC SOFTWARE - 10-11	\$	1,513.12	073	TECHNOLOGY SERVICES
100086	6/30/2010	3	AT&T / CALNET 2	TELEPHONE CHARGES 10-11 FY	\$	50,000.00	073	TECHNOLOGY SERVICES
100085	6/30/2010	3	AT&T / CALNET2	ACCESS LINE CHARGES 10-11 FY	\$	27,778.92	073	TECHNOLOGY SERVICES
100074	6/29/2010	3	NCS PEARSON, INC.	POWER SCHOOL 10-11	\$	30,393.48	073	TECHNOLOGY SERVICES
					TOTAL	\$	429,853.67	TECHNOLOGY SERVICES
100209	7/26/2010	3	WHOLESALE JOE THE VACUUM KING	CUSTODIAL EQUIPMENT-ALL SITES	\$	3,042.29	075	MAINTENANCE
100208	7/26/2010	6	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT INSPECTIONS - M&O BLDG	\$	425.00	075	MAINTENANCE
100190	7/20/2010	6	TEAL PIPE & SUPPLY INC	PLUMBING SUPPLIES - M&O	\$	165.90	075	MAINTENANCE
100183	7/20/2010	6	STATE OF CALIFORNIA	ELEVATOR PERMIT - CP 2010-11	\$	225.00	075	MAINTENANCE
100130	7/14/2010	6	AFFORDABLE DRAIN SERVICE, INC.	EMERGENCY REPAIRS - CPJH	\$	400.00	075	MAINTENANCE
100116	7/13/2010	6	FERGUSON ENTERPRISES INC	MAINT. SUPPLIES - HC	\$	159.75	075	MAINTENANCE
100115	7/13/2010	6	JOHNSTONE SUPPLY	HVAC SUPPLIES - PD	\$	50.49	075	MAINTENANCE
100110	7/12/2010	40	CABLE, PIPE & LEAK DETECTION,	SOLAR PROJECT - HILL CREEK	\$	990.00	075	MAINTENANCE
100108	7/12/2010	6	ARI ALLIED REFRIGERATION INC	HVAC SUPPLIES - CP PROJ. SAFE	\$	143.28	075	MAINTENANCE
100107	7/12/2010	6	REFRIGERATION SUPPLIES	HVAC SUPPLIES - PD	\$	62.13	075	MAINTENANCE
100098	6/30/2010	6	THYSSENKRUPP ELEVATOR CORP.	MAINT. AGREEMENT 10-11 FY	\$	6,270.00	075	MAINTENANCE
100072	6/23/2010	6	SYCAMORE LANDFILL INC	REFUSE DISPOSAL FEES 2010-11	\$	5,000.00	075	MAINTENANCE
100071	6/23/2010	6	THE SOCO GROUP INC	PROPANE FOR FORKLIFT - 2010-11	\$	420.00	075	MAINTENANCE
100070	6/23/2010	6	THE SOCO GROUP INC	ANNUAL M&O VEHICLE FUEL 10-11	\$	30,000.00	075	MAINTENANCE
100069	6/23/2010	6	SCHOOLDUDE.COM INC	M&O WORK ORDER SYTEM 10-11	\$	5,971.50	075	MAINTENANCE
100068	6/23/2010	6	J A SEXAUER INC	ANNUAL M&O PARTS/SUP'S 10-11	\$	4,000.00	075	MAINTENANCE
100067	6/23/2010	6	GREENBRIER LAWN & TREE EXPERT	ANNUAL GROUNDS/TREE SVCS 10-11	\$	10,000.00	075	MAINTENANCE
100066	6/23/2010	6	FERGUSON ENTERPRISES INC	ANNUAL REPAIRS/SUPPLIES 10-11	\$	7,500.00	075	MAINTENANCE
100065	6/23/2010	6	COMMERCIAL & INDUSTRIAL	ROOFING SUPPLIES/REPAIRS 10-11	\$	10,000.00	075	MAINTENANCE
100064	6/23/2010	6	CALIFORNIA ELECTRIC SUPPLY	ANNUAL MAINT./SUPPLIES 2010-11	\$	4,000.00	075	MAINTENANCE
100063	6/23/2010	6	AMERICAN MESSAGING	M&O STAFF PAGER - 2010-11	\$	100.00	075	MAINTENANCE
100062	6/23/2010	25 18	AMERICAN FENCE COMPANY	TEMP FENCE AT CFH 2010-11	\$	600.00	075	MAINTENANCE
100061	6/23/2010	6	AIRE FILTER PRODUCTS CA	ANNUAL MAINT./REPAIRS 2010-11	\$	6,000.00	075	MAINTENANCE
					TOTAL	\$	95,525.34	MAINTENANCE
100229	7/29/2010	6	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$	592.56	076	TRANSPORTATION

100228	7/29/2010	6	CHULA VISTA ELEMENTARY	BUS REPAIRS & MAINTENANCE	\$	100.00	076	TRANSPORTATION
100227	7/29/2010	6	NORTH COUNTY REBUILDERS	BUS REPAIRS & MAINTENANCE	\$	323.13	076	TRANSPORTATION
100226	7/29/2010	6	THE SOCO GROUP INC	ALL VEHICLES REPAIRS & MAINTENANC	\$	278.28	076	TRANSPORTATION
100225	7/29/2010	6	INTERSTATE BATTERY OF	BUS REPAIRS & MAINTENANCE	\$	360.68	076	TRANSPORTATION
100224	7/29/2010	6	MIRAMAR TRUCK CENTER	BUS REPAIRS & MAINTENANCE	\$	5,720.76	076	TRANSPORTATION
100223	7/29/2010	6	SCHOOL BUS PARTS COMPANY	BUS REPAIRS & MAINTENANCE	\$	272.96	076	TRANSPORTATION
100222	7/29/2010	6	CUMMINS CAL PACIFIC LLC	BUS REPAIRS & MAINTENANCE	\$	4,232.52	076	TRANSPORTATION
100221	7/29/2010	6	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$	695.46	076	TRANSPORTATION
100220	7/29/2010	6	TIRE CENTERS, LLC	BUS REPAIRS & MAINTENANCE	\$	1,639.07	076	TRANSPORTATION
100219	7/29/2010	6	UNITED TRANSMISSION EXCHANGE	BUS REPAIRS & MAINTENANCE	\$	3,860.63	076	TRANSPORTATION
100218	7/29/2010	6	ROADONE	BUS REPAIRS & MAINTENANCE	\$	476.00	076	TRANSPORTATION
100217	7/29/2010	6	BOB BAKER CHEVROLET	BUS REPAIRS & MAINTENANCE	\$	1,651.43	076	TRANSPORTATION
100199	7/22/2010	6	THOMAS INDUSTRIAL WATER	WATER CONDITIONING SVC 10-11	\$	420.00	076	TRANSPORTATION
100198	7/22/2010	6	THE SOCO GROUP INC	UNLEADED FUEL -TRANS 10-11	\$	117,800.00	076	TRANSPORTATION
100197	7/22/2010	3 6	REGIONAL COMMUNICATIONS	ANNUAL RADIO SERVICE 10-11	\$	14,628.00	076	TRANSPORTATION
100196	7/22/2010	3	THE SOCO GROUP INC	UNLEADED FUEL FOR TECH 10-11	\$	2,200.00	076	TRANSPORTATION
100189	7/20/2010	6	EXPRESS PERFORMANCE CENTER	BUS REPAIRS & MAINTENANCE	\$	34.80	076	TRANSPORTATION
100188	7/20/2010	6	EAST COUNTY TRANSMISSIONS	BUS REPAIRS & MAINTENANCE	\$	1,237.81	076	TRANSPORTATION
100187	7/20/2010	6	MIRAMAR TRUCK CENTER	BUS REPAIRS & MAINTENANCE	\$	3,921.33	076	TRANSPORTATION
100186	7/20/2010	6	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$	529.51	076	TRANSPORTATION
100185	7/20/2010	6	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$	550.02	076	TRANSPORTATION
100184	7/20/2010	6	SCHOOL BUS PARTS COMPANY	BUS REPAIRS & MAINTENANCE	\$	127.10	076	TRANSPORTATION
100167	7/16/2010	6	CAJON VALLEY UNION SCHOOL	TRANSPORTATION SERVICES	\$	438.05	076	TRANSPORTATION
100156	7/15/2010	6	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$	67.24	076	TRANSPORTATION
100155	7/15/2010	6	GROSSMONT UNION HIGH	TRANSPORTATION SVCS	\$	953.56	076	TRANSPORTATION
100129	7/14/2010	6	INTERSTATE BATTERY OF	BUS MAINTAINENCE / REPAIRS	\$	86.91	076	TRANSPORTATION
					TOTAL \$	163,197.81		TRANSPORTATION
100230	7/29/2010	40	BARNHART BALFOUR BEATTY, INC.	SOLAR CONST. PROJ. - HC	\$	2,111,452.00	077	FACILITIES MODERNIZATION
100212	7/27/2010	25 18	TRITTIPO ARCHITECTURE PLANNING	ARCHITECT FEES - CFH	\$	14,700.00	077	FACILITIES MODERNIZATION
100211	7/27/2010	25 18	TRITTIPO ARCHITECTURE PLANNING	ARCHITECT FEES - PD	\$	14,700.00	077	FACILITIES MODERNIZATION
100210	7/27/2010	25 18	LAURA D ROMANO	PROF. LEGAL SVCS-MOD 10-11	\$	10,512.50	077	FACILITIES MODERNIZATION
100143	7/15/2010	25 18	GEORGE MERCER ASSOCIATES, INC.	LANDSCAPE DESIGN - CFH	\$	600.00	077	FACILITIES MODERNIZATION
100142	7/15/2010	40	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFF - HC SOLAR	\$	709.38	077	FACILITIES MODERNIZATION
100122	7/14/2010	40	NINYO & MOORE	GEOLOGICAL TESTING - HC SOLAR	\$	869.00	077	FACILITIES MODERNIZATION
100119	7/14/2010	40	LAURA D ROMANO	LEGAL SVCS-HC SOLAR-JUNE 2010	\$	400.00	077	FACILITIES MODERNIZATION
100117	7/14/2010	25 18	TRITTIPO ARCHITECTURE PLANNING	SWPPS COMPLIANCE UPDATES	\$	2,200.00	077	FACILITIES MODERNIZATION
100073	6/25/2010	6	VIRCO MANUFACTURING CORP	SDC FURNITURE - CP/SC	\$	895.28	077	FACILITIES MODERNIZATION
100037	6/21/2010	3	C.A.S.H.	MEMBERSHIP DUES 2010/11	\$	450.00	077	FACILITIES MODERNIZATION
100025	6/18/2010	40	HENDRIX CALIFORNIA SCHOOL	IOR SERVICES - HC SOLAR	\$	28,440.00	077	FACILITIES MODERNIZATION
100024	6/18/2010	40	NINYO & MOORE	GEOTECH/MAT'S TESTING-HC SOLAR	\$	32,131.00	077	FACILITIES MODERNIZATION
100017	6/14/2010	25 18	VIRCO MANUFACTURING CORP	F&E - 3RD - 5TH GRADE - RS	\$	2,289.19	077	FACILITIES MODERNIZATION
100016	6/14/2010	6	VIRCO MANUFACTURING CORP	F&E SPEC. ED. PRE-SCH THRU K/1	\$	914.33	077	FACILITIES MODERNIZATION
100015	6/14/2010	6	VIRCO MANUFACTURING CORP	F&E - SPEC. ED. 3-4 GRADE	\$	1,809.25	077	FACILITIES MODERNIZATION

					TOTAL	\$ 2,223,071.93		FACILITIES MODERNIZATION
100200	7/23/2010	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	204.89	078	WAREHOUSE
100195	7/21/2010	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	3,626.60	078	WAREHOUSE
100194	7/21/2010	3	PADRE JANITORIAL SUPPLY	STORES SUPPLIES	\$	267.85	078	WAREHOUSE
100193	7/21/2010	3	MOORE MEDICAL CORP	STORES SUPPLIES	\$	856.41	078	WAREHOUSE
100192	7/21/2010	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	299.63	078	WAREHOUSE
100191	7/21/2010	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	7,112.25	078	WAREHOUSE
100182	7/20/2010	3	A-DISCOUNT VACUUM	STORES SUPPLIES	\$	1,775.01	078	WAREHOUSE
100181	7/20/2010	3	FERGUSON ENTERPRISES INC	STORES SUPPLIES	\$	2,192.40	078	WAREHOUSE
100180	7/19/2010	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	1,794.38	078	WAREHOUSE
100179	7/19/2010	3	CANNON SPORTS INC	STORES SUPPLIES	\$	74.75	078	WAREHOUSE
100176	7/19/2010	3	NEOPOST, INC.	POSTAL EQUIP RENTAL 10-11	\$	1,810.78	078	WAREHOUSE
100173	7/16/2010	3	PADRE JANITORIAL SUPPLY	STORES SUPPLIES	\$	256.65	078	WAREHOUSE
100172	7/16/2010	3	WAXIE SANITARY SUPPLY	STORES SUPPLIES	\$	926.55	078	WAREHOUSE
100171	7/16/2010	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	653.48	078	WAREHOUSE
100170	7/16/2010	3	GOPHER SPORT	STORES SUPPLIES	\$	84.56	078	WAREHOUSE
100169	7/16/2010	3	SPORT SUPPLY GROUP INC	STORES SUPPLIES	\$	887.94	078	WAREHOUSE
100168	7/16/2010	3	SPORTIME	STORES SUPPLIES	\$	370.51	078	WAREHOUSE
100165	7/16/2010	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	629.12	078	WAREHOUSE
100163	7/15/2010	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	119.02	078	WAREHOUSE
100162	7/15/2010	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	3,260.17	078	WAREHOUSE
100161	7/15/2010	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	3,207.90	078	WAREHOUSE
100154	7/15/2010	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	1,612.52	078	WAREHOUSE
100153	7/15/2010	3	ELGIN SCHOOL SUPPLY	STORES SUPPLIES	\$	1,032.52	078	WAREHOUSE
100141	7/14/2010	3	PIONEER STATIONERS INC	STORES SUPPLIES	\$	4,089.30	078	WAREHOUSE
100128	7/14/2010	3	HENRY SCHEIN INC	STORES SUPPLIES	\$	202.28	078	WAREHOUSE
100127	7/14/2010	3	UNITED HEALTH SUPPLIES	STORES SUPPLIES	\$	591.30	078	WAREHOUSE
100126	7/14/2010	3	MOORE MEDICAL CORP	STORES SUPPLIES	\$	284.93	078	WAREHOUSE
					TOTAL	\$ 38,223.70		WAREHOUSE
100202	7/23/2010	13	CDW GOVERNMENT INC	SOFTWARE LICENSES - CNS	\$	559.00	090	FOOD SERVICES
					TOTAL	\$ 559.00		FOOD SERVICES
100084	6/30/2010	3	EL CAJON'S PRINT & COPY CENTER	OUTSOURCED PRINTING 10-11 FY	\$	2,000.00	092	PUBLICATIONS
100083	6/30/2010	3	SUPERINTENDENT OF SCHOOLS	BUSINESS CARD PRINT'G 10-11 FY	\$	1,200.00	092	PUBLICATIONS
100082	6/30/2010	3	PAPER PLUS	SPECIALTY PAPER 10-11 FY	\$	500.00	092	PUBLICATIONS
100081	6/30/2010	3	SPIRAL BINDING CO INC	BINDING SUPPLIES 10-11 FY	\$	1,000.00	092	PUBLICATIONS
100080	6/30/2010	3	KONICA MINOLTA BUSINESS	COPIER MAINT/SUPPLIES 10-11 FY	\$	5,000.00	092	PUBLICATIONS
100079	6/30/2010	3	KONICA MINOLTA BUSINESS	COPIER MAINT/SUPPLIES 10-11 FY	\$	15,000.00	092	PUBLICATIONS
100078	6/30/2010	3	KONICA MINOLTA BUSINESS	COPIER MAINT/SUPPLIES 10-11 FY	\$	15,000.00	092	PUBLICATIONS
100077	6/30/2010	3	SOUTHLAND ENVELOPE COMPANY INC	SPECIALTY PRINTING 10-11 FY	\$	2,500.00	092	PUBLICATIONS
100076	6/30/2010	3	UNISOURCE CORPORATION	SPECIALTY PAPER 10-11 FY	\$	30,000.00	092	PUBLICATIONS
					TOTAL	\$ 72,200.00		PUBLICATIONS

\$ 5,328,166.44

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of check #22119 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$46.85 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.2.4.
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SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
07/29/10	22119	BOARD OF EQUALIZATION	DIESEL FUEL TAXES- 2ND QTR 2010	46.85

Total Checks Written \$46.85

Total to be Reimbursed \$46.85

BACKGROUND:

Santee School District sites produce hazardous waste materials in the form of fluorescent light bulbs, batteries, and occasional unused Maintenance and Operations materials that accumulate over the year requiring disposal. Keenan and Associates, the District's property liability insurance representatives, has obtained reduced pricing from North State Environmental for Southern California schools. North State Environmental services have been reasonable and prompt. North State Environmental has provided best value pricing in the past for science chemical disposal at PRIDE Academy at Prospect Avenue School as well as the annual hazardous materials removal from the Maintenance and Operations department last year.

