



DEHESA SCHOOL DISTRICT  
**Regular Governing  
Board Meeting**

**AGENDA**

**January 15, 2015**

**Welcome**

Welcome to the meeting of the Dehesa School District Governing Board. Your interest in our school district is appreciated.

**Our Governing Board**

Our community elects five Board members who serve four-year terms. The Board members are responsible for the overall operation for the school district. Among its duties, the Board adopts and annual budget, approves all expenditures, establishes policies and regulations, authorizes employment of all personnel, approves curriculum and textbooks, and appoints the Superintendent.

**Cindy White -**

Mrs. White was first elected to the governing Board in November 2002, re-elected in 2006 and 2010 and her term expires in 2018.

**Karl Becker -**

Mr. Becker was elected to the board in 2010 and his term expires in 2018.

**Christina Becker**

Mrs. Becker was first elected to the Governing Board in the year 2014. Her current term expires in 2018.

**Jeff Royal -**

Mr. Royal was first elected to the governing Board in November 2000. He was re-elected in 2004, 2008 and 2012. His present term expires in 2016

**Derek Voth**

Mr. Voth was appointed to the Governing Board in January 2013 and his term expires in 2018.

# DEHESA SCHOOL DISTRICT

## LOCATION & TIME

CLOSED SESSION - 6:00 p.m.

Dehesa School – Library

## LOCATION & TIME -

OPEN SESSION - 7:00 p.m.

Dehesa School - MPR

## REGULAR GOVERNING BOARD MEETING

**JANUARY 15, 2015**

### AGENDA

**Accommodations:** In compliance with the American with Disabilities Act 1990, if you need special assistance to participate in this meeting, please contact the office of the Superintendent at 619-444-2161. Notification of 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to that meeting.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting, may be viewed at Dehesa School District, 4612 Dehesa Road, El Cajon, CA 92019, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Sheila Cochran.

#### **I. Call to Order**

- A. Public Comment on Closed Session Items

#### **II. Closed Session**

- A. PUPIL PERSONNEL MATTERS: The Governing Board will recess to Closed Session to consider pupil personnel matters pursuant to Government Code Section 35146, 72122, and 48918
- B. PERSONNEL MATTERS: The Governing Board will recess to Closed Session to consider personnel matters pursuant to Government Code Section 54957
  - 1. Appointment, Employment, Evaluation of Performance, Discipline, Leaves, or Dismissal of a Public Employee
- C. NEGOTIATIONS: The Governing Board will recess to Closed Session to consider negotiations and related matters pursuant to Government Code 54957.
  - 1. Employee Organizations: DTA, CSEA, and Unrepresented Employees
- D. POTENTIAL LITIGATION: The Governing Board will recess to Closed Session to consider possible litigation pursuant to Government Code 54956.9 (b.)(1).
- E. REAL PROPERTY: The Governing Board will recess to Closed Session to consider real property pursuant to Government Code 54956.8 (b.)(1).

#### **III. Public Meeting**

- A. Call to Order and Establishing a Quorum
- B. Closed Session Report of Any Action Taken
- C. Pledge of Allegiance
- D. Agenda Approval

#### **IV. Requests to Address the Board**

- A. District/Community Organization Reports
  - 1. Parents' Club – Amy Haisch, President
  - 2. Dehesa Teacher's Association – President – Laura Franchini
  - 3. California School Employees Association # 663 - Jackie Finch, President
  - 4. Element Education – Terri Novacek, Director
    - a. Dehesa Charter School
    - b. Community Montessori

5. Diego Hills Charter School – Lindsay Reese
6. The Heights Charter School – Diana Whyte
7. Method Schools – Jessica Venezia
8. Mosaica Online Academy of Southern California – Justin Schmitt
9. Citizen Input.

B. Board Input

1. Discussion regarding training of new Board members/Board policy.

## V. Routine Action Items

The following items are considered by the Superintendent to be of a routine nature and are acted on with one motion. Any recommendation may be removed at the request of any Board Member and placed under new and/or unfinished business.

- A. Approval of Minutes – It is recommended that the board of Trustees approve the minutes of the following meetings:
  1. Regular Meeting – December 11, 2014
- B. Approval of Warrants – It is recommended that the Board of Trustees approve the commercial warrants as presented.
- C. Conferences and Workshops –
  1. FRISK – A Legal Workshop for Managers – January 20, 2015 at SDCOE – Nancy Hauer

## VI. Information & Proposals (Action may be taken)

- A. Correspondence - None
- B. Report, Information, and Presentations
  1. Budget Report
  2. Facilities Project Report
  3. Energy Report
    - a. Energy Expenses
    - b. Energy Audit
  4. School Safety Report
  5. Instructional Minutes Report
  6. School Site Administrator Report
    - a. Parent Exit Interview Draft
    - b. Landscaping Grant Update
  7. Williams Settlement Report
  8. Enrollment

## VII. Action Items

- A. Public Hearings - None
- B. Old Business – None

**C. New Business**

1. The Board will consider Resolution 20151-1 on Local Reserves Cap
2. The Board will consider the Destiny Library Software Request
3. The Board will consider the Common Core HP Technology Request
4. The Board will consider the appointment of a Citizen's Bond Advisory Committee Member.

**D. Board Policies - none**

**E. Personnel**

The Board will consider ratification of the Superintendent/Site Administrator's personnel actions:

1. To accept the resignation of the EAK Teacher
2. To approve the appointment of a Long Term Substitute for EAK until the hiring process can be completed.

**VIII. Advance Planning**

**A. Next Meeting**

1. Regular Meeting – Thursday, February 19, 2015 at 6:30p.m. Closed Session/7:00p.m. Open Session

**B. Agenda Items – Trustees may request placing items on the next agenda**

**IX. Adjournment**

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board

**From:** Janet Wilson

**Subject:** Board Input  
Board Bylaws

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

It has been requested that we have a discussion on the Board Bylaws regarding Board Orientation and Board Development. The current Board Bylaws are included for your information.

**Report:**

Mr. Tom Bishop, who has done "Board/Superintendent" workshops for Bonsall Unified School District, Julian High School District, Warner Springs Unified and Borrego Springs School Districts, is available to do a workshop for our Governing Board on February 11, 12, or 17, 2015.

Note: Mr. Bishop was my coach for the first two years as Superintendent/Principal. He is contracted by the San Diego County Office of Education to coach new Superintendents. He has remained my mentor throughout my tenure in Dehesa and has invaluable information and wisdom.

**Financial Impact:**

Mr. Bishop's fee would be \$500.00 plus approximately \$30.00 copying fee for materials. He will wave his customary mileage fee.

**Recommendation:**

This is a discussion item. There is no recommendation.

**Agenda Item #:IV.B.1**

# DEHESA SCHOOL DISTRICT GOVERNING BOARD POLICIES

## BOARD BYLAWS

### Orientation

BB 9230

#### **Board Candidate Orientation**

The Governing Board desires to provide Board candidates with orientation that will enable them to understand the responsibilities of Board membership. The Superintendent/Principal shall provide all candidates with general information about school programs, district operations, and Board responsibilities.

The Board encourages all candidates to attend public Board meetings during the period of their candidacy. Candidates have the same access as members of the public to district staff and information.

#### **New Board Member Orientation**

The Board and the Superintendent/Principal shall help each new member-elect to understand district operations and the Board's functions, policies and procedures as soon after election as possible. Incoming members shall be given a copy of the Brown Act and informed that they must conform to its requirements as if they had already assumed office. Incoming members shall also receive the district's policy manual and other materials related to the school system and Board member responsibilities.

Incoming members are encouraged to attend Board meetings and meet with the Superintendent/Principal and Board president regarding their role and responsibilities. They also may, at district expense, attend workshops for newly elected members.

# DEHESA SCHOOL DISTRICT GOVERNING BOARD POLICIES

## BOARD BYLAWS

### Board Development

**BB 9240**

Citizens elected to the Governing Board are entrusted with the responsibility of governing the district. The Board recognizes that its members need training that helps them understand their responsibilities, stay abreast of new developments in education, and develop boardmanship skills.

All Board members may attend conferences for the purpose of Board development. Board business shall not be discussed at conferences.

Board members shall report to the Board, orally or in writing, as soon as possible on the inservice activities they attend.

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** Routine Action Items

Meeting Date: January 15, 2014

- Action
- First Reading
- Information
- Presentation
- Public Hearing
- Roll Call Vote Required
- Discussion

The following items are considered by the Superintendent to be of a routine nature and are acted on with one motion. Any recommendation may be removed at the request of any Board Member and placed under new and/or unfinished business.

## Routine Action Items

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**Agenda Item #s: V.A.1-C.1**



# **DEHESA**

## **SCHOOL DISTRICT**

### **REGULAR GOVERNING BOARD MEETING**

**December 11, 2014**

**Minutes**

#### **I-III. Call to Order:**

Superintendent Janet Wilson called the meeting to order at 7:08. Beth Becker led all in the Pledge of Allegiance. Mrs. Wilson reported no action was taken during closed section. Agenda approval was moved until after election of officers.

Board members present: Jeff Royal

#### **IV. A. Board Reorganization**

Superintendent Wilson explained the importance of being an elected official of the Dehesa School Board and Cynthia White, Karl Becker, Christina Becker and Derek Voth in reciting the Oath of Office and all four were sworn in as new members.

Nominations of positions were as follows: Jeff Royal nominated Cindy White as Board President. No other nominations for president were made. Cynthia White was approved by unanimous vote as President. Cindy White nominated Jeff Royal as Vice President, no other nominations were made. Jeff Royal was voted in by unanimous vote as Vice President. Karl Becker nominated Derek Voth as Clerk of the Board. No other nominations were made. Derek Voth was voted in as Clerk of the Board by unanimous vote. Roll call vote by each board member for President, Vice President and Clerk were as follows:

**Ayes:** Cindy White, Jeff Royal, Derek Voth, Karl Becker, Christina Becker

**Nays:** None

**Absent:** None

The gavel was turned over to President Cindy White. Motion made by Jeff Royal to approve the November minutes with the correction of next year's meeting dates to 2015; seconded by Christina Becker and approved by all.

#### **B. Board Meeting Dates for 2015**

Motion made by Christina Becker to approve the Board Meeting Dates for 2015 noting that the date scheduled for July and October will need to be rescheduled the month before since two of the Board members cannot make those dates and the necessity of having a quorum. Motion seconded by Derek Voth.

**Roll Call Vote:**  
*Dehesa School District*  
*Governing Board Meeting*  
*Dec 11, 2014*

**Ayes:** Cynthia White, Jeff Royal, Derek Voth, Karl Becker, Christina Becker

**Nays:** None

**Absent:** None

**V. Requests to Address the Board**

- A. 1. Parents Club – Ms. Wilson reported Parents Club has been very busy with Santa’s Shop and the Winter Festival, set for tomorrow night, especially since a large rain storm is expected.
2. DTA - President Laura Franchini asked the Board to consider purchasing class novels and read aloud books recommended by Learning Headquarters. and given as a list to the Board in June of this past year for K-5. These books are specifically geared to support the Common Core writing process (Only as prescribed by Learning Headquarters). Discussion by Board that they need the books requested broken down by grade level and a cost for each grade level before making a decision. Ms. Wilson suggested a grant be written and submitted to Barona to obtain some of the required funds. She also suggested that the teachers could follow the structure provided in Learning Headquarters without having to specifically use these books only. Board asked DTA president to submit more information in a formal proposal at the next Board meeting. Mrs. Franchini also spoke about members concerned about having an administrator on campus at all times. The Board said that things would continue status quo until June of 2015 and no decision had been made beyond that time. Ms. Wilson shared that she and Mrs. Hauer always compare their calendars and do everything possible to ensure there is an administrator on campus. There is one day per month when Ms. Wilson has to attend the county superintendent meetings and Mrs. Hauer attends the SELPA Directors meetings, but she is on campus usually by noon. One half day per month is far more coverage than at other schools that have three times as many students.
3. CSEA – President Jackie Finch shared with the Board that Autumnne Sherman and James Stevens has just passed the bus driving test today so we now had two sub bus drivers. Both did an outstanding job according to CHP. One of the buses broke down during the test but Mr. Stevens handled everything perfectly. The bus is under warranty so should not be a cost to us in getting it prepared.
- 4 – 8 Charter Schools: Jeff Royal spoke about Element Education and that they are changing the structure of their Board but everything is up and running at the school. Lindsay Reece is going to be the new principal for Diego Hills starting in January and Armando Martinez will be going to the Murietta site to serve as principal there and to help expand the site.

