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**DEHESA SCHOOL DISTRICT**  
**Regular Governing**  
**Board Meeting**

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**AGENDA**

**November 3, 2016**

**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 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, 2010 and 2014. Her current term expires in 2018.

**Karl Becker -**

Mr. Becker was elected to the board in 2010 and reelected in 2014. His current 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 2016.

# DEHESA SCHOOL DISTRICT

## LOCATION & TIME

CLOSED SESSION - 6:00 p.m.

Dehesa School – Conf Room D4

## LOCATION & TIME -

OPEN SESSION – 7:15 p.m.

Dehesa School - MPR

## REGULAR GOVERNING BOARD MEETING

**NOVEMBER 3, 2016**

### 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.

Board of Education agendas and minutes are, by law, public documents. Please note the Dehesa School District posts Board agendas and minutes on the school website: [www.dehesasd.net](http://www.dehesasd.net).

#### **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. EXISTING LITIGATION: The Governing Board will recess to Closed Session to consider existing litigation pursuant to Government Code 54956.9 (b.)(1).
  - 1. San Diego Gas & Electric 2016 General Rate Case, CPUC A.15-04-012

- F. REAL PROPERTY: The Governing Board will recess to Closed Session to consider real property pursuant to Government Code 54956.8 (b.)(1). Case No. 37-2015-00030843-CU-WM-CTL

### 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. Dehesa Teacher's Association – President Nicole Suetos – class presentation
2. Parents' Club – Jade Clark, President
3. California School Employees Association # 663 - Jackie Finch, President
4. Inspire Charter – Nick Nichols - presenting
5. Element Education – Terri Novacek, Director
  - a. Dehesa Charter School
  - b. Community Montessori
6. Diego Hills Charter School – Lindsay Reese
7. The Heights Charter School – Diana Whyte
8. Method School – Jessica Spallino
9. Valiant Academy– Justin Schmitt
10. Citizen Input

#### B. Board Input

### 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 Board Meeting – October 13, 2016
- B. Approval of Purchase Orders – It is recommended that the Board of Trustees approve the commercial warrants as presented.
- C. Conferences and Workshops
  1. CSBA – Masters of Governance Workshops for Superintendent during the 2017 school year. Cost of 5 courses, \$1245.00.
  2. SSDA Annual Spring Conference for Superintendent in Sacramento CA, March 5-7, 2017. Cost of conference will be \$428.00 plus air fare.

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

### **A. Correspondence:**

1. Unaudited Actuals – letter from SDCOE
2. CSBA – Nominations for Delegate Assembly
3. SDCOE – Williams Settlement Findings

### **B. Report, Information, and Presentations**

1. Budget Report
2. Principal's Report
3. Enrollment
4. Proposed Board Meeting Dates for 2017

### **C. Discussion**

## **VII. Action Items**

### **A. Public Hearings - None**

### **B. Old Business – None**

### **C. New Business**

1. The Board will consider the proposed new Suspension Documentation Sheet
2. The Board will consider the Job Description of Transportation Coordinator/Bus Driver Instructor Position
3. The Board will consider the proposed Tentative Agreement between Dehesa School District and CSEA #663
4. The Board will consider the additional costs involved in purchasing a van with a lift.

### **D. Negotiations – None**

### **E. Board Policies None**

**F. Personnel:**

1. The Board will consider the hiring of two 3.75 hour Instructional Aides.

**VIII. Advance Planning**

**A. Next Meeting**

1. Regular Meeting – Thursday, December 8, 2016 at 6:30 p.m. Closed Session at 6:00p.m.  
Open Session

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

**C. Future Meeting Dates**

1. Regular Meeting – Tentatively set for January 19, 2017. Will be voted on at the December board meeting.

**IX. Adjournment**

# **DEHESA**

## **SCHOOL DISTRICT**

### **REGULAR GOVERNING BOARD MEETING**

**October 13, 2016**

#### **Minutes**

- I. **Call To Order:** President Cindy White called the meeting to order at 6:00 and the Board convened into Closed session.
- II. **Closed Session**
- III. **Public Meeting:** The Board reconvened at 7:24 pm and President White called the meeting to order and stated no action was taken in closed session. A quorum was established with members being present: Cindy White, Christina Becker and Derek Voth. Jeff Royal and Karl Becker were absent. Cindy White led all in the Pledge of Allegiance. Trustee Derek Voth made a motion to approve the agenda, seconded by Christina Becker. Board approved the agenda as follows:  
**Ayes:** Cindy White, Christina Becker, Derek Voth  
**Nays:** None  
**Absent:** Jeff Royal, Karl Becker  
**Abstain:** None
- IV. **Requests to Address the Board**
  - A.1 **Parents Club:** Superintendent updated the Board on the upcoming Halloween Carnival which will be October 29 from 3:30-7:30. They have enlisted some outside vendors this year including a taco cart and an ice cream truck. Middle School will have a jail and 6<sup>th</sup> grade will be selling popcorn as fundraiser activities.
  - A.2. **Dehesa Teachers Association – No report**
  - A.3. **CSEA – CSEA President, Jackie Finch** shared that they have been having negotiations and hope to have the support of the Board and wrap up some items. She also shared a solution regarding having parents in the bus circle when loading the students in the afternoon that is a win for all and for safety.
  - A.4 **Element Education – Dehesa Charter** is at 1,051 for enrollment and Community Montessori is at 605. Superintendent Hauer shared that she attended a due process hearing for Community Montessori this week. It is anticipated to be about a 5 day hearing and hoping for a positive outcome. Community Montessori just had a sleep over with tents and breakfast. They are partnering with Reuben H. Fleet Space Theater and receiving discounted admission for STEM activities.

**A.5 Diego Hills** – Enrollment at their San Diego Campus is 652 and at Lemon Grove 137. They have a new Cross Country team and competed in a local 5 k run. They also held their first Annual Senior Dinner to help motivate seniors to complete their classes and graduate. They have a graduation goal of 65% or higher for this year; last year was 60%.

**A.6. Method School** – current enrollment is at 130 and they are working on student recruitment for their homeschooling program as well as summer school. They are working on developing service opportunities for students.

**A.7 The Heights Charter** – They had a very successful 6th grade camp in Pine Valley last month.

**A.8 Inspire Charter:** Enrollment continues strong and steady.

**A.9 Valiant Academy** – No report.

**A.10 Citizen Input** – None

**B. Board Input:** President White shared that she and the Superintendent attended a public hearing at Sycuan concerning the proposed hotel they are planning on building. Superintendent Hauer will be sending a letter to Sycuan addressing the concerns of the school and the failure to notify the school of the project. There was Board discussion about some of the issues involved, including water, traffic and air quality.

Trustee Derek Voth asked the Principal to explain the rules and reasons for no cell phone use on campus and backs pack being hung outside of classroom. Principal Ripke shared the information with the Board.

**V. Routine Action Items:** Derek Voth made a motion to approve the routine action items, seconded by Christina Becker. No discussion, vote as follows:

**Ayes:** Cindy White, Derek Voth, Christina Becker

**Nays:** None

**Absent:** Jeff Royal, Karl Becker

**Abstain:** None

**VI. A. Correspondence:** Superintendent Hauer reviewed the correspondence with the Board including the approval letters for LCAP and the budget approval. Discussion regarding the use of the school for the upcoming Presidential Election and getting help from CHP during drop off and pick up time. She also shared a fax from JPA recognizing school bus 7 for following a safe distance in town.

**B.1 Budget Report:** Business Manager shared that we did receive one finding on our free and reduced lunch from our auditors and she will share the report with the Board when she receives it. The first interim report will be coming in December. The reports as presented are accurate. Discussion from Trustee Christina Becker regarding our certification from DSA and clarification from the Business Manager. Superintendent Hauer shared that it is looking favorable for the passage of a Bond in November. If it passes we will be able to proceed with possibly getting a partial reimbursement from the State that could be used for more additional construction.

**B.2 Summer Construction Project Update:** Business Manager shared we will be receiving an energy audit report by the end of November from Steve Kapp. She will make some recommendations to the Board at our December meeting based on the report. It was noted that this is a five year plan that we will need to complete by August of 2017, prior to the deadline. Mrs. Wigg shared that the Shade Structure project is complete and the back room being converted to an office is almost done. The school was able to save a significant amount of money by having our maintenance person do all the wall patching, painting and installing new blinds. New carpeting and base molding has been put in and a new desk ordered. A decision was reached for the Business Manager to move into the new back office and our Principal will move into the current Business Manager's office.

**B.3 Principal's Report:** Principal, Tamara Ripke shared some exciting news. She was approached by a parent who would like to donate 16 cameras and a DVR. She will have the parent contact Lori Wigg for further discussion. Three new enrichment classes started today and we are sending two employees this weekend to receive Archery training so we can once again offer that to our middle school students. The NEU convention is next week and will be attended by Mrs. Ripke, 2 certificated teachers and one classified employee. Another parent, Mr. Alvarez, approached Mrs. Ripke with permission to carve a hawk out of wood for the front of our school. Wood carving sculpture has been completed and is by the front door of our school, a very nice addition. She and Mr. Baltazar, our 7<sup>th</sup> grade teacher, attended an open house for i-fly – a potential field trip for 7<sup>th</sup> grade later this year. The 8<sup>th</sup> grade trip to Washington DC will not take place this year. It is a trip that is not supported by the school, just totally by the teacher. Our 8<sup>th</sup> grade teacher is researching a possible trip to Sacramento later this year instead. Principal Ripke is working on creating a School Site Council team, has sent out flyers and requests to all parents and is hoping for a good response. Discussion by Board and Principal regarding some of the issues this year regarding discipline and classroom management, especially in Middle School and the direction we are heading to improve same.



**B.4 Enrollment** – has held steady at 156. We do have one student who will be moving to a charter school in another week.