RECOMMENDATION:

It is recommended the Board of Education approve annual hazardous material disposal services with North State Environmental.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The cost of annual hazardous materials disposal is estimated and budgeted to be approximately \$5,000 to be paid from the Restricted Maintenance fund.

STUDENT ACHIEVEMENT IMPACT:

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

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

To plan for efficient and more effective surplus furniture, equipment, and asset management, the District's Storekeeper/Warehouseman researched use of InterSchola Trading Company for the selling of surplus goods. Several local public school districts utilize the services of InterSchola Trading Company including Cajon Valley USD, Sweetwater UHSD, as well as several other South Bay school districts.

Many times entire rooms of surplus items were bid and sold as a lot with the winning bid taking all items away for the district. InterSchola Trading Company provides an online auction format through E-Bay. All legal requirements of the surplus item sales are included in the services provided by InterSchola. Additionally, a savings of personnel and labor costs to move items and coordinate sales is realized. It is a very effective resource to sell unwanted items that take up limited storage space.

Currently surplus furniture and equipment is stored at the maintenance yard, warehouse, old junior high relocatables on El Nopal, and in cargo containers at the Santee site. The District's Storekeeper/Warehouseman has inventoried items for staff to view and request. Any unwanted items can be surplus sold from its current storage location by InterSchola.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement for surplus asset management disposition services with InterSchola Trading Company LLC for 2010-11. Staff will report next year on net revenue received, the value of the contract and services, and make a recommendation for continuing or discontinuing services in future years.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no additional cost to the District since surplus sales are funded from a percentage of the proceeds. Some cost savings should be realized from sales. Very little funds have been produced from past surplus sales and the implementation of this new model will greatly reduce staff time and energy moving items to the central warehouse and yard by allowing surplus materials to be auctioned from their location.

Below are the revenue amounts for the sale of surplus items since 06-07.

06-07 \$5,630
07-08 \$3,983
08-09 \$3,663
09-10 \$ 744

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item D.2.6.
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InterSchola orchestrates a unique online auction process to sell surplus goods on behalf of school districts & public agencies.

InterSchola is committed to helping education institutions and public agencies recycle used equipment into the community. InterSchola's online auction service model creates a vibrant secondary market for your surplus goods and returns significant dollars to your organization from the sale of these no longer needed assets.

We organize the online auction process from start to finish. Utilizing the eBay auction environment, InterSchola manages the sale of your surplus goods to buyers to a global audience of 80 million registered users.

- We help you administer the surplus reallocation/sale/disposal process in accordance with relevant regulatory requirements.
- We help you reduce storage costs, labor costs and disposal costs for your organization.
- We help you maximize the financial impact from the sale of surplus goods.
- We help you divert surplus goods from landfill to more productive uses in the community.

Our success in finding qualified, motivated and reliable buyers is proven across a spectrum of education and agency-related asset categories, including: facilities and maintenance equipment; fleet vehicles and school buses; food service equipment and industrial arts equipment; fixtures and furnishings; computers and other technology; portable buildings/mobile units; recreation equipment and more.

We do the work, so you don't have to.

As a full-service partner, InterSchola will be available on an ongoing and as needed basis to:

1. Evaluate and assess market conditions and potential value of your surplus assets
2. Inventory surplus goods on site and prepare documentation for board/management approval
3. Compose accurate and detailed descriptions of your items
4. Stage appropriate photographs and/or video representations of surplus assets to compliment written descriptions
5. Prepare public notice documentation of the on-line auction in accordance with state regulations (if necessary).
6. Create on-line auction listings to list for auction on the eBay platform and/or through other surplus goods channels
7. Market your auctions to an extensive database of committed buyers
8. Manage all communication with prospective buyers including hosting an on-site inspection for potential bidders
9. Handle all aspects of taking payment upon auction close
10. Coordinate shipping and/or pickups with buyers
11. Deliver a proceeds check and detailed reporting to document surplus sales for your records
12. Recommend sales, marketing, lotting and pricing strategies consistent with the needs and priorities of your organization to maximize dollar value, minimize cost and ensure efficiencies.

We make it easy to get started. InterSchola's service agreement is non-exclusive. We require zero upfront financial commitment. After we have found buyers for your surplus property, we share the proceeds with you!

Please find additional information about our unique process and what differentiates us from other solutions on the "Services" section of our website: www.interschola.com.

Have questions? Contact us by email at surplus@interschola.com or by phone at 1-888-653-7360 x2.

InterSchola employs a unique full service service offering that saves staff time and expedites high returns.

THE INTERSCHOLA PROCESS

PRE - AUCTION

- Visits sites to identify & evaluate sellable surplus items
- Photographs items and writes descriptions in compelling manner
- Analyzes market/pricing conditions
- Determines auction strategy
- Provides public notice documentation
- Creates auction on eBay, other platforms



DURING AUCTION

- Markets items to extensive database of buyers in each asset category
- Provides customer support, manages queries from prospective bidders
- Promotes auctions on InterSchola site
- Manages on site inspections of surplus items by prospective bidders
- Enables district/agency staff to monitor auction progress



POST-AUCTION

- Manages close of auction
- Collects payment from buyers
- Prepares items including packaging, and paperwork for pick-up/ shipping
- Supervises pick-ups
- Delivers detailed transaction reconciliation report to client
- Remits proceeds to client

INTERSCHOLA™ SERVICES AGREEMENT

This Services Agreement (“**Agreement**”) is made as of the last date set forth below in the signature blocks of this Agreement (the “**Effective Date**”) by and between Interscholastic Trading Company, LLC, having its principal place of business in San Francisco, California (“**InterSchola**”), and _____ School District, located in _____, California (“**Client**”).

Recitals

- A. InterSchola offers a service to assist Client in selling surplus new and used education goods in an online auction environment and through other surplus goods channels in compliance with CA Education Code Sections 17540-17542, 17545-17547, 60510-60511 and/or 81450-81460 as appropriate.
- B. Client desires to sell surplus education goods and to engage InterSchola to assist in such endeavor.

Agreement

In consideration of the foregoing Recitals (which are incorporated herein) and the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1. InterSchola Responsibilities.

InterSchola shall use commercially reasonable efforts to perform the services as more fully described in Exhibit A (“**Auction Plan and Schedule**”) and to complete such services in a professional and workmanlike manner. InterSchola may retain independent contractors to manage the auction activities remotely and at the Client location(s) (“**Field Auction Manager(s)**”) and shall use commercially reasonable efforts to ensure that the Field Auction Managers perform their tasks in a professional and workmanlike manner. InterSchola shall be in compliance with all laws, ordinances, rules and regulations relevant as a result of the services contemplated hereunder. InterSchola shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement. InterSchola may update Exhibit A (“**Auction Plan and Schedule**”) by providing Client thirty (30) days written notice.

2. Client Responsibilities.

Client agrees to assign a representative who will be the primary contact for InterSchola (the “**Client Representative**”) to work with InterSchola and its Field Auction Manager(s). Client will provide a safe and clean environment for the Field Auction Manager(s) in which to perform his/her inventory and related work. Further, Client acknowledges that InterSchola’s ability to perform as required under the Auction Plan and Schedule will require Client to perform certain tasks as contemplated in Exhibit A, which Client agrees to perform in a commercially reasonable manner. Client shall be in compliance with all laws, ordinances, rules and regulations relevant as a result of the services contemplated hereunder. Client represents that it has the right to sell any items to be sold in connection with this Agreement. Client will indemnify and hold harmless InterSchola and its officers, Managers, employees and agents from and against all claims, damages, losses or costs (including reasonable attorney fees) arising in connection with any claim based on or arising from items sold or offered for sale in connection with this Agreement or title thereto, except to the extent such claim is based on the negligence or willful misconduct of Interschola or its agents.

3. Relationship of the Parties.

Nothing contained herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between Client and InterSchola or between Client and InterSchola’s Field Auction Manager(s). InterSchola agrees and acknowledges that neither it nor any of its employees or independent contractors shall be considered officers, employees or agents of Client and are not entitled to benefits of any kind from Client and InterSchola shall be responsible for payment of all federal, state and local taxes or contributions, if any, including for unemployment insurance, social security and income taxes with respect to InterSchola’s employees.

4. Fees.

Client agrees to receive payment for items sold by InterSchola on behalf of Client less fees to InterSchola as set forth in Exhibit B (“**Fee Structure**”). InterSchola may update Exhibit B from time to time by providing Client thirty (30) days written notice, but in no event will such an update affect any listings for which Public Notice has already been posted. Client shall be responsible for the payment of any other fees, fines, licenses or taxes (including sales tax collected) required of or imposed against Client.

5. Client Acknowledgements.

Client acknowledges and agrees that: (i) InterSchola cannot predict how much, if any, revenue will be produced for Client through the activities contemplated in the Auction Plan and Schedule; (ii) the parties may not succeed in significant reduction of inventory or storage requirements for Client; (iii) active participation in the Auction Plan and Schedule by an appointed Client Representative will be required by Client and its employees or contractors (as set forth in this agreement); (iv) the Field Auction Managers may be independent contractors retained by InterSchola, and may not be fully bonded or insured; and (v) InterSchola makes no representation that it has performed background checks on all employees or independent contractors of InterSchola, and as a result Client agrees to assign Client Representative to supervise and monitor InterSchola’s employees or Field Auction Managers while they are on Client’s site and not to permit InterSchola nor any of its employees or Field Auction Managers to have contact with any pupil during the course of performing the services contemplated herein.

6. Confidentiality; Limits Imposed by Law.

InterSchola acknowledges that its Confidential Information may be disclosed to members of the public as required by the California Public Records Act (Government Code section 6250 et seq.) or at Client’s public board meetings pursuant to the Brown Act (Government Code Section 54950 et seq.) Except to the extent required by these or other laws, a party receiving Confidential Information from the other party will not disclose or use it except as necessary to perform its obligations or enforce its rights under this Agreement, and each party will take all reasonable steps to ensure that its employees and agents comply with the foregoing. In the event of use or disclosure by the receiving party in violation of this Agreement, the disclosing party will be entitled to seek legal or equitable relief without posting bond.

“Confidential Information” means: (i) with respect to Client, any personally identifiable information of a student of Client’s; (ii) with respect to InterSchola, all information which gives InterSchola a competitive business advantage or the disclosure of which would be detrimental to its interests; (iii) the terms of this Agreement; and (iv) all information that is marked as confidential. “Confidential Information” does not include information which: (i) is or becomes generally known to the public by any means other than a breach of the obligations of the receiving party; (ii) is received by the receiving party from a third party other than in breach of confidentiality obligations; (iii) is independently developed by the receiving party; or (iv) is subject to disclosure under court order or other lawful process.

7. Disclaimer of Warranties.

INTERSCHOLA DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, QUIET ENJOYMENT, QUALITY OF INFORMATION, FITNESS FOR A PARTICULAR PURPOSE, AND TITLE/NON-INFRINGEMENT. NO ORAL OR WRITTEN INFORMATION OR ADVICE GIVEN BY INTERSCHOLA OR ITS AUTHORIZED REPRESENTATIVES SHALL CREATE A WARRANTY OR IN ANY WAY INCREASE THE SCOPE OF INTERSCHOLA’S OBLIGATIONS HEREUNDER.

8. Limitation of Liability and Damages.

EXCEPT WITH RESPECT TO CLIENT'S INDEMNITY OBLIGATIONS IN SECTION 2, NEITHER PARTY NOR ANY OF ITS OFFICERS, EMPLOYEES, AGENTS OR CONTRACTORS SHALL BE LIABLE TO THE OTHER PARTY OR ANY OTHER INDIVIDUAL OR ENTITY FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, REVENUE, DATA, OR USE ARISING OUT OF THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY. IN NO EVENT WILL INTERSCHOLA'S LIABILITY ARISING OUT OF OR OTHERWISE WITH RESPECT TO THIS AGREEMENT AND THE TRANSACTIONS CONTEMPLATED HEREBY (WHETHER IN CONTRACT, TORT OR OTHERWISE) EXCEED THE GREATER OF THE MAXIMUM AMOUNT COVERED BY ANY APPLICABLE INSURANCE CARRIED BY INTERSCHOLA OR THE AMOUNTS RECEIVED BY INTERSCHOLA UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTHS PRIOR TO THE DATE LIABILITY IS DETERMINED.

9. Term and Termination.

The term ("Term") of this Agreement shall begin on the Effective Date and shall continue thereafter for one year with automatic one year renewals. Either party may terminate this Agreement for material breach by the other party that is not cured thirty (30) days after receipt of written notice by the non-breaching party. Following the first anniversary of the Effective Date, either party may terminate this Agreement for no cause by providing thirty (30) days written notice to the other party.

10. Publicity.

Client grants InterSchola the right to and agrees that InterSchola may use Client's name and the existence of this Agreement in client lists, presentations or promotions with prior written approval from Client, which shall not be unreasonably withheld.