9. Citizen Input: Karen Langhofer, parent of two students at Dehesa spoke to the Board about her concern of having students in combination classes, especially at the lower grade levels; believes that possibly there needs to be a full time aide in to assist. Also asked why when we lost a teacher last year, and she wasn't replaced. Ms. Wilson explained to her that our enrollment was down due to a reduction in new kindergarten students and that our enrollment simply did not warrant another teacher. Mrs. Wilson shared that our ADA , student enrollment, dropped by almost 40 students in the last two years and that the class sizes are still small and within the state mandated guidelines. The Board thanked her for coming and speaking to the Board about her concerns.

B. Board input: Karl Becker would like us to have an exit survey for parents to fill out when their children leave our school. This would help us to understand the reasons and if there is something the school can do on their part to improve. A simple form for them to complete with four or five reason listed. Mr. Voth shared that his kids really love the cooking classes and really appreciate Mrs. Pallitto offering this service.

**VI. Routine Action Items A-C:**

Derek Voth made a motion to approve the routine action items; Jeff Royal seconded. Discussion regarding the necessity of having Janet Wilson attend the Superintendent conference in Monterey in January. Ms. Wilson shared the insight she gained from attending this conference in past years. It was approved by roll call vote of all members present.

**VII. Information and Proposals**

A. Superintendent Wilson reviewed the letter from Sprotte Watson and apprised the Board of the Site plans in ½ size being delivered to our office. Any Board member is welcome to come and look at them in the office or check them out over the weekend.

B. 1. **Budget Report:** Business manager, Lori Wigg said she will discuss everything when we review the 1<sup>st</sup> Interim Report.

2. **School Site Administrator Report:** Nancy Hauer reviewed activities that have taken place over the past month, including awards assemblies, DTA negotiations, media-technician interviews and a SARB meeting for a student that unfortunately will need to be turned over to the DA. We had an annual performance review of our Special Ed files and were the only district in the county to have a near perfect report. Hoops and Jump Rope for Hearts will take place in February and be a way for our school to raise some money for our school. Our Montessori school did it and it was very successful.

5. **Enrollment:** Nothing new to report.

**VIII. Action Items**

- A. **Public Hearings:** None
- B. **Old Business:** None
- C. **New Business**

1. **1<sup>st</sup> Interim Report:** Karl Becker made a motion to consider the 1<sup>st</sup> Interim report and it was seconded by Jeff Royal. Lori Wigg reviewed the report with the Board. The unrestricted ending fund balance is projected at \$338,800. We are using charter school oversight funds to offset deficit spending in 2014-15. Without the charter funds, we'd be deficit spending this year by about \$220,000. The District's financial position has improved since the adoption of the budget in June by about \$168,000. The District's enrollment continues to decline. Average daily attendance is projected to decrease from 181 in 2013-14 to 171 in 2014-15.

**Roll Call Vote:**

**Ayes:** Cynthia White, Jeff Royal, Derek Voth, Karl Becker, Christina Becker

**Nays:** None

**Absent:** None

2. **Construction Fencing:** Karl Becker made a motion to consider the proposal to provide Temporary Construction Fencing. It was seconded by Derek Voth. Discussion concerning the need for it and if it would limit the playground space for the students longer than necessary. Motion modified by Karl Becker to approve the motion contingent upon Janet Wilson being shown by the contractors exactly where the fencing will be placed and approving it if it will not disrupt the playground space.

**Roll Call Vote:**

**Ayes:** Cynthia White, Karl Becker, Jeff Royal, Derek Voth, Christina Becker

**Nays:** None

**Absent:** None

3. **Risograph/Duplicator:** Motion made by Karl Becker and seconded by Jeff Royal to approve the purchase of a new duplicator for the school. Discussion and

**Roll Call Vote:**

**Ayes:** Cynthia White, Karl Becker, Jeff Royal, Derek Voth, Christina Becker

**Nays:** None

**Absent:** None

4. **Grants/Gifts/Donations:** Karl Becker made a motion to consider, seconded by Derek Voth. Ms. Wilson shared that these grants and donations were because of the exceptional efforts of Jackie Finch. Mrs. Finch gave a brief report of the

amounts of the grants and where these generous donations have come from.

**Roll Call Vote:**

**Ayes:** Cynthia White, Karl Becker, Jeff Royal, Derek Voth, Christina Becker

**Nays:** None

**Absent:** None

5. **Laptops for Staff:** Motion made by Derek Voth and seconded by Jeff Royal. Discussion by Board that since we are hiring a new multimedia technician that he should review and recommend what types should be bought.

**Roll Call Vote:**

**Ayes:** Cynthia White, Karl Becker, Jeff Royal, Derek Voth, Christina Becker

**Nays:** None

**Absent:** None

6. **Resolution 2014-12-1** Motion made by Jeff Royal and seconded by Karl Becker. Ms. Wilson explained this resolution was necessary in the event we would like our retiring multimedia technician to return before 180 days are up to help us with any critical mandated reports, assessment, or training of our new multimedia technician and/or food service coordinator.

**Roll Call Vote:**

**Ayes:** Cynthia White, Jeff Royal, Derek Voth, Karl Becker, Christina Becker

**Nays:** None

**Absent:** None

**D. Board Policies: None**

**E. Personnel:**

Derek Voth made a motion to consider the personnel recommendation of the Superintendent to hire Dominick Avera as the Instructional Multimedia Technician and Autumnne Sherman as the Food Services Coordinator

**Roll Call Vote:**

**Ayes:** Cynthia White, Karl Becker, Jeff Royal, Derek Voth, Christina Becker

**Nays:** None

**Absent:** None

**VIII. Advanced Planning:**

- A. Next meeting is set for January 15, 2015. Closed session will be at 6:30 with open session at 7:00 pm

**B. Agenda Items:**

Karl Becker asked for two items to be put on the agenda for next month.

1. Energy Consumption at Dehesa: Review of how much we are spending monthly and possible alternatives or solutions to help reduce cost.
2. An exit interview/survey for parents of students leaving to help us determine why they are pulling their child from our district.
3. Christina Becker would like a report on the progress of Prop 39 funds and the plan being recommended by the CCC.

**IX. Adjournment:** Meeting was adjourned at 9:05 pm. The Board reconvened in closed session. Closed session ended at 9:30.

Respectfully submitted by:

Approved by:

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Sheila Cochran  
Administrative Secretary

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Derek Voth  
Clerk of the Board

**Dehesa School District**  
**COMMERCIAL WARRANT LISTINGS**

**January 15, 2015**

**General Fund Restricted Accounts**

<u>Special Education</u>	Date	Amount	YTD
LRP Publications			\$509.90 Special Ed for Charters
Nancy Hauer			\$163.21 Training Reimbursement
San Diego County Speech Pathology	12/9/2014	\$7,170.00	\$7,590.00 Speech Services
Southwest School & Office Supply			\$27.46 Instructional Supplies
Vista Hill			\$3,134.00 Mental Health Services/Assessments
WPS Publish			\$133.09 Visual/Auditory Testing

**General Fund Other Restricted/Unrestricted Accounts**

Transportation

A-Z Bus Sales			43.61 Bus Parts
Cajon Valley Union School District	11/12/14	\$1,000.12	\$3,344.38 Bus Maintenance Contract
Jaybright Co.			\$1,349.98 Vehicle Wash & Wax
Tire Centers			\$2,377.25 Bus Tires
Minda Lawrence	11/20/14	\$58.24	\$58.24 Transportation Training

General Fund Other

A-1 Live Scan	11/18/14	\$19.00	\$95.00 Live Scan & Background Checks
Aardvark Pest Control, Inc.	11/16/14	\$109.00	\$545.00 Gopher Poisoning-Monthly Fee
ACCO Brands USA			\$234.58 Laminating Rolls
Alice Training Institute LLC			\$990.00 Training Class
Anita Fire Hose Company			\$495.06 Fire Extinguisher Service
Apple, Inc.			\$2,664.60 IPAD Indian Education
Assn of CA School Administrators			\$1,304.41 Annual Membership Dues
Assn for Supervision & Curriculum Development			\$89.00 Yearly Membership
AT&T			\$13.69 Phone Bill
			\$11,342.40 Phone Bill
Award Emblem Mfg Co			\$146.42 Student Counsel Pins
Blackboard Connect			\$2,152.00 Annual Fee 13/14 & 14/15
California School Boards Association			\$3,688.00 Annual Membership
California Dept. of Justice	11/19/14	\$49.00	\$196.00 Fingerprinting Fees
College Preparatory Mathematics			\$9,415.44 Instructional Supplies/Books
Copy Link			\$930.05 Junior High Copier Maintenance
County Proflame			\$313.35 Propane
County of San Diego			\$349.20 Election Fees
CPM			\$2,518.44 Textbooks
Data Management			\$129.50 Office Supplies
Dehart Backflow			\$135.00 Backflow Testing
Dell Awards	12/9/14	\$32.58	\$32.58 Name Plates
Dell Marketing LLP			\$3,942.70 Servers, Common Core Funds

			\$29.72 Office Supplies
			\$97.26 Paint
Dunn Edwards Paints			\$100.00 CELDT Testing Fees
Educational Data Systems	11/16/14	\$100.00	\$58.77 Reimbursement
Eric Schneider	12/9/14	\$58.77	\$1,884.00 Homeless Student After School Care
Extended School Services	12/11/14	\$420.00	\$34.77 Express Mailing
FedEx			\$129.85 Semi Annual Service and Inspection
Firewatch			\$1,221.04 Books
Follett			\$267.68 Mileage
Gary Hobelman	11/12/14	\$66.08	\$575.36 Maintenance Supplies
Grainger			\$3,120.00 Camp Deposit
Guided Discoveries, Inc			\$225.75 Middle School PE Supplies
Heart Rate Monitors USA			\$1,395.17 Custodial/Maintenance Supplies
Home Depot	11/18/14	\$79.28	\$29,031.69 Textbooks
Houghton-Mifflin Harcourt			\$229.37 Reimbursement
Janet Wilson	12/9/14	\$229.37	\$27.00 Books
J&C Books			\$36.65 Mileage
Jennifer Hoffman			\$438.02 Gate Supplies 2013/14
Jolene Guzman			\$75.00 Refund payroll adjustment Peoplesoft Error
Julie Wiley			\$391.21 Reimbursement
Kelly Pallitto	11/16/14	\$156.19	Reimbursement
	12/11/14	\$133.35	\$6,000.00 Student Annual License
Learning Upgrade			\$48.41 keys
Lynn's Locksmith Service	11/16/14	\$35.29	\$599.01 Math Books
McGraw Hill			\$1,130.43 Qtrly Maintenance Printers
MRC	11/20/14	\$500.26	\$760.07 Staples
MRC			