**B.5 Williams Report** – No finding this past quarter.

**C. Discussion:** President White discussed with the Board the need to have a few workshops in the near future, one about negotiations and one about enrollment, most likely on a Saturday. Discussion and a tentative date chosen of Saturday, January 7, 2017 from 8:30-12. Discussion about the need to find dates that can work for all Board members for our meetings for 2017. Superintendent Hauer said she will have a proposed calendar for the 2017 school year at the November meeting to allow time for all members to review before voting in December.

## VII. Action Items

**A. Public Hearings:** None

**B. Old Business:** None

**C. New Business:**

- 1. Annual E Rate Contract:** Motion made by Derek Voth and seconded by Christina Becker. Business Manager Lori Wigg shared that this is an annual contract which helps off set our phone fees and that last year our total phone bill was just slightly more than \$700.00. It is definitely a financial win for our district. Vote as follows:

**Ayes:** Cynthia White, Christina Becker, Derek Voth

**Nays:** None

**Absent:** Jeff Royal, Karl Becker

**Abstain:** None

- 2 Amended Board Date Calendar:** Motion made by Derek Voth and seconded by Christina Becker. Discussion and vote as follows:

**Ayes:** Cynthia White, Christina Becker, Derek Voth

**Nays:** None

**Absent:** Jeff Royal, Karl Becker

**Abstain:** None

- 3 MOU #1617-02 Transportation Coordinator/Bus Driver:** Motion made by Derek Voth and seconded by Christina Becker. Discussion and clarification by Superintendent Hauer that this is a win/win for the district and would not require the district to get a substitute for our bus driver. Vote as follows:

**Ayes:** Cynthia White, Christina Becker, Derek Voth

**Nays:** None

**Absent:** Jeff Royal, Karl Becker  
**Abstain:** None

*Dehesa School District  
Governing Board Meeting  
October 13, 2016*

- 4 MOU #1617-02 term of agreement with CSEA to June 30, 2019:** Motion made by Christina Becker and seconded by Derek Voth Discussion and clarification by Board Manager that this is actually a Tentative Agreement and not an MOU. Motion amended to consider the Tentative Agreement by Christina Becker and seconded by Derek Voth. Vote as follows:  
**Ayes:** Cynthia White, Christina Becker, Derek Voth  
**Nays:** None  
**Absent:** Jeff Royal, Karl Becker  
**Abstain:** None

**D. Negotiations:** None

- E. Board Policies: Wellness Policy BB5530** Motion made by Christina Becker to consider the policy and seconded by Derek Voth. Business Manager Lori Wigg shared the need for the policy and explained that she and the Child Nutrition Coordinator reviewed everything to try and make it as complete as possible. Trustee Becker said to be sure we review it for things such as our Halloween Carnival and after school cooking electives. Once the policy is in place a committee will be formed to assess and amend as necessary. Vote as follows:  
**Ayes:** Cynthia White, Derek Voth, Christina Becker  
**Nays:** None  
**Absent:** Jeff Royal, Karl Becker  
**Abstain:** None

**F. Personnel:** None

**VII. Advance Planning:**

- A. Next Meeting:** Regular Meeting is set for Thursday, November 3, 2016. Closed session will be at 6:00p.m. followed by open session at 6:30 pm.
- B. Agenda Items** – per request of Board members.
- C. Future Meeting Dates:** December 8, 2016 with closed session at 6:00 and open Session at 6:30.

**IX. Adjournment:** Meeting was adjourned at 9:40 pm.

Respectfully submitted and approved by:

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Sheila Cochran  
Administrative Secretary

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Christina Becker  
Clerk of the Board

**PURCHASE ORDERS October 2016**

DATE	PO NUMBER	VENDOR	Description	AMOUNT	BUDGET CATEGORY
10/3/2016	7154	Dunn & Edwards	Paint - back office	87.77	Restricted Maintenance
10/3/2016	7155	Amazon	External DVD/CD - Kjono	12.99	General-Instruction
10/3/2016	7156	Amazon	Library Book - replacment	9.09	General-Instructional Media
10/3/2016	7157	Replacement Lap Top Keys	Keys for Student Computer	9.30	General-Instruction
10/4/2016	7158	Amazon	USB Cables for Classroom Projectors	49.95	General-Instruction
10/6/2016	7159	Sysco	Snacks for Student Care	335.37	Student Care Fund
10/6/2016	7160	Second Nature	Online Typing Program - Student IEP	100.00	Special Ed
10/12/2016	7161	Southwest School Supplies	Discovery Days	63.97	General-Instruction
10/12/2016	7162	Amazon	Lap Top Screen/Dongle	57.94	General-Instruction
10/12/2016	7182	Proctor Construction	Work for new back office	600.00	Restricted Maintenance
10/14/2016	7163	San Diego Door Controls	Door Repair for Garage & Classroom	690.60	Restricted Maintenance
10/14/2016	7164	Amazon	LED Screen Student Computer	47.99	General-Instruction
10/16/2016	7165	Keyasara Document	Ink for Duplo Machine (2)	TBD	General-Instruction
10/18/2016	6840	Dale Scott & Co.	Bond Disclosure Report	4,900.00	Bond Fund
10/18/2016	7166	Things Remembered	Award for Board Member	185.54	General-District Admin
10/18/2016	7167	County Proflame	Propane	606.41	General-Operations
10/18/2016	7168	Cajon Valley School Dist	Vehicle Maintenance Contract - Open PO	25,000.00	General-Transportation
10/18/2016	7169	Fed Ex	Open PO: 2016-17 Mailings	350.00	General-School Admin
10/18/2016	7170	Wilkinson Hadley King	Open PO: Annual Audit	7,200.00	General-District Admin
10/18/2016	7171	Message Logix	Anonymous Alerts	427.50	General-School Admin
10/18/2016	7172	San Diego City Speech	Open PO: 2016-17 Speech Services	25,000.00	Special Ed
10/18/2016	7173	Amazon	Floormat - Bus Manager's Office	37.17	General-District Admin
10/18/2016	7174	Amazon	Pencils Sharpeners/Desk Bell	159.76	General-Instruction
10/18/2016	7175	Southwest School Supplies	Construction Paper	59.68	General-Instruction
10/19/2016	7176	Time	Magazine Sub for 5 Classes	526.28	General-Instruction
10/19/2016	7177	Dehart Backflow	Testing	135.00	General-Operations
10/19/2016	7178	Standard Electronics	Emergency Panel	95.00	General-Operations
10/19/2016	7179	Waxie	Custodial Supplies	871.31	General-Operations
10/19/2016	7180	Acco	Laminate	233.51	General-Instruction
10/19/2016	7181	CSBA	Books - Charter and Brown Act	49.95	General-District Admin
10/24/2016	7183	Creative Bus Sales Parts	Door Latches	54.56	General-Transportation
10/25/2016	7184	Blue Card Stock	Office - Emergency Cards	29.18	General-School Administration
<b>TOTAL</b>				<b>67,985.82</b>	



California School Boards Association

Please refer to your invoice number and customer number in all communications regarding this receipt.

## PAYMENT RECEIPT

**Bill To:**

Dehesa SD  
 Attention To: Nancy Hauer  
 4612 Dehesa Rd  
 El Cajon, CA 92019-2922

**Ship To:**

Dehesa SD  
 Attention To: Nancy Hauer  
 4612 Dehesa Rd  
 El Cajon, CA 92019-2922

**Invoice Number**      **Invoice Date**      **PO #**  
 INV-29787-D6N4R4              10/26/2016

**Invoice Details**

Product Code	Description	Unit Price	Quantity	Extended Price	Terms
CR5RS17/REGFEE	MIG Course 5: Community Relations/Governance Intergration - Nancy Hauer - MIG Course 5: Community Relations & Advocacy/Governance Integration (6/10/2017 - Riverside)	\$249.00	1.00	\$249.00	Net 30
CR3RS17/REGFEE	MIG Course 3: School Finance - Nancy Hauer- MIG Course 3: School Finance (4/1/2017 - Rancho Cucamonga)	\$249.00	1.00	\$249.00	Net 30
MIG_CR1_SW	MIG Course 1: Statewide Program - Nancy Hauer - MIG Course 1: Foundations of Effective Governance/Setting Direction (2/24/2017 - Coronado)	\$249.00	1.00	\$249.00	Net 30
MIG_CR2_SW	MIG Course 2: Statewide Program - Nancy Hauer - MIG Course 2: Student Learning & Achievement/Policy & Judicial Review (2/25/2017 - Coronado)	\$249.00	1.00	\$249.00	Net 30
CR4RS17/REGFEE	MIG Course 4: Human Resources/Collective bargaining - Nancy Hauer - MIG Course 4: Human Resources/Collective Bargaining (5/6/17 - Riverside)	\$249.00	1.00	\$249.00	Net 30

**Payment Details**

Payment	Card/Check Number	Payment Date	Amount	Terms
Credit Card	Mastercard (4721)	10/26/2016	\$1,245.00	Net 30

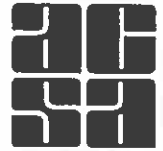
**Total Invoice:** \$1,245.00

**Total Paid:** \$1,245.00

**Balance Due:** \$0.00



SSDA and ACSA Present Their:  
**34<sup>th</sup> Annual Spring Conference Registration Form**  
**March 5-7, 2017**  
**New Location - Red Lion Hotel Woodlake**  
**500 Leisure Lane, Sacramento, CA 95815**



Name Nancy Hayer Title Superintendent

*Please print your name as you would like it to appear on your name badge - Please complete a registration form for each attendee.*

District/Company Dehesa School Dist. School Site Dehesa

City El Cajon Zip 92019 (IF APPLICABLE)

Phone (619) 444-2161 Fax (619) 444-2161

E-mail Address nancy.hayer@dehesa.sd.net

**2017 ANNUAL SPRING CONFERENCE DISTRICT/COE REGISTRATION RATES:**

*Spring Registration Fees Include: Choice of Two Sunday Pre-Conferences, General Sessions, Workshops, Receptions, Meals and much more!*

**REGISTER TODAY!**  
**EARLY BIRD discount**  
**through December 31, 2016**

	Membership Package Plan		Members		Non-Members
	Early Bird Through Dec. 31	Beginning Jan. 1	Early Bird Through Dec. 31	Beginning Jan. 1	Registration Fee
1 <sup>st</sup> Attendee	No Charge	No Charge	\$428	\$475	\$630
2 <sup>nd</sup> Attendee	\$383	\$425	\$383	\$425	\$630
3 <sup>rd</sup> Attendee	\$338	\$375	\$338	\$375	\$630
4 <sup>th</sup> Attendee	\$293	\$325	\$293	\$325	\$630
5 <sup>th</sup> Attendee	FREE	FREE	FREE	FREE	\$630
6 <sup>th</sup> Attendee	\$293	\$325	\$293	\$325	\$630

Retired Superintendent \$275 ~ \$248

**SEND YOUR REGISTRATION VIA:**  
**MAIL:** Small School Districts' Association  
 925 L Street, Suite 1200  
 Sacramento, CA 95814  
**FAX:** (916) 443-7468  
**EMAIL:** [shelly@ssda.org](mailto:shelly@ssda.org)

One-Day Rates  
 Can't attend the entire conference?  
 Just coming for a day?