11. Insurance.

InterSchola shall procure and maintain for the duration of the Term insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by InterSchola.

InterSchola shall maintain limits no less than:

General Liability: \$1,000,000 per occurrence. \$2,000,000 aggregate.

12. General Provisions.

12.1. Arbitration and Governing Law. Except as provided below, any dispute, controversy or claim relating to this Agreement shall be resolved in San Francisco, California in accordance with the then-existing Commercial Arbitration Rules promulgated by the American Arbitration Association. The decision of the arbitrator shall be final and binding on the parties, and judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Notwithstanding the foregoing, this Section shall not preclude either party from seeking temporary, provisional, or injunctive relief from any court. This Agreement shall be governed by the laws of the State of California without reference to its conflict of laws rules.

12.2. Entire Agreement. This Agreement sets forth the entire agreement between the parties with regard to the subject matter hereof. No other agreements, representations, or warranties have been made by either party to the other with respect to the subject matter of this Agreement, except as referenced herein. This Agreement may be amended only by a written agreement signed by both parties.

- 12.3. Anti-Discrimination. InterSchola will not engage in unlawful discrimination in employment of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, age, sexual orientation or gender of such persons.
- 12.4. Assignment. The obligations of InterSchola pursuant to this Agreement may not be assigned, except, in the case of a merger or acquisition of all or substantially all of InterSchola's business.
- 12.5. Severability. If any of the provisions of this Agreement are found or deemed by a court to be invalid or unenforceable, they shall be severable from the remainder of this Agreement and shall not cause the invalidity or unenforceability of the remainder of this Agreement.
- 12.6. Waiver. Neither party shall by mere lapse of time without giving notice or taking other action hereunder be deemed to have waived any breach by the other party of any of the provisions of this Agreement. Further, the waiver by either party of a particular breach of this Agreement by the other party shall not be construed as, or constitute, a continuing waiver of such breach, or of other breaches of the same or other provisions of this Agreement
- 12.7. Force Majeure. Neither party shall be liable for any delay or failure to perform its obligations hereunder resulting from any cause beyond such party's reasonable control, including but not limited to acts of God, weather, fire, floods, strikes, work stoppages, slowdowns or other industrial disputes, accidents, riots or civil disturbances, acts of government, and acts of war or terrorism.
- 12.8. Survival. The following provisions shall survive termination or expiration of this Agreement: Section 2 (but only with respect to Client's indemnity obligation); Section 6 (Confidentiality); Section 7 (Disclaimer of Warranties); Section 8 (Limitation of Liability and Damages), and Section 12 (General Provisions).

AGREED AND ACKNOWLEDGED:

CLIENT: _____ **INTERSCHOLASTIC TRADING COMPANY, LLC**

Signature: _____ **Signature:** _____

Print Name: _____ **Print Name:** _____

Title: _____ **Title:** _____

Date: _____ **Date:** _____

Please *fax* the complete signed contract to (415) 651-9676.

In addition, please *mail* two (2) signed copies (*with original signatures*) of the complete agreement to:

InterSchola
1004A O'Reilly Avenue, 3rd Floor
San Francisco, CA 94129

Exhibit A
AUCTION PLAN & SCHEDULE

GENERAL SERVICES

- For first time clients, InterSchola agrees to make an initial visit (“Initial Visit”) to Client location(s) within a reasonable and agreed to time frame following the initial request by Client to introduce the InterSchola Field Auction Manager(s) to the Client Representative
- Client agrees to schedule and host subsequent Field Auction Manager visit(s) to assess identified surplus inventory (“Inventory Assessment”) as agreed to by InterSchola and Client.
- Once items have been identified, by the Client, as InterSchola Managed Inventory, InterSchola reserves all rights to manage the sale/disposal of such assets in accordance with this agreement and/or any partner agreements until such assets are “released” to the Client.

AUCTION SERVICES – INVENTORY ASSESSMENT

- InterSchola Field Auction Manager sorts identified surplus asset inventory on Client premises /evaluates asset quality/determines feasibility of assets for sale in an open market environment (“InterSchola Managed Inventory”).
- InterSchola Field Auction Manager creates inventory list, takes digital photos and detailed notes on each asset determined feasible for sale in an open market environment.
- InterSchola Field Auction Manager and/or other InterSchola staff creates public auction listings for each asset determined feasible for sale in an open market environment using detailed product descriptions based upon knowledge of the education market and the online auction market.
- **POTENTIALLY DANGEROUS ITEMS.** With respect to an asset/asset(s) which InterSchola reasonably determines to be potentially dangerous to test, including items which may be electrical, mechanical, motorized or otherwise operable (e.g. automobiles, power tools, sharp tools etc.), Client shall be responsible for testing the asset in the presence of InterSchola Field Auction Manager in order for the product listing to include a valid statement regarding proven operability of the item at the time of listing.
- Should InterSchola Field Auction Manager discover an environment that is not safe or clean to perform inventory, InterSchola reserves the right to cancel inventory efforts, or postpone resumption of inventory until working conditions can be improved.

AUCTION SERVICES - GENERAL

- Prior to a sale, the district must give public notice. InterSchola provides documentation to Client to be used for purposes of satisfying the requirement of public notice for a surplus auction.
- In compliance with CA Education Code Section 17545, InterSchola posts appropriate auction listings to eBay, to satisfy education code requirements for public auction. InterSchola may, at its own discretion also make items available for auction through other public bid forums, though not in conflict with an auction already in progress. InterSchola pays all fees associated with listing assets on eBay and/or sales and marketing costs through other channels chosen by InterSchola.
- InterSchola sends listings to Client via email prior to auction launch. Client must review all listings and send email response to InterSchola to confirm reasonable accuracy of listing content. Should Client not respond to InterSchola in advance of auction launch, InterSchola will assume for purposes of this agreement that district has approved listing content. In this case, should a buyer later use a listing error as the basis for a refund, this error will be deemed the responsibility of the Client. See BUYER REFUNDS section of Exhibit B below.)
- InterSchola supports high-level marketing to the intended buyer community in conjunction with partner auction site. In addition, InterSchola may feature public notice of current, upcoming and past auctions on the InterSchola website to promote additional buying activity.
- InterSchola initiates auction and manages all customer queries through auction end, receipt of payment and shipping or delivery of item (“Auction Close”).

AUCTION SERVICES - AUCTION CLOSE

- InterSchola collects payment (sale price plus shipping and handling and appropriate sales tax) from winning bidder(s) in accordance with close of auction/sale and payment procedures specified in the InterSchola item description.
- InterSchola Field Auction Manager returns to Client location(s) usually within 5-10 business days after the auction end date (First Pickup Day) to package paid items and coordinate deliveries of goods to winning bidder(s)/buyer(s). An additional Backup Pickup Day is also scheduled in advance with Client for items for which payments were not received before the First Pickup Day.
- Client may be asked to facilitate pickups on days other than the First Pickup Day or Backup Pickup Day. Preparation for such pickups will have been made by the InterSchola Field Auction Manager and in such cases, the Client Representative will be adequately briefed on required activity, including handling of paperwork, to ensure that such pickups are handled smoothly.

Should a confirmed or unconfirmed buyer arrive unannounced on a day other than a scheduled pickup day, Client is to notify InterSchola immediately.

- InterSchola may request assistance from Client Representative or other staff for moving large assets for purposes of inventorying items and/or preparation for packaging and delivery of items. Examples of such requests from InterSchola may include: a) assistance in the movement of heavy assets at Client location by Client Representative (i.e. by forklift), b) request for palletizing assets by Client Representative to assist with sale of assets, c) placing salvage assets in salvage bins arranged for delivery and removal by InterSchola, d) provision of surplus packaging materials that otherwise would be discarded by Client, or e) request to handle the "Transfer" of an item that has been prepared for pickup should a buyer or buyer representative be unable to attend one of the scheduled pickup days. If the Client is unable to confirm assistance, InterSchola may at its own discretion choose not to handle the listing of those items for which assistance will be required to successfully complete the sale.
- InterSchola confirms receipt of goods by buyer(s) through email confirmation from buyer and/or acknowledgement by third party shipping or delivery service.

COMPLEX ITEMS

- On behalf of its clients, InterSchola may list for sale certain items, herein referred to as "Complex Items," that require greater time and attention than standard items for inventory, auction preparation, marketing, and/or packing, shipping, dismantling or making arrangements for removal. "Complex Items" may include, but are not limited to: portable classrooms; mobile units; office trailers; building structures of any kind; large, complex machinery or equipment or maintenance "systems"; items that require complex "handling" (e.g. crating); LOTS that will require multiple days for removal; or items that have a very limited marketplace. InterSchola will work to facilitate a successful transaction of such items as directed by the Client, subject to the fee structure for Complex Items in Exhibit B.
- Should InterSchola deem an item not listed by category in Exhibit A to be a "Complex Item", it will give notice thereof to Client before items are offered for sale. In this case, Client may remove the item from InterSchola-Managed Inventory by notice to InterSchola within 3 business days after it receives notice of the "Complex Item" designation. Alternatively, InterSchola may at its own discretion choose not to include such item.
- On behalf of its clients, InterSchola may agree to perform an Inventory Assessment on a selection of items that requires greater time and attention than a standard Inventory Assessment. "Complex Inventory Assessments" may include, but are not limited to Inventory Assessments at multiple locations or at locations for which access by the Field Auction Manager is not readily available (e.g. non warehouse locations). Often times, InterSchola cannot determine whether an Inventory Assessment is "Complex" until the Field Auction Manager visits the inventory locations. Should InterSchola deem an Inventory Assessment to be a Complex Inventory Assessment, it will give notice thereof to Client before offering items for sale. In this case, Client may remove the item from InterSchola-Managed Inventory by notice to InterSchola within 3 business days after it receives notice of the "Complex Item" designation. Alternatively, InterSchola may at its own discretion choose not to include such item.

SALVAGE ASSETS

- InterSchola may research other channels for sale/disposal of assets deemed not saleable in an open market environment pursuant to and in accordance with CA Education Code Section 17540 and 17546 (and in the case of Instructional Materials, 60510-60511).
- InterSchola uses commercially reasonable efforts, including services of InterSchola partners, to find (Salvage) buyers of such assets at the best price for Client.
- InterSchola collects payment from buyer(s) in accordance with terms set forth by InterSchola.
- InterSchola Field Auction Manager returns to Client location(s) usually within 5-10 business days after the auction end date (First Pickup Day) to package paid items and coordinate deliveries of goods to winning bidder(s)/buyer(s). An additional Backup Pickup Day is also scheduled in advance with Client for items for which payments were not received before the First Pickup Day.

OTHER

- InterSchola manages transfer of proceeds for Completed Sales to Client on a rolling basis within three months (approximately 75- 90 days) of the auction end date. A Completed Sale is defined as an item which has been sold, payment received from buyer and item removed from Client location, either shipped or picked up. If an item has been sold, but payment has not been received from buyer or pickup/shipping is not completed before the three-month period has been completed, the transfer of funds will be made in the next semi-monthly rolling payment cycle, after removal of the item has been confirmed,
- Proceeds are defined as total of sales price plus sales tax collected less InterSchola commission/fees. Calculations of individual auction listing proceeds will be presented with each payment.
- InterSchola does its best to ensure buyer/customer satisfaction. In the event that the buyer is not satisfied with product received from Client, InterSchola will arrange settlement with the buyer in accordance with eBay guidelines (a link to these guidelines can be found here: <http://pages.ebay.com/help/tp/esppp-process.html>). InterSchola does not accept Returns. All InterSchola auction items are sold "as-is." See BUYER REFUNDS section of Exhibit B below.)

- In the case that an item does not sell at auction or that a transaction is cancelled without payment or pickup, InterSchola will determine feasibility for other means of sale in accordance with CA Education Code Section 17540 and 17546 (and in the case of Instructional Materials, 60510-60511).
- Client is responsible for any fees associated with posting Public Notice, including but not limited to public advertising costs, if required or determined by the Client. In no event will Client be responsible for InterSchola's corporate income tax or any other fees, fines, licenses or taxes required of or imposed against InterSchola.

Exhibit B
FEE STRUCTURE (STANDARD ITEMS)

ASSETS SOLD IN AN OPEN MARKET ENVIRONMENT

	Description	Terms	
InterSchola Percent of Sale	Percent of net final auction listing transaction value	<u>Sale Price</u> <\$1000.00 >\$1000.01	<u>InterSchola Percentage of Sale</u> 48% 48% of the first \$1000, plus 28% of the amount above \$1000
InterSchola Service Fee	Per hour for on-site services provided by InterSchola Field Auction Manager(s) to sort inventory/evaluate asset quality/determine feasibility for sale	WAIVED	
InterSchola Network Payment	Flat annual fee to join InterSchola Network	WAIVED	

Sample Percent of Sale fee calculations:

Final sale price/item or multiple item listing	Percent of Sale fee calculations (InterSchola commission fees deductible from Client proceeds):
Example (final sale price): \$400	$[(48\% * \$400)] = \192 Client gets \$208 InterSchola effective rate – 48%
Example (final sale price): \$3600	$[(48\% * \$1000) + (28\% * \$2600)] = \$480 + \$728 = \$1208$ Client gets \$2392 InterSchola effective rate -- 34%

FEE STRUCTURE (COMPLEX ITEMS/ COMPLEX INVENTORY ASSESSMENTS)

Due to the additional requirements to manage these auction sales, InterSchola's fee structure for Complex Items is as follows:

	Description	Sale Price	InterSchola Percentage of Sale
InterSchola Percent of Sale	Percent of net final auction listing transaction value	<\$2500.00 >\$2500.01	48% 48% of the first \$2500, plus 28% of the amount above \$2500 * Plus service fee, if applicable

InterSchola Service Fee	Per hour for services provided by InterSchola in executing sale (first four hours are free.)	\$35.00/hour (*)
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(*)A Service Fee at a rate of \$35/hour will be charged for all work performed by the InterSchola field and listing teams on these Complex Items/COMPLEX INVENTORY ASSESSMENTS in excess of 4 hours of attention (including, but not limited to, inventory, research, inspections, handling, etc.), before/during and after sale, to manage sale to Completion. InterSchola Service Fee, if applicable will be itemized and deducted from total proceeds of each auction round.

FEE STRUCTURE (SALVAGE ITEMS)

InterSchola Percent of Sale	Percent of final sale	50% (salvage value)
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InterSchola categorizes all items SOLD in forums other than the eBay marketplace as SALVAGE.

IN ALL CASES ABOVE:

- * Client will be responsible for fees associated with the posting of the public notice of sale of surplus assets in accordance with CA Ed Code Section 17545 including but not limited to public advertising costs, if required or determined by the Client.
- * Packaging materials will be provided by InterSchola unless otherwise agreed to by Client. All, shipping and handling fees will be the responsibility of InterSchola unless otherwise agreed to by the Client per Exhibit A.
- * Refunds
 - All refunds are a reduction to selling price. Revenue split between client and InterSchola is based on net sales price after refund.
 - If refund is caused by misinformation from client, missing or damaged items, Client will be charged an additional fee equal to 25% of refund amount.
 - Charge will appear on InterSchola/Client invoice as an InterSchola Item Service Fee.
- * Terminated Auctions
 - Items removed from the auction process at the client’s request after inventory assessment but before auction listing will be assessed a fee of \$35.
 - Items removed from the auction process at the client’s request after auction listing but before sale will be assessed a fee equal to 50% of the auction start price
 - Items that are sold at auction cannot be removed from the auction process and transactions cancelled without agreement of buyer. Should buyer agree to cancel sale, client will be charged a fee equal to 50% of the sales price.
 - Charge will appear on InterSchola/Client invoice as an InterSchola Item Service Fee.