**General Fund, Other - Continued**

Nancy Hauer	12/11/14	\$869.66	\$1,222.48 Reimbursement - Conference & Supplies
Nina Van Nostrand	11/16/14	\$74.02	\$74.02 Reimbursement-Discovery Day Supplies
NvLS			\$750.00 Erate Services
NWEA	11/20/14	\$2,813.00	\$2,813.00 Testing Fees
Office Depot	11/16/14	\$64.16	\$317.39 Instructional and Office Supplies
Otay Water District	11/16/14	\$648.02	\$1,395.31 Monthly Service
P&R Paper			\$133.70 Instructional supplies
PAC Heating & Air			\$700.00 AC Repairs
Palo Sports			\$347.94 PE Equipment
PC Mall Gov			\$328.60 Server Software, Common Core
Pearson			\$385.25 Instructional Materials
Petty Cash	11/19/14	\$128.09	\$515.85 Reimbursement
Really Good Stuff			\$67.92 Instructional Supplies
Renaissance Learning			\$3,173.50 Additional Subscriptions SR
Revolving Fund	11/7/14	\$2,624.35	\$11,702.18 Reimbursement
	11/12/14	\$3,094.59	
San Diego County Office of Education	11/20/14	\$479.00	\$854.00 Conference/Trainings
San Diego County School Boards Asso.			\$77.49 Annual Membership Dues
San Joaquin County Office of Education			\$300.00 EDJOIN Account Fees
Scholastic Book Club			\$621.74 Scholastic Readers
Scholastic School Supple			\$647.50 Instructional Supplies
School Outfitters			Instructional Supplies
			\$354.83 Instructional Supplies
School Specialty	11/18/14	\$216.16	\$1,281.92 Instructional Supplies
Science Olympiad			\$160.00 Science Olympiad
SDG & E	11/12/14	\$796.23	\$29,035.79 Monthly Service
	11/16/14	\$4,512.53	
	12/22/14	\$1,523.71	
Sheila Cochran	12/9/14	\$25.00	\$348.92 Reimbursement office supplies



Sheila Cochran			\$79.34 Mileage
Small School District Association			\$150.00 Membership dues
Southwest School & Office Supply	11/19/14	\$843.52	\$2,381.04 Instrucional Supplies
Southwest School & Office Supply	12/9/14	\$74.44	
Stutz, Artiano	11/19/14	\$204.00	\$1,128.50 Legal Fees
Sycuan Resort	11/19/14	\$1,010.00	\$2,315.00 Middle School PE
	12/22/14	\$235.00	
Tamara Ripke	12/11/14	\$89.00	\$89.00 Reimbursement
Terminix	11/12/14	\$244.00	\$488.00 Quarterly Service
Time for Kids	11/19/14	\$109.91	\$109.91 Instructional Supplies
Tidmore Flags			\$98.85 Classroom Flags
Turn Around Schools			\$1,350.00 Conference/Trainings
Tyco			\$1,111.54 Alarm monitoring
United Health Supplies			\$91.25 Health Office Supplies
Waste Management	11/16/14	\$296.36	\$893.73 Monthly Service
Waxie			\$1,783.39 Custodial Supplies
Wilkinson Hadley King & Co. LLP			\$660.00 Audit Progress Billings
Xerox	11/19/14	\$1,005.16	\$3,333.95 Copier Monthly Invoice

**Charter School Funding**

Community Montessori			In-Lieu Property Taxes Transfer
	11/17/14	\$5,986.24	\$19,455.27 In-Lieu Property Taxes Transfer
Community Montessori			Special Education Reimbursement
Dehesa Charter School			In-Lieu Property Taxes Transfer
	11/17/14	\$16,323.91	\$53,052.72 In-Lieu Property Taxes Transfer
Dehesa Charter School			Special Education Reimbursement
Diego Hills Charter School			In-Lieu Property Taxes Transfer
	11/17/14	\$40.09	\$130.29 In-Lieu Property Taxes Transfer
Diego Hills Charter School			Special Education Reimbursement
The Heights Charter School			In-Lieu Property Taxes Transfer
	11/7/14	\$846.58	\$2,751.38 In-Lieu Property Taxes Transfer
The Heights Charter School			Special Education Reimbursement
Methods Charter School			
Mosiaca Charter School	11/4/14	\$11,269.04	\$11,269.04 In-Lieu Property Taxes Transfer
Wilkinson Hadley King & Co.			Ecademy Audit

**ESS - Student Care Fund**

AT & T	11/18/14	\$61.24	\$146.50 Monthly Phone Service
AT & T	12/22/14	\$44.13	Monthly Phone Service
Revolving Fund	11/12/14	\$14.99	\$14.99 Revolving Reimbursement
Sysco	12/10/14	\$241.92	\$419.02 Food

**Cafeteria Fund**

Alpine Union School District	11/19/14	\$3,874.88	\$8,291.89 Contract School Lunches
County of San Diego	11/16/14	\$309.00	\$309.00 Annual Renewal Fees
Francos Pizza	11/21/14	\$97.20	\$309.75 Cafeteria Food
Francos Pizza	12/22/14	\$212.55	
Hollandia Dairy	11/12/14	\$1,158.35	\$2,857.04 Cafeteria Milk
Hollandia Dairy	12/22/14	\$424.78	Cafeteria Milk
Little Ceasers Pizza			Cafeteria Food
	11/16/14	\$325.50	\$792.75 Cafeteria Food
PUSD			\$75.00 Certification Class for Autumnn Sherman
SDG&E			\$412.61 Electric Bill
Sysco			Food
Sysco			419.69 Food

**Deferred Maintenance Fund**

Awning Products Unlimited	\$1,690.00	Replace Front Walkway Awning
DFS Flooring	\$10,982.00	Carpet 3 rooms
Janus Corporation	\$9,707.00	Asbestos Removal 2 classrooms
PAC Heating and Air Conditioning	\$700.00	A/C Repairs
Pacifica Glass Co	\$625.00	Repair Broken Window
South Bay Fence Co	\$1,988.00	Fence Repairs from Car Accident
Western Environmental & Safety Tech	\$2,785.00	Certified Asbestos Consultant



# edge

EMPLOYEE DEVELOPMENT, GROWTH AND ENRICHMENT

## FRISK - A Legal Workshop for Managers

Leadership Strand

As an evaluator, you are accountable for providing a practical and straightforward method of documenting below-standard employee performance. Get the information you need to protect yourself and your employer!

**Content:**

In-depth review of the key feedback elements evaluators should use in addressing performance issues and their application in promoting positive change, satisfying just cause requirements and providing a clear understanding of performance expectations. Each of the **FRISK®** components will be reviewed with related examples/hypotheticals and an opportunity for discussion.

**Presented by**

**Atkinson, Andelson, Loya, Ruud & Romo**

AALRR has successfully represented schools and community college districts, county offices of education, California State University campuses, the Regents of the University of California and private universities in employee discipline and dismissal hearings for over 35 years. Steven Andelson, founder and author of the **FRISK®** Documentation Model and team trainers have written numerous articles for professional publications and lecture extensively before professional and university audiences.



**January, 20, 2015**

1:00 – 1:30 PM  
Sign-In & Networking

1:30 PM – 4:30 PM  
Training

SDCOE Joe Rindone Regional  
Technology Center  
6401 Linda Vista Rd.  
San Diego, CA 92111

Communication Labs 1-4

**COST: \$125.00**  
Training cost includes **FRISK®** manual.

Pre-payment is required. Send check or purchase order to:  
Oscar Campos  
SDCOE, Room 405  
6401 Linda Vista Rd.  
San Diego, CA 92111

Audience: Managers  
Limited to 60 participants

Workshop Contact: Oscar Campos, [ocampos@sdcoe.net](mailto:ocampos@sdcoe.net) or 858-569-5490

Please register at: <http://sdcoe.k12oms.org/1291-90343>

Registration is open through 01/13/15; No refunds for cancellations made after 01/13/15.

Please coordinate your attendance with your manager.

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board

**From:** Janet Wilson

**Subject:** Correspondence

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

## A. Correspondence

1. There is no correspondence this month – perhaps due to the holidays.

**Agenda Item #: VI.A.1**

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
and Supt. Janet Wilson

**From:** Lori Wigg  
Business Manager

**Subject:** Monthly Budget Update

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

At the October 20, 2011 Board Meeting, Members were asked about their preferences for monthly budget updates. Consensus was that a statement of fund balances and clear, concise updates on key issues would be preferred during months falling in-between major reports.

**Report:**

Attached is a one page summary of fund balances (cash in County Treasury) and a listing of expenditures for the school construction project.

The financial audit for the 2013-14 school year was completed by the District's external auditors on January 6<sup>th</sup> and 7<sup>th</sup>. The report will be finalized and taken to the Board for approval in February. The Governor is scheduled to release his budget proposal for the 2015-16 school year on Friday, January 9<sup>th</sup>. A summary of his proposal will be outlined for the Board in the February budget update.

**Financial Impact:**

NA – For Informational Purposes Only

**Student Impact:**

NA – For Informational Purposes Only

**Recommendation:**

NA – For Informational Purposes Only

**Agenda Item #:VI.B.1**

# Dehesa School District

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## Fund Balances

(Cash in County Treasury as of December 22, 2014)

FUND	DESCRIPTION	BALANCE
01-00	GENERAL FUND UNRESTRICTED	\$654,599
09-00	CHARTER SCHOOLS SPECIAL REVENUE FUND	\$127,353
12-06	CHILD DEVELOPMENT FUND	\$11,303
13-00	CAFETERIA SPECIAL REVENUE FUND	\$62,151
14-00	DEFERRED MAINTENANCE FUND	\$123,675
17-42	SPECIAL RESOURCE FUND (CHARTER OVERSIGHT)	\$475,242
21-39	BUILDING FUND – PROP 39	\$4,138,843
25-19	CAPITAL FACILITIES/SB2068 FUND	\$330,813
40-00	SPECIAL RESERVES/CAPITAL PROJECTS	\$7,407
	<b>GRAND TOTAL</b>	<b>\$5,931,386</b>

Please note that cash balances in the General Fund fluctuate on a regular basis. This is a normal feature of the fluid budget/accounting process.

Dehesa School District  
Building Fund 21-39

1/6/2014

Date			Expenditure
7/1/2014	Beginning Balance		\$4,190,638.01
	Interest		\$3,742.98
Payment Date	Service Provider	Services Performed	Amount
7/11/2014	Sprotte Watson Architects	Construction Documents	\$11,130.64
9/12/2014	Dalescott	Continuing Disclosure Fee	\$4,500.00
9/22/2014	Best Best & Krieger	Legal School Facilities Project	\$3,451.00
7/18/2014	SDG&E	Design & Engineering Fee	\$2,551.00
11/16/2014	Best Best & Krieger	Legal School Facilities Project	\$3,374.49
12/10/2014	Sprotte Watson Architects	Construction Documents 100%	\$16,734.95
<b>TOTAL FUNDS AVAILABLE AS OF 1/6/14</b>			<b>\$4,152,638.91</b>
<b>Prior Year Project Expenditures</b>			
7/24/2013	Dalescott	GO Bond Continuing Disclosure Annual Report	\$4,511.31
9/10/2013	Best Best & Krieger	Legal School Facilities Project	\$1,671.70
9/9/2013	Sprotte Watson Architects	Feasibility 100% complete, Schematic Design 50% Complete	\$36,937.50
10/24/2013	Sprotte Watson Architects	Schematic Design 85% Complete	\$8,618.75
11/5/2013	Sprotte Watson Architects	Reimbursable items, printing and reproduction	\$555.66
11/6/2013	Sprotte Watson Architects	Architectural Fee	\$3,693.75
2/19/2014	Best Best & Krieger	Lease, Leaseback Attorneys	\$1,363.34
2/19/2014	Sprotte Watson Architects	Architectural Fee	\$33,243.75
2/19/2014	Sprotte Watson Architects	Reimburse for California Geological Survey	\$3,600.00
2/19/2014	Sprotte Watson Architects	Architectural Fee	\$96,037.50
2/19/2014	Division of State Architect	Project Submission	\$39,124.82
3/3/2014	Southern California Soil & Testing	Soil Testing	\$12,707.65
3/18/2014	Best Best & Krieger	Legal School Facilities Project	\$3,078.50
3/31/2014	Sprotte Watson Architects	Construction Documents 70%	\$99,731.25
4/17/2014	Sprotte Watson Architects	Engineering	\$4,075.60
4/17/2014	Sprotte Watson Architects	Construction Documents 85%	\$33,243.75
4/24/2014	Standard & Poors Ratings Services	Bond Rating	\$9,500.00
4/24/2014	Best Best & Krieger	Legal School Facilities Project	\$1,693.42
5/12/2014	Sprotte Watson Architects	Construction Documents 90%	\$11,081.25
5/19/2014	Best Best & Krieger	Legal School Facilities Project	\$352.50
7/18/2014	Best Best & Krieger	Legal School Facilities Project	\$70.50
Total Prior Year Expenditures			\$404,892.50
<b>TOTAL EXPENDITURES-All Fiscal Years</b>			<b>\$446,634.58</b>