	Members	Non-Member
Sunday, March 5, 2017:	\$150	\$300
Monday, March 6, 2017:	\$275	\$550
Tuesday, March 7, 2017:	\$150	\$300
Meal or Reception Only:	\$ 45	\$ 90

**CANCELLATION POLICY - Cancellations must be received in writing**

By December 31, 2016.....Full Refund  
 Between January 1, 2017 and February 28, 2017 .....\$100.00 Cancellation Fee  
 After February 28, 2017.....No Refund

Notice of cancellation must be written and sent to:  
 SSDA Annual Conference - Cancellations  
 925 L Street, Suite 1200, Sacramento, CA 95814  
 Fax: (916) 443-7468 or Email: [shelly@ssda.org](mailto:shelly@ssda.org)

P.O #: 7187 Credit Card:  Visa  MasterCard  AMEX  
 Billable Amount: \$ 428<sup>00</sup>  Full Conference  One-Day Rate  Two-Day Rate  
 Credit Card #: \_\_\_\_\_ Exp.: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_  
 Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Name as it appears on card: \_\_\_\_\_

*3% credit card processing fee will be applied when paying via credit card*

**HOTEL ACCOMMODATIONS**

**The Red Lion Woodlake Hotel:** Reduced room rates of \$89.00 per night, please call (800) 733-5466 and mention you are with Small School Districts' Association to receive the reduced pricing (cutoff date for the reduced room rates is Sunday, February 12, 2017).



# SAN DIEGO COUNTY OFFICE OF EDUCATION

6401 Linda Vista Road, San Diego, CA 92111 • 858-292-3500 • www.sdcoe.net

Interim Superintendent of Schools Edward Velasquez

October 17, 2016

Ms. Nancy Hauer  
Superintendent  
Dehesa Elementary School District  
4612 Dehesa Rd.  
El Cajon, CA 92019-2922

Dear Ms. Hauer:

Re: 2015-16 Unaudited Actuals Financial Report

Our office has completed its review of the 2015-16 Unaudited Actuals Financial Report for the Dehesa Elementary School District and has verified it for accuracy pursuant to Education Code Section 42100. A copy of the report has been provided to the district's Chief Financial Officer, as certified by the San Diego County Office of Education.

During our review, we noted the following items for the district's review and/or action:

1. In our review, we noted that the district met the 5% Reserve for Economic Uncertainties requirement in 2015-16. The district was also able to meet 2015-16 operating expenses with current year revenue in the Unrestricted General Fund.
2. As a chartering agency, the district is reminded of its fiscal oversight responsibilities as outlined in Education Code Section 47604.32. We recommend that the district continue to closely monitor the charter schools' financial activity and provide the necessary support to ensure fiscal accountability and solvency so that there will be no adverse impact on the district's General Fund.

Should you have any questions concerning this review, please feel free to call me at (858) 292-3537 or Andi Loree, Consultant, Business Advisory Services at (858) 292-3660.

Sincerely,

Brent Watson  
Executive Director  
District Financial Services

BW :AL :VS

cc: Lori Wigg, Business Manager, Dehesa School District



October 24, 2016

**DEADLINE: Saturday, January 7, 2017**  
**BOARD ACTION REQUIRED**  
Please deliver to all governing board members.

## MEMORANDUM

To: All Board Presidents, Superintendents of CSBA Member Boards of Education

From: Chris Ungar, President

Re: Call for Nominations for CSBA Delegate Assembly

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Each year, member boards elect representatives from 21 geographic regions to CSBA's Delegate Assembly. The Delegate Assembly is a vital link in the association's governance and sets the general policy direction for the association. Working with local districts, county offices, the Board of Directors, and Executive Committee, Delegates ensure that the association promotes the interests of school districts and county offices of education throughout the state. There are two required Delegate Assembly meetings each year. In 2017, the first meeting will be May 20-21 in Sacramento and the second one will be November 29-30 in San Diego preceding CSBA's Annual Education Conference and Trade show.

Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until **Saturday, January 7, 2017**. Nomination instructions are listed below:

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion and may nominate as many individuals as it chooses by submitting a nomination form for each nominee.
- All nominees must serve on CSBA member boards and give their approval prior to being nominated.
- All nominees must submit a **one-page, single-sided**, candidate biographical sketch form. An optional one-page, one-sided résumé may also be submitted but cannot be substituted for the biographical sketch form.
- All nomination materials must be postmarked by the U.S.P.S., faxed or emailed no later than **Saturday, January 7**. It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by this due date. Late submissions will not be accepted.
- Ballots will be mailed by Wednesday, February 1, 2017 and are due Wednesday, March 15, 2017.
- Elected Delegates serve a two-year term beginning April 1, 2017 through March 31, 2019.

The enclosed nomination materials related to the nomination process are available to download at <https://www.csba.org/About/Leadership/ElectionToCsbaOffice/ElectiontotheDelegateAssembly.aspx>. For more information about the Delegate Assembly, please contact the Executive Office or Charlyn Tuter at [ctuter@csba.org](mailto:ctuter@csba.org) or (800) 266-3382, ext. 3281. Thank you.





## Delegate Assembly Nomination Form

***DUE: Saturday, January 7, 2017***

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

CSBA Region/subregion # \_\_\_\_\_

The Board of Education of the \_\_\_\_\_ wishes to  
(Nominating District)

nominate \_\_\_\_\_ . The nominee is a member of the  
(Nominee)

\_\_\_\_\_, which is a member of the California  
(Nominee's District)

School Boards Association.

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé.
- The nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé will be sent by Saturday, January 7, 2017.

\_\_\_\_\_  
Board Clerk or Board Secretary (signed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk or Board Secretary (printed)

**PLEASE NOTE:** The nomination and candidate biographical sketch forms may be emailed to [nominations@csba.org](mailto:nominations@csba.org), faxed to (916) 371-3407 or mailed to CSBA, Attn: Executive Office, 3251 Beacon Blvd., West Sacramento, CA 95691, postmarked by the U.S.P.S. no later than **Saturday, January 7, 2017**. *It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by the due date. Late submissions cannot be accepted.* If you have any questions, please contact the Executive Office at (800) 266-3382 or Charlyn Tuter at [ctuter@csba.org](mailto:ctuter@csba.org). Thank you.

**2016 CSBA DELEGATE ASSEMBLY ROSTER**

**DELEGATES** (Year = term expiration; ♦ = appointed by district)

(As of October 14, 2016)

**REGION 1 – 4 Delegates (4 elected)**

Director: Jennifer Owen (Fort Bragg USD)

**Subregion 1-A (Del Norte, Humboldt)**

Annelia Hillman (Klamath-Trinity Joint USD), 2017

Lisa Ollivier (Eureka City SD), 2018

**Subregion 1-B (Lake, Mendocino)**

Taja Odom (Kelseyville USD), 2018

County: Frances Costello (Del Norte Cnty. & USD), 2017

**REGION 2 – 4 Delegates (4 elected)**

Director: Sherry Crawford (Siskiyou COE)

**Subregion 2-A (Modoc, Siskiyou, Trinity)**

Gregg Gunkel (Siskiyou Union HSD), 2017

**Subregion 2-B (Shasta)**

James (Jim) Schwerdt (Shasta Union HSD), 2017

**Subregion 2-C (Lassen, Plumas)**

Dwight Pierson (Plumas County & USD), 2018

County: Brenda Duchi (Siskiyou COE), 2018

**REGION 3 – 8 Delegates (8 elected)**

Director: A.C. (Tony) Ubalde (Vallejo City USD)

**Subregion 3-A (Sonoma)**

Dianna MacDonald (Cloverdale USD), 2017

Casandra Maitlen-Jones (Bennett Valley Un. SD), 2018

**Subregion 3-B (Napa)**

Indira Lopez (Calistoga Joint USD), 2017

**Subregion 3-C (Solano)**

Michele (Shelley) Dally (Vacaville USD), 2018

David Isom (Fairfield-Suisun USD), 2017

Vacant, 2017

**Subregion 3-D (Marin)**

Barbara (Barb) Owens (Tamalpais Union HSD), 2018

County: Herman Hernandez (Sonoma COE), 2017

**REGION 4 – 8 Delegates (8 elected)**

Director: Paige K. Stauss (Roseville Joint Union HSD)

**Subregion 4-A (Glenn, Tehama)**

Rod Thompson (Red Bluff Jt. Union HSD), 2018

**Subregion 4-B (Butte)**

Judith Peters (Paradise USD), 2017

**Subregion 4-C (Colusa, Sutter, Yuba)**

Jim Flurry (Marysville Joint USD), 2018

Sharman Kobayashi (Yuba City USD), 2017

**Subregion 4-D (Nevada, Placer, Sierra)**

Julann Brown (Auburn Union ESD), 2017

Trish Gerving (Nevada City SD), 2017

Renee Nash (Eureka Union SD), 2018

County: Suzanne Jones (Placer COE), 2018

**REGION 5 – 10 Delegates (7 elected/3 appointed ♦)**

Director: Jill Wynns (San Francisco County & USD)