Consent Item D.3.1.

Approval of Memorandum of Understanding Between Santee School District and Lakeside Union School District Regarding Participation in the California Mathematics and Science Partnership Grant

Prepared by Kristin Baranski
August 17, 2010

BACKGROUND:

During the 2009-2010 school year, three East County San Diego school districts, Santee, Lakeside, and Cajon Valley, alongside San Diego State University, the San Diego County Office of Education, and WestEd K – 12 Alliance collaborated on a California Mathematics and Science Partnership (CaMSP) grant. This grant, dedicated to increasing the academic achievement of students in mathematics and science, has been awarded and Lakeside Union School District will serve as the lead party for grant administration.

Santee School District has 25 teachers, grades 3 – 8, participating in this three year grant. Teachers are expected to complete a training series, 84 hours annually over the summer and school year. Teachers are then supplied with an annual stipend of \$2,000 provided they fulfill training outcomes. Lakeside Union School District, as the lead party for grant administration, will maintain training documentation for teachers and will ensure grant outcomes are being recognized.

RECOMMENDATION:

Administration recommends the Board of Education approve the Memorandum of Understanding between Santee School District and Lakeside Union School District for the California Mathematics and Science Partnership Grant.

This program supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Establish a staff development program as the cornerstone of effective instructional programs and employee performance.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

FISCAL IMPACT:

Participating teachers who meet annual training requirements will receive \$2,000 each year for three years. The grant also provides teachers with five release days each year for lesson study. Stipends and release time equates to approximately \$164,000 for Santee School District teachers. No general fund dollars will be used to support this grant.

STUDENT ACHIEVEMENT:

The CaMSP grant program is dedicated to increasing the academic achievement of students in mathematics and science by enhancing the content knowledge and teaching skills through professional development.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

**MEMORANDUM OF UNDERSTANDING
REGARDING PARTICIPATION IN THE CALIFORNIA MATHEMATICS AND SCIENCE
PARTNERSHIP GRANT PROGRAM BY AND BETWEEN
LAKESIDE UNION SCHOOL DISTRICT AND SANTEE SCHOOL DISTRICT**

This Memorandum of Understanding (“MOU”) is entered into and shall be effective as of this 18th day of August , 2010, by and between the Lakeside Union School District (“LUSD”) and Santee School District (“SSD”), who may individually be referred to as a “Party” and collectively as the “Parties”.

WHEREAS, *Inventing, Designing, Engineering, Activities in Science* (“*IDEAS*”) is a collaborative effort of LUSD, Cajon Valley Union School District, SSD, San Diego State University, the San Diego County Office of Education and WestEd/K-12 Alliance (collectively referred to as the “*IDEAS* Partners”); and

WHEREAS, the California Mathematics and Science Partnership (“CaMSP”) grant program, administered by the Mathematics and Science Leadership Office in the California Department of Education (“CDE”), is dedicated to increasing the academic achievement of students in mathematics and science by enhancing the content knowledge and teaching skills from classroom teachers through professional learning activities and provides funding under No Child Left Behind (“NCLB”) Title II, Part B; and

WHEREAS, CDE has approved an application submitted by the *IDEAS* Partners, with LUSD as the Lead Partner/LEA, for participation in the 2009-2013 CaMSP Cohort 7 program to improve science education of third through eighth grade students (“Application”); and

WHEREAS, the Parties desire to enter into this MOU to set forth the responsibilities and obligations of the Parties with respect to the CaMSP grant program;

NOW, THEREFORE, the Parties agree as follows:

1. **Term.** This MOU shall commence on the effective date stated above and terminate upon the completion of all obligations of the Parties with respect to the 2009-2013 CaMSP grant, as provided herein.
2. **Disbursement of CaMSP Grant Funds.**
 - a. The Parties anticipate that LUSD, as the Lead Partner, will receive CaMSP grant funds from CDE in approximately twenty percent (20%) increments after each of the year-to-date reports are submitted.
 - b. LUSD shall have no obligation to disburse CaMSP grant funds to SSD unless and until LUSD has received such funds from CDE and SSD has complied with all terms and conditions of the CaMSP grant program and this MOU.
 - c. LUSD shall disburse CaMSP grant funds in accordance with the CaMSP Program Rules, the Application as approved by CDE and this MOU.
 - d. LUSD will disburse the CaMSP grant funds in accordance with the applicable yearly budget as approved by CDE based on:

- i. The number of teachers actually participating in *IDEAS*, which shall be the number of teachers who participated in *IDEAS* during the time period for which the twenty percent (20%) funding increment has been received and are projected to complete at least thirty (30) hours of intensive professional development by August 31 for the current project year.
 - ii. Incurred expenses, as evidenced by documentation provided to LUSD by SSD.
- e. In the event that CaMSP funding is reduced as a result of participating teacher attrition (including teachers who fail to complete at least thirty (30) hours of intensive professional development by August 31 for each year of the project, leave *IDEAS* or become ineligible pursuant to the terms of the CaMSP program rules) in excess of the allowable fifteen percent (15%) rate, disbursements shall first be reduced from the amounts allocated to participating and control teacher salaries, stipends and benefits. Such reduction will be made for each school district in proportion to the number of withdrawing teachers from that school district compared to the total number of withdrawing teachers from all participating school districts. The budget shall be revised accordingly and submitted to CDE for approval. LUSD will provide a copy of the revised budget, as approved by CDE, to SSD.
- f. In the event CDE requires the return of CaMSP grant funds, each Party shall be responsible for the return of any such funds in its possession or previously disbursed to it, in accordance with CaMSP program rules. Should SSD fail to timely return such funds and interest and LUSD makes such repayment, SSD shall reimburse LUSD for the full amount of that repayment.

3. Compliance with CaMSP Program Rules, including General Assurances.

- a. In submitting the Application, LUSD, as the Lead Partner, has agreed to comply with required CaMSP program rules, including General Assurances. SSD, as an *IDEAS* Partner, agrees that it has complied and will continue to comply with all required CaMSP program rules and Project Certifications as stated in the Application.
- b. The CaMSP 2009-2013 Project Certifications include:
 - i. The proposed project supports mathematics or science curricula that are aligned with and support State Board of Education (SBE)-adopted mathematics or science standards and frameworks, CSTs, and SBE-adopted kindergarten through grade eight instructional materials.
 - ii. The partnership agrees to contribute to and participate in the CaMSP Learning Network, and attend scheduled statewide meetings.
 - iii. Each SSD teacher who is directly engaged in the CaMSP project has agreed to participate in the project for the entire performance period and has agreed to complete the required number of hours (60 hours of intensive professional development opportunities/24 hours of classroom follow-up in the areas of

math or science per participant). Evidence of the agreement is on file with SSD.

- iv. SSD has contacted all private schools within its boundaries to determine if any private schools want their teachers to participate in the CaMSP program and evidence of this contact is on file at SSD.
 - v. The proposed project provides a minimum of 60 hours of intensive professional development opportunities and a minimum of 24 hours of classroom follow-up in the areas of mathematics or science per participant.
 - vi. Grantee shall comply with the General Assurances (<http://www.cde.ca.gov/fg/fo/fm>) that are kept on file at the district office.
- c. LUSD will keep a copy of the General Assurances on file at its district office. SSD shall comply with the General Assurances and additionally keep a copy on file at its respective district office. For example, a copy of the General Assurances for the 2010-2011 fiscal year is attached as Exhibit A hereto and incorporated herein by reference. It shall be SSD's responsibility to ensure that it obtains and complies with the General Assurances for the applicable time period.
- d. LUSD shall provide SSD with copies of any notices from CDE regarding changes in CaMSP program rules or reductions in funding.

4. **Defense, Indemnity and Hold Harmless.**

- a. To the fullest extent permitted by law, SSD shall defend, indemnify and hold LUSD, its trustees, officers, employees and agents harmless from and against all costs, expenses, damages, injury or loss (including reasonable attorneys fees) to which LUSD, its trustees, officers, employees and agents may be subject by reason of any alleged wrongdoing, misconduct, negligence or fault in whole or in part of SSD, its trustees, officers, employees or agents in the performance of *IDEAS* and this MOU, including any breach of the CaMSP program rules and/or any reduction or elimination of grant funding as a result of SSD's failure to comply with the CaMSP Program Rules, including General Assurances, except to the extent caused by the sole negligence or willful misconduct of LUSD.
- b. To the fullest extent permitted by law, LUSD shall defend, indemnify and hold SSD, its trustees, officers, employees and agents harmless from and against all costs, expenses, damages, injury or loss (including reasonable attorneys fees) to which SSD, its trustees, officers, employees and agents may be subject by reason of any alleged wrongdoing, misconduct, negligence or fault in whole or in part of LUSD, its trustees, officers, employees or agents in the performance of *IDEAS* and this MOU, including any breach of the CaMSP program rules and/or any reduction or elimination of grant funding as a result of LUSD's failure to comply with the CaMSP Program Rules, including General Assurances, except to the extent caused by the sole negligence or willful misconduct of SSD.

5. **Teacher Availability.** SSD agrees that it will allow its teachers to participate in *IDEAS* in accordance with the agreed upon release dates. SSD shall not deny its teachers release time

necessary to participate in *IDEAS* based on lack of substitute availability. SSD shall be responsible for any costs related to substitute teachers necessary as a result of its teachers' participation in *IDEAS*.

6. **Drug and Tobacco Free Facilities.** LUSD facilities are drug and tobacco free facilities. SSD shall ensure that its employees and agents comply with this prohibition at all times while present on LUSD facilities.
7. **Accounting/Reporting.**
 - a. SSD shall comply with all accounting, reporting, record-keeping and audit requirements and shall assist LUSD and the other *IDEAS* Partners in complying with such requirements at its own expense.
 - b. SSD shall ensure that its participating teachers timely provide the *IDEAS* Project Director with all student and teacher data necessary for CaMSP and evaluation reports. SSD shall keep track of teacher participation in all *IDEAS* activities.
 - c. SSD shall promptly respond to any requests from the *IDEAS* Project Director for information related to the *IDEAS* Program including any information necessary to timely submit reports required for grant compliance.
 - d. This MOU and any documents related to it are subject to examination and audit of the State Auditor, at the request of LUSD or as part of any audit of LUSD, for a period of three (3) years after final payment in accordance with the MOU. SSD shall cooperate with LUSD, including any authorized representative of LUSD, regarding such audit at no charge to LUSD.
8. **Governing Law.** This MOU and all questions related to its validity, interpretation, performance and enforcement (including, without limitation, provisions concerning the limitation of actions), shall be governed by and construed in accordance with the laws of the State of California, notwithstanding any conflict-of-laws doctrines of such state or other jurisdiction to the contrary and without the aid of any canon, custom, or rule of law requiring construction against the drafters.
9. **Jurisdiction, Forum and Venue.** The proper jurisdiction, forum and venue for any claims, causes of action or other proceedings concerning this MOU shall be in the State of California, County of San Diego. The Parties agree not to bring any action or proceeding arising out of or relating to this MOU in any other jurisdiction, forum or venue. The Parties hereby submit to personal jurisdiction in the State of California for the enforcement of this MOU and hereby waive any and all personal rights under the law of any state to object to jurisdiction within the State of California for the purposes of any legal action or proceeding to enforce this MOU, whether on the grounds of inconvenient forum or otherwise.
10. **Partial Invalidity.** Should any portion, term, condition or provision of this MOU be determined by a court of competent jurisdiction to be illegal and in conflict with any law of the State of California or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

15. **Binding Effect.** This MOU is binding upon the successors of the Parties.
16. **Survival of Covenants.** Notwithstanding termination of this MOU, the defense, indemnification and hold harmless provisions shall survive and be fully enforceable.
17. **Signatures.** Each person below warrants and guarantees that she/he is legally authorized to execute this MOU on behalf of the designated entity and that such execution shall bind the designated Party to the terms of this MOU. This MOU may be signed in counterparts such that the signatures may appear on separate signature pages. Facsimile or photocopy signatures shall have the same force and effect as original signatures.
18. **Order of Precedence.** In the event of there being a conflict between any provision of this MOU and the Application and/or CaMSP program rules, the terms of the Applications and/or the CaMSP program rules shall prevail.
19. **Agreement Complete.** This MOU, including any duly executed amendments and the referenced Application, contains the entire understanding among the Parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings, inducements, or conditions, express or implied, oral or written, except as herein contained. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their proper officers thereunto duly authorized.

LAKESIDE UNION SCHOOL DISTRICT

 Name

 Title

 Date

SANTEE SCHOOL DISTRICT

 Name

 Title

 Date

EXHIBIT A

Consolidated Application Part I and II general legal assurances for fiscal year 2010-11.