Dehesa School District  
Capital Facilities Funds 25-19

1/6/2014

Date		Amount	
7/1/2014	Beginning Fund Balance	\$180,620.56	
	Interest	\$220.95	
	Developer Fees	\$2,169.60	
	Collections from Negotiated Agreements	\$166,666.60	
Payment Date	Service Provider	Services Performed	Amount
8/14/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, July	\$4,606.56
9/12/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, August 2014	\$4,641.12
12/9/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, September 2014	\$4,843.93
12/9/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, October 2014	\$4,591.84
12/22/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, November 2014	\$1,552.64
<b>TOTAL FUNDS AVAILABLE AS OF 1/6/14</b>			<b>\$329,441.62</b>

Prior Year Project Expenditures			
9/8/2011	Apple Computers		\$34,216.51
9/30/2011	G Wayne Oetken & Assoc		\$5,023.31
11/7/2011	G Wayne Oetken & Assoc		\$63.70
11/18/2011	G Wayne Oetken & Assoc		\$1,507.96
1/12/2012	Apple Computers	Reverse Payment	-\$1,763.82
1/23/2012	G Wayne Oetken & Assoc	Retainer Fee (Agreement 2) Schematic Drawing & Cost Analysis	\$6,000.00
3/8/2012	Sprotte Watson Architects		\$3,200.00
3/8/2012	Sprotte Watson Architects	Schematic Drawings and Cost Estimates (25% of total cost)	\$3,058.85
3/8/2012	Cherry Engineering	Engineering Services for Schematic Drawings	\$5,300.00
3/21/2012	G Wayne Oetken & Assoc	Reimbursement for expenses (Sacramento Trip OPSC)	\$579.23
3/21/2012	G Wayne Oetken & Assoc	Coordination of Schematic Drawings (Completion of Agreement 2)	\$5,200.00
3/21/2012	G Wayne Oetken & Assoc	Analysis of State School Building Program Eligibility (Comp of Agree 1)	\$1,500.00
4/6/2012	Sprotte Watson Architects	Schematic Drawings and Cost Estimates (Final Pmt)	\$3,200.00
4/30/2012	G Wayne Oetken & Assoc	Expenses	\$80.48
6/22/2012	ESFG		\$616.40
7/13/2012	G Wayne Oetken & Assoc	Retainer Fee/State School Building Program (Agreement 3)	\$5,000.00
7/13/2012	Standard and Poors	Bond Rating	\$7,900.00
7/20/2012	Sprotte Watson Architects	Reimburse for Expenditures	\$234.25
7/20/2012	Standard and Poors	Partial Reimbursement of Rating Fees	-\$5,080.72
8/10/2012	Raceway		\$4,375.00
8/24/2012	Raceway		\$9,263.25
8/24/2012	Raceway		\$12,285.33
8/24/2012	Sprotte Watson Architects		\$3,200.00
9/27/2012	Raceway		\$2,050.00
9/28/2012	Sprotte Watson Architects	Fees/Schematic Design Study	\$2,560.00
10/11/2012	RCF, 8-27-12 Meter Panel		\$2,493.59
10/19/2012	SD County Registrar of Voters	Election Costs for Prop D	\$896.00
10/27/2012	G Wayne Oetken & Assoc	Retainer Fee (Agreement 4) RFQ Process	\$3,200.00
11/19/2012	Sprotte Watson Architects	Architectural Fees	\$640.00
12/7/2012	G Wayne Oetken & Assoc	Completion of Relief Grant Eligibility Form	\$5,000.00



4/26/2013	County of San Diego	Warrant misfiled, description pending	\$4,869.00
6/14/2013	Sprotte Watson Architects	Geotechnical Engineering Services	\$4,576.40
6/25/2013	EFSG		\$576.20
6/30/2013	G Wayne Oetken & Assoc	Completion of RFQ Process	\$3,200.00
6/30/2013	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, June	\$5,085.41
8/7/2013	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, July	\$4,519.21
9/2/2013	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, August	\$4,637.93
10/2/2013	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, September	\$4,500.00
10/24/2013	Sprotte Watson Architects	Locate stake and evaluate levels of existing septic system	\$2,000.00
11/8/2013	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, October	\$4,500.00
12/5/2013	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, November	\$4,500.00
12/16/2013	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, December	\$4,500.00
2/19/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, January	\$4,552.08
3/10/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, February	\$4,583.44
4/8/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, March	\$4,552.08
5/12/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, April	\$4,515.12
7/11/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, June	\$4,515.12
Total Prior Year Expenditures			\$191,981.31
<b>TOTAL EXPENDITURES-All Fiscal Years</b>			<b>\$212,217.40</b>

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** State School Building  
Facilities Project Report

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background/Report:**

The District Facility Project is now moving into the Construction Phase.

Mr. Wayne Oetken, will be present to give an update on construction costs, fencing, and the final items before construction begins, hopefully in the next few weeks.

**Financial Impact:**

To be discussed.

**Recommendation:**

There is an information item. Action may be taken at the Governing Board's direction as/if needed.

**Agenda Item #:VI.B.2**

**To: Dehesa School District Governing Board & Janet Wilson, Superintendent/Principal**

**From: G. Wayne Oetken**

**Date: January 2, 2015**

**Subject: Facility Project Update**

In December there was discussion regarding installation of Construction Fencing over the Holidays. It was determined not to proceed with erecting the Fencing for several reasons:

1. Project Bidding Process wasn't concluded until late December.
2. Evaluation of Value Engineering (Cost Saving) Proposals is still ongoing.
3. Outside concern that District might have to consider constructing Phase 2 or 3 Buildings.
4. Concern regarding impact on the General Fund if Charter Oversight Income is used for the Project.

**We are pleased that the Estimated Guaranteed Maximum Price is now within the Estimated Budget shared with the Board last April.** This was accomplished through development and evaluation of over 50 costs saving concepts then incorporating those determine feasible into the Bidding Process. These measures generated hundreds of thousands in savings.

There is a need to discuss the Charter Oversight Funds to support the Project. They were included in the list of funds possibly available for the Project presented to the Board last April. Since that time, a portion of the Oversight Funds has been allocated to offset the general fund deficit. There are a couple options that will provide a solution which will be discussed with the board at the January meeting.

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** District Energy Report

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

The Governing Board requested information regarding our energy costs and also requested an update on Prop. 39 Energy Audit.

**Report:**

Mrs. Wigg compiled the data report that is presented in this section of the Board Packet.

The CCC did an energy audit last spring. The team did an extensive audit of our school and is scheduled to present a recommendation for us on the best use of Prop 39 funds. Mr. Hobelman made numerous calls to them and it was reported that they are extremely backed up due to the number of audits they have conducted throughout the state. This was a free service and Mrs. Wigg is following up to see if she can get information as to the status of our report.

**Financial Impact:**

There is no additional financial impact.

**Recommendation:**

This is an information item. There is no recommendation, although the Board can take action and/or give direction to administration.

**Agenda Item #:VI.B.3**

**DEHESA SCHOOL DISTRICT  
UTILITY COSTS PAID THROUGH 1/7/15**

5500001-ELECTRICITY	SDGE -005	7/18/2014	June 2014	5,057.86
		8/14/2014	July 2014	3,983.75
		9/12/2014	August 2014	6,356.86
		10/16/2014	September 2014	7,217.48
		11/16/2014	October 2014	5,308.76
		12/22/2014	November	243.25
		12/22/2014	November	47.22
		12/22/2014	November	1,233.24
		1/5/2015	November-Rev	1,358.45
<b>5500001-ELECTRICITY Total</b>				<b>30,806.87</b>
5500002-GAS	COUNTY PROPANE-001	10/16/2014	3033046851	313.35
		12/29/2014	3035300768	267.45
<b>5500002-GAS Total</b>				<b>580.80</b>
5500004-TRASH	WASTE MANA-001	7/10/2014	5266578-1584-5	191.90
		8/1/2014	5273462-1584-3	191.23
		9/12/2014	5280244-1584-6	192.44
		10/16/2014	5292758-1584-1	213.70
		11/16/2014	5299556-1584-2	296.36
<b>5500004-TRASH Total</b>				<b>1,085.63</b>
5500005-ALARM SERV	TYCO INTEG-001	7/18/2014	22320861	555.77
		10/20/2014	22923899	555.77
<b>5500005-ALARM SERV Total</b>				<b>1,111.54</b>
5500006-WATER	OTAY WATER-001	7/18/2014	07122014	278.05
		8/25/2014	08112014	216.52
		9/22/2014	09112014	252.72
		11/16/2014	11102014	317.87
		11/16/2014	12102014	330.15
<b>5500006-WATER Total</b>				<b>1,395.31</b>
5600005-FIRE EXT SERV	ANITA FIRE-001	7/18/2014	23412	404.83
		9/22/2014	24021	90.23
	FIRE WATCH-001	8/14/2014	66809	129.85
<b>5600005-FIRE EXT SERV Total</b>				<b>624.91</b>
5600066-PEST MGMT	AARDVARK A-001	7/21/2014	742014	109.00
		8/14/2014	882014	109.00
		9/12/2014	70329	109.00
		10/16/2014	1032014	109.00
		11/16/2014	11.6.2014	109.00
		12/30/2014	73078 12/4/14	109.00
		TERMINIX I-001	8/1/2014	336542161
	11/12/2014	10/21 Serv Date,Cust #239031	244.00	
<b>5600066-PEST MGMT Total</b>				<b>1,142.00</b>
5600090-HVAC REPAIRS	PAC HEATIN-001	9/11/2014	F369, F383	700.00
<b>5600090-HVAC REPAIRS Total</b>				<b>700.00</b>
5600640-BACKFLOW TESTING	DEHART BAC-001	9/22/2014	2843	135.00
<b>5600640-BACKFLOW TESTING Total</b>				<b>135.00</b>
<b>Grand Total</b>				<b>37,582.06</b>

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** School Safety Report

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

There is nothing more important than the safety and well-being of our students, staff, parents, and community. Because of the increase in violence on school campuses across America, our Governing Board, staff, and parents have decided to be proactive and to do a thorough study of our school safety and make changes to our school safety procedures as deemed necessary.

**Report:**

We continue to hold monthly emergency/disaster preparedness drills and seek ways to improve our school safety. Two of our staff members, Tamara Ripke and James Stevens attended the Project ALICE Training for Trainers in September 2014 and have received their Certificate of Training Certificates. They presented an all staff training on December 17, 2014, from 1:30 – 3:00 pm.

The power point presented for the professional development day is included for the Board's information.

**Student Impact:**

The safety of our students is first and foremost.

**Financial Impact:**

There is no additional financial impact.

**Recommendation:**

This is an information item. There is no recommendation.

**Agenda Item #:VI.B.4**

***ALICE***  
TRAINING INSTITUTE

Alert  
Lockdown  
Inform  
Counter  
Evacuate

**DEHESA SCHOOL  
DISTRICT**

TRAINERS:  
TAMARA RIPKE & JAMES STEVENS

**WHAT WOULD YOU DO IF...**

- There was a fire?
- There was an earthquake?
- There was a severe storm?
- There was an Active Shooter/Violent Intruder?