**Subregion 5-A (San Francisco)**

Emily Murase (San Francisco County & USD)♦, 2017

Rachel Norton (San Francisco County & USD)♦, 2017

Shamann Walton (San Francisco County & USD)♦, 2018

**Subregion 5-B (San Mateo)**

Davina Drabkin (Burlingame ESD), 2017

Carrie Du Bois (Sequoia Union HSD), 2017

Marc Friedman (San Mateo Union HSD), 2018

Alisa MacAvoy (Redwood City ESD), 2018

Kevin Martinez (San Bruno Park ESD), 2017

Kalimah Salahuddin (Jefferson Union HSD), 2018

County: Beverly Gerard (San Mateo COE), 2017

**REGION 6 – 19 Delegates (12 elected/7 appointed ♦)**

Director: Darrel Woo (Sacramento City USD)

**Subregion 6-A (Yolo)**

Susan Lovenburg (Davis Joint USD), 2018

**Subregion 6-B (Sacramento)**

Michael A. Baker (Twin Rivers USD)♦, 2017

Ellen Cochrane (Sacramento City USD)♦, 2018

Pam Costa (San Juan USD)♦, 2017

Craig DeLuz (Robla ESD), 2018

John Gordon (Galt Joint Union ESD), 2017

Jay Hansen (Sacramento City USD)♦, 2017

James Hendricks (Arcohe Union ESD), 2018

Susan Heredia (Natomas USD), 2017

Lisa Kaplan (Natomas USD), 2017

Lucinda Luttgren (San Juan USD)♦, 2018

Crystal Martinez-Alire (Elk Grove USD)♦, 2017

Michael McKibbin (San Juan USD), 2017

Edward Short (Folsom-Cordova USD), 2017

Bobbie Singh-Allen (Elk Grove USD)♦, 2018

Vacant, 2018

**Subregion 6-C (Alpine, El Dorado, Mono)**

Misty DiVittorio (Placerville Union ESD), 2018

Suzanna George (Rescue Union ESD), 2017

County: Greg Geeting (Sacramento COE), 2018

## 2016 CSBA DELEGATE ASSEMBLY ROSTER

### **REGION 12 – 13 Delegates (11 elected/2 appointed) ◇**

Director: Bill Farris (Sierra Sands USD)

#### ***Subregion 12-A (Tulare)***

Peter Lara, Jr. (Porterville USD), 2018  
Cathy Mederos (Tulare Joint Union HSD), 2017  
Dean Sutton (Exeter USD), 2017  
Lucia Vazquez (Visalia USD), 2018

#### ***Subregion 12-B (Kern)***

Pam Baugher (Bakersfield City SD), 2017  
Jeff Flores (Kern Union HSD) ◇, 2017  
Tim Johnson (Sierra Sands USD), 2017  
Phillip Peters (Kern Union HSD) ◇, 2018  
Elizabeth Naty Santana-Garibaldo (Lamont ESD), 2017  
Scott Starkey (Southern Kern USD), 2018  
Wesley Thomas (Kernville Union ESD), 2018  
Vacant, 2017

**County:** Donald P. Cowan (Kern COE), 2018

### **REGION 15 – 27 Delegates (18 elected/9 appointed) ◇**

Director: Meg Cutuli (Los Alamitos USD)

#### ***County: Orange***

Ginny Aitkens (Saddleback Valley USD) ◇, 2017  
Valerie Amezcua (Santa Ana USD) ◇, 2018  
Dana Black (Newport-Mesa USD), 2018  
Lauren Brooks (Irvine USD), 2018  
Bonnie Castrey (Huntington Beach Union HSD), 2017  
Gina Clayton-Tarvin (Ocean View SD), 2017  
Jeff Cole (Anaheim ESD), 2017  
Ian Collins (Fountain Valley ESD), 2017  
Debbie Cotton (Ocean View SD), 2017  
Lynn Davis (Tustin USD), 2018  
Judy Franco (Newport-Mesa USD), 2018  
Karin Freeman (Placentia-Yorba Linda USD), 2017  
Bob Harden (Garden Grove USD) ◇, 2017  
Gila Jones (Capistrano USD) ◇, 2018  
Candice (Candi) Kern (Cypress ESD), 2018  
Martha McNicholas (Capistrano USD) ◇, 2018  
Lan Q. Nguyen (Garden Grove USD) ◇, 2018  
Annemarie Randle-Trejo (Anaheim Union HSD) ◇, 2018  
Rob Richardson (Santa Ana USD) ◇, 2017  
Rosemary Saylor (Huntington Beach City ESD), 2018  
Francine Scinto (Tustin USD), 2018  
Michael Simons (Huntington Beach Union HSD), 2018  
Robert A. Singer (Fullerton Joint Union HSD), 2017  
Suzie R. Swartz (Saddleback Valley USD), 2017  
Sharon Wallin (Irvine USD) ◇, 2018  
Dolores Winchell (Saddleback Valley ESD), 2017

**County:** John W. Bedell (Orange COE), 2017

### **REGION 16 – 20 Delegate (15 elected/5 appointed) ◇**

Director: Karen Gray (Silver Valley USD)

#### ***Subregion 16-A (Inyo)***

Susan Patton (Lone Pine USD), 2017

#### ***Subregion 16-B (San Bernardino)***

Jesse Armendarez (Fontana USD) ◇, 2018  
Christina Cameron-Otero (Needles USD), 2017  
Niccole Childs (Hesperia USD), 2018  
Lorena Corona (Fontana USD) ◇, 2017  
Tom Courtney (Lucerne Valley USD), 2017  
Barbara J. Dew (Victor Valley Union HSD), 2018  
Barbara Flores (San Bernardino City USD) ◇, 2018  
Cathline Fort (Etiwanda ESD), 2018  
Margaret Hill (San Bernardino City USD) ◇, 2017  
Sylvia Orozco (Chino Valley USD) ◇, 2017  
Caryn Payzant (Alta Loma ESD), 2018  
Barbara Schneider (Helendale SD), 2018  
Jane D. Smith (Yucaipa-Calimesa Joint USD), 2018  
Wilson So (Apple Valley USD), 2017  
Eric Swanson (Hesperia USD), 2017  
Kathy A. Thompson (Central ESD), 2017  
Charles Uhalley (Chaffey Joint Union HSD), 2017  
Donna West (Redlands USD), 2018

**County:** Mark A. Sumpter (San Bernardino COE), 2018

### **REGION 17 – 24 Delegates (18 elected/6 appointed) ◇**

Director: Carol Skiljan (Encinitas Union ESD)

#### ***County: San Diego***

Elvia Aguilar (South Bay Union SD), 2018  
Barbara Avalos (National SD), 2018  
Kevin Beiser (San Diego USD) ◇, 2017  
Brian Clapper (National SD), 2018  
Katie Dexter (Lemon Grove SD), 2018  
Twila Godley (Lakeside Union SD), 2017  
Adrienne Hakes (Oceanside USD), 2018  
Beth Hergesheimer (San Dieguito Union HSD), 2017  
Elizabeth Jaka (Vista USD), 2018  
Claudine Jones (Carlsbad USD), 2018  
Michael McQuary (San Diego USD) ◇, 2018  
Janet W. Mulder (Jamul-Dulzura Union ESD), 2017  
Tamara Otero (Cajon Valley Union SD), 2017  
Dawn Perfect (Ramona USD), 2017  
Eduardo Reyes (Chula Vista ESD), 2018  
Barbara Ryan (Santee SD), 2017  
Debra Schade (Solana Beach ESD), 2018  
Priscilla Schreiber (Grossmont Union HSD), 2017  
Nicholas Segura (Sweetwater Union HSD) ◇, 2018  
Charles Sellers (Poway USD) ◇, 2017  
Arturo Solis (Sweetwater Union HSD) ◇, 2017  
Sharon Whitehurst-Payne (San Diego USD) ◇, 2017  
Vacant, 2018

**County:** Mark C. Anderson (San Diego COE), 2017



# SAN DIEGO COUNTY OFFICE OF EDUCATION

6401 Linda Vista Road, San Diego, CA 92111 • 858-292-3500 • www.sdcoe.net

Interim Superintendent of Schools Edward Velasquez

October 12, 2016

Nancy Hauer, Superintendent  
Dehesa School District  
4612 Dehesa Road  
El Cajon, CA 92019

Dear Superintendent Hauer,

Subject: *Williams* Settlement Findings for 2016-2017 Site Visits

As County Superintendent of Schools, I have the responsibility to visit schools in our county and report to you the results of these visits. Please share this report at a public meeting as required by the *Williams* Settlement Legislation. California Education Code (EC) Section 1240 and Assembly Bill 607 specifically require visits to decile 1, 2, and 3 schools in each county, based on the 2012 Academic Performance Index (API), for the purpose of:

1. Ensuring that students have access to "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment, foreign languages, and health education as defined in EC Section 60119. The standard set forth in the law defines "sufficient" instructional materials as every pupil, including English learners, having a textbook in the core areas to use in class and to take home;
2. Assessing compliance with facilities maintenance using the Facilities Inspection Tool (FIT), and determining if there are any conditions that "pose an emergency or urgent threat to the health or safety of pupils or staff" as defined in EC Section 17592.72; and assessing "the safety, cleanliness, and adequacy of school facilities, including good repair" as required by EC Sections 17014, 17032.5, 17070.75, and 17089;
3. Determining if a school has current teacher vacancies. The standard for "vacant teacher position" means a position to which a single designated certificated employee has not been assigned at the beginning of the year (first 20 days) as defined in [EC 33126(b)(5) (A)(B), EC 35186 (h)(3) and CCR Title 5 section 4600(b)];
4. Ensuring that the school has the Uniform Complaint Procedures posted in every classroom, and the *Williams* Complaint forms are available, in English and other languages required by the California Department of Education;
5. Determining if the school has provided accurate data for the annual School Accountability Report Card (SARC) related to instructional materials, facilities maintenance, and teacher credentialing.