General Assurances

1. Programs and services are and will be in compliance with Title VI and Title VII of the Civil Rights Act of 1964; the California Fair Employment Practices Act, Government Code §11135; and Chapter 4 (commencing with §30) of Division I of Title 5, *California Code of Regulations (CCR)*
2. Programs and services are and will be in compliance with Title IX (nondiscrimination on the basis of sex) of the Education Amendments of 1972. Each program or activity conducted by the LEA will be conducted in compliance with the provisions of Chapter 2, (commencing with §200), Prohibition of Discrimination on the Basis of Sex, of Part 1 of Division 1 of Title I of the *Education Code*, as well as all other applicable provisions of state law prohibiting discrimination on the basis of sex.
3. Programs and services are and will be in compliance with the affirmative action provisions of the Education Amendments of 1972.
4. Programs and services are and will be in compliance with the Age Discrimination Act of 1975.
5. Programs and services for individuals with disabilities are in compliance with the disability laws. (PL 105-17; 34 *CFR* 300, 303; and Section 504 of the Rehabilitation Act of 1973)
6. When federal funds are made available, they will be used to supplement the amount of state and local funds that would, in the absence of such federal funds, be made available for the uses specified in the state plan, and in no case supplant such state or local funds. (20 USC §6321(b)(1); PL 107-110 §1120A(b)(1))
7. All state and federal statutes, regulations, program plans, and applications appropriate to each program under which federal or state funds are made available through this application will be met by the applicant agency in its administration of each program.
8. Schoolsite councils have developed and approved a Single Plan for Student Achievement for schools participating in programs funded through the consolidated application process, and any other school program they choose to include, and that school plans were developed with the review, certification, and advice of any applicable school advisory committees. (*EC* §64001)
9. The local educational agency (LEA) will use fiscal control and fund accounting procedures that will ensure proper disbursement for state and federal funds paid to that agency under each program. (*CCR* T5, §4202)
10. The LEA will make reports to the state agency or board and to the Secretary of Education as may reasonably be necessary to enable the state agency or board and the Secretary to perform their duties and will maintain such records and provide access to those records as the state agency or board or the Secretary deems necessary. Such records will include, but will not be limited to, records which fully disclose the amount and disposition by the recipient of those funds, the total cost of the activity for which the funds are used, the share of that cost provided from other sources, and such other records as will facilitate an effective audit. The recipient shall maintain such records for three years after the completion of the activities for which the funds are used. (34 *CFR* 76.722, 76.730, 76.731, 76.734, 76.760; 34 *CFR* 80.42)
11. The local governing board has adopted written procedures to ensure prompt response to complaints within 60 days, and has disseminated these procedures to students, employees, parents or guardians, district/school advisory committees, and interested parties. (*CCR* T5, §4600 et seq.)
12. The LEA declares that it neither uses nor will use federal funds for lobbying activities and hereby complies with the certification requirements of 34 *CFR* Part 82. (34 *CFR* Part 82)
13. The LEA has complied with the certification requirements under 34 *CFR* Part 85 regarding debarment, suspension and other requirements for a drug-free workplace. (34 *CFR* Part 85)
14. The LEA provides reasonable opportunity for public comment on the application and considers such comment. (20 USC §7846(a)(7); 20 USC, §1118(b)(4); PL 107-110, §1118(b)(4))
15. The LEA will provide the certification on constitutionally protected prayer that is required by PL 107-110, §9524 and 20 USC §7904.
16. The LEA administers all funds and property related to programs funded through the Consolidated Application. (20 USC §6320(d)(1); PL 107-110, §1120(d)(1))

17. The LEA will adopt and use proper methods of administering each program including enforcement of any obligations imposed by law on agencies responsible for carrying out programs and correction of deficiencies in program operations identified through audits, monitoring or evaluation. (20 USC §7846 (a)(3)(B))
18. The LEA will participate in the Standardized Testing and Reporting program. (20 USC §6316(a)(1)(A-D); PL 107-110, §1116(a)(1)(A-D); EC §60640, et seq.)
19. The LEA assures that classroom teachers who are being assisted by instructional assistants retain their responsibility for the instruction and supervision of the students in their charge. (EC §45344(a))
20. The LEA governing board has adopted a policy on parent involvement that is consistent with the purposes and goals of EC Section 11502. These include all of the following: (a) to engage parents positively in their children's education by helping parents to develop skills to use at home that support their children's academic efforts at school and their children's development as responsible future members of our society; (b) to inform parents that they can directly affect the success of their children's learning, by providing parents with techniques and strategies that they may utilize to improve their children's academic success and to assist their children in learning at home; (c) to build consistent and effective communication between the home and the school so that parents may know when and how to assist their children in support of classroom learning activities; (d) to train teachers and administrators to communicate effectively with parents; and (e) to integrate parent involvement programs, including compliance with this chapter, into the school's master plan for academic accountability. (EC §§11502, 11504)
21. Results of an annual evaluation demonstrate that the LEA and each participating school are implementing Consolidated Programs that are not of low effectiveness, under criteria established by the local governing board. (CCR T5, §3942)
22. The program using consolidated programs funds does not isolate or segregate students on the basis of race, ethnicity, religion, sex, sexual orientation or socioeconomic status. (USC, Fourteenth Amendment; Calif. Constitution, art. 1, §7; Gov.C §§11135-11138; 42 USC §2000d; CCR T5, §3934)
23. Personnel, contracts, materials, supplies, and equipment purchased with Consolidated Program funds supplement the basic education program. (EC §§62002, 52034(l), 52035(e)(l), 54101; CCR T5, §§3944, 3946)
24. At least 85 percent of the funds for School Improvement Programs, Title I, Title VI and Economic Impact Aid (State Compensatory Education and programs for English learners) are spent for direct services to students. One hundred percent of Miller-Unruh apportionments are spent for the salary of specialist reading teachers. (EC §63001; CCR T5, §3944(a)(b))
25. State and federal categorical funds will be allocated to continuation schools in the same manner as to comprehensive schools, to the maximum extent permitted by state and federal laws and regulations. (EC §48438)
26. Programs and services are and will be in compliance with Section 8355 of the *California Government Code* and the Drug-Free Workplace Act of 1988, and implemented at 34 *Code of Federal Regulations* (CFR) Part 84, Subpart F, for grantees, as defined at 34 CFR Part 84, Sections 84.105 and 84.110.

BACKGROUND:

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

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

RECOMMENDATION:

The administration recommends that the Board of Education approve readmission of students #8-08, #4-09, #5-09, #6-09, #8-09, #10-09, #12-09, #13-09, #14-09 and #15-09.

This recommendation supports the following District goal:

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

Students #7-09, and #9-09, did not complete the ordered elements of their rehabilitation plans and therefore do not qualify for readmission to regular status. Both students have moved on to high school.

FISCAL IMPACT:

There is no fiscal impact to the District general fund.

STUDENT ACHIEVEMENT IMPACT:

The students will return to regular status and realize the completion of their rehabilitation plans.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

Consent Item D.4.3. Acceptance of Elementary and Secondary School Counseling
Grant Award from US Department of Education

Prepared by Minnie Malin

August 17, 2010

BACKGROUND:

Santee School District's Santee Cares Project has been selected as a grantee for the US Department of Education's Elementary and Secondary School Counseling Demonstration Project. This is a three-year award to increase mental health services available to students in Santee Schools. The District has been awarded \$394,411 each year to support School Counselor/School Social Workers at Cajon Park, Chet F. Harritt, Hill Creek, Pepper Drive and PRIDE Academy at Prospect Avenue.

The program will provide four (4) FTE School Counselor/School Social Workers to serve four (4) days each week at five (5) schools and a .5 FTE Project Coordinator. There are four (4) goals for the Counseling grant:

- A) Reduce student to counselor ratio from 3,211:1 to 943:1, closing the gap between student and mental health professional ratios as recommended by the American School Counseling Association.
- B) Improve school climate by decreasing the number of disciplinary referrals in schools participating in the program by 10%.
- C) Increase parent involvement and support for schools.
- D) Increase students' exposure to college and career options.

In submitting this proposal, each school site was asked to sign a letter of commitment addressing the following components of Santee Cares:

- Provide confidential space and support for .8 FTE School Counselor/School Social Worker (SC/SSW) for each site.
- Support opportunities for staff and parents to participate in the decision making about Santee Cares.
- Allow an administrator to attend the "No Excuse University" program to train administrators and teachers to support all students' ability to go to college or career training after high school.
- School Counselor/School Social Workers will coordinate monthly parent classes at each site.
- Develop a systematic approach for School Counselor/School Social Workers to identify and serve students with specific social/emotional needs.
- Provide student referrals to School Counselor/School Social Workers as needed.
- Allow School Counselor/School Social Workers the opportunity to work with students with chronic discipline issues to assist the students to learn additional skills to reduce behavior problems.

- Provide evaluation data to make adjustments to the program supporting students.
- Provide training for teachers and implement the Second Step Curriculum in grades K-5 by year two of the program.

Santee Cares grant requires teachers to implement “Second Step”, an evidence-based violence prevention curriculum, in all kindergarten through fifth grade classrooms to improve school climate and decrease behavior incidents. The School Counselor/School Social Workers on each site will train staff and model the lessons the first year. “Second Step” is an approved violence prevention curriculum designated as a Model Program by the Substance Abuse and Mental Health Services Administration (SAMHSA). This program will fulfill the required evidence based violence prevention curriculum required by the state. The four components of the program are: empathy building; impulse control; problem solving; and anger management.

Evaluation for this grant will be provided by West Ed with an annual cost of \$40,000 that includes implementing Santee Caring Schools and California Health Kids surveys. Parent permission for participating in the program and evaluation will be requested and West Ed will have access to student level data to help determine the effectiveness of the programs.

RECOMMENDATION:

Administration recommends that the Board of Education accept the award for the Santee Cares program from the US Department of Education and authorize the recruitment of 2-3 additional School Counselor/School Social Workers to participate in this program.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

This grant provides \$394,411 each year for three (3) years to address mental health support at Cajon Park, Chet F. Harritt, Hill Creek, PRIDE Academy at Prospect and Pepper Drive Schools.

STUDENT ACHIEVEMENT:

By providing social service and mental health support, students will be better prepared to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

Consent Item D.4.4. Approval to Increase Work Hours for Identified Classified Non-Management Position

Prepared by Minnie Malin
August 17, 2010

BACKGROUND:

The Director of Child Nutrition Services, Cathy Abel, had determined that there is a need to increase the hours of the Food Service Worker III position at Sycamore Canyon School from 2.5 hours to 3.25 hours per day due to a lunch schedule change.

RECOMMENDATION:

Administration supports the following recommendation effective September 7, 2010:

- Increase a Food Service Worker III position from 2.5 hours to 3.25 hours per day.

FISCAL IMPACT:

The current annual cost for the current Food Service Worker III position is \$8,887. Increasing the work hours for this position from 2.5 to 3.25 hours will increase the annual cost to \$11,548 for an additional \$2,661 per year. Child Nutrition Services is a fee-based program. Therefore, this increase will not impact the general fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

Consent Item D.4.5. Approval of Revisions to Director of Child Nutrition Job Description
Prepared by Minnie Malin
August 17, 2010

BACKGROUND:

When the Food Services department incorporated the title of Child Nutrition Services, the Director's title was changed as well. However, the job description for the Director of Child Nutrition has not been updated since April of 1983. Administration reviewed the content of the job description and included additional duties and responsibilities to reflect the current position. The revisions are provided for Board review.

RECOMMENDATION:

Administration recommends approval of the revisions to the Director of Child Nutrition job description.

FISCAL IMPACT:

There will be no fiscal impact to the general fund as a result of this item.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide proper nutrition and a responsibly administered program thereby allowing students to meet educational and other relevant needs.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.5.

SANTEE SCHOOL DISTRICT

DIRECTOR OF ~~FOOD SERVICES~~ CHILD NUTRITION

DEFINITION

~~Under administrative direction, to develop and implement the planning and operation of the food service program for the District, and to do related work as required.~~

Under direction of the Assistant Superintendent of Business Services, plan, organize, direct, and administer a child nutrition program in an educational system according to the policies approved by the Board of Education. Responsible for program planning, resource allocation, design of food service facilities, administration of child nutrition system, consultation and advisement to school officials and active participation in a program of nutrition information to students.

EXAMPLE OF DUTIES

1. Plans, organizes and supervises the activities of the central kitchen and all school serving kitchens.
2. Prepares menus to assure serving of nutritious and attractive food, utilizing such low-cost products as are specially available to school districts.
3. Establishes standards for and reviews quality of foods served.
4. Purchases and authorizes payment for all foods and supplies.
5. Oversees the storage and distribution of foods, supplies and equipment.
6. Keeps abreast of government agency policies and programs related to school food services.
7. Advises regarding District participation in such programs.
8. Implements programs.
9. Analyzes cost figures and recommends prices to be established for foods.
10. Recommends departmental budget.
11. Establishes operating procedures for all kitchens.
12. Oversees training of all food services employees in the preparation, cooking and handling of food, and the following of accounting procedures.
13. Supervises the maintenance of all kitchens and the arrangement of and selection of equipment.
14. Assists in the interviewing and screening of applicants.
15. Consults with school principals regarding aspects of the food service program.

QUALIFICATIONS GUIDE

Knowledge of:

Principles and methods of large-scale food services management. Nutrition, food values, food combinations and economical substitutions. Cooking equipment.

DIRECTOR OF ~~FOOD SERVICES~~ CHILD NUTRITION

Page 2

QUALIFICATIONS GUIDE (continued):

Ability to:

1. Plan, direct and supervise a large school food services program.
2. Train and supervise personnel.
3. Prepare specifications and analyze bids to determine the most advantageous quality and cost.
4. Prepare reports and budgets.
5. Understand, carry out and give oral and written instructions.
6. Establish and maintain cooperative relationships with those contacted in the course of work.

Training and Experience:

Completion of a Bachelor's Degree with specialization in dietetics or a closely related field; four years of increasingly responsible leadership experience in institutional or commercial quantity food service operations; or any combination of training and/or experience that could likely provide the desired knowledge and abilities.

Characteristics:

Good health and freedom from communicable diseases; good physical condition, agility and strength commensurate with the duties of the class; honesty; industry; initiative; dependability and good judgment in conjunction with position duties; loyalty and other related qualities.

Physical Ability:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; talk or hear; and taste or smell. The employee is occasionally required to reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.

The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The selected candidate must be able to perform the duties of a rigorous work schedule which includes lifting, loading, and unloading, and pass a physical examination and drug screen certifying this ability.

DIRECTOR OF ~~FOOD SERVICES~~ CHILD NUTRITION

Page 3

Working Conditions:

May be exposed to extreme hot and cold temperatures, either while cooking or storing/retrieving items from the freezer. Lifting, pushing/pulling moderately heavy and/or bulky items. Exposure to loud noises. Extended periods of sitting, walking, and standing.

BOARD ADOPTED: April, 1983

REVISED:

BACKGROUND:

Credential waivers are required for teachers working in areas where they are not appropriately credentialed for their assignment. Due to a statewide shortage, an employee without the Language, Speech and Hearing credential will be placed in a position to cover a position requiring a Language, Speech and Hearing credential. Waivers require Board approval and this subsequent waiver request is for the current LSH Specialist who is working towards the credential.

RECOMMENDATION:

Administration recommends approval of the credential waiver for the following employee number:

037643	Language, Speech & Hearing Specialist
088253	Early Childhood Special Education

This recommendation supports the following district goal:

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

FISCAL IMPACT:

This is a personnel item requiring no additional increase to the general fund. However, the total annual budgeted compensation amount for these employees is \$107,451.

STUDENT ACHIEVEMENT IMPACT:

It is important to provide employees with opportunities for acquiring new skills in the areas of their responsibilities. As a result, new and diverse challenges may present an enriched curriculum and enhance learning experiences for students.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.6.

DISCUSSION AND/OR ACTION ITEMS Item E.

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

Discussion/Action Item E.1.1. Request to Discuss Enforcement of AR 4253
Prepared by Dr. Pat Shaw
August 17, 2010

BACKGROUND:

Employee Brad Hunt, Site Custodian and previously a Grounds/Maintenance Worker II, is requesting Board discussion and enforcement of AR 4253, Procedure #2:

"If the supervisor agrees to provide compensatory time off (comp time) to an employee in exchange for the additional service hours performed, the compensatory time off shall be utilized by the employee prior to the end of the current fiscal year."

The employee is requesting payment for earned "comp time" from the 2009-10 fiscal year as a Grounds/Maintenance Worker II, that he was unable to use before the end of the fiscal year.

During this item, Mr. Hunt will provide the Board with the details of his request. Administration will also be available to answer any questions the Board may have.

A copy of AR 4253 is attached for reference.

