



**BELLEVUE
UNION
SCHOOL DISTRICT**

N O T I C E

**BOARD MEETING OF THE BELLEVUE UNION SCHOOL
DISTRICT BOARD OF TRUSTEES WILL BE HELD ON Tuesday
May 19, 2020, CLOSED SESSION 5:30PM & 6:00PM OPEN SESSION
VIDEO TELECONFERENCE STREAMED VIA YOUTUBE LIVE ON THE
BUSD HOMEPAGE HOSTED BY BELLEVUE UNION SCHOOL DISTRICT
3150**

EDUCATION DRIVE SANTA ROSA, CA 95407

DATED: May 15, 2020

**David Alexander, Ed.D.
SECRETARY TO THE BOARD
AND DISTRICT SUPERINTENDENT**

POSTED: May 15, 2020

BELLEVUE UNION SCHOOL DISTRICT
Regular Board Meeting
Video Teleconference Streamed Via YouTube Live on the BUSD Homepage
Hosted by Bellevue Union School District
Tuesday, May 19, 2020

As authorized by the Governor’s Emergency Executive Order issued on March 12, the Bellevue Union School District Board of Education will conduct Board of Education meetings by video conference until further notice. The meeting will be live streamed on the District’s YouTube page which can be reached via a link from our Bellevue Union School District homepage @ www.BUSD.org

AGENDA

1. Open Session 5:30pm BUSD District Office 3150 Education Dr

1.1. Call To Order

1.2. Public Comment on Closed Session Agenda

The Public is invited to address the Board regarding items that are on the Closed Session Agenda. Speakers are limited to 3 minutes each. Because this is the time for the public to comment it is our time to hear from you. Although the Board will not respond we want you to know that we are listening to you carefully.

To access the [Public Comment Form](#), please click on the link: [BUSD Digital Comment Form](#) to submit your comment to Moriah Hart prior to the start of the meeting. All comments received prior to the start of the meeting will be shared during the meeting.

2. Adjourn To Closed Session

2.1. Closed Session Agenda

2.1.1. Public Employment §54957

2.1.2. Conference With Labor Negotiator §54957.6

2.1.2.1. BEA

3. Reconvene to Open Session 6:00pm

3.1. Flag Salute

3.2. Report on Closed Session

3.3. Consider Agenda Adjustment

4. Recognition

4.1. Retirees

5. Public Comment

At this time, members of the public may express opinions or make statements regarding issues pertinent to the District. Action may not be taken on statements or testimony made regarding any item not on the agenda, per Government Code 54954.2. There will be a limit of three minutes placed on each individual making a statement and a total 30 minute time allocation. Persons wishing to speak should complete a Speaker's Card and present it to the Board Secretary (Superintendent). After receiving recognition from the President, please stand and address the Board. Because this is the time for the public to comment it is our time to hear from you. Although Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments we want you to know that we are listening to you carefully.

To access the [Public Comment Form](#), please click on the link: [BUSD Digital Comment Form](#) to submit your comment to Moriah Hart prior to the start of the meeting. All comments received prior to the start of the meeting will be shared during the meeting.

6. Informational Items

6.1. Local Control Accountability Plan (LCAP) Update - David Alexander, Ed.D., Superintendent

7. Action Items

- 7.1. Consider Approval of Resolution No 23: Specification of Election
- 7.2. Consider Approval of Resolution No 24: Grading During School Closures
- 7.3. Consider Approval of Board Policies: 4113.5 BP Working Remotely & 6157 BP Distance Learning
- 7.4. Consider Approval of Declaration of Need for the 2020-21 School Year
- 7.5. Consider Approval of Provisional Internship Permit for Michelle Verporter. Mild to Moderate Special Day Class 5-6 at Taylor Mountain in 2020-21 School Year.
- 7.6. Consider Approval of 2020-21 District Certificated Calendar
- 7.7. Consider Approval of Memorandum of Understanding Between Bellevue Union School District And Bellevue Education Association regarding COVID-19
- 7.8. Consider Approval of 2020-21 Board Meeting Dates
- 7.9. Ratification of Bills and Warrants