*Service and Leadership for Student Achievement*

Board of Education

Mark C. Anderson    Guadalupe Gonzalez    Alicia Muñoz    Gregg Robinson    Richard P. Shea

Nancy Hauer, Superintendent  
October 12, 2016  
Page 2

This report for 2016-2017 provides aggregate findings in these areas for your district's school visits. Your *Williams* district contact and principal of each visited school will receive a letter and copy of their school report.

In addition to the work above, the San Diego County Office of Education is responsible for determining teacher misassignments in visited schools and receives quarterly reports on complaints filed from all school districts concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues. Our *Williams* office will continue to work with your district contacts in regard to quarterly Uniform Complaint Reports and teacher misassignment and vacancies.

Please be assured the San Diego County Office of Education will continue to be available to support you in meeting the requirements of this legislation. For more information, please contact Tracy Liu at [tracy.liu@sdcoe.net](mailto:tracy.liu@sdcoe.net) or (858) 292-3811.

Thank you and have a rewarding school year.

Sincerely,



Edward Velasquez  
Interim County Superintendent of Schools

REW:TL

cc: Cynthia White, Board President  
Nancy Hauer, District Williams Contact

Attachment: *Williams* Settlement Annual District Visit Summary 2016-2017

# Williams Settlement Annual District Visit Summary 2016 - 2017

## Dehesa School District

Nancy Hauer, Superintendent

Cynthia White, School Board President

District Contact: Nancy Hauer

Phone No: 619-444-2161

Email:

School	School Principal	Date of Visit	Sufficient Instructional Materials	School Facilities Overall % and Rating	All Positions Filled on Visit Date	UCP Posted in all Classrooms	Accurate 2014-15 SARC
Dehesa Elementary	Tamara Ripke	September 7, 2016	Yes	94.06% Good	Yes	Yes	Yes

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
and Supt. Nancy Hauer

**From:** Lori Wigg  
Business Manager

**Subject:** Monthly Budget Update

Meeting Date: November 3, 2016

- 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 summary of fund balances (cash in County Treasury) along with a listing of construction expenditures for the school construction project.

**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  
Capital Facilities Funds 25-19

10/25/2016

Date			Amount
7/1/2015	Beginning Fund Balance		20.09
10/11/2016	Developer Fees		19.56
Total			39.65
Payment Date	Service Provider	Services Performed	Amount
TOTAL CURRENT YEAR EXPENSES			-
TOTAL FUNDS AVAILABLE AS OF 9/30/16			39.65

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



Dehesa School District  
Capital Facilities Funds 25-19

10/25/2016

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
8/14/2014	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, July 2014	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
2/9/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, December 2014	4,573.92
3/23/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, February 2015	4,544.85
3/27/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, January 2015	3,067.85
4/15/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, March 2015	4,622.51
5/6/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, April 2015	3,192.67
6/3/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, May 2015	3,079.95
7/10/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, June 2015	3,022.43
8/25/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, July 2015	3,069.02
9/23/2015	G Wayne Oetken & Assoc	Consulting Services-Final Payment, Funding application Contract	4,800.00
9/30/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, August 2015	1,562.12
11/2/2015	G Wayne Oetken & Assoc	Consulting Services School Facilities Project, September 2015	3,077.65
3/9/2016	G Wayne Oetken & Assoc	Consulting Services- Hourly Billing	2,456.22
3/28/2016	West Coast Air	Construction Contract-Lease-Lease Back-April	145,900.00
5/6/2016	West Coast Air	Lease-Lease Back Payment	500,000.00
Total Prior Year Expenditures			899,186.59
<b>TOTAL EXPENDITURES-All Fiscal Years</b>			<b>899,186.59</b>

Dehesa School District  
Building Fund 21-39

10/25/2016

Date			Expenditure
7/1/2016	Beginning Balance		\$547,086.95
Total			\$547,086.95
Payment Date	Service Provider	Services Performed	Amount
7/27/2016	Office Depot	Conference Room Furniture for new building	\$2,278.35
9/2/2016	West Coast Air	Final Payment to West Coast Air for Change Order	\$10,038.00
10/18/2016	WorldBridge Technologies	Classroom Projector Installation	\$12,400.00
10/18/2016	Dale Scott & Co.	Bond Disclosure Report	\$4,900.00
TOTAL CURRENT YEAR EXPENSES			\$29,616.35
TOTAL FUNDS AVAILABLE AS OF 10/25/16			\$517,470.60
<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
7/7/2014	Sprotte Watson Architects	Construction Documents	11,165.08
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
1/22/2015	Southern CA Soils and Testing	Soils testing and Report Review	420.00
1/26/2015	Sprotte Watson Architects	Architect Fees	4,560.55

Dehesa School District  
Building Fund 21-39

10/25/2016

2/17/2015	Sprotte Watson Architects	Architect Fees	13,331.21
2/18/2015	Sprotte Watson Architects	Architect Fees	12,986.41
2/20/2015	West Coast Air	Pre-Construction Services	30,000.00
2/26/2015	State Water Resources Board	Storm Fee Permit	559.00
3/23/2015	Best Best & Krieger	Legal School Facilities Project	5,093.20
3/23/2015	Union Tribune	Advertising Fee-Notice to Bidders	1,136.40
3/23/2015	Wilkinson, Hadley & King, LLP	Annual Bond Fund Audit Fee	3,200.00
3/24/2015	West Coast Air	Construction Contract-Lease-Lease Back	139,253.00
4/2/2015	LL Hendrix	DSA Inspector Fees	2,430.00
4/27/2015	Sprotte Watson Architects	Architect Fees	1,880.19
4/28/2015	Dalescott	Bond Disclosures	4,850.00
4/30/2015	West Coast Air	Construction Contract-Lease-Lease Back	211,575.00
5/4/2015	LL Hendrix	DSA Inspector Fees	3,880.00
5/26/2015	West Coast Air	Construction Contract-Lease-Lease Back	559,456.00
5/26/2015	Best Best & Krieger	Legal School Facilities Project	4,030.53
5/26/2015	Sprotte Watson Architects	Architect Fees	7,748.70
6/3/2015	LL Hendrix	DSA Inspector Fees	9,122.00
6/4/2015	Sprotte Watson Architects	Architect Fees	7,988.28
6/25/2015	Revolving Cash	Storm Fee Permit	559.00
6/26/2015	Southern CA Soils and Testing	Soils testing	14,915.50
7/9/2015	LL Hendrix	DSA Inspector Fees	8,586.00
7/9/2015	Best Best & Krieger	Legal School Facilities Project	833.00
7/15/2015	West Coast Air	Construction Contract-Lease-Lease Back	150,000.00
7/29/2015	Southern CA Soils and Testing	Construction Testing	13,506.50
7/29/2015	Best Best & Krieger	Legal School Facilities Project	6,480.80
7/29/2015	Sprotte Watson Architects	Architect Fees	3,837.68
8/20/2015	LL Hendrix	DSA Inspector Fees	5,103.00
8/21/2015	Best Best & Krieger	Legal School Facilities Project	2,989.47
8/24/2015	Sprotte Watson Architects	Architect Fees	9,275.31
8/24/2015	West Coast Air	Construction Contract-Lease-Lease Back	150,000.00
9/1/2015	LL Hendrix	DSA Inspector Fees	8,343.00
9/24/2015	West Coast Air	Construction Contract-Lease-Lease Back	150,000.00
9/24/2015	Sprotte Watson Architects	Architect Fees	1,976.47
9/30/2015	LL Hendrix	DSA Inspector Fees	12,960.00
9/30/2015	Southern CA Soils and Testing	Construction Testing	22,098.50
9/30/2015	Best Best & Krieger	Legal School Facilities Project	5,975.91
11/5/2015	Southern CA Soils and Testing	Construction Testing	11,796.00
11/6/2015	LL Hendrix	DSA Inspector Fees	14,256.00
11/6/2015	Sprotte Watson Architects	Architect Fees	10,342.65
11/13/2015	West Coast Air	Construction Contract-Lease-Lease Back	1,050,000.00
11/30/2015	Best Best & Krieger	Legal School Facilities Project	11,053.41
12/11/2015	Sprotte Watson Architects	Architect Fees	7,076.55
12/11/2015	LL Hendrix	DSA Inspector Fees	11,471.00
12/11/2015	Southern CA Soils and Testing	Construction Testing	1,158.00
12/16/2015	West Coast Air	Construction Contract-Lease-Lease Back	150,000.00
12/17/2015	Best Best & Krieger	Legal School Facilities Project	3,518.22
12/17/2015	WorldBridge Technologies	Phone & Data Installation	21,755.00
12/29/2015	Pathway Communications	Technology Cabling & Infrastructure	18,896.26