RECOMMENDATION:

It is recommended that the Board hear the request of the employee. Administration has allowed the employee to carry over the "comp time" into the 2010-11 fiscal year and recommends the Board uphold this decision based on the language of AR 4352 and the practice of the District to not pay for "comp time." Any discussion and/or action is at the discretion of the Board.

FISCAL IMPACT:

If the employee received monetary compensation in lieu of compensatory time off, there would be a fiscal impact to the general fund of \$57.06

STUDENT ACHIEVEMENT IMPACT:

This is an employee item and has no direct impact to student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

ADDITIONAL TIME, OVERTIME AND COMPENSATORY TIME

At times a supervisor may wish part-time classified employees to work additional hours to provide needed services. Also, a supervisor may want a part-time or full-time classified employee to work overtime, i.e., more than eight hours in a day, or more than forty hours in a week.

Procedure

1. When a supervisor wants a classified employee to work additional hours or overtime, the supervisor shall clearly communicate with the employee how the employee will be compensated for the additional service prior to its commencement. Additional service, whether extra regular hours, or overtime, must be authorized by the supervisor prior to service.
2. If the supervisor agrees to provide compensatory time off (comp time) to an employee in exchange for the additional service hours performed, the compensatory time off shall be utilized by the employee prior to the end of the current fiscal year.
3. If extra hours are authorized and incurred in an overtime situation, compensatory time must be allocated at 1.5 hours for each hour of overtime service.
4. The supervisor shall maintain a written record of compensatory time incurred and granted to each employee. The record should include number and type of hours of compensatory time performed, the reason, when incurred and when the compensatory hours were later taken of f.
5. If granting compensatory time is not desirable, alternatives may include:
 - a. authorizing pay for additional regular hours or for overtime
 - b. requesting Personnel to hire additional short—term staff
 - c. postponing additional work
 - d. modifying staff work schedule

BACKGROUND:

In 2009, the Board allotted \$50,000 for each school, for a total of \$450,000, from the Capital Improvement Program (CIP) budget to split irrigation systems onto separate meters in order to save on sewer and water costs. Two schools are now complete and several others are partially complete. In addition, a few schools have received drought tolerant landscaping and several others have been connected to reclaimed water sources. All of these measures resulted in a significant reduction in water use, an overall cost savings, and cost avoidance for future per unit increases as described below:

Utility	Measure	Cumulative Annual 2009-10 vs 2008-09	
		Amt Chng	% Chng
Water	Units	-79,308	-21.51%
	\$ Cost	-\$18,972	-6.77%

While splitting irrigation onto separate meters can provide significant savings from lower sewer charges, at some schools the cost of trenching and tearing up the inner campus areas is prohibitive. Some of these schools would be best served by combining the splitting of irrigation meters with future modernization work. In addition, staff believes that a more strategic approach using a combination of conservation and efficiency improvements would provide a greater return on investment and lower overall water usage. These improvements include:

- 1) Splitting irrigation meters and installing CalSense controllers where possible;
- 2) Connecting to reclaimed water sources where possible;
- 3) Installing drought tolerant landscaping.

The attached table displays the progress and status of these improvements at each District site. Staff recommends the following plan for 2010-11:

Site	Improvements	Estimated Cost
Carlton Hills	• Install drought tolerant landscaping in one interior lawn area	\$50,000
Prospect	• Install drought tolerant landscaping at one interior lawn area supplementing with Cityfest volunteer help	\$50,000
Cajon Park	• Complete connecting upper campus to reclaimed water meter	\$50,000
Carlton Oaks	• Split irrigation meters	\$25,000
	• Install drought tolerant landscaping at interior lawn areas	\$20,000
Rio Seco	• Install drought tolerant landscaping at interior lawn areas	\$10,000
Total Budget		\$205,000

RECOMMENDATION:

It is recommended that the Board of Education review and approve the planned water conservation improvements for 2010-11.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$205,000 from Capital Improvement Program funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Water Conservation Plan

School	Split Irrigation		Purple Water		Drought Tolerant Landscape	
	Plan	Status	Plan	Status	Plan	Status
Pepper Drive	<ul style="list-style-type: none"> Need new meter for irrigation. Will be done as part of the future 10 classroom addition. 	<ul style="list-style-type: none"> Future addition 	<ul style="list-style-type: none"> No purple water accessible from Helix. 	<ul style="list-style-type: none"> NA 	<ul style="list-style-type: none"> Future Mod work 	<ul style="list-style-type: none"> Three front planters, all new landscape, part of 50th Anniversary (2007)
Cariton Hills	<ul style="list-style-type: none"> Put irrigation on reclaim, entire campus, except garden. 	<ul style="list-style-type: none"> *Partial – 33% done, 67% remains \$50k 	<ul style="list-style-type: none"> Plans created Padre Dam approval Construction needed 	<ul style="list-style-type: none"> Yes – field and two-story Upper Campus still needed to convert to reclaimed \$50k 	<ul style="list-style-type: none"> Convert three major grass areas Plans for one area complete 	<ul style="list-style-type: none"> One small planter Need \$50k to partially complete interior lawn areas
<u>Sycamore Canyon</u>	<ul style="list-style-type: none"> Completed 	<ul style="list-style-type: none"> Completed 	<ul style="list-style-type: none"> No purple water accessible 	<ul style="list-style-type: none"> NA 	<ul style="list-style-type: none"> Convert Quad grass areas to drought at ramp and entry. 	<ul style="list-style-type: none"> Completed through future Library Addition
Prospect Ave <i>(Wait for mod)</i>	<ul style="list-style-type: none"> Put entire Campus irrigation on reclaim Future Mod work 	<ul style="list-style-type: none"> *Partial – 50% done, 50% remains Field on reclaimed water meter 	<ul style="list-style-type: none"> Plans created Mod work Padre Dam approval 	<ul style="list-style-type: none"> Yes – field only Need to switch over Campus irrigation to purple \$50k Mod work 	<ul style="list-style-type: none"> Future Mod work Convert major grass areas Plans created 	<ul style="list-style-type: none"> Two areas around Lunch Court Need \$50k to complete with Cityfest volunteer help
Cajon Park	<ul style="list-style-type: none"> Put entire Campus irrigation on reclaim except garden 	<ul style="list-style-type: none"> *Partial – 50% done, 50% remains \$50k for split and purple 	<ul style="list-style-type: none"> Original Mod plans for rest of Main Campus Future lower field 	<ul style="list-style-type: none"> Yes – two-story ¼ Main Campus Annex on reclaimed 	<ul style="list-style-type: none"> Some smaller grass areas can be converted 	<ul style="list-style-type: none"> Yes – two-story and front Main Campus Need \$250k for Turf field
Chet F Harritt <i>(Wait for mod)</i>	<ul style="list-style-type: none"> Put entire Campus irrigation on reclaim Future Mod work 	<ul style="list-style-type: none"> *Partial – 25% done, 75% remains 	<ul style="list-style-type: none"> Plans created Mod work for addition Padre Dam approval 	<ul style="list-style-type: none"> Yes – Baseball field only 	<ul style="list-style-type: none"> Mod work Center lawn this summer “Little Rock Park” 	<ul style="list-style-type: none"> Little Rock Park planned for Cityfest Future Mod Future Ballfields \$25k for school frontage
Carlton Oaks	<ul style="list-style-type: none"> Original Mod plans Need to separate at meters 	<ul style="list-style-type: none"> Not done – need \$25k, 0% done, 100% remains 	<ul style="list-style-type: none"> No purple water accessible 	<ul style="list-style-type: none"> NA 	<ul style="list-style-type: none"> Convert inner grass to drought landscape 	<ul style="list-style-type: none"> Partial – front landscaping and two-story Need \$20k to complete
Rio Seco	<ul style="list-style-type: none"> Put entire Campus irrigation on reclaim No plans 	<ul style="list-style-type: none"> *Partial – 25% done, 75% remains \$50k - \$75k 	<ul style="list-style-type: none"> Plans need to be created Padre Dam approval 	<ul style="list-style-type: none"> Yes – Baseball fields only 	<ul style="list-style-type: none"> Convert inner grass to drought landscaping and LRC landscape LRC – summer project 	<ul style="list-style-type: none"> Partial front and two-story building \$10k for inner courts Two-million dollars - Ballfields
<u>Hill Creek</u>	<ul style="list-style-type: none"> Complete 	<ul style="list-style-type: none"> All done 	<ul style="list-style-type: none"> No accessible reclaim water 	<ul style="list-style-type: none"> NA 	<ul style="list-style-type: none"> Future Mod work 	<ul style="list-style-type: none"> Future Mod
DO/ERC <i>(Lower priority)</i>	<ul style="list-style-type: none"> Put DO and ERC on reclaim irrigation 	<ul style="list-style-type: none"> None done – costly 	<ul style="list-style-type: none"> Reclaim accessible Plans need to be created 	<ul style="list-style-type: none"> Yes – not using, available in Cuyamaca St 	<ul style="list-style-type: none"> Convert banks, center island, and large grass area 	<ul style="list-style-type: none"> Partially done at corner only Need \$25k to 35k
Santee School <i>(Priority to move fields to CFH)</i>	<ul style="list-style-type: none"> Put irrigation on reclaim CalSense Controller \$10k 	<ul style="list-style-type: none"> Site Status Timeline TBD 	<ul style="list-style-type: none"> Convert to reclaim Ask City and League to water less/Use purple and install a CalSense Controller 	<ul style="list-style-type: none"> Yes – not using Close now at Jail / Cottonwood but not in Mission Gorge Rd. 	<ul style="list-style-type: none"> NA 	<ul style="list-style-type: none"> NA

76

* Meters are split. Not all irrigation from campus landscaping connected.

BACKGROUND:

On June 15, 2010, the Board of Education approved initiating replacement of shade structures at Carlton Oaks and PRIDE Academy schools. The Carlton Oaks structure is a custom design and the attached diagram shows the current design and layout. The architect expects to have all the structural plans and calculations completed by the end of August for an over-the-counter DSA plan check process to begin. When design is complete, the project will be put out to bid for construction to commence during Winter Break 2010.

The PRIDE Academy structure could not be DSA PC (plan check) approved without solar panels and thus staff is recommending using a structure from National Carport Industries, which has DSA PC approval. This structure is aesthetically appealing and very similar to the Hill Creek School solar structures. They are used extensively by Cajon Valley USD schools and are highly recommended. These structures will support solar panels if they are added in the future, however, this will require additional DSA approval.

RECOMMENDATION:

It is recommended that the Board of Education provide authorization to award contract to National Carport Industries for purchase of shade structures for PRIDE Academy through piggyback bid #09-10-7.

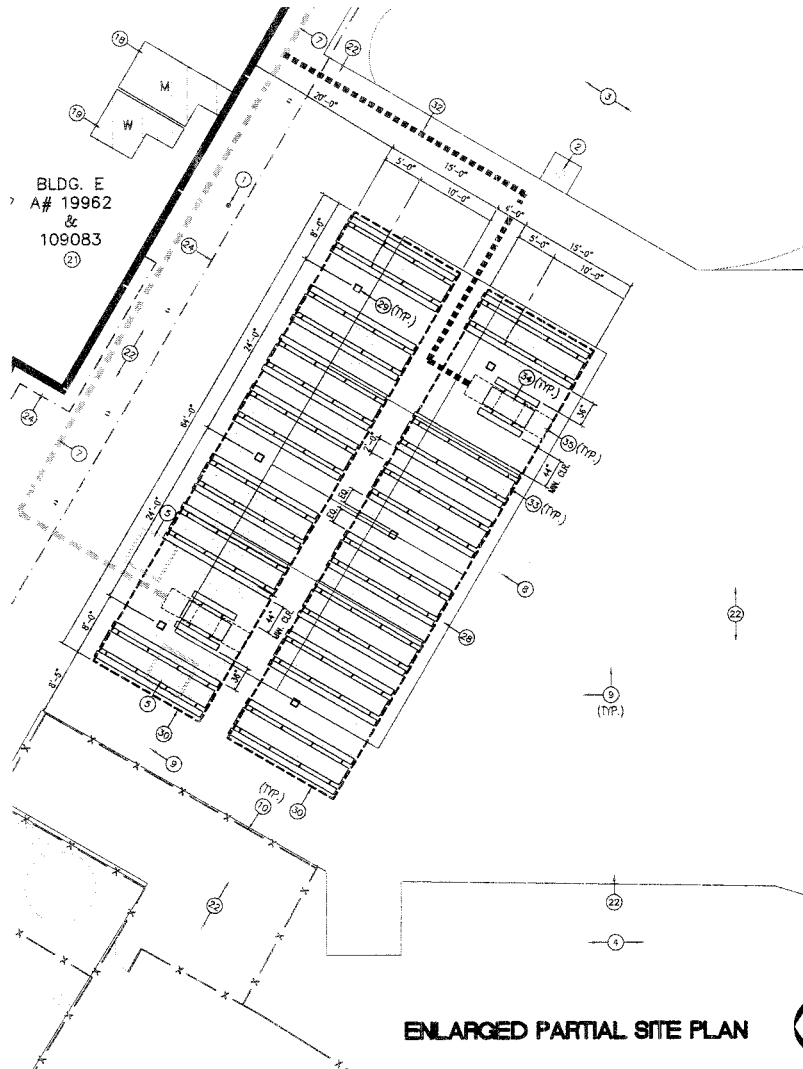
This recommendation supports the following District goal:

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

FISCAL IMPACT:

The established budget for shade structures at PRIDE Academy was \$50,000. With installation and all other soft costs, these structures will meet budget.

Motion:		Second:		Vote:		Agenda Item E.2.2.
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○ NEW WORK KEY NOTES

1. EXISTING PIPE COLUMN ROOF OVERHANG SUPPORT.
2. EXISTING FLAG POLE.
3. EXISTING LANDSCAPED AREA.
4. EXISTING DIRT AREA.
5. EXISTING UNDERGROUND UTILITY VAULT (APPROX. LOCATION).
6. NOT USED
7. EXISTING PATH OF TRAVEL PER A#109083 (UNDER INCREMENT #1).
8. EXISTING AREA DRAIN APPROXIMATE LOCATION.
9. EXISTING CONCRETE CONSTRUCTION JOINT.
10. EXISTING CHAIN LINK FENCE.
11. NOT USED
12. NOT USED
13. NOT USED
14. NOT USED
15. NOT USED
16. NOT USED
17. NOT USED
18. EXISTING ACCESSIBLE WOMEN'S RESTROOM PER A#109083 (UNDER INCREMENT #1).
19. EXISTING ACCESSIBLE MEN'S RESTROOM PER A#109083 (UNDER INCREMENT #1).
20. NOT USED
21. EXISTING BUILDING (N.I.C.).
22. EXISTING CONCRETE PAVING.
23. NOT USED
24. EXISTING ROOF OVERHANG AND CANOPY.
25. NOT USED
26. NOT USED
27. NOT USED
28. NEW REINFORCED CONCRETE SLAB (SHADE) PER DETAIL 3/A-4
29. NEW LUNCH SHELTER SUPPORT (STEEL) COLUMN BY NATIONAL CARPORT INDUSTRIES PER PC 04-109579.
30. NEW METAL FRAMED LUNCH SHELTER BY NATIONAL CARPORT PER PC 04-109579.
31. NOT USED
32. NEW ACCESSIBLE PATH OF TRAVEL PER LEGEND SHEET A-1.
33. TYPICAL 15' LONG NON-ACCESSIBLE LUNCH TABLE (N.I.C.) BY SCHOOL DISTRICT.
34. TYPICAL 8' LONG ACCESSIBLE LUNCH TABLE (N.I.C.) BY SCHOOL DISTRICT.
35. DENOTE 30"x48" WHEELCHAIR CLEAR SPACE. PROVIDE 60"x60" LEVEL WHEELCHAIR LANDING (2% MAX. SLOPE IN ANY DIRECTIONS) CENTER OF DESIGNATED CLEAR SPACE (TYP.).