8. Consent Calendar

- 8.1. School & College Legal Services Contract Renewal
- 8.2. Kids Hear Contract Renewal for School Nurse Services
- 8.3. Board Meeting Minutes
 - 8.3.1. Special Board Meeting Minutes May 5, 2020
 - 8.3.2. Regular Board Meeting Minutes April 21, 2020
- 8.4. Personnel Activity Log

9. Reports

- 9.1. California School Employees Association, Chapter 501
- 9.2. Bellevue Education Association
- 9.3. Principal Reports
- 9.4. Board Reports/Board Items
- 9.5. Superintendent Report
 - 9.5.1. Enrollment Update

10. Planning

June 30, 2020	Regular Board Meeting	5:30pm	To be live streamed on the District's YouTube Page on the District's Homepage: www.bUSD.org
June 23, 2020	Special Board Meeting (LCAP/Budget Hearing)	5:30pm	To be live streamed on the District's YouTube Page on the District's Homepage: www.bUSD.org

Notice

The Bellevue Union School District complies with the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent's Office by calling (707)542-5197 x2. All efforts will be made for reasonable accommodations.

Agenda available in Spanish upon request. Orden del día disponible en español si se solicita.

*District Employees, parents and community members shall treat each other with civility, courtesy and respect.
Civility Policy (BP 1313)*

Bellevue Union School District

Agenda Item for Board Meeting of May 19, 2020

Agenda Category: Review and Action

Agenda Item Title: Approval of Resolution No. 23: Specification of Election

Prepared By: David Alexander, Ed.D., Superintendent

Background:

This is a required action item any year there are board elections.

Recommended Action:

It is recommended that the Board of Trustees approve

Supporting Documents:

Resolution No 23: Specification of Election

RESOLUTION OF THE BOARD OF TRUSTEES OF THE
BELLEVUE UNION SCHOOL DISTRICT, COUNTY OF SONOMA
STATE OF CALIFORNIA, ORDERING AN ELECTION TO
BE HELD AND REQUESTING CONSOLIDATION
WITH THE NOVEMBER 3, 2020,
CONSOLIDATED DISTRICT ELECTION

WHEREAS, an election will be held on NOVEMBER 3, 2020, in the BELLEVUE UNION SCHOOL DISTRICT for the purpose of electing District Trustee to fill positions that will expire in 2020;

BE IT RESOLVED THAT, the District Trustee of said district hereby request consolidation with any election that may be held on the same day, in the same territory or in territory that is in part the same.

AND that any tie vote which results in said election will be resolved by run off.

THE FOREGOING RESOLUTION was introduced by Trustee _____,
who moved its adoption, seconded by Trustee _____ and then adopted on
roll call by the following vote:

- Trustee _____ John Jarvis _____ Aye _____ No _____ Abstain _____
- Trustee _____ Adele Walker _____ Aye _____ No _____ Abstain _____
- Trustee _____ Stephanie Merrida-Grant _____ Aye _____ No _____ Abstain _____
- Trustee _____ Jamie Padilla _____ Aye _____ No _____ Abstain _____
- Trustee _____ Lisa Reyes _____ Aye _____ No _____ Abstain _____

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

WHEREUPON, the President declared the foregoing resolution adopted and SO ORDERED

District Superintendent/Secretary

TO: DEVA MARIE PROTO, COUNTY CLERK & REGISTRAR OF VOTERS

FROM: BELLEVUE UNION SCHOOL DISTRICT

SUBJECT: NOTICE OF OFFICES TO BE FILLED AND STATEMENT OF RESPONSIBILITY FOR STATEMENTS OF QUALIFICATIONS

Notice is hereby given that, pursuant to Elections Code Section 10509 (which requires notification prior to the 125th day before the election, *July 1, 2020), the following are the elected office holders of this district whose terms will expire in 2020, and whose successors will be required to be elected at the upcoming election to be held on NOVEMBER 3, 2020.