Dehesa School District  
Building Fund 21-39

10/25/2016

12/30/2015	Southern CA Soils and Testing	Construction Testing	1,366.75
12/30/2015	Sprotte Watson Architects	Architect Fees	3,266.10
12/30/2015	Western Environmental	Asbestos Testing-Kinder Roof	750.00
1/4/2016	LL Hendrix	DSA Inspector Fees	14,175.00
1/4/2016	Sprotte Watson Architects	Architect Fees	3,810.45
1/27/2016	West Coast Air	Construction Contract-Lease-Lease Back	150,000.00
1/28/2016	Southern CA Soils and Testing	Construction Testing	2,460.50
1/28/2016	WorldBridge Technologies	Phone & Data Installation	19,990.38
1/29/2016	Best Best & Krieger	Legal School Facilities Project	6,342.30
1/29/2016	LL Hendrix	DSA Inspector Fees	10,890.00
2/5/2016	West Coast Air	Construction Contract-Lease-Lease Back	150,000.00
2/8/2016	Sprotte Watson Architects	Architect Fees	1,633.05
2/9/2016	Best Best & Krieger	Legal School Facilities Project	2,332.80
2/11/2016	WorldBridge Technologies	Phone & Data Installation	625.25
2/22/2016	Dimension Data	Data Connection Conversion	1,554.00
2/22/2016	VotoCall	Phone System	467.50
3/2/2016	West Coast Air	Construction Contract-Lease-Lease Back-March	150,000.00
3/9/2016	Sprotte Watson Architects	Architect Fees	1,088.70
3/10/2016	Best Best & Krieger	Legal School Facilities Project	321.12
3/16/2016	WorldBridge Technologies	Phone & Data Installation	2,197.12
3/17/2016	Southern CA Soils and Testing	Construction Testing	2,310.25
3/17/2016	Wilkinson & Hadley	Bond Audit	3,200.00
3/18/2016	Best Best & Krieger	Legal School Facilities Project	145.00
3/28/2016	West Coast Air	Construction Contract-Lease-Lease Back-April	4,100.00
5/6/2016	West Coast Air	Construction Contract-Lease-Lease Back-March	100,000.00
6/2/2016	Culver Newlin	Furniture	56,872.66
6/3/2016	Spotte Watson	Architect Fees	2,578.50
6/6/2016	Southern CA Soils and Testing		592.00
6/7/2016	DSA	Division of State Architect fees	2,567.00
6/7/2016	West Coast Air	Construction- Lease-Lease Back	136,771.00
6/8/2016	Sprotte Watson Architects		229.20
6/13/2016	California Department of Ed	Plan Check fees	4,378.34
7/21/2016	Best Best & Krieger	Legal School Facilities Project	125.20
7/25/2016	Sprotte Watson Architects	Final Architect Fees	57.30
8/3/2016	Culver Newlin	Backordered Furniture for new building	2,914.14
8/16/2016	Culver Newlin	Backordered Furniture for new building	17,136.33
8/16/2016	Culver Newlin	Backordered Furniture for new building	169.59
Total Prior Year Expenditures			\$4,217,480.89
<b>TOTAL EXPENDITURES-All Fiscal Years</b>			<b>\$4,247,097.24</b>

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Nancy Hauer  
**Subject:** Dehesa School Enrollment  
as of November 3, 2016

- Meeting Date: November 3 2016
- Action
  - First Reading
  - Information
  - Presentation
  - Public Hearing
  - Roll Call Vote Required
  - Discussion

**Current Enrollment**

**By Grade Level**

Kindergarten.....	17
1st Grade .....	19
2nd Grade .....	14
3rd Grade .....	16
4th Grade .....	20
5th Grade .....	22
6th Grade .....	19
7th .....	11
8th .....	<u>17</u>
	<b>155</b>

**End-of-the-Year Enrollment**

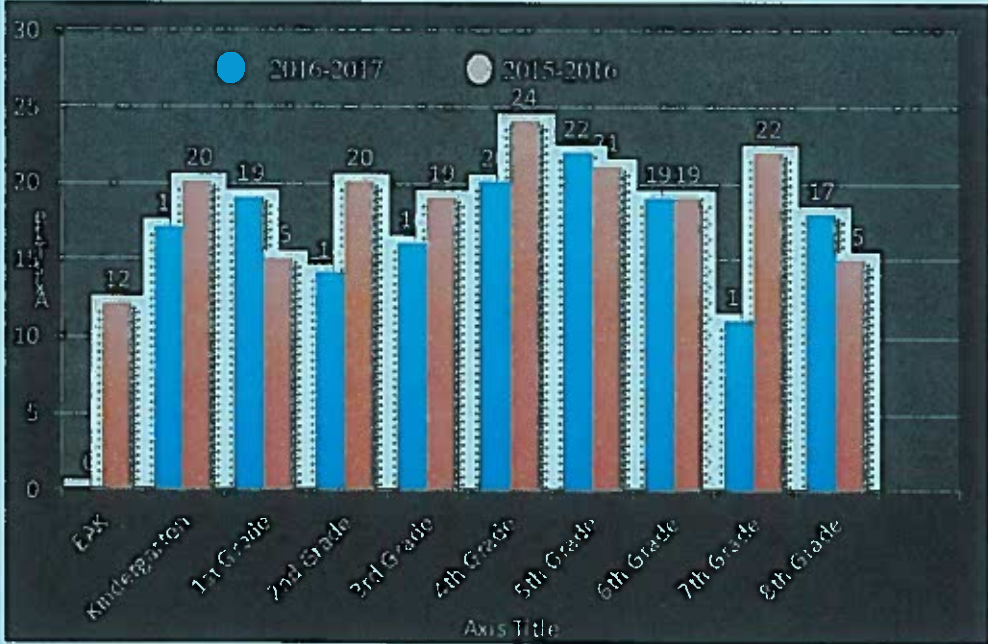
**By Grade Level**

EAK.....	12
Kindergarten .....	20
1st Grade .....	15
2nd Grade .....	20
3rd Grade.....	19
4th Grade.....	24
5th Grade.....	21
6th Grade.....	19
7th.....	22
8th.....	<u>15</u>
	<b>187</b>

**Inter District Transfers**

Students who live in our District but attend a different school  
**35**

Students who live in another district but attend our school  
**74**



# DEHESA SCHOOL DISTRICT

**To:** Members of the Board

**From:** Nancy Hauer  
Superintendent

**Subject:** Proposed dates for the  
2017 Board meetings.

Meeting Date: November 3, 2016

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

**Background:** As per Board Bylaw 9320 meetings are generally held on the 3<sup>rd</sup> Thursday of each month. Board Bylaw 9314 grants the right to suspend a policy for a specific purpose and limited time for by majority vote.

**Report:** These are the tentative proposed dates for the School Board meetings in 2017. Please review your calendars to assist in preventing prospective conflicts. Please note that the February meeting is one week later due to a scheduling conflict with the Superintendent.

**Financial Impact:** None

**Student Impact:** None

**Recommendation:** It is recommended that the Governing Board approve the tentative dates, or recommend changes for the 2017 Board meetings that can be voted on at the December meeting.

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

# **DEHESA SCHOOL DISTRICT BOARD OF TRUSTEES**

## **SCHEDULE OF REGULAR MEETINGS 2017**

**January 19, 2017**

**February 23, 2017**

**March 9, 2017 \***

**April 20, 2017**

**May 18, 2017**

**June 22, 2017 \***

**July 20, 2017**

**August 17, 2017**

**September 14, 2017\***

**October 19, 2017**

**November 16, 2017**

**December 7, 2017\***

**As per Board Bylaw #9320, meetings are generally held on the 3rd Thursday of each month at 7:00 p.m., in the Dehesa School MPR**

**\*The March and September meetings are scheduled for the 2nd Thursday and the June meeting for the 4th Tuesday to accommodate budget reporting deadlines.**

**\*The Annual Reorganizational Meeting must be held prior to December 15.**

**Accommodations: In compliance with the American with Disabilities Act 1990, if you need special assistance to participate a 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.**

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Nancy Hauer  
Superintendent  
**Subject:** Suspension  
Documentation Sheet

Meeting Date: November 3, 2016

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

**Background:** Dehesa School has been using the same Suspension form for many years. Education Code has added additional areas relating to suspension that weren't addressed on our form. Education Code 48900-48927 references areas of student behavior that warrant either an in-school or out of school suspension.

**Report:** Suspending a student from school is a challenging decision to make. By using a well worded and considered letter, parents can be made aware of their child's suspension which will reduce the chance of confrontation and misunderstanding. Student behavior can be monitored and adjusted in a variety of ways. When a student's behavior is too extreme for the classroom teacher to handle alone, the school administrator will step in. One response to extreme student behavior is suspension from school or the classroom. This is a period of time in which the student will not be allowed to return to the school or classroom due to a violation of the rules.

**Financial Impact:** There is no financial impact due to administration revising the form with the assistance of a neighboring district.

**Student Impact:** The safety and security of our students is first and foremost. An out of school suspension is a last resort when extreme behavior warrants it. Other means of correction are always tried prior to the suspension.

**Recommendation:** Administration recommends the Board approve the new Suspension form.

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



# DSD Notice of In School Suspension

Student's Last Name		First		Middle		School Name	
Student ID #	Date of Birth	Age	Grade	Gender	Ethnicity	<input type="checkbox"/> IEP <input type="checkbox"/> 504 Plan	Is a Manifestation Determination required? <input type="checkbox"/> Yes <input type="checkbox"/> No
Parent/Guardian			Primary Language	Home Phone	Work Phone	Cell Phone	
Parent/Guardian			Primary Language	Home Phone	Work Phone	Cell Phone	
Home Address							
Incident Date	Date Reported:	Period of Suspension: Number of Days:                      From: (date)                      through:				Student may return to school on:	

The student named above committed the following act(s). (Briefly describe the incident in plain language. What did the student do?)

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This behavior constitutes a violation California Education Code section(s): (List the Education Code violations using reference on the back of this form.)

- Expulsion is NOT recommended.
- Expulsion may be recommended upon completion of the investigation.
- Expulsion is recommended.

Describe what other means of correction have been attempted or how the student's presence in school represents a danger to students or staff.

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**Notices to the Parent:**

- During the period of this suspension the student is to remain at home during school hours or under the direct supervision of the parent/guardian and is prohibited from entering the premises of Dehesa School (except in connection with an authorized or official meeting or other proceeding related to this suspension).
- The student's parent/guardian has the right to attend a meeting with school officials to discuss the causes, duration, school policy involved, and other matters related to the suspension. Please call the school to schedule an appointment for this purpose.
- The parent or guardian of the student has a right to review the student's school records within five days of making a request to do so. Please call the school to schedule an appointment for this purpose.
- The parent or guardian also has the right to request a hearing with the superintendent's designee to appeal this suspension.