***ALICE***  
TRAINING INSTITUTE

Alert  
Lockdown  
Inform  
Counter  
Evacuate





**ALICE**  
TRAINING INSTITUTE

Alert  
Lockdown  
Inform  
Counter  
Evacuate

**ALICE is based on the premise that information, authorization, and proactive training are the key to surviving an Active Shooter/Intruder.**

**Movement Towards Proactive Approach**

- US Department of Homeland Security
- NYPD- Active Shooter
- Alabama Government and Homeland Security
- Indiana Department of Homeland Security
- International Association of Chiefs of Police

- San Diego State University Trains all incoming Freshman and staff
- Other San Diego Schools are Implementing it
- Derek Voth, School Board Member and San Diego County Sheriff Approves





- **Alert:** all are authorized to announce, no codes are used
- **Lockdown:** must include barricade training
- **Inform:** use technology to provide play-by-play information
- **Counter:** interrupt the skill set needed to shoot accurately
- **Evacuate:** get away from the danger if possible

## ALICE Advantages

- **Proactive** approach to responding to a threat
- Integrates technology with human **action**
- **Common sense** and not sequential
- Provides a plan of action to **increase the chance of survival**, increase confidence, and reduce fear
- Vastly diminishes the odds of success of the intruder

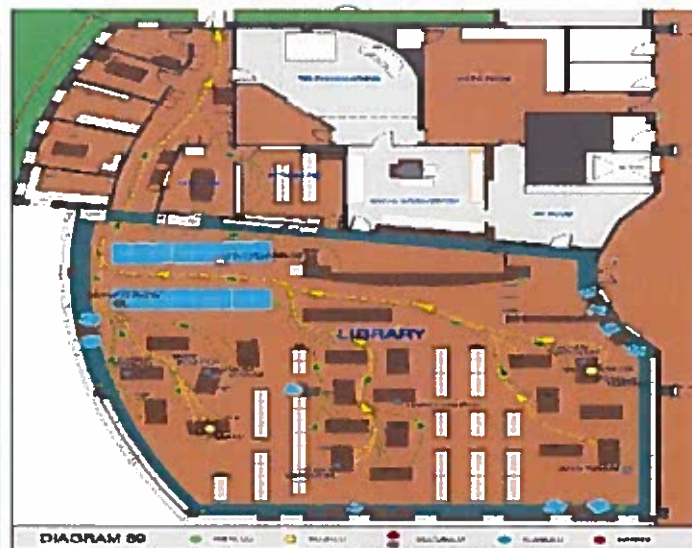
## Passive Response

- The “A” and the “L” in A.L.I.C.E.
- Simulation
- Video

### Columbine Shooting Footage



## Why Did 54 Students for 5 Minutes



## Passive Vs. Proactive Response Strategies

**Why is it important for us to prepare and train in a proactive manner?**

- 25 years of mass shooting events have yielded a national average for response time of Law Enforcement to an Active Killer scene of

**5-6 minutes**

## 14 Years of Passive Response Strategies

	Columbine Library 1999	Virginia Tech 2007	Sandy Hook 2013
<b>Number of Bad Guys</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Minutes of Shooting</b>	<b>8.5</b>	<b>8</b>	<b>5</b>
<b>Numbers Present</b>	<b>56</b>	<b>Approx. 100</b>	<b>Approx. 50</b>
<b>Age of Victims</b>	<b>Minors</b>	<b>Adults</b>	<b>Minors and Adults</b>
<b>Casualty Percentage</b>	<b>About 50%</b>	<b>About 50%</b>	<b>About 50%</b>
<b>Number Wounded</b>	<b>12</b>	<b>17</b>	<b>2</b>
<b>Number Killed</b>	<b>10</b>	<b>30</b>	<b>26</b>

## RESCUE WILL NOT OCCUR UNTIL...

- Police Arrive
- Police Protocol is Met
- Time required to:
  - Locate Threat
  - Eliminate Threat



We are

## THE LESSON FROM VIRGINIA TECH

Room 210 No class	Room 206 14 present Killed 10 Wounded 2	Room 204 19 present Killed 2 Wounded 3 <u>Jumped</u>	Room 200 No class
Hallway – Killed 1			
Offices	Room 211 19 present Killed 12 Wounded 6	Room 207 13 present Killed 5 Wounded 6 <u>Barricaded</u> (after 1 <sup>st</sup> time)	Room 205 12 present Killed 0 Wounded 0 <u>Barricaded</u>

Passive vs. Proactive

# Active Response

- This is A.L.I.C.E.
- Simulation
  - Interrupt Sensory Input
  - Evacuate???
  - Where are the Exits???



# NYPD DATA

The NYPD organized attack resolutions in active shooter data set into four categories: applied force, no applied force, suicide or attempted suicide, and attacker fled.

Resolution	Number of Incidents	Percentage
Applied Force	93	46%
No Applied Force	28	14%
Suicide/Attempted Suicide	80	40%
Attacker Fled	1	<1%
<b>TOTAL</b>	<b>202</b>	<b>100%</b>

It is going to take a aggressive act to stop the killing, who do we hope is committing this act first.

## A- ALERT

- Lockdown, Lockdown
- Who?
- What?
- Where?
- Clear, Plain Language (no codes)

### 911

- Detailed description of intruder(s)
- Weapons
- Shots fired
- Location

## L- LOCKDOWN

This is a good starting point!

- Doors are locked by policy
- Lights are out and windows covered
- Other ways to secure classroom
- Barricading (if applies)- provides time to plan
  - What can be used?
- What to do about cell phones?
  - Silence phones
- Keep students quiet

## **I- INFORM**

- Update Status/Location of Intruder
- Use of Cameras (if possible)
- PA System?
- Email?
- Text
- No Codes
- The more information we have, the better/safer we can respond

## **C- COUNTER**

- Only if you have no other option
  - Life or Death?
- Interrupt Sensory Input/Output
  - Throw objects
  - Make noise
- Distract, Distract, Distract
- Adults swarm and take down if necessary/possible
- What to do if you get the weapon?
  - Hide and supervise
  - Do not hold it!

## E- EVACUATE

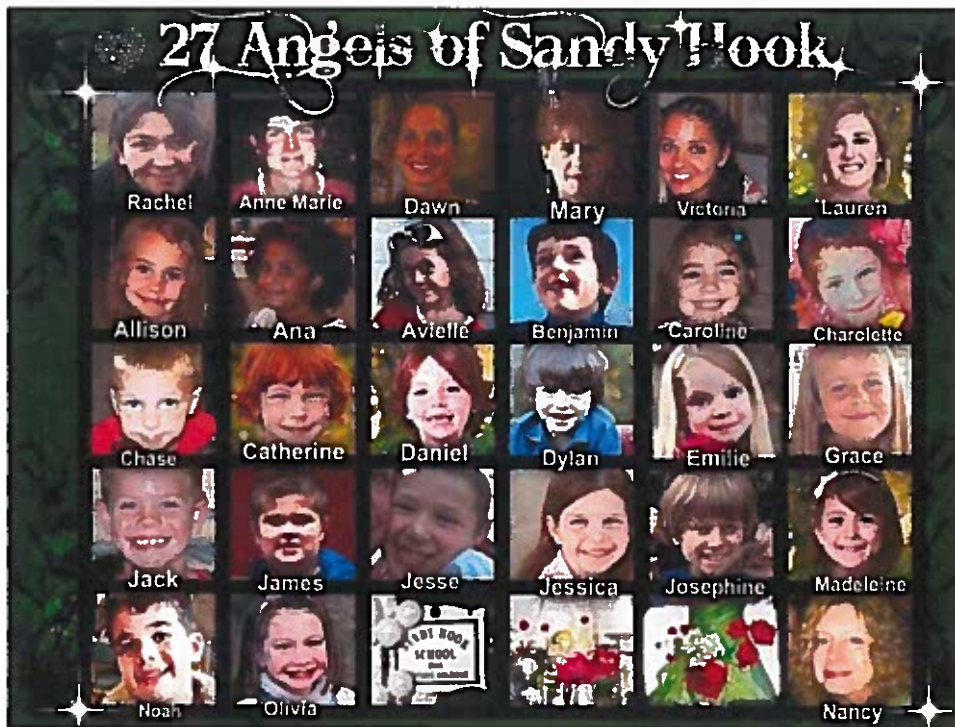
- Is it the best option? In most cases, YES!
- Based on real time information
- Think about your classroom
- How would you exit your room?
- Hands up
- Do not bring belongings
- Where do we go?
  - Rally Point East or Rally Point West?
  - **THIS IS CONFIDENTIAL AND CANNOT BE SHARED WITH PARENTS/PUBLIC**

## Help & Reunification

- Help will arrive after area is secured by law enforcement
- Reunification when cleared by Law Enforcement
  - Corner Dehesa Road & Harbison Canyon Road
- Keep kids together and organized
- Role sheets or other form of record will arrive ASAP
- Remember that most of us have phones
  - Pictures of students can be taken to keep up-to-date records
  - The safety of our students comes first

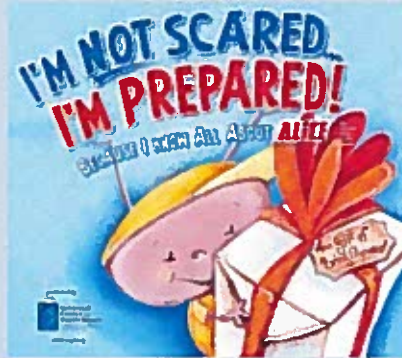


## Reunification Point



## What About Primary Kids?

- We teach our kids “Stranger Danger”



## What's Next?

- Lock Down Drill?
- Informing students in an age appropriate manner
- Renumber building numbers?
- Paint numbers on ground or roof?
- Learn how to lock all types of doors
- Parents must sign in...it's a law
  
- ANY QUESTIONS?

## **Review/Reflect**

- Complete a quick review using Give One, Get One strategy
- 5 completed forms will be randomly chosen to win a Starbucks gift card
- Thank you for your participation in ALICE Training

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** Instructional Minutes Report

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

The Governing Board requested information regarding our Instructional Minutes as well as the state minimum requirements for instructional minutes.

**Report:**

The state requirements for instructional minutes is attached. The instructional minutes required for each district may be different due to the number of minutes the district had in place at the time that the legal instructional minutes were established. The districts must use the higher of the two numbers. For Dehesa, at the time the law was established our instructional minutes were higher than the new requirement for fourth – sixth grades. Therefore, we must use the higher of the two numbers. At the time we did not have middle school, so we did not have any data for seventh and eighth grades.

**Financial Impact:**

There is no additional financial impact.

**Recommendation:**

This is an information item. There is no recommendation.

DEHESA SCHOOL DISTRICT

Instructional Minutes

January 15, 2015

Grade	*State Minimum Requirements (Reset in 1986-87)	*1982-83 Actuals For Dehesa	2014-15 Actuals For Dehesa
K	36,000	34,905	59,169
1	50,400	47,505	55,549
2	50,400	47,505	55,549
3	50,400	47,505	55,549
4	54,000	55,245	55,549
5	54,000	55,245	55,549
6	54,000	55,245	59,169
7	54,000	N/A	59,169
8	54,000	N/A	59,169

- We must meet the higher of the two requirements. If our time at any grade level was higher than the re-established minutes we must take the higher of the two numbers for each grade level.

**School District Supplemental Certification**

**Certification of Attendance Procedures  
Certification of Attendance System Approval  
Certification of Instructional Time  
Certification of Annual Verification of Residency**

I hereby certify that we have completed the applicable Attendance Reports in accordance with the governing Education Code sections, Title 5, California Code of Regulations, and authorized administrative directives and that to the best of my knowledge and belief these reports are true and complete.

Education Code Section 44809 and Title 5, Section 401 requires districts to have their attendance accounting system approved by the California Department of Education (CDE). To be in compliance, not only the original system must be approved but any subsequent modifications to the system. The only exception to this requirement is for elementary grades who exclusively use the State School Register (Form J-32). I hereby certify that our district's attendance accounting system has been approved by the CDE.