Trustee	LENGTH OF NEXT TERM (Commencing 12/11/2020)
1. <u>Jamie Padilla</u>	<u>2</u> YEARS
2. <u>Adele Walker</u>	<u>4</u> YEARS
3. <u>John Jarvis</u>	<u>4</u> YEARS

(MARK APPROPRIATE OPTIONS BELOW)

The length of the Statements of Qualifications shall not exceed 200 words.

1. The costs incurred in the printing of the optional Statements of Qualifications (English & Spanish, if requested by the candidate), in the Voter Information Pamphlet is the responsibility of the (select one):

- District
 Candidate

a. If the candidate is responsible for costs of the Statement of Qualifications, the district opts to (select one):

- Require payment in advance to the District Secretary.
 Bill the candidate after the date of the election.

Note: It is the responsibility of the District to collect the costs of Statements of Qualifications from the candidates whether payment in advance or payment after the fact is required. **If advance payment is required, candidates must present a receipt from the district at the time the Statement of Qualifications is filed with the Registrar of Voters Office. Multi-county districts please be advised that the estimated cost reflects only the Sonoma County portion of the cost.**

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND SUBMIT THIS STATEMENT IN COMPLIANCE WITH ELECTIONS CODE SECTIONS 10509 AND 13307.

SEAL

SIGNED: _____ DATE: _____

MEMORANDUM

TO: DEVA MARIE PROTO, COUNTY CLERK & REGISTRAR OF VOTERS
FROM: BELLEVUE UNION SCHOOL DISTRICT
SUBJECT: NOTICE OF DISTRICT BOUNDARIES/STATEMENT IN LIEU OF MAP
DATE: _____

Pursuant to Elections Code Section 10522 (which requires notification prior to the 125th day before the election (July 1, 2020) regarding district boundaries in the above named district), we are hereby notifying the Registrar of Voters Office that:

- [X] As of this date, there has been no change in the boundaries of this district since the date of the last election. A map of the district is already on file with your office; therefore this notice is in lieu of providing a duplicate map.
- [] A map of the above district, with all annexations and detachments shown thereon, is attached to this notification and incorporated for reference herein.
- [] There have been changes in the boundaries of this district since the date of the last election. A verified map of the above district containing all recent annexations and details shown thereon, is already on file with your office.

Submitted by _____
District Superintendent/Secretary

SEAL

Bellevue Union School District

Agenda Item for Board Meeting of May 19, 2020

Agenda Category: Review and Action

Agenda Item Title: Approval of Resolution No: 24 Grading During Emergency School Closures

Prepared By: David Alexander, Ed.D., Superintendent

Background:

During the COVID-19 school closures and the implementation of distance learning, continuing to use existing policy and administrative regulation on grades (BP/AR 5121 - Grading/Evaluation of Student Achievement) is not practical for many districts. Although the district could revise its policy and regulation, any such action may need to be revisited once schools reopen. Alternatively, districts can employ the use of a board resolution and the authority of the superintendent (see Board Policy 2210 - Administrative Discretion Regarding Board Policy) to take necessary action and implement temporary solutions during this time of crisis, as it may do in other areas of district operations. To that end, we are submitting a board resolution on grading that incorporates grading alternatives as options for districts to use during the school closures. These grading options are consistent with recent guidance issued by the California Department of Education.

Recommended Action:

It is recommended that the Board of Trustees approve Resolution No: 24 Grading During Emergency School Closures

Supporting Documents:

Resolution No: 24 Grading During Emergency School Closures

**BEFORE THE GOVERNING BOARD
OF THE
BELLEVUE UNION SCHOOL DISTRICT**

RESOLUTION # 24

**BELLEVUE UNION SCHOOL DISTRICT
RESOLUTION ON GRADING DURING
EMERGENCY SCHOOL CLOSURES**

WHEREAS, on March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, on March 19, 2020, the Governor of California issued an executive order directing all individuals living in the State of California to stay home or at their place of residence, with limited exception, until further notice; and

WHEREAS, on March 23, 2020, the Bellevue Union School District closed schools to protect students and staff against the spread of COVID-19; and

WHEREAS, due to safety concerns and the need for ongoing social distancing, the State Superintendent of Public Instruction stated it appears students will not return to school campuses before the end of the 2019-2020 school year; and