In signing this form the student is verifying that he/she has been informed of the reasons for this suspension, presented with the evidence upon which the suspension is based and given the opportunity to present his/her version of what occurred. It does not indicate agreement with the suspension.

Date \_\_\_\_\_ Student Signature \_\_\_\_\_

Date \_\_\_\_\_ Administrator Signature \_\_\_\_\_ Title: \_\_\_\_\_

Telephone contact with parent/guardian made by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_

Parent/guardian conference with \_\_\_\_\_ arranged on \_\_\_\_\_ at \_\_\_\_\_

## California Education Code References

**Paraphrase of EC 48915(a)(1) & (a)(2):** The principal or superintendent shall recommend expulsion for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct. This determination should be made as quickly possible to ensure that the pupil does not lose instructional time.

48915 (a)(1)(A) Causing serious physical injury to another person, except in self-defense.

48915 (a)(1)(B) Possession of any knife or other dangerous object of no reasonable use to the pupil.

48915 (a)(1)(C) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following: (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis. (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.

48915 (a)(1)(D) Robbery or extortion.

48915 (a)(1)(E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.

**Paraphrase of EC 48915(c):** The principal or superintendent shall immediately suspend and recommend expulsion of a pupil who has committed any of the following acts at school or at a school activity off school grounds:

48915 (c)(1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (e), may be imposed.

48915 (c)(2) Brandishing a knife at another person.

48915 (c)(3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.

48915 (c)(4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.

48915 (c)(5) Possession of an explosive.

48900 A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

48900 (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person.

48900 (a)(2) Willfully used force or violence upon the person of another, except in self-defense.

48900 (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

48900 (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

48900 (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

48900 (e) Committed or attempted to commit robbery or extortion.

48900 (f) Caused or attempted to cause damage to school property or private property.

48900 (g) Stole or attempted to steal school property or private property.

48900 (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and bebel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.

48900 (i) Committed an obscene act or engaged in habitual profanity or vulgarity.

48900 (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

48900 (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

48900 (l) Knowingly received stolen school property or private property.

48900 (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.

48900 (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

48900 (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

48900 (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

48900 (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.

48900 (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following: (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property. (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health. (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance. (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school. (2) (A) "Electronic act" means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following: (i) A message, text, sound, or image. (ii) A post on a social network Internet Web site including, but not limited to: (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1). (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated. (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile. (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet. (3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

48900 (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

48900.2 ... a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5. For the purposes of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

48900.3 ... a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate violence, as defined in subdivision (e) of Section 233.

48900.4 ... a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.

48900.7 (a) ... a pupil may be suspended from school or recommended for expulsion if the superintendent or principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both. (b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.

Student's Last Name		First		Middle		School Name	
Student ID #	Date of Birth	Age	Grade	Gender	Ethnicity	<input type="checkbox"/> IEP <input type="checkbox"/> 504 Plan	Is a Manifestation Determination required? <input type="checkbox"/> Yes <input type="checkbox"/> No
Parent/Guardian		Primary Language		Home Phone		Work Phone	
Parent/Guardian		Primary Language		Home Phone		Work Phone	
Home Address							
Incident Date	Date Reported:	Period of Suspension: Number of Days:                      From: (date)                      through:				Student may return to school on:	

The student named above committed the following act(s). (Briefly describe the incident in plain language. What did the student do?)

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This behavior constitutes a violation California Education Code section(s): (List the Education Code violations using reference on the back of this form.)

- Expulsion is NOT recommended.
- Expulsion may be recommended upon completion of the investigation.
- Expulsion is recommended.

Describe what other means of correction have been attempted or how the student's presence in school represents a danger to students or staff.

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**Notices to the Parent:**

- During the period of this suspension the student is to remain at home during school hours or under the direct supervision of the parent/guardian and is prohibited from entering the premises of Dehesa School (except in connection with an authorized or official meeting or other proceeding related to this suspension).
- The student's parent/guardian has the right to attend a meeting with school officials to discuss the causes, duration, school policy involved, and other matters related to the suspension. Please call the school to schedule an appointment for this purpose.
- The parent or guardian of the student has a right to review the student's school records within five days of making a request to do so. Please call the school to schedule an appointment for this purpose.
- The parent or guardian also has the right to request a hearing with the superintendent's designee to appeal this suspension.

In signing this form the student is verifying that he/she has been informed of the reasons for this suspension, presented with the evidence upon which the suspension is based and given the opportunity to present his/her version of what occurred. It does not indicate agreement with the suspension.

Date \_\_\_\_\_ Student Signature \_\_\_\_\_

Date \_\_\_\_\_ Administrator Signature \_\_\_\_\_ Title: \_\_\_\_\_

Telephone contact with parent/guardian made by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_

Parent/guardian conference with \_\_\_\_\_ arranged on \_\_\_\_\_ at \_\_\_\_\_

## California Education Code References

**Paraphrase of EC 48915(a)(1) & (a)(2):** The principal or superintendent shall recommend expulsion for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct. This determination should be made as quickly possible to ensure that the pupil does not lose instructional time.

48915 (a)(1)(A) Causing serious physical injury to another person, except in self-defense.

48915 (a)(1)(B) Possession of any knife or other dangerous object of no reasonable use to the pupil.

48915 (a)(1)(C) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following: (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis. (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.

48915 (a)(1)(D) Robbery or extortion.

48915 (a)(1)(E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.

**Paraphrase of EC 48915(c):** The principal or superintendent shall immediately suspend and recommend expulsion of a pupil who has committed any of the following acts at school or at a school activity off school grounds:

48915 (c)(1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (e), may be imposed.

48915 (c)(2) Brandishing a knife at another person.

48915 (c)(3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.

48915 (c)(4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.

48915 (c)(5) Possession of an explosive.

48900 A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

48900 (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person.

48900 (a)(2) Willfully used force or violence upon the person of another, except in self-defense.

48900 (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

48900 (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

48900 (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

48900 (e) Committed or attempted to commit robbery or extortion.

48900 (f) Caused or attempted to cause damage to school property or private property.

48900 (g) Stole or attempted to steal school property or private property.

48900 (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.

48900 (i) Committed an obscene act or engaged in habitual profanity or vulgarity.

48900 (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

48900 (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

48900 (l) Knowingly received stolen school property or private property.

48900 (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.

48900 (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

48900 (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

48900 (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

48900 (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.

48900 (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following: (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property. (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health. (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance. (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school. (2) (A) "Electronic act" means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following: (i) A message, text, sound, or image. (ii) A post on a social network Internet Web site including, but not limited to: (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1). (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated. (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile. (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet. (3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

48900 (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

48900.2 ... a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5. For the purposes of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

48900.3 ... a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate violence, as defined in subdivision (e) of Section 233.

48900.4 ... a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.

48900.7 (a) ... a pupil may be suspended from school or recommended for expulsion if the superintendent or principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both. (b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board

**From:** Nancy Hauer  
Superintendent

**Subject:** Approve Job Description for  
the Transportation  
Coordinator/Bus Driver  
Instructor Position

Meeting Date: November 3, 2016

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

**Background:**

This is a new position that includes the existing Transportation Coordinator position and adding the responsibilities of the Bus Driver Instructor position.

**Report:**

The new job description develops parameters for the new Transportation Coordinator/ Instructor position. It includes the additional responsibilities of oversight of bus driver licensing and training requirements, document record keeping, evaluation and training of bus drivers and attendance at additional meetings. An additional license (School Bus Driver Instructor) is required. The District will maintain the job description of Transportation Coordinator Range 15 in the event that a future applicant might not possess the additional licensure.

**Financial Impact:**

This position is on Range 16. This is an increase of \$1,900.00 per year.

**Student Impact:**

Our students will have added safety knowing that their drivers are current and up to date on training and classes.

**Recommendation:**

Administration recommends approval of the Transportation Coordinator/Driver Instructor Position.

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

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# DEHESA SCHOOL DISTRICT

## Position Description

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<b>TITLE:</b>	Transportation Coordinator/ <b>Driver Instructor</b>	<b>CLASSIFICATION:</b>	Classified
<b>DEPARTMENT:</b>	Transportation	<b>WORK YEAR:</b>	11 Months –Full Time
<b>REPORTS TO:</b>	<b>Principal</b>	<b>SALARY:</b>	Group 50 - Range <b>16</b>

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### GENERAL SUMMARY

- Under the direct supervision of the **Principal**, operates a school bus over designated routes in accordance with regulations and laws relating to pupil transportation in California, following specified time schedules and perform other related duties, as required.

### PRINCIPAL DUTIES AND RESPONSIBILITIES

- Knowledge of the provisions of applicable state and federal laws, California Motor Vehicle Code, the Education Code, and District policies applicable to the operation of vehicles in transporting school children; safe driving practices.
- Operate Type I or Type II school bus and other automotive equipment with proficiency. Inspect operating safety of the bus (emergency exits, safety equipment, braking systems, light, oil, water, fuel, etc.) reporting defects and preparing work order forms.
- Operate a two-way radio, knowledge of radio codes, and proper uses.
- Transport students on study trips to designated locations and assist teacher(s) in supervising.
- Supervise loading and unloading of students. Enforce District policy and procedures in maintaining discipline on buses. Provide bus evacuation and safety instruction to students and staff. Provide emergency first aid, as required.
- Learn designated bus routes, bus stops, and district traffic hazards.
- Record and submit report on driving time, mileage, fuel and oil consumption, and pupil count and safety inspections.
- Oversee the coordination of bus routes and schedules, makes analyses and recommendations regarding the location of bus stops.
- Maintain records and prepares reports to provide information as to yearly safety and 45 pt. inspections.
- Makes recommendations for the replacement of vehicles and develops specifications, requisition supplies, materials, and parts.
- Conducts a program of preventative maintenance of district vehicles (routine service, tires, radios, first aid kits, and fire extinguishers, etc.)
- Maintains surveillance of bus routes for hazards or other road conditions.
- Keeps current on all new laws regarding school pupil transportation, insuring compliance with applicable provision of State Motor Vehicles Code, Education Code, and district transportation policies.
- Implement and train yearly school bus safety evacuation and school bus rules for all students.
- Drives a school bus and assumes all other bus duties on a scheduled and/or as needed basis, and all other related duties as assigned.
- Oversees bus driver licensing, training requirements and certificate status, drug screening, physicals, CPR/1<sup>st</sup> Aide, for the purpose of ensuring compliance with all State, Federal, and administrative requirements
- Maintain California Department of Education required documents Sections 4008-40090.5 for Instructors and School Bus Drivers.
- Evaluate performance of bus drivers and applicants for the purpose of ensuring that the basic skills levels are met and are in compliance with state certification requirements.
- Schedule training and testing of bus drivers for the purpose of ensuring compliance with all mandated requirements and regulation.
- Conduct classroom and behind-the-wheel bus driver training for the purpose of presenting, reinforcing and/or developing bus driver skills including California State Department of Education Core Units.
- Attend safety meetings, trainings, and professional growth activities relating to transportation for the purpose of presenting and/or acquiring information.

### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

- Ability to see and read, with or without vision aids; ability to hear and understand speech at normal levels; ability to communicate so others will clearly understand normal conversation.

- Ability to follow oral and written instructions.
- Ability to interpret rules, regulation laws and policies governing the District.
- Recognizes the scope of authority
- Skill in working with the public and school community.
- Professional demeanor that establishes a desirable example for children.
- Knowledge of general procedures relating to the routing, scheduling and maintaining of transportation services
- Ability to drive a school bus safely and efficiently..

#### **WORKING CONDITIONS**

- Light to moderate physical effort; frequent sitting or standing; periodic handling of light material.
- Moderate stress level.
- Primarily school bus environment.

#### **CONTACTS**

- Daily contact with students, teachers, all school and District staff.
- Occasional contacts with parents, community members, and outside agency personnel.
- **CHP,DMV and CDE personnel**

#### **OCCUPATIONAL CERTIFICATES/LICENSES**

- **School Bus Driver Instructor**
- Valid First Aid and CPR certification.
- High School diploma or equivalent
- A valid Class "A" or Class "B" license with a "P" endorsement, California driver's license. A California special driver's license.

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board and  
Supt. Nancy Hauer

**From:** Lori Wigg

**Subject:** Approve Tentative  
Agreement #1617-01 with  
CSEA (Revised)

Meeting Date: November 3, 2016

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

**Background:**

The agreement between the District and the Dehesa California School Association (CSEA) expired on June 30, 2016. In October 2016, the District met with CSEA and both parties agreed to extend the agreement to June 30, 2019. In addition to pay and allowances, both parties can re-open two articles in the agreement for negotiations in 2017-18 and 2018-19. One was brought to the Board last month but a few minor changes have been made.

**Report:**

Tentative Agreement #1617-01 to extend the agreement is attached.

**Financial Impact:**

There is no cost to extend the term of the bargaining agreement.

**Student Impact:**

N/A

**Recommendation:**

Administration recommends approval of the Tentative Agreement #1617-01 between Dehesa School District and the Dehesa CSEA, chapter 663.

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



**TENTATIVE AGREEMENT**

**2016-2017**

By and Between

**DEHESA SCHOOL DISTRICT**

**AND**

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS**

**DEHESA CHAPTER # 663**

Article 25: TERM OF AGREEMENT

25.1 Term of Agreement: This Agreement shall be effective as of July 1, ~~2013~~ **2016** and shall continue in effect to and including June 30, ~~2016~~ **2019** ~~and shall automatically remain in effect for each succeeding twelve (12) months, or until completion of a binding written agreement by the parties, which shall superseded this Agreement.~~

25.2. Reopener Clause: On or about March 15, ~~2014~~ **2017** either CSEA or the **Governing** Board may reopen for negotiations for the ~~2014-2015~~ **2017-2018** school year, the Articles of this Agreement covering PAY AND ALLOWANCES and EMPLOYEE BENEFITS, as per Appendix "E" and Two (2) additionally articles of each party's choosing.

25.3 Reopener Clause: On or about March 15, ~~2015~~ **2018** either CSEA or the Governing Board may reopen for negotiations for the ~~2015-2016~~ **2018-2019** school year, the Articles of this Agreement covering PAY AND ALLOWANCES and EMPLOYEE BENEFITS as per Appendix "E" and two (2) additionally Articles of each party's choosing.

The Association and the District shall have the right to open the Agreement any time by mutual consent.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized officers thereof, effective on the day and year set forth hereinabove.

Accepted by the Superintendent  
For the District

Accepted by CSEA President  
For the Association

\_\_\_\_\_  
Nancy Hauer, Superintendent      Date

\_\_\_\_\_  
Jackie Finch, President      Date

Accepted by CSEA LRR

\_\_\_\_\_  
Dan Ortiz, LRR      Date

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board and  
Supt. Nancy Hauer

**From:** Lori Wigg

**Subject:** Approval of revised price  
For Child Nutrition Van/Lift

Meeting Date: November 3, 2016

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

**Background:**

The Board authorized District administration to purchase a van for the Child Nutrition department in June of 2016. The Board approved a not-to-exceed price of \$42,000 for the van and the accompanying lift. The Van has been ordered and we are ready to have the lift installed, however, the final pricing for the van with an ADA compliant lift is \$43,836.81.

**Report:**

The revised quotes are attached.

**Financial Impact:**

The total revised price of the van with the lift installed is \$43,836.81. The difference in pricing from June is \$1,836.81

**Student Impact:**

Since the District will be utilizing general fund dollars (as opposed to Child Nutrition funds) to pay for the van, it can also be used for student transportation needs.

**Recommendation:**

Administration recommends approval of the revised price of \$43,836.81 for the Child Nutrition Van and the accompanying lift.

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



# QUOTATION

DOWNTOWN FORD SALES  
 525 N. 16TH STREET, SACRAMENTO, CA 95811  
 (916) 442-6931 | FAX (916) 491-3138

GE 061720161515 R2

REV. 9/26/2016

PAGE 1 OF 1

NAME	DEHESA SD	REP	G. ENOS
ADDRESS	4612 DEHESA RD	DATE	6/17/16
CITY	EL CAJON CA CA ZIP 92019	PHONE	(916) 442-6931

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	<b>MAJOR STANDARD EQUIPMENT</b>		
1	NEW 2017 TRANSIT T-350 LR, 3.5L V6, 12-PASS, 148" WB PER STATE OF CALIFORNIA CONTRACT 1-16-23-20A	\$25,933.00	\$25,933.00
	<b>FACTORY-INSTALLED OPTIONS</b>		
1	CHANGE TO T-150 MEDIUM ROOF WAGON, 8-PASS, 130" WB	\$1,068.00	\$1,068.00
1	UPGRADE TO XLT TRIM	\$1,329.00	\$1,329.00
1	BACKUP ALARM	\$125.00	\$125.00
1	RUNNING BOARD (PASSENGER SIDE ONLY)	\$159.00	\$159.00
-1	DOWNTOWN FORD DISCOUNT (INCLUDES PROMPT-PAY .DISCOUNT PER STATE OF CA CONTRACT TERMS)	\$2,400.00	(\$2,400.00)

\$500 DISCOUNT FOR PAYMENT WITHIN 20 DAYS  
 PER STATE OF CALIFORNIA CONTRACT 1-16-23-20A

	SUBTOTAL	\$26,214.00
9.000%	SALES TAX	\$2,359.26
	SHIPPING	\$450.00
	TIRE FEE	\$8.75
	<b>TOTAL</b>	<b>\$29,032.01</b>

GoldenBoy Mobility  
 Poway, CA 92064  
 858-748-9414



# Estimate

Date 10/21/2016 Estimate # 6749

## GoldenBoy Mobility

**Bill to**

Jackie Finch  
 Delhesa school district

**Customer Info**

Jackie Finch  
 Delhesa school district

P.O. No.	Terms	Due Date	Rep	Vehicle Millage
		7/14/2016	Ken	

Item	Quantity	Description	Price	Total
VMI-Lifts	1	VMI Lifts: S2010 lift right hand pump	6,039.00	6,039.00T
LBR	10	Labor to install lift and kit	97.50	975.00
Lifts	1	rear install kit	186.00	186.00T
Interlock	1	interlock	600.00	600.00T
Interlock	1	plug n play harness	125.00	125.00T
LBR	6	Labor to install interlock	97.50	585.00
sd-parts	1	4th row floor leveling materials	900.00	900.00
LBR	10	Labor to install floor leveling	97.50	975.00
sd-parts	2	L tracks	100.00	200.00T
LBR	4	Labor to install L tracks	97.50	390.00
Q'Straint	1	Q'Straint set of retractables	525.00	525.00T
LBR	10	Labor to modify floor for lift	97.50	975.00
Q'Straint	1	Q'Straint shoulder/ lap belt harness	280.00	280.00T
LBR	10	Labor to modify and install shoulder/lap belt harness	97.50	975.00
Document Process...	1	Document Fee's	105.00	105.00T
Shipping	1	Shipping	325.00	325.00

70% Restocking Fee on Special Order Parts  
 30% Restocking Fee on In Stock Parts  
 By Signing Below You Agree to the Terms  
 of this Estimate

**Subtotal** \$14,160.00  
**Sales Tax (8.0%)** \$644.80  
**Total** \$14,804.80

Signature \_\_\_\_\_

# DEHESA SCHOOL DISTRICT

**To:** Members of the Board  
**From:** Nancy Hauer  
**Subject:** **Personnel  
Recommendations**

Meeting Date: November 3, 2016

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

The Governing Board is requested to approve/ratify the following personnel recommendations:

**Personnel:**

**Certificated:**

**Classified:**

1. To hire Angela Shannon to fill a vacant 3.75 hour Instructional Assistant position effective 11/3/16.
2. To hire Michelle Gribbon to fill a vacant 3.75 hour Instructional Assistant position effective 11/3/16.