TABLE/BENCH COUNTS

STANDARD TABLE SEATING	196 SEATS
14 TABLES (NON-ACCESSIBLE)	
ACCESSIBLE TABLE SEATING	4 SEATS
2 TABLES (ACCESSIBLE)	

ENLARGED PARTIAL SITE PLAN



Quotation

**National Carport
Industries, Inc.**
P.O. Box 2323

Sherman, TX 75091-2323

Phone (903) 892-1896 Fax (903) 892-9098 Metro (972) 420-7588

Date:	August 6, 2010	Project:	2 WALKWAY COVER: 84 'X15' X 12' High SINGLE COLUMN		
Attn:	Christina Becker			\$	18,800.00 Materials
Company:	Santee SD			\$	1,558.62 Galv Columns Freight
Address:	Director M, O, & F 9025 Cuyamaca St Santee CA 92071			\$	20,358.62 Subtotal
				\$	1,781.38 Taxes--- Rate 8.75 % SAN DIEGO COUNTY
Telephone:	619.258.2323			\$	22,140.00 Material Subtotal
Fax:	619.258.2341			\$	12,380.00 Installation
Mobile:				\$	34,520.00 Subtotal
Jobsite:	Prospect Elementary				1,870.00 OPTION Fork, Sawcut
Address:	9303 Prospect Ave Santee CA			\$	36,390.00 Total
Telephone:					
Fax:					

Materials are F.O.B. Sherman, Texas.

**INSTALLATION: SINGLE COLUMN WALKWAY COVER: 2 64' X 15' X 12' HIGH
BID ASSUMES 6 COLUMNS**

If the above materials are to be installed by the Buyer, the Seller is not subject to costs resulting from damages caused during or from installation.

If installation is included, GENERAL CONDITIONS OF INSTALLTION are located on the reverse side of the Specification Sheet.

TERMS OF PAYMENT:

- 1) Materials, 90% on Delivery, 10% Retention allowed.
- 2) Other STANDARD DISTRICT CONDITIONS
- 3) Installation, Net Due on Completion.

Initial _____

All Monies to become due hereunder by Buyer to Seller shall be payable and Buyer promises to pay the office of the Seller in Sherman, Grayson County, Texas.

IT IS THE BUYERS RESPONSIBILITY TO SECURE THE BUILDING PERMITS

ESTIMATED OR DESIRED DELIVERY DATE: 180 DAYS TO COMPLETE.

RESPECTFULLY SUBMITTED BY: GREG JONES, REGIONAL MANAGER

All terms and conditions appearing on both sides of the Quote and Specifications are agreed to and accepted by the undersigned:

FIRM: #REF! _____
TITLE: _____
BY: _____
DATE: _____

BUYERS BANK: _____
ADDRESS: _____
CITY/ST: _____
CONTACT: _____
PHONE: _____

BACKGROUND:

The former Cajon Park Junior High site consists of approximately 1.5 acres. Since construction and occupancy of the new Junior High building, 8 portable classrooms have been sold to various school districts and public agencies. The vacant site has several remaining structures. Currently, the condition of the site is described as follows:

- **Structures**
 - One remaining 960 sq ft portable classroom building (J5) which is currently used for storage of various surplus items including furniture, equipment, and books. Initial plans were to move this classroom to Pepper Drive School to replace a leased trailer recently removed from that school. Plans have been approved for this project through DSA but with the increase to K-3 class sizes it is not needed at this time.
 - One remaining 3,000 sq ft former Administration, Health Office, and Kitchen building currently used for storage of various surplus items including furniture, equipment, and books. Initial plans were to move 5 of the 6 sections of this building, and the old restroom building described below, to Chet F. Harritt School for a snack bar for the new ball fields. Plans have been approved for this project through DSA but submitted bids indicated a cost of \$350,000 which is prohibitive.
 - One remaining old Boy's and Girl's restroom portable. Initial plans were to move to Chet F. Harritt School as described above.
- **Other Noteworthy Items**
 - Large pile of dirt
 - Concrete foundations left over from removal of portable classrooms
 - Weeds and various other vegetation

At one time, there was some informal discussion of possibly selling or ground leasing this land section to a developer but no formal action has been pursued.

RECOMMENDATION:

This is an information only item. Discussion and/or action are at the discretion of the Board of Education.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

None

STUDENT ACHIEVEMENT IMPACT:

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

Motion:		Second:		Vote:		Agenda Item E.2.3.
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BOARD POLICIES AND BYLAWS Item F.

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

Board Policies and Bylaws Item F.1.1. First Reading: Revised Board Policy 5030, Wellness

Prepared by Kristin Baranski
August 17, 2010

BACKGROUND:

Attached is revised BP 5030, Wellness, based upon California School Board Association's (CSBA) sample Board Policy. In reviewing the 5000 series of Board Policies for revision this year, it was determined that BP 5030 be presented to the Board individually for review and consideration for approval of the revisions.

RECOMMENDATIONS:

This evening administration is presenting the revised Board Policy 5030, Wellness, for a first reading. No action is requested. This policy will return to the Board on September 7, 2010 for a second reading and request for adoption.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Good nutrition and physical health are critical to a student's ability to learn.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

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

DRAFT

STUDENT WELLNESS

The Governing Board recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall build a coordinated school health system that supports and reinforces healthy literacy through health education, physical education, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement. ~~This policy will meet federal guidelines.~~

~~The federal law requires that, at a minimum, the local wellness policy include:~~

- ~~1. Nutrition guidelines selected by the district for all foods available on each campus during the school day, with the objectives of promoting student health and reducing childhood obesity.~~
- ~~2. An assurance that guidelines selected for reimbursable school meals will not be less restrictive than federal regulations and guidance issued pursuant to 42 USC 1758 (f) (1), 1766 (a) and (b), as they apply to schools.~~
- ~~3. Goals for nutrition education, physical activity, and other school-based activities (42 USC 1751) that are designed to promote student wellness in a manner that the district determines is appropriate.~~
- ~~4. A plan for measuring implementation of the wellness policy, including the designation of one or more persons in the district or at each school charged with operational responsibility for ensuring that the school meets the policy.~~
- ~~5. The law requires that certain persons be involved in the development of the Wellness policy. Participants include parents/guardians, students, school food service professionals, school administrators, Board representatives, and members of the community.~~

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, the district or school web site, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

Wellness School Health Council/Committee

The Superintendent or designee may appoint a Wellness school health council or other committee consisting of parents/guardians, students, food service employees, district and school site administrators, Board representatives, health professionals, school nurses, health educators, physical education teachers, counselors, members of the public, and/or others interested in school health issues.

The Wellness school health council or committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the council's committee's charge(s) may include the planning and implementation of activities to promote health within the school or community.

Nutrition Education and Physical Activity Goals

The Board shall adopt goals for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the district determines appropriate.

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks and content standards, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

Nutrition education shall be provided as part of the health education program in grades K-12⁸ and, as appropriate, shall be integrated into other academic subjects in the regular educational program. Nutrition education also may be offered through before- and after-school programs.

All students in grades K-12⁸ shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education, recess, school athletic programs, extracurricular programs, before- and/or after-school programs, and other structured and unstructured activities.

The Superintendent or designee shall encourage staff to serve as positive role models. He/she shall promote and may provide opportunities for regular physical activity among employees. Professional development may include instructional strategies that assess health knowledge and skills and promote healthy behaviors.

The Board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, or other means.

Nutritional Guidelines for Foods Available at School

The Board shall adopt nutritional guidelines for all foods available on each campus during the school day, with the objectives of promoting student health and reducing childhood obesity.

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program, student stores, vending machines, fundraisers, or other venues, shall meet or exceed state and federal nutritional standards.

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties and by limiting foods or beverages that do not meet nutritional standards to no more than one such food or beverage per party. Class parties or celebrations shall be held after the lunch period when possible.

Guidelines for Reimbursable Meals

Foods and beverages provided through federally reimbursable school meal programs shall meet or exceed federal regulations and guidance issued pursuant to 42 USC 1758(f)(1), 1766(a), and 1779(a) and (b), as they apply to schools.

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs, to the extent possible.

Program Implementation and Evaluation

The Board shall establish a plan for measuring implementation of this policy. The Superintendent shall designate at least one person within the district and at each school who is charged with operational responsibility for ensuring that each school site implements this policy.

To determine whether the policy is being effectively implemented districtwide and at each district school, the following indicators shall be used:

1. Descriptions of the district's nutrition education, physical education, and health education curricula
2. Number of minutes of physical education instruction offered at each grade span
3. Number and type of exemptions granted from physical education
4. Results of the state's physical fitness test
5. An analysis of the nutritional content of meals served based on a sample of menus
6. Student participation rates in school meal programs
7. Any sales of non-nutritious foods and beverages in fundraisers or other venues outside of the district's meal programs
8. Feedback from food service personnel, school administrators, the school health council, parents/guardians, students, and other appropriate persons
9. Any other indicators recommended by the Superintendent and approved by the Board

The Superintendent or designee shall report to the Board at least every two years on the implementation of this policy and any other Board policies related to nutrition and physical activity.

Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas.

Each school shall also post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education.

Legal Reference:

EDUCATION CODE

<u>33350-33354</u>	<u>CDE responsibilities re: physical education</u>
49430-49436	Pupil Nutrition, Health, and Achievement Act of 2001
<u>49490-49493</u> <u>4</u>	School breakfast and lunch programs
49500-49505	School meals
49510-49520	Nutrition
49530-49536	Child Nutrition Act
49540-49546	Childcare food program
49547-49548.3	Comprehensive nutrition services
<u>49550-49560</u> <u>1</u>	Meals for needy students
49565-49565.8	California Fresh Start pilot program
49570	National School Lunch Act
<u>51210</u>	<u>Course of Study (grades 1-6)</u>
<u>51220</u>	<u>Course of Study (grades 7-12)</u>
51222	Physical education
51223	Physical education, elementary schools
<u>51795-51796.5</u>	<u>School instructional gardens</u>
<u>51880-51921</u>	<u>Comprehensive health education</u>

CODE OF REGULATIONS, TITLE 5

15500-15501	Food sales by student organizations
15510	Mandatory meals for needy students
15530-15535	Nutrition education
15550-15565	School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769	National School Lunch Program, especially:
1751 Note	Local wellness policy
1771-1791	Child Nutrition Act, including:
1773	School Breakfast Program
1779	Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31	National School Lunch Program
220.1-220.21	National School Breakfast Program

Adopted: June 6, 2006

Amended: May 20, 2008

Board Policies and Bylaws Item F.2.1.

Second Reading: New and Revised Board Policies and Bylaws: BP 5000 – BP 5149 and BP 6000 – BP 6300

Prepared by Kristin Baranski
August 17, 2010

BACKGROUND:

On July 1-2, 2008, Executive Council and their Administrative Secretaries met with Bode Owoyele, Director of Policy Development and Manual Maintenance with the California School Boards Association (CSBA). Executive Council and their Administrative secretaries, the Superintendent and the Executive Assistant were able to review all of the CSBA and District policies. In this review, Administration has included edits and added selected CSBA policies to the District list of policies based on new guidelines and laws.

Following Board discussion, the Board requested Administration to schedule dates for Board members to review any or all of the new and revised Board Policies, in conjunction with existing Board Policies.

Board members were provided the opportunity to review the policies series 5000 and 6000 on several occasions. Administration presents these policies as listed on the attachment for a first reading.

RECOMMENDATION:

New and revised Board Policies and Bylaws in the 5000 and 6000 series are presented to the Board for a second reading. Administration recommends Board approval of the new and revised 5000 and 6000 series.

FISCAL IMPACT:

On February 5, 2008, the Board approved an expense of \$5,445 for the CSBA Board Development Policy Workshop which also included the word processing of a draft and final Board Policy Manual.

STUDENT ACHIEVEMENT IMPACT:

All Board Policies have an impact on student achievement and updating current thought and legalities is critical to this impact.

Motion: _____ Second: _____ Vote: _____ Agenda Item F.2.1.

Board Policy Revision Summary Chart for August 17, 2010

Series Title: STUDENTS	Board Policy #	BP	AR	E	
Equal Opportunities for All Students	5000	BP			Revised
Parent Rights and Responsibilities	5020	BP	AR		New
Noncustodial Parents	5021	BP			New
Student and Family Privacy Rights	5022	BP	AR		Revised BP New AR
<i>Student Wellness</i>	5030	BP	AR		<i>To be presented to Board at a future date</i>
Student Admission	5111	BP	AR		Revised
Country District Residency	5111.1		AR		New
Attendance of Students Who Reside in a Foreign Country	5111.1	BP			Delete
Residency Based on Parent/Guardian Employment	5111.12		AR		New
Residency for Homeless Children	5111.13		AR		New
Placement of Students in the State Preschool Program	5111.14		AR		Delete
Pupil Attendance	5112	BP	AR		No Change
Exemptions from attendance	5112.1	BP	AR		New
Exclusions From Attendance	5112.2		AR		Revised
School Attendance Review Board Referral	5112.3		AR	E	Delete
Absences and Excuses	5113	BP	AR		Revised
Truancy	5113.1	BP	AR	E	Revised
Work Permits	5113.2		AR		New
Pupil Attendance (Accounting)	5114	BP			Delete
Release of Students During School Hours	5114.1		AR		Delete
School Attendance Boundaries	5116	BP			New
Intradistrict Open Enrollment	5116.1	BP	AR	E	New

Board Policy Revision Summary Chart for August 17, 2010

Series Title: STUDENTS	Board Policy #	BP	AR	E	
Interdistrict Attendance	5117	BP	AR		Revised
Students Expelled From Other Districts	5119	BP			New
Grades/Evaluation of Student Achievement	5121	BP	AR		Revised
Promotion/Acceleration/Retention	5123	BP	AR		Revised
Student Promotion	5123.1		AR		Delete
Independent Study Plan with Home Tutor	5123.5		AR	E	Delete
Home Tutoring Service	5123.6		AR		Delete
Student Records	5125	BP	AR		Revised
Release of Directory Information	5125.1	BP	AR	E	New
Release of Directory Information	5125.11		AR		Delete
Access to Student Records	5125.12		AR	E	Delete
Access Log	5125.13		AR		Delete
Access Record—Special Education	5125.14		AR		Delete
Transfer of Records	5125.15		AR		Delete
Record Classification	5125.16		AR		Delete
Update/Transfer/Destruction of Pupil Records	5125.17		AR	E	Delete
Storage and Disposal of Pupil Records	5125.18		AR		Delete
Change in Pupil Surname	5125.19		AR	E	Delete
Withholding Grades, Diploma or Transcripts	5125.2		AR		New
Challenging Student Records	5125.3		AR		Revised
Awards for Achievement	5126	BP			New
Promotion Ceremonies and Activities	5127	BP	AR		No Change