WHEREAS, it is necessary to ensure the continuation of public education, to the greatest extent possible, while maintaining the health and safety of the students and staff and

WHEREAS, the Board is committed to continued teaching and learning, including assessment and evaluation of work, through alternative means during this prolonged period of school closure; and

WHEREAS, it is imperative that the Superintendent have the tools to ensure the health, safety, and well-being of students, staff, and families on and off campuses, and to ensure the educational needs of all students are addressed through alternate locations or virtual learning environments;

NOW, THEREFORE BE IT RESOLVED, that during this time of school closures, and until further notice:

1. Teachers shall continue to provide instruction, assignments, and assessments using distance learning tools and resources.
2. The Superintendent or designee shall collaborate with school administrators and teachers to develop and regularly review guidelines for attendance during instruction and the assignment of homework through distance learning and alternative means.
3. Pursuant to Education Code 48205 and Board Policy 6154 - Homework/Makeup Work, students shall be given full credit for makeup work satisfactorily completed within a reasonable period of time and shall not be penalized for absences during school closures.

- 4. Students shall be held harmless for their spring 2020 grades and the transition to distance learning.
- 5. Board Policy and Administrative Regulation 5121 - Grades/Evaluation of Student Achievement shall be temporarily suspended during the period of school closure.
- 6. Teachers shall assign final grades based on students' third-quarter grades or students' grades when the school shutdown occurred, with opportunities to increase the final grade.

The foregoing resolution was introduced by Board Member _____ who moved its adoption, seconded by Member _____ and adopted on roll call on this 19th day of May 2020, at a public meeting by the following vote:

Trustee John Jarvis _____ Trustee Adele Walker _____

Trustee Stephanie Merrida-Grant _____ Trustee Jamie Padilla _____

Trustee Lisa Reyes _____

AYES: _____ **NOES:** _____ **ABSENT/NOTE VOTING:** _____

I hereby certify the foregoing to be a full, true, and correct resolution duly adopted by the Governing Board of the Bellevue Union School District

President of the Board, John Jarvis

May 19, 2020
Date

Bellevue Union School District

Agenda Item for Board Meeting of May 19, 2020

Agenda Category: Review and Action

Agenda Item Title: Approval of Board Policies: 4113.5 BP Working Remotely & 6157 BP Distance Learning

Prepared By: David Alexander, Ed.D., Superintendent

Background:

During the COVID-19 school closures and the implementation of working remotely for staff and distance learning for students we are presenting the BUSD Board with two new policies, BP 4113.5/4213.5/4313.5 - Working Remotely and BP 6157 - Distance Learning, both of which are designed to be used during the COVID-19 closures and beyond in order to provide flexibility in educating students and structuring work schedules for district staff and are consistent with recent guidance issued by the California Department of Education and drafted & reviewed by the California School Board Association (CSBA).

Recommended Action:

It is recommended that the Board of Trustees approve Board Policies: 4113.5 BP Working Remotely & 6157 BP Distance Learning

Supporting Documents:

Board Policies: 4113.5 BP Working Remotely & 6157 BP Distance Learning

Personnel

BP 4113.5(a)
4213.5
4313.5

WORKING REMOTELY

The Governing Board recognizes that working remotely at home or at another alternative location may be necessary at times when widespread illness, natural disaster, or other emergency condition makes the school or worksite unsafe or otherwise interrupts the district's ability to effectively conduct operations at the school or worksite. A full-time, part-time, or short-term remote work arrangement may also be granted by the Superintendent or designee to an individual employee, upon request, provided that the position is suitable for remote work, the employee has consistently demonstrated the ability to work independently and meet performance expectations, and the work arrangement does not hinder district operations.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.5 - Emergency Schedules)

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4032 - Reasonable Accommodation)

(cf. 4113 - Assignment)

(cf. 4157/4257/4357 - Employee Safety)

(cf. 6157 - Distance Learning)

The opportunity to work remotely shall be entirely at the district's discretion, and no grievance or appeal right may arise from district denial of any employee request for remote work.