School districts are required to operate a minimum of 180 days of actual instruction and the state minimum required number of annual minutes (as defined in Education Code Section 46201) or the annual instructional minutes offered for the 1982-83 school year if greater, between July 1 and June 30 of each school year. **ABX4 2 (Chapter 2/2009) provides for a reduction of the annual minutes requirement commensurate with a reduction of up to five school days for fiscal years 2009-10 through 2012-13. Districts utilizing this flexibility should ensure that they calculate the instructional minutes correctly proportionate with the number of reduced school days, taking into consideration minimum days.** I hereby certify that our district met the instructional time goals, along with all other requirements of Education Code Section 46201 et seq.

State Minimum Requirements:

Kindergarten	36,000 minutes per year
Grades 1-3	50,400 minutes per year
Grades 4-8	54,000 minutes per year
Grades 9-12	64,800 minutes per year

Title 5, California Code of Regulations, Section 430 defines permanent records which school districts are directed to compile by California statute, regulation, or authorized administrative directive. Subsection 432(F)(2) defines "Mandatory Permanent Pupil Records" to include an annual verification of the name and address of the parent and residence of the pupil. I hereby certify that our district is in general compliance with the provisions of Title 5, California Code of Regulations, Section 432. This is to further certify that annual verification has been completed for all the ADA claimed.

P-1      P-2      Annual

Dehesa School District  
School District

Janet Wilson  
Signature (Superintendent)

Date 1/8/15

**DEHESA SCHOOL DISTRICT**  
**SCHEDULE OF INSTRUCTIONAL TIME**  
**YEAR ENDED JUNE 30, 2013**

**TABLE D-2**

<u>Grade Level</u>	<u>1982-83 Actual Minutes</u>	<u>1982-83 Adjusted &amp; Reduced</u>	<u>1986-87 Minutes Requirement</u>	<u>1986-87 Adjusted &amp; Reduced</u>	<u>2012-13 Actual Minutes</u>	<u>Number of Days Traditional Calendar</u>	<u>Number of Days Multitrack Calendar</u>	<u>Status</u>
Kindergarten	34,905	33,935	36,000	35,000	59,122	181	-	Complied
Grade 1	47,505	46,185	50,400	49,000	56,407	181	-	Complied
Grade 2	47,505	46,185	50,400	49,000	56,407	181	-	Complied
Grade 3	47,505	46,185	50,400	49,000	56,407	181	-	Complied
Grade 4	55,245	53,710	54,000	52,500	56,407	181	-	Complied
Grade 5	55,245	53,710	54,000	52,500	56,407	181	-	Complied
Grade 6	55,245	53,710	54,000	52,500	65,355	181	-	Complied
Grade 7	N/A	N/A	54,000	52,500	65,355	181	-	Complied
Grade 8	N/A	N/A	54,000	52,500	65,355	181	-	Complied

Districts, including basic aid districts, must maintain their instructional minutes at either the 1982-83 actual minutes or the 1986-87 requirements, whichever is greater, as required by Education Code Section 46201. This schedule is required of all districts, including basic aid districts.

The district has received incentive funding for increasing instructional time as provided by the Incentives for Longer Instructional Day. This schedule presents information on the amount of instruction time offered by the district and whether the district complied with the provisions of Education Code Sections 46200 through 46206.

Instructional Minutes  
2014/15

Kindergarten		
	Days	Minutes
Regular Day	159	341
Minimum Day	22	225

Total Minutes	59,169
Required Minutes	36,000

1st		
	Days	Minutes
Regular Day	159	321
Minimum Day	22	205

Total Minutes	55,549
Required Minutes	50,400

2nd		
	Days	Minutes
Regular Day	159	321
Minimum Day	22	205

Total Minutes	55,549
Required Minutes	50,400

3rd		
	Days	Minutes
Regular Day	159	321
Minimum Day	22	205

Total Minutes	55,549
Required Minutes	50,400

4th		
	Days	Minutes
Regular Day	159	321
Minimum Day	22	205

Total Minutes	55,549
Required Minutes	55,245

5th		
	Days	Minutes
Regular Day	159	321
Minimum Day	22	205

Total Minutes	55,549
Required Minutes	55,245

6th		
	Days	Minutes
Regular Day	159	341
Minimum Day	22	225

Total Minutes	59,169
Required Minutes	55,245

7th		
	Days	Minutes
Regular Day	159	336
Minimum Day	22	225

Total Minutes	58,374
Required Minutes	54,000

8th		
	Days	Minutes
Regular Day	159	336
Minimum Day	22	225

Total Minutes	58,374
Required Minutes	54,000



# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** School Site  
Administrator Report

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

Nancy Hauer, our site administrator will be present to give the Board an update on school activities, student achievement, professional development and other noteworthy happenings at Dehesa.

**Report:**

Mrs. Hauer will present a draft of a parent exit interview form. This form has been designed to be easy but hopefully informative when our students leave Dehesa.

Tamara Ripke will also be present to give an update on the Landscaping Grant that she applied for and the work parties scheduled on January 17 & 24.

**Financial Impact:**

There is no additional financial impact at this time.

**Recommendation:**

This is an information item. There is no recommendation.

**Agenda Item #:VII.B.6**

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# DEHESA SCHOOL DISTRICT

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Board of Trustees

Karl Becker, 2018  
Christina Becker, 2018  
Jeff F. Royal, 2016  
Derek Voth, 2016  
Cindy K. White, 2018

*"Excellence in Education Since 1876"*

4612 Dehesa Road  
El Cajon, CA 92019

Superintendent

Janet Wilson

Site Administrator

Nancy Hauer

Business Manager

Lori Wigg

Telephone (619) 444-2161 / Fax (619) 444-2105

## Exit Information

What is the reason for you leaving Dehesa School? \_\_\_\_\_

During your student's time at Dehesa School what were the strengths and benefits? \_\_\_\_\_

What suggestions for improvement do you have for our school? \_\_\_\_\_

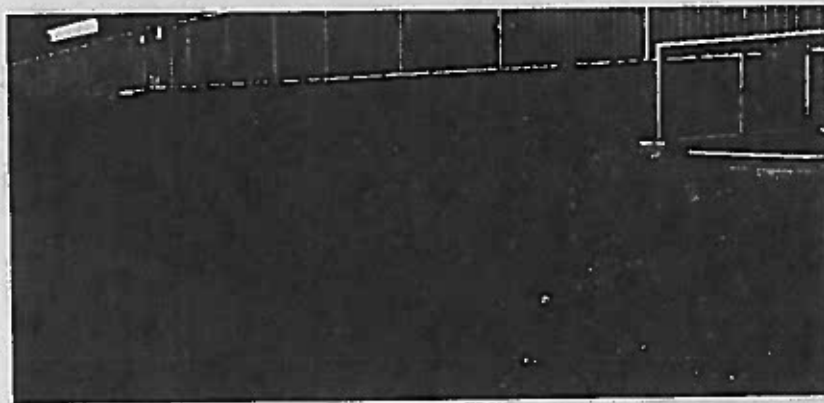
Thank you for your time at Dehesa School. We appreciate your input.

Nancy Hauer  
Site Administrator  
Dehesa School



# Volunteers Needed

**Would you like to join us to help improve the front of our school? Dehesa School and Lowe's are working together on a landscaping project.**



**Are you available to help on Saturday, January 17 and/or Saturday, January 24 from 8:30am to 12:30pm? We will provide our volunteers with any tools needed, donuts, and refreshments. Due to the nature of the work and equipment being used, these will be adult only work parties. Please RSVP by Wednesday, January 14 so that we can make sure that we have enough supplies and refreshments.**

.....  
Name: \_\_\_\_\_ Phone number: (     ) \_\_\_\_\_

- I can join you on Saturday, January 17.....# of Adults: \_\_\_\_\_
- I can join you on Saturday, January 24.....# of Adults: \_\_\_\_\_
- I can join you on Saturday, January 17 and January 24...# of Adults: \_\_\_\_\_
- I need child care during the time I'm helping.....# of Kids \_\_\_\_\_

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board

**From:** Janet Wilson

**Subject:** Williams Quarterly  
Complaint Report

Meeting Date: Jan 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:** Laws and board policy require a quarterly report to the Board of Trustees and the County Superintendent of Schools regarding complaints to the school covered under the Williams Settlement

**Report:** We received no complaints during the second quarter of 2014 in the areas which are addressed by the Williams Settlement.

**Financial Impact:** None

**Student Impact:**

**Agenda Item #: VI.B.7**

## SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

You are Logged on with District access.

User ID: 68049		Found 40 records.											
Year and Quarter	Instructional Materials			Facilities			Teacher Vacancy Misassignment			Totals			Locked
	Received	Resolved	Unresolved	Received	Resolved	Unresolved	Received	Resolved	Unresolved	Received	Resolved	Unresolved	
2005 1st Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2005 2nd Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2005 3rd Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2005 4th Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2006 1st Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2006 2nd Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2006 3rd Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2006 4th Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2007 1st Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2007 2nd Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2007-08 1st Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2007-08 2nd Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2007-08 3rd Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2007-08 4th Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2008-09 1st Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2008-09 2nd Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2008-09 3rd Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes

2008-09 4th Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2009-10 1st Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2009-10 2nd Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2009-10 3rd Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2009-10 4th Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2010-11 1st Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2010-11 2nd Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2010-11 3rd Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2010-11 4th Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2011-12 1st Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2011-12 2nd Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2011-12 3rd Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2011-12 4th Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2012-13 1st Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2012-13 2nd Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2012-13 3rd Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2012-13 4th Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2013-14 1st Qtr Jul-Sep	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2013-14 2nd Qtr Oct-Dec	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2013-14 3rd Qtr Jan-Mar	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2013-14 4th Qtr Apr-Jun	0	0	0	0	0	0	0	0	0	0	0	0	Yes
2014-15 1st Qtr	0	0	0	0	0	0	0	0	0	0	0	0	0

Jul-Sep										
2014-15 2nd Qtr Oct- Dec	0	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0	0

**Add a New Quarter Record**

**Select a date for Change or Delete**

**Main Menu**

[\[Instructions\]](#)

[\[LogOff\]](#)

# DEHESA SCHOOL DISTRICT

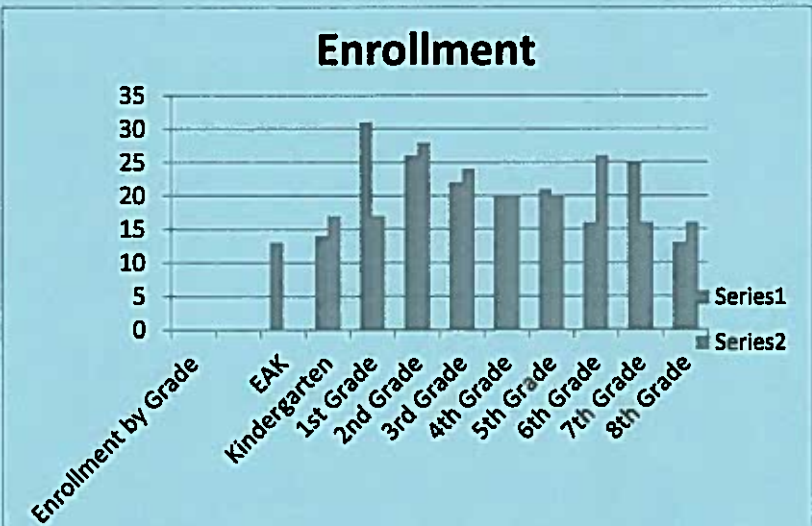
**To: Members of the Board**

**From: Janet Wilson**

**Subject: Dehesa School Enrollment**

- Meeting Date: January 15, 2015
- Action
  - First Reading
  - Information
  - Presentation
  - Discussion
  - Public Hearing
  - Roll Call Vote Required

Enrollment by Grade			Enrollment by Teacher		
	2013/14	2014/15		2013/14	2014/15
EAK	13	8	EAK	13	8
Kindergarten	14	18	Hauer	14	0
1st Grade	31	17	Wiley	14	17
2nd Grade	26	27	Smith	17	0
3rd Grade	22	23	Blakey	19	23
4th Grade	20	21	Van	15	22
5th Grade	21	20	Perez	12	19
6th Grade	16	25	Alex	18	22
7th Grade	25	16	Ripke	20	18
8th Grade	13	14	Shea	5	6
<b>Total</b>	<b>201</b>	<b>189</b>	Schneider	16	24
			Griggs	25	16
			Pallitto	12	14
			<b>Total</b>	<b>201</b>	<b>189</b>



**Agenda Item  
#:VII.B.8**



# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** Resolution 2015-1-1  
Local Cap Reserves

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

The California School Boards Association is calling upon the Legislature and Governor to repeal the school district reserve cap that is contained in SB 858, the 2014-15 education budget trailer bill.