Board Policy Revision Summary Chart for August 17, 2010

Series Title: STUDENTS	Board Policy #	BP	AR	E	
Conduct	5131	BP	AR		Revised
Bus conduct	5131.1	BP	AR		Revised
Possession of Cellular Phones and Other Personal Electronic Signaling Devices	5131.2	BP			No Change
Student Disturbances	5131.4	BP	AR		Revised
Vandalism and Graffiti	5131.5	BP			New
Alcohol and Other Drugs	5131.6	BP	AR		Revised
Alcohol, Possession and Use	5131.61		AR		Delete
Tobacco	5131.62	BP	AR		New
Steroids	5131.63	BP			New
Weapons and Dangerous Instruments	5131.7	BP	AR		Revised
Academic Honesty	5131.9	BP			Revised
Dress and Grooming	5132	BP	AR		Revised
Student Gangs	5136	BP	AR		Revised
Positive School Climate	5137	BP	AR		No Change
Conflict Resolution/Peer Mediation	5138	BP			New
Student Health and Safety	5140	BP	AR		Delete
Health Care and Emergencies	5141	BP	AR		New
Health Services Records	5141.1		AR		Delete
Emergency Information	5141.1		AR	E	Delete
Student Accident Report Forms	5141.11		AR	E	Delete
Insect Stings	5141.12		AR	E	Delete
Guidelines for Sending Ill Children Home	5141.2		AR		Delete

Board Policy Revision Summary Chart for August 17, 2010

Series Title: STUDENTS	Board Policy #	BP	AR	E	
Administering Medication and Monitoring Health Conditions	5141.21	BP	AR		Revised
Infectious Diseases	5141.22	BP			Revised
Asthma Management	5141.23	BP	AR		New
Specialized Health Care Services	5141.24		AR		Revised
Tuberculosis Testing	5141.26	BP	AR		New
Food Allergies/Special Dietary Needs	5141.27	BP	AR		New
Health Examinations	5141.3	BP			Revised
Immunizations	5141.31	BP	AR		New
Health Screening for School Entry	5141.32		AR		New
Head Lice	5141.33	BP	AR		New BP No Change to AR
Child Abuse Reporting	5141.4	BP	AR		Revised
Suicide Prevention	5141.52	BP	AR		New
Student Health Services	5141.6	BP	AR	E	Board approved March 16, 2010
Safety	5142	BP	AR		Revised
Fingerprinting	5142.1	BP			Delete
Student Use of Bicycles	5142.3	BP	AR		Delete
Safety and Conduct of Pupils Walking and Bicycling to and From School	5142.4		AR		Delete
Student Dismissal Precautions	5142.5	BP	AR		Delete
Assault and Battery	5142.6		AR		Delete
Insurance	5143	BP			New
Discipline	5144	BP	AR		Revised
Suspension and Expulsion/Due Process	5144.1	BP	AR	E	Board approved May 4, 2010

Board Policy Revision Summary Chart for August 17, 2010

Series Title: STUDENTS	Board Policy #	BP	AR	E	
Expulsion	5144.11		AR		Delete
Suspension and Expulsion/Due Process (Student with Disabilities)	5144.2		AR		Revised
Detention	5144.3		AR		Delete
Administrative Review	5144.4	BP			Delete
Questioning and Apprehension	5145.11	BP	AR		New
Search and Seizure	5145.12	BP	AR		New
Freedom of Speech/Expression	5145.2	BP	AR		New
Students Nondiscrimination/Harassment	5145.3	BP			Revised
Parental Notifications	5145.6	BP		E	New
Sexual Harrassment	5145.7	BP	AR		Revised BP No Change AR
Refusal to Harm or Destroy Animals	5145.8	BP	AR		New
Hate-Motivated Behavior	5145.9	BP			New
Childcare and Development	5148	BP	AR		New
Before/Afterschool Programs	5148.2	BP	AR		New
At-Risk Students	5149	BP			New
Bus Drivers transporting special Education Pupils- Door-To-Door When no Parent or Authorized Responsible Person is Present to Receive the Child	5151.11		AR		Delete
Paperback Books	5200	BP			Delete

Board Policy Revision Summary Chart for August 17, 2010

Series Title: INSTRUCTION	Board Policy #	BP	AR	E	
Concepts and Roles	6000	BP			New
Academic Standards	6011	BP			New
Parent Involvement	6020	BP	AR		New BP No change to AR
Early Admission to Kindergarten	6105	BP			No Change
School Calendar	6111	BP			New
School Day	6112	BP	AR		Revised
Released Time for Religious Instruction	6113	BP			Deleted
Emergencies and Disaster Preparedness	6114	BP			Deleted
Fire Emergency	6114.1		AR	E	Deleted
Bomb Threat	6114.2		AR		Deleted
Air Pollution Alert	6114.5		AR		Deleted
Ceremonies and Observances	6115	BP	AR		Revised
Classroom Interruptions	6116	BP	AR		Deleted BP New AR
Minimum Instructional Time Requirements Response to Instruction and Intervention	6120	BP	AR		New BP Deleted AR
Board of Education Role in Curriculum Development	6140	BP			Deleted
Plan for Implementing Philosophy and Goals	6140.1		AR		Deleted
Curriculum Development and Evaluation	6141	BP	AR		New
Recognition of Religious Beliefs and Customs	6141.2	BP	AR		Board approved March 16, 2010
Education for English Language Learners	6141.3	BP	AR		Deleted
Holiday Programs/Activities	6141.7		AR		Deleted
Sexual Health-Family Life and HIV/AIDS Prevention	6142.1	BP	AR		Revised
Civic Education	6142.3	BP			New
Service Learning/Community Service Classes	6142.4	BP			New

Board Policy Revision Summary Chart for August 17, 2010

Series Title: INSTRUCTION	Board Policy #	BP	AR	E	
Environmental Educaiton	6142.5	BP			New
Visual and Performing Arts Education	6142.6	BP			New
Physical Education	6142.7	BP	AR		New
Sixth Grade Camp	6142.8		AR		Deleted
Comprehensive Health Education	6142.8	BP	AR		New
Campership Fund	6142.9	BP	AR		Deleted
Reading/Language Arts Instruction	6124.91	BP	AR		New
Mathematics Instruction	6142.92	BP			New
Science Instruction	6142.93	BP			Board approved March 16, 2010
History-Social Science Instruction	6142.94	BP			New
Courses of Study	6143	BP	AR		Revised
Controversial Issues	6144	BP	AR		Revised
Extracurricular and Cocurricular Activities	6145	BP	AR		Revised
Intramural Competition	6145.1	BP	AR		No Change
Extracurricular Programs, Junior High/Middle School Students	6145.12	BP			Deleted
Outdoor Education Weekend Camping Experience	6145.13	BP			Deleted
Student Organizations and Equal Access	6145.5	BP	AR		New
Hazing	6145.51	BP			Deleted
Junior High/Middle School Social Activities	6145.6		AR		Deleted
Eighth Grade Excursion Day	6145.7		AR		Deleted
Assemblies and Special Events	6145.8	BP			New
Elementary Requirements Related to High School Graduation	6146	BP			Deleted
Elementary/Middle School Graduation Requirements	6146.5	BP			Revised

Board Policy Revision Summary Chart for August 17, 2010

Series Title: INSTRUCTION	Board Policy #	BP	AR	E	
Class Size	6151	BP	AR		Board approved May 20, 2010
Kindergarten Classroom Grouping	6152	BP	AR		Deleted
Class Assignment	6152	BP			Revised
Release Time for Kindergarten Teachers for Parent-Conferencing	6152.1		AR		Deleted
School -Sponsored Trips	6153	BP	AR		Revised
Extended Field Trips Outdoor Education	6153.1	BP	AR		Revised
Homework/Make-up Work	6154	BP	AR		Revised
Tutoring	6157	BP			No Change
Independent Study	6158	BP	AR		Revised
Individualized Education Program	6159	BP	AR		New
Procedural Safeguards and Complaints for Special Education	6159.1	BP	AR		New
Nonpublic, Nonsectarian School and Agency Services for Special Education	6159.2	BP	AR		New
Appointment of Surrogate Parent for Special Education Students	6159.3	BP	AR		New
Behavioral Interventions for Special Education Students	6159.4		AR		New
Selection, Evaluation and District Adoption of Instructional Materials	6160	BP	AR		Deleted
Equipment, Books and Materials	6161	BP			New
Selection, Evaluation and District Adoption of Instructional Materials	6161.1	BP	AR	E	Revised
Supplementary Instructional Materials	6161.11	BP			Revised
Use of Non-adopted Materials	6161.12		AR		Deleted
Damaged or Lost Instructional Materials	6161.2	BP			New
Toxic Art Supplies	6161.3	BP			New
Use of Video Tape Materials	6162.1	BP	AR		Deleted
Student Assessment	6162.5	BP			Revised

Board Policy Revision Summary Chart for August 17, 2010

Series Title: INSTRUCTION	Board Policy #	BP	AR	E	
Standardized Testing and Reporting Program	6162.51	BP	AR		Revised
Test Integrity/Test Preparation	6162.54	BP			New
Use of Copyrighted Materials	6162.6	BP	AR		Revised
Research	6162.8	BP	AR		Revised
Library Media Centers	6163.1	BP			New
Animals at School	6163.2	BP	AR		Revised
Student Use of Technology	6163.4	BP	AR		Revised
Guidance/Counseling Services	6164.2	BP	AR	E	Revised
Identification and Evaluation of Individuals for Special Education	6164.4	BP	AR		Revised
Students with Disabilities Enrolled by their Parents in Private School	6164.41	BP	AR		New
Student Success Teams	6164.5	BP	AR		Revised
Identification and Education under Section 504	6164.6	BP	AR		New
Special Education Assessment Process for EAK-Students	6164.61		AR		Deleted
Title I	6171	BP	AR		Board Approved February 2, 2010
<i>Gifted and Talented Student Program</i>	6172	BP	AR		<i>To be presented to Board at a future date</i>
Education for Homeless Children	6173	BP	AR	E	Revised
Education for Foster Youth	6173.1	BP	AR		New
Education of Children of Military Families	6173.2	BP			New
Education for English Language Learners	6174	BP	AR		Revised
Enrollment of Children and Youth in Homeless-Situations	6175	BP	AR	E	Deleted
Weekend/Saturday Classes	6176	BP	AR		New
Summer School	6177	BP			New
Supplemental Instruction	6179	BP	AR		New

Board Policy Revision Summary Chart for August 17, 2010

Series Title: INSTRUCTION	Board Policy #	BP	AR	E	
Alternative Schools	6181	BP			New
Home/Hospital Instruction	6183		AR		New
Community Day School	6185	BP	AR		Revised
Involuntary Transfer of Pupils	6185.1	BP			Deleted
Evaluation of the Instructional Program	6190	BP			New
Evaluation of Consolidated Programs	6191	BP	AR		Deleted
Consolidated Program Criteria for Evaluating Student Growth	6192	BP			Deleted
Use of Instructional Time and School Funds for Legislative Lobbying	6200	BP			Deleted
Preschool/Early Childhood Education	6300	BP			New

Board Policies and Bylaws F.2.2. Second Reading: New Board Policy 4319.21
Professional Standards (Management Employees)

Prepared by Minnie Malin
August 17, 2010

BACKGROUND:

On August 3, 2010, Board Policy 4319.21 was presented for review. The Board currently has Board Policy 4119.21 / 4219.21 which addresses professional standards for certificated and classified employees. A Professional Standards policy was omitted when the Human Resource's policies came before the Board in May of 2009.

This new policy will satisfy the recommendation from the May 2010 Grand Jury Report and the new AR addressed earlier in the meeting will reference the policy.

RECOMMENDATION:

Administration recommends adoption of Board Policy 4319.21, Professional Standards.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

There is no additional fiscal impact as a result of this item.

STUDENT ACHIEVEMENT IMPACT:

Employees who maintain the highest ethical standards enhance the integrity of the District and goals of the educational programs.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.2.2.

PROFESSIONAL STANDARDS

Public education is a cooperative venture involving the services of many people. The district functions best when there is a spirit of cooperation among all employees--when the employees have confidence in and respect for the rights and responsibilities of others.

The Governing Board considers district employment as the employee's primary job regardless of social or business commitments. All employees have an obligation to perform duties consistent with the standards of the district and are subject to the policies of the Board, administrative regulations, applicable laws, and current employee agreements. No staff member shall be released during the work day for employment in any activity for which the employee shall receive remuneration.

Certificated employees are required to report to duty 30 minutes before the time school commences.

The Board authorizes the Superintendent or designee to make exceptions to the 30 minutes rule in cases where it will be beneficial to the school's educational program.

The Board expects district employees to maintain the highest ethical standards, follow district policies and regulations, and abide by state and federal laws. Employee conduct should enhance the integrity of the district and advance the goals of the educational programs. Each employee should make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities and should focus on his/her contribution to the learning and achievement of district students.

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by professional associations to which they may belong.

All employees should attempt to conduct themselves in a manner that will serve as a good example to youth. They should also seek to learn as much as possible about the total program of the schools, for they will be called upon frequently to answer questions about the schools and to interpret the school program to the community.

Legal Reference: (see next page)

PROFESSIONAL STANDARDS (continued)

Legal Reference:

CODE OF REGULATIONS, TITLE 5
80331-80338 Rules of conduct for professional educators

Management Resources:

CDE PUBLICATIONS
California Professional Standards for Educational Leaders, 2001
COUNCIL OF CHIEF STATE SCHOOL OFFICERS PUBLICATIONS
Standards for School Leaders, 1996
NATIONAL EDUCATION ASSOCIATION PUBLICATIONS
Code of Ethics of the Education Profession, 1975
WEB SITES
CDE: <http://www.cde.ca.gov>
Commission on Teacher Credentialing: <http://www.ctc.ca.gov>
Association of California School Administrators: <http://www.acsa.org>
California School Leadership Academy: <http://www.csla.org>
Council of Chief State School Officers: <http://www.ccsso.org>
California Teachers Association: <http://www.cta.org>
California Federation of Teachers: <http://www.cft.org>
California School Employees Association: <http://www.csea.com>

Policy
adopted: May 5, 2009
Revised:

SANTEE SCHOOL DISTRICT
Santee, California

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item G.

CLOSED SESSION Item H.

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

The Board will go into Closed Session to discuss:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent, Business
Employee Organizations: Santee Teachers Association
Classified School Employees Association

2. **Conference with Legal Counsel-Existing Litigation**
(Subdivision (a) of Gov't Code §54956.9)
Case # 37-2009-00083936-CU-CO-CTL

RECONVENE TO PUBLIC SESSION Item I.

ADJOURNMENT Item J.