Employees approved for remote work shall comply with all district policies, administrative regulations, work schedules, and job assignments. Except when specifically agreed, approval of remote work shall not change the compensation, benefits, or other terms and conditions of employment of an employee.

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4151/4251/4351 - Employee Compensation)

(cf. 4154/4254/4354 - Health and Welfare Benefits)

Unless otherwise approved in advance by the Superintendent or designee, employees working remotely shall do so within regular work hours established for the position. Employees are entitled and expected to take appropriate, uninterrupted meal and rest breaks, and shall keep accurate records of the hours they work. Employees shall notify their supervisor when unable to perform work assignments due to illness, equipment failure, or other unforeseen circumstances.

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

Employees working remotely are expected to conduct their work in a location that is safe and free of obstructions, hazards, and distractions. Such employees shall report to their supervisor any serious injury or illness occurring in the home workspace or in connection with their employment as soon as practically possible in accordance with Board policy.

WORKING REMOTELY (continued)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)
(cf. 4157.2/4257.2/4357.2 - Ergonomics)

The district shall provide to employees who work remotely all supplies, materials, apparatus, and equipment reasonably necessary to perform their jobs, including, as necessary, a technology device and Internet access. Employees shall use caution in accessing the Internet from public locations and in accessing information from networks outside of the district in order to safeguard confidential information. Employees shall be responsible for maintaining and protecting equipment on loan from the district and shall adhere to the district's Acceptable Use Agreement. The employee's personally owned equipment may only be used for district business when approved by the Superintendent or designee.

(cf. 4040 - Employee Use of Technology)
(cf. 4156.3/4256.3/4356.3 - Employee Property Reimbursement)

Work done at a remote work location is considered official public business. District records and communications shall be retained and safeguarded against damage or loss, and shall be kept confidential or made accessible to the public in accordance with law.

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 5125 - Student Records)

Any employee working remotely shall be available during work hours to the employee's supervisor and other staff, students, parents/guardians, and members of the public, as appropriate, via email, phone, or other means. Lack of responsiveness on the part of the employee may result in discipline and/or termination of remote work responsibilities. Employees shall be required to attend virtual or in-person meetings when directed by their supervisor.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Employee productivity shall be evaluated on the basis of time spent on tasks and projects, task completion, and quality of job performance in the same manner as all employees in the same position at the assigned school or office.

(cf. 4115 - Evaluation/Supervision)
(cf. 4215 - Evaluation/Supervision)
(cf. 4315 - Evaluation/Supervision)

WORKING REMOTELY (concluded)

Remote work arrangements may be discontinued at any time at the discretion of the Superintendent or designee.

Legal Reference:

GOVERNMENT CODE

6250-6270 *California Public Records Act*

12900-12996 *Fair Employment and Housing Act*

LABOR CODE

226.7 *Mandated meal, rest, or recovery periods*

6400 *Safe and healthful employment and place of employment*

6401 *Unsafe workplace*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

Management Resources:

WEB SITES

California Department of Industrial Relations: <http://www.dir.ca.gov>

Revised:

Adopted: 05.19.2020

Reviewed:

BELLEVUE UNION SCHOOL DISTRICT

Santa Rosa, California

DISTANCE LEARNING

The Governing Board recognizes that distance learning can be a viable alternative instructional strategy that supports student achievement of academic goals. Distance learning opportunities may be offered to students participating in independent study, credit recovery courses, enrichment courses, or other courses identified by the Superintendent or designee, or in the event that a school site is physically closed due to widespread illness, natural disaster, or other emergency.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.5 - Emergency Schedules)

(cf. 4113.5/4213.5/4313.5 - Working Remotely)

(cf. 6158 - Independent Study)

The district may offer distance learning through a variety of delivery methods as appropriate for the grade level and subject matter. Distance learning opportunities may include video, audio, and/or written instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, live or prerecorded video, telecourses, and other instruction that relies on computer or communications technology. They may also include the use of print materials with written or oral feedback.

The Superintendent or designee shall review and select distance learning courses, which may include those taught by district staff or others, that are of high academic quality and are aligned with district standards and curricula. As appropriate, courses may be self-directed to allow students to complete assignments at their own pace and/or may involve real-time interaction among the teacher and students.