**Report:**

This is the Governor's bill that requires school districts to ONLY maintain the level of reserves required by law, and states that we cannot hold additional reserves, such as Fund 17. This law would go into effect at the time there was even a single dollar of contribution/s to the Governor's Rainy Day Fund.

Districts throughout the state are joining together to request that this bill be repealed because it in effect eliminates all districts from having any kind of Rainy Day Fund or protection for major expenses or emergency repairs.

**Financial Impact:**

Forcing the District to basically eliminate Fund 17 would be detrimental to the fiscal health and well-being of the Dehesa School District. Our mandated reserves of 5% simply wouldn't cover our curriculum adoption needs, our deferred maintenance, mandated retirement costs, and other emergency expenditures.

**Student Impact:**

None

**Recommendation:**

It is recommended that the Board approve Resolution 2015-1-1.

**Agenda Item #:VII.C.1**

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## **DEHESA SCHOOL DISTRICT**

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### **RESOLUTION 2015-1-1**

#### **Resolution on Local Reserves Cap SB 858, Section 27/California Education Code 4217.01**

(Rev 09.22.14)

WHEREAS, School district governing boards have the obligation to provide a quality education that is essential for an informed citizenry, a competitive economy, a fulfilling life for all students, and the foundation of our democratic society; and

WHEREAS, School district governing boards are responsible for maintaining fiscal solvency of the school systems they govern; and

WHEREAS, The Local Control Funding Formula (LCFF), based on the principle of subsidiarity, provides governing boards, working with interested stakeholders, with the authority to prioritize funds in order to provide quality education for all students, especially those who are English learners, from low income households and who are Foster Youth; and

WHEREAS, Funds for crucial services for school operations, such as payroll, classroom materials, school construction projects, technology, home-to-school transportation, deferred maintenance, etc. often require successful ongoing cash-flow management and disciplined planning, including the creation and maintenance of prudent financial reserves; and

WHEREAS, School district reserve levels, as well as their fund balances, are determined by governing boards to meet local priorities and allow districts to save for potential future expected and unexpected expenditures and for eventual economic downturns; and

WHEREAS, community funded schools (Basic Aid Districts) receive funds only twice a year and must rely on adequate reserves to manage cash flow for normal daily operations and for future purchases and unforeseen events; and

WHEREAS, the statutory minimum for school district reserves for economic uncertainties ranges from 1 to 5 percent, depending on district enrollment, and

covers between one to five weeks of payroll, or less than 20 days of total cash flow; and

WHEREAS, Prudent budgeting raises expectations for school districts to establish and maintain reserves above the statutory minimum; and

WHEREAS, the governing board of the DEHESA SCHOOL DISTRICT currently maintains a reserve of approximately 22% for purpose of English Language Arts, Science, and Social Studies Common Core textbook adoptions, deferred maintenance/HVAC/roofing needs, to meet cash flow needs to allow the district to make payroll during the next economic downturn and when the revenues from Proposition 30 begin to sunset, to maintain an acceptable credit rating, which is imperative for Bond Sales, and

WHEREAS, On June 20, 2014, the Governor signed into law SB 858 (Committee on Budget and Fiscal Review, Chapter 32, Statutes of 2014), now embodied in California Education Code 42127.10, and

WHEREAS, SB 858, Sec. 27 Education Code 42127.01, will become operative should voters pass Proposition 2 on the November 2014 state ballot, and will require school districts to spend their assigned and unassigned account balances down to no more than two to-three times the minimum level of the statutory reserve for economic uncertainties (depending on district size) in the fiscal year following the fiscal year in which the State of California makes a payment of any amount to the Public School System Stabilization Account; and

WHEREAS, Under SB 858 this provision, a deposit by the State of California of even \$1 to the Public School System Stabilization Account would result in school districts throughout California having to spend down billions of dollars in their reserves and ending balances; and

WHEREAS, It could take many years for the State of California to build up an adequate Public School System Stabilization Account; yet, in one year, school districts would be forced to spend down their reserves and ending balances to levels that could jeopardize fiscal solvency; and

WHEREAS, The LCFF is not fully implemented, many school districts are still funded below their 2007-08 levels, and districts cannot survive another downturn without fiscally responsible reserves; now, therefore, be it

Resolved, That the Board of Education of the DEHESA SCHOOL DISTRICT calls upon the Legislature and the Governor to repeal the language contained in Sec. 27 of SB 858 (Chapter 32, Statutes of 2014) now in Education Code 42127.01 immediately.

PASSED AND ADOPTED, this 15th day of January, 2015 by Board of Education of the DEHESA SCHOOL DISTRICT by the following vote:

AYES:

NOES:

ABSENT:

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

---

Clerk of the Governing Board



Janet Wilson <janet.wilson@dehesasd.net>

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## Please help CSBA's efforts to repeal the cap on school district reserves

5 messages

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Carol Skiljan <CSkiljan@csba.org>

Wed, Dec 3, 2014 at 2:43 PM

To: Region 17 Board Members <Region17BoardMembers@csba.org>, Region 17 County Board Members <Region17CountyBoardMembers@csba.org>, Region 17 County Superintendents <Region17CountySuperintendents@csba.org>, Region 17 Superintendents <Region17Superintendents@csba.org>  
Cc: Region 17 Delegates <Region17Delegates@csba.org>, Barbara Ryan <IMCEAEX-  
\_O=CSBA+2EORG\_OU=EXCHANGE+20ADMINISTRATIVE+20GROUP+20+28FYDIBOHF23SPDLT+29\_CN=RECIPIENTS\_CN=Barbara+20Ryan3f2@csba.org>

Dear San Diego County School Board Members and Superintendents:

As you are aware, California School Boards Association is calling upon the Legislature and Governor to repeal the school district reserve cap that is contained in SB 858, the 2014-15 education budget trailer bill.

On Monday, Dec. 1, CSBA held a press conference in front of an empty bank vault to demonstrate what will happen to school districts up and down the state if SB 858 is allowed to stand. The San Diego Union had excellent reporting on the press conference: <http://www.utsandiego.com/news/2014/dec/01/school-savings-cap-undermines-reserve-rainy-day/7#article-copy>

CSBA has been collecting repeal the cap resolutions from around CA. As Director of Region 17 (SD), CSBA has informed me that these school districts have passed resolutions in support of repealing the cap on district reserves:

Del Mar, Encinitas, Jamul-Dulzura, La Mesa-Spring Valley, Lemon Grove, Oceanside, San Dieguito, Santee, Solana Beach, South Bay, and Valley Center/Pauma.

If your board has adopted the resolution and is not on the list above, please email your resolution immediately to Suzy Costa in the CSBA Governmental Relations Department: [scosta@csba.org](mailto:scosta@csba.org) <<mailto:scosta@csba.org>>.

If you haven't adopted the resolution, we urge you to make sure it gets on your next board agenda between now and the end of January. The goal is to have at least 250 resolutions from school districts and county boards of education. Here is a link <<http://www.csba.org/Advocacy/LegislativeAdvocacy/~media/CSBA/Files/Advocacy/LegislativeAdvocacy/201409ReserveCapSampleResolution.aspx>> to the sample resolution. Once your resolution is adopted, please forward it immediately to Suzy Costa in the CSBA Governmental Relations Department at [scosta@csba.org](mailto:scosta@csba.org) <<mailto:scosta@csba.org>>.

Thank you for your consideration and hope to see many of you at the Annual CSBA Educational Conference in San Francisco!

Carol Skiljan  
CSBA Director Region 17  
Encinitas USD Board Member  
[carol.skiljan@eusd.net](mailto:carol.skiljan@eusd.net)  
(760) 845-2439 cell

# DEHESA SCHOOL DISTRICT

To: Members of the Board

From: Janet Wilson

Subject: Technology Needs

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

## **Background:**

Our library is perhaps the only library in the county where the card catalog is still in use. Dominick Avera, our new media technician has extensively researched the possibility of automating our library, allowing our book inventory to be available to all parents and students online as well as allow for book check-out to be expedited using a barcode scanning process.

## **Report:**

Mr. Avera visited other schools, researched programs, and is recommending that we purchase and implement the Follett – Destiny Library Software. This will allow us to have a reliable inventory in the event of a fire or other disaster, students can search for any book in the library from any computer or tablet at school or home, and because it is used at Granite Hills and Valhalla our students will be better prepared for using the library when they get to high school. This will also actually bring Dehesa into the 21<sup>st</sup> century!

## **Financial Impact:**

This is actually much more affordable than expected. The initial cost for our District is \$2,350.00 and then an annual renewal fee of \$550.00. There are also other start up costs: \$288 – scanner stand, \$499 - cordless scanner, \$1199 - wireless inventory unit, \$399 - Infigo receipt printers, and barcodes - \$70 per 1,000.

The total initial costs is projected to be \$5,435.00

## **Student Impact:**

**POWERFUL**

## **Recommendation:**

Administration recommends approval of the library automation system.

**Agenda Item #: VII.C.2**

## Destiny Library Software

- Students can search for any book in the library from any computer or tablet in the school or at home
  - Students can search by genre, author, subject, or title
  - Search results will display the books cover, its level, and whether it has an AR test
  - Students can check books out online allowing them to reserve titles for pickup
  - If ebooks are added to our library with Destiny they can be accessed not only at the library, but from the students home as well
  - All books will be attached with barcodes allowing for a quicker check in and out system
  - Everything would be handled via Follet's provided server meaning less technical complications and/or frustrations on our end
  - Provides Elearnings which are short tutorials that go over the basics of Destiny
  - Destiny is used by over 70,000 schools nationwide
  - Highly Recommended by Granite Hills and Valhalla High School – this will allow for a smoother transition to high school for our students
- 
- Perhaps the greatest asset is that our books would be inventoried and there would always be a current list available through Follett – Destiny Library Software should there ever be a fire or other disaster that destroyed our library materials. The current card catalog system would be of no use because it also would be destroyed in the event of a disaster.

## Mail

COMPOSE

Inbox

Starred

Sent Mail

Drafts

ChromeBooks

HP

Karen Olson Emails

Search people...

Jonathan Hunt

Klein, Kristine

rkidd

Williamson, John...

to me

Dominick

Thank you for your quick response. There are two options for a single school or if you want Follett to host for you. Please see below for specific attached some literature for you to review, as well as our system specs.

### Single School Package

Destiny License, Titlepeek (seeing the book jackets when you do a search), databases within Destiny), Alliance Plus (database of over 9,000,000 MARC Circulation Catalog Plus, your first year of support, any upgrades we do through eLearnings, which are short tutorials that will get up and running on the basic

**Option 1: Single School Package - initial cost \$2,350 \$550 annual support**

**OR**

**Option 2: Single School Follett Hosted package - initial cost \$1349; \$700 annual support**

### Hardware / Supplies pricing

- 5100 scanner/stand - \$288
- 6102 cordless scanner - \$499
- 7100 wireless inventory unit - \$1199
- Infigo receipt printer - \$399
- Case of thermal paper (to use with the Infigo) - \$149 for 50 rolls
- Barcodes - \$70 per 1,000

Please let me know if you are interested and we can set-up an online demo or give me a call with questions/concerns. I look forward to hearing from you soon.