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6143 - Courses of Study)

The Superintendent or designee shall, in collaboration with teachers, plan for schoolwide or long-term distance learning in the event of a school closure. In developing the plan, the Superintendent or designee shall analyze the course sequence, prioritize content and standards to be completed, and recommend the grading criteria. In such circumstances, students' social-emotional wellness shall be taken into account, and schedules and learning experiences shall be designed to build continuity, routine, and regular connections with students.

(cf. 5141.5 - Mental Health)

As needed, the Superintendent or designee shall provide teachers with training and ongoing support, including technological support and guidance, to effectively implement distance learning. The district shall also provide opportunities for teachers to communicate and collaborate with each other to exchange information on effective practices.

(cf. 4131 - Staff Development)

DISTANCE LEARNING (continued)

Staff shall comply with all copyright regulations in developing materials to be used in distance education courses.

(cf. 6162.6 - Use of Copyrighted Materials)

The district shall take steps to ensure that distance learning opportunities are available to all students, including economically disadvantaged students, students with disabilities, and English learners. Teachers may use multiple methods of providing instruction to meet student needs. All online programming and Internet content shall meet accessibility standards for students with disabilities, including compatibility with commonly used assistive technologies.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 0415 - Equity)

(cf. 6159 - Individualized Education Program)

(cf. 6174 - Education for English Learners)

The Superintendent or designee shall assess students' access to technological devices and the Internet and, consistent with the district's budget and technology plan, may loan devices to students to use at home and/or assist families in identifying free service providers. Students are expected to use district technology responsibly in accordance with the district's Acceptable Use Agreement. To the extent possible, the district shall make technical and academic support available to students.

(cf. 0440 - District Technology Plan)

(cf. 3311.4 - Procurement of Technological Equipment)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 6163.4 - Student Use of Technology)

Teachers shall provide regular communications to students and parents/guardians about expectations, assignments, and available resources to assist the student in successful completion of distance learning coursework.

(cf. 6020 - Parent Involvement)

Grading of distance learning assignments and assessments of end-of-course knowledge and understanding of the subject matter shall be consistent with district policy on grading for equivalent courses.

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6146.3 - Reciprocity of Academic Credit)

(cf. 6146.11 - Alternative Credits Toward Graduation)

Legal Reference:

EDUCATION CODE

35182.5 *Contracts for electronic products or services; prohibitions*

51210-51212 *Course of study for grades 1-6*

51220-51229 *Course of study for grades 7-12*

DISTANCE LEARNING (continued)

51740-51741 Authority to provide instruction by correspondence
51745-51749.3 Independent study
51865 California distance learning policy
PUBLIC CONTRACT CODE
20118.2 Contracting by school districts; technological equipment
UNITED STATES CODE, TITLE 20
7131 Internet safety
UNITED STATES CODE, TITLE 47
254 Universal service discounts (E-rate); Internet safety
Management Resources: CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
COVID-19 Guidance for K-12 Schools
WORLD WIDE WEB CONSORTIUM PUBLICATIONS
Web Content Accessibility Guidelines
WEB SITES
California Department of Education: <http://www.cde.ca.gov>
World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

Revised:
Adopted: **05.19.2020**
Reviewed:

BELLEVUE UNION SCHOOL DISTRICT
Santa Rosa, California

Bellevue Union School District

Agenda Item for Board Meeting of May 19, 2020

Agenda Category: Review and Action

Agenda Item Title: Approval of Declaration of Need for the 2020-2021 School Year

Prepared By: Siara Goyer, Human Resources Manager

Background:

In the event that the district is unable to hire fully certificated persons due to an insufficient number available for hire, a declaration of need must be filed with the CTC in order to request emergency or limited assignments permits. The Declaration of Need for fully qualified educators will be filed with the Commission on Teacher Credentialing (CTC) and Sonoma County Office of Education (SCOE) for the 2020-2021 school year as there may be a need for emergency or limited assignment permits due to a lack of qualified teacher applicants.

Recommended Action:

It is recommended that the Board of Trustees approve the Declaration of Need for the 2020-2021 School Year

Supporting Documents:

Declaration of Need for the 2020-2021 School Year



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: _____

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: _____ District CDS Code: _____

Name of County: _____ County CDS Code: _____

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on ____/____/____ certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, _____.

Submitted by (Superintendent, Board Secretary, or Designee):

_____ *Name* _____ *Signature* _____ *Title*

_____ *Fax Number* _____ *Telephone Number* _____ *Date*

_____ *Mailing Address*

_____ *E-Mail Address*

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► ***Enclose a copy of the public announcement***

Submitted by Superintendent, Director, or Designee:

<i>Name</i>	<i>Signature</i>	<i>Title</i>
-------------	------------------	--------------

<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
-------------------	-------------------------	-------------

Mailing Address

E-Mail Address

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	_____
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization:	

Resource Specialist	_____
Teacher Librarian Services	_____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

Bellevue Union School District

Agenda Item for Board Meeting of May 19, 2020

Agenda Category: Review and Action

Agenda Item Title: Approval of Provisional Internship Permit for Michelle Verporter. Mild to Moderate Special Day Class 5-6 at Taylor Mountain in 2020-2021 School Year

Prepared By: Siara Goyer, Human Resources Manager

Background:

This is a request to approve a Provisional Internship Permit for Ms. Michelle Verporter. BUSD has completed a diligent search to fill a vacant teacher position (Mild to Moderate Special Day Class, Grades 5-6) at Taylor Mountain Elementary School without success. This PIP will allow BUSD to hire Michelle Verporter with a Provisional Permit.

The Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter an intern program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully-credentialed teacher cannot be found.

Cost:

\$0.00

Recommended Action:

Acknowledge and Accept.

Supporting Documents:

PROVISIONAL INTERNSHIP PERMIT (CL-856)

EDUCATION SPECIALIST PROVISIONAL INTERNSHIP PERMIT
Evaluation Worksheet



State of California
Commission on Teacher Credentialing
1900 Capitol Avenue
Sacramento, CA 95811-4213
Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

PROVISIONAL INTERNSHIP PERMIT

The Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter an intern program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully-credentialed teacher cannot be found.

In addition, individuals who previously passed subject matter exams in an area other than an NCLB core academic subject area may now find they are unable to enter an intern program to obtain the preliminary education specialist credential. Persons in this circumstance may also be issued the PIP to allow time for them to complete subject matter in an NCLB core academic subject area.

The PIP is only available at the request of an employing agency. Individuals may not apply directly to the Commission for this document. Holders of the PIP are restricted to service with the employing agency requesting the permit. An employing agency is defined as a California public school district, county office of education, nonpublic, nonsectarian school and agency as defined in Education Code sections 56365 and 56366, charter school, or statewide agency.

The PIP is available in the areas of Multiple Subject, Single Subject, and Education Specialist. Individuals who were issued four or fewer Long-Term Emergency Permits may be issued one PIP as long as the employer requirements have been met. Individuals who were issued five Long-Term Emergency Permits do not qualify for the PIP.

Requirements for Issuance

1. Possession of a baccalaureate degree or higher from a regionally-accredited college or university
2. Satisfy the [basic skills requirement](#). See Commission leaflet [CL-667](#), entitled *Basic Skills Requirement* for additional information.
3. Successful completion of course work for the permit type requested, as specified below:

Single Subject: A degree major in the subject area or at least 18 semester units, or 9 upper division semester units, of course work in the subject to be listed on the permit.*

For a permit in one of the science subjects, at least nine semester units must be in the specific science area. For a permit in Foundational-Level General Science, an individual has two options. First is to verify a bachelor's or higher degree in science. This includes biological science, chemistry, geoscience, physics, and science areas that fall within these broad categories such as anatomy, earth science, and oceanography. This does not include a degree in health science. Second is to verify 18 semester units (or nine upper division semester units) across the four science areas of biological science, chemistry, geosciences, and physics. A minimum of one course in each of the four areas is required.

The statutory subjects available for Single Subject Provisional Internship Permit are as follows:

Agriculture	Physical Education
Art	