# DEHESA SCHOOL DISTRICT

To: Members of the Board

From: Janet Wilson

Subject: Technology Needs

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
- Presentation
- Discussion
- Public Hearing
- Roll Call Vote Required

**Background:**

When Common Core was initially implemented at the state level each district was given specific funding to assist with the implementation. Dehesa received \$43,207.00 that must specifically be spent on Professional Development, Common Core Materials and/or Technology to support state testing. We reserved the money for technology until after the state testing last spring and to check with other districts to see what they have been purchasing with their funding.

**Report:**

Mr. Dominick Avera, our new media technician was given the information about what other districts have purchased and then asked to make a recommendation for Dehesa. He visited several schools, made numerous phone calls, and researched options. He is recommending that we purchase the HP Stream Notebooks for our students.

**Financial Impact:**

The total costs of 70 HP Stream Notebooks and storage carts are approximately \$19,448.00, to be paid for from the Common Core funding. To date we have spent \$6,700.00 for new teacher laptops and \$3,600.00 to replace our server, all of which is within the Common Core Funding Allotment.

**Student Impact:**

**POWERFUL**

**Recommendation:**

Administration recommends approval of the HP Stream Notebooks as recommended by Mr. Avera.

**Agenda Item #: VII.C.3**

**HP Proposal from John Williamson - (866) 684-3621 ext 771-4829**

1 message

Williamson, John (HHO Boise) <john.williamson@hp.com>  
To: "dominick.avera@dehesasd.net" <dominick.avera@dehesasd.net>

Tue, Dec 30, 2014 at 3:05 PM

(To Print Select "Landscape" Mode)



## Small Business Direct

Growing your Business is our Business!

Hello Dominick,

Please see the proposal below and please let me know if you have any questions or concerns, if I don't hear from you I will call you.

Please remember in order to get the price below you must call me directly to order, or send me an e-mail. If you have any further questions or concerns please do not hesitate to contact me.

Thank you for choosing *HP Small Business Direct* and I look forward to earning your business!

John Williamson

Agent info: John Williamson  
Small Business Direct Account Manager  
Phone: 866-684-3621 ext: 771-4829  
Email: [john.williamson@hp.com](mailto:john.williamson@hp.com)  
Web: [www.shopping.hp.com/biz](http://www.shopping.hp.com/biz)

### Order summary

Product #	Description	Shipping Cost	Unit Price	Quantity	Your extended price
K2L95UA#ABA	HP Stream Notebook - 11-d010nr	FREE	\$199.99	30	\$5,999.70

Order subtotal	\$5,999.70
Total Shipping	FREE
Estimated Tax*	\$539.97
Recycling Fee**	\$90.00
<b>Grand total</b>	<b>\$6,629.67</b>

**Pricing and Availability**

Prices, specifications, availability and terms of offers may change without notice. Quantity limits may apply to orders, including orders for discounted and promotional items. Despite our best efforts, a small number of items may contain pricing, typography, or photography errors. Correct prices and promotions are validated at the time your order is placed. These terms apply only to products sold by the HP Home & Home Office Store; reseller offers may vary. Items sold by the HP Home & Home Office Store are not for immediate resale. Orders that do not comply with HP Home & Home Office Store terms, conditions, and limitations may be cancelled.

**Tax-Exempt Certificate Requirements**

All tax-exempt accounts must file a tax-exempt certificate with Hewlett-Packard Small Business Direct. This certificate will remain on file until it is expired. Resellers are not eligible for Tax-Exempt status with HP Small Business Direct. Fax tax exempt certificates and order numbers to [1-970-812-4279](tel:1-970-812-4279) or email: [htotaxexempt@hp.com](mailto:htotaxexempt@hp.com) to be considered for tax exempt status.

**John Williamson**  
Account Manager

HP Small Business Direct

[john.williamson@hp.com](mailto:john.williamson@hp.com)  
T 1-866-884-3621 Ext 771-4829  
F 1-855-499-3159

Hewlett-Packard Company  
11311 Chinden Blvd  
MS400  
Boise, Idaho 83714



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- + COMPUTER LAB SECURITY
- + DESKTOP SECURITY
- LAPTOP SECURITY
  - + STEEL CABLE LOCKS
  - LAPTOP TRACKING SOFTWARE
  - LAPTOP LOCKER
  - + STOP ANTI-THEFT TAGS
  - LAPTOP TIE-DOWNS
- PORTABLE LAPTOP CARTS
  - 32-UNIT MODEL
  - 26-UNIT MODEL
  - 20-UNIT MODEL
- ACCESSORIES
- NETBOOK SECURITY CARTS
- + MAC SECURITY
- + TRACKING & RECOVERY
- + PROJECTOR SECURITY
- + SERVER SECURITY
- + BARCODE LABELS & ASSET TAGS
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- + INTERNAL COMPONENT SECURITY
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- + PADLOCKS
- + SECURITY FASTENERS
- + IPAD/TABLET SECURITY
- + SPECIALTY ITEMS
- + CLEARANCE CENTER

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[What was your favorite part of the experience?] The helpfulness and how easy the person I spoke to on the phone it made the exchange of the incorrect locks ordered.  
*cjm from az on 10/30/2014*

What was your favorite part of the experience? Help with drilling issues.

*James from Mass on 10/13/2014*

[What was your favorite part of the experience?] To find the product I needed.

*(anonymous) on 10/03/2014*

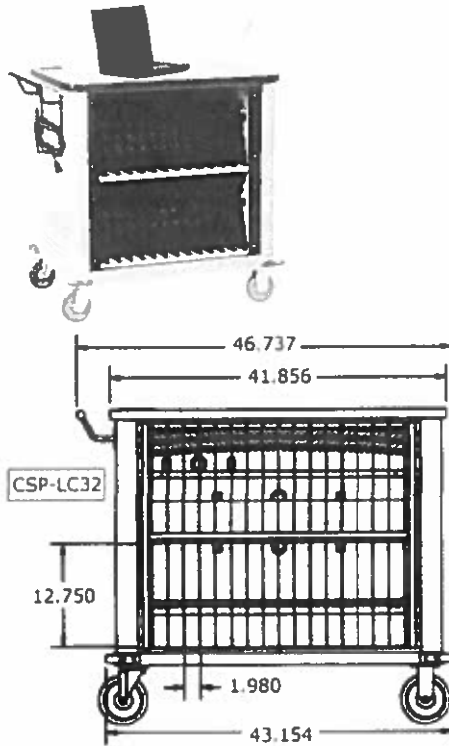
[What was your favorite part of the experience?] Easy and convenient ordering, Even to Australia!

*Alan from Canberra Australia on 09/25/2014*

[What was your favorite part of the experience?] Ordering online and receiving the cable security cable packages and lock boxes, along with security plates that are easy to place on my devices.

*tom from colo on 09/25/2014*

[Overview](#) | [32-unit cart](#) | [26-unit cart](#) | [20-unit cart](#) | [Accessories](#)



### Portable Laptop Carts 32-Unit Model

The LapTop Cart provides a safe and easy way to transport numerous laptops in a school, government, training, or corporate environment. This cart provides storage and charges up to 32 laptops, tablet PCs, ultra mobile PCs and other similar devices. The dual entry capability of the LTC helps to ensure the security of stored equipment and timer configurations. The tambour door opening allows teachers and students to access the laptops and other equipment while limiting access to the electrical components and timer, which can be accessed through the locking rear door panel by IT staff.

[MORE SPECS](#)

All carts ship via Freight

CSP-LC32 - ships fully assembled (excluding handle).

**Dimensions excluding handle:**  
41 7/8"W x 26 1/4"D x 37-7/8"H  
**Dimensions including handle:**  
46 3/4"W x 26 1/4"D x 37/8"H  
**Estimated product weight:** 208 lbs.  
**Estimated Shipping weight:** 238 lbs.  
**Laptop Compartment Space:**  
1 7/8"W x 17"D x 12 3/4"H  
**Laptop Compartment Size:**  
Can accommodate up to 17" screen laptops

\*Padlock is a keyed-different version and ships separately (if option chosen)\*

\*\* The optional Pop Up Center comes uninstalled. If you need this factory installed, lead time will be increased. Call for details. \*\*

**FLAT RATE FREIGHT CHARGE (tailgate service)**  
\$189.00

Part #: **CSP-LC32**

Qty	Price
1	1745.00
10+	<a href="#">Request a Quote</a>

Enter Quantity: 1

**ADD POP UP POWER CENTER?**

NO

**ADD SECOND HANDLE?**

NO

**ADD PADLOCK?**

NO

**SHOPPING CART**

Product	Qty	Eq.
Subtotal \$0.00		

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Password:

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**FAVORITES**

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\*Usually ships in 7 - 10 business days without options. If options chosen, lead time could be 2-4 weeks.

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**DEHESA SCHOOL DISTRICT**

**Common Core Funding Plan**

**Entitlement: \$43,207.00**

Professional Development	Common Core Materials	Technology for CALMAPP Smarter Balance
<p align="center">Year 1:</p> <p>Writing: Learning Headquarters for all K – 5 &amp; Special Ed teachers</p> <p>Registration: \$3,590.00 Substitutes: \$1,900.00</p> <p>Middle School: STEAM \$400.00 ELA 345.00 Substitutes: 575.00</p>	<p>K – 2 Reading Materials</p> <p>3 – 5 Reading Materials</p> <p>6 – 8 Reading Materials</p> <p>6 – 8 Science</p> <p>6 – 8 Math</p>	<p align="center">Questions?</p> <p>In order to test should we use some of this money to:</p> <ol style="list-style-type: none"> <li>1. Replace Controller for better WiFi access. (\$7,000)</li> <li>2. Replace Computer Lab?</li> <li>3. Purchase more iPads?</li> <li>4. Wait to give the test this spring to see what our needs are?</li> </ol>
<b>\$6,810</b>	<b>\$6,383.00</b>	<b>\$30,000</b>

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Janet Wilson  
**Subject:** Dehesa School District  
Citizens Oversight  
Committee

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
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- Public Hearing
- Roll Call Vote Required

## **Background/Report:**

The Dehesa School District successfully passed a general obligation bond on November 2, 2010 and again on November 6, 2012. A mandatory requirement is that we have a Citizens Bond Oversight Committee (CBOC) to monitor a School Facilities Building Projects. The Governing Board adopted bylaws for the CBOC and approved the CBOC application form on January 20, 2011.

Because Mrs. Christina Becker is now on the Governing Board, she has resigned from the CBOC.

We have an additional candidate to present to the Governing Board:

- Mr. Charles Huskey – a Dehesa resident, retired CSEA employee, former Dehesa Governing Board Member, as well as numerous community organizations, and volunteer hours to our community.

It has also been suggested by Mrs. Christina Becker, our former CBOC Chair, that the Governing Board may wish to consider having a representative attend the CBOC meetings.

## **Financial Impact:**

There is no cost involved with the CBOC, but the CBOC will monitor and provide oversight on all bond expenditures.

## **Recommendation:**

Administration recommends approval for the resignation of Mrs. Becker and approval of Mr. Mr. Charles Huskey as a new CBOC member in order to complete the legal requirements for a seven member CBOC. The Governing Board may also wish to consider a Board Representative on the CBOC.

**Agenda Item #: VII.C.4**

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board

**From:** Janet Wilson

**Subject:** Personnel  
Recommendations

Meeting Date: January 15, 2015

- Action
- First Reading
- Information
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- Discussion
- Public Hearing
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The Governing Board is requested to approve/ratify the following personnel recommendations:

## **Personnel:**

### **Certificated:**

1. To accept the resignation of Gretel Parks the EAK Teacher effective December 19, 2014
2. To approve the appointment of Alexis Chisholm, Long Term Substitute for EAK until the hiring process can be completed effective December 19, 2014 - January 25, 2015, or until the position is filled, whichever date is first.

**Agenda Item #:VII.E.1-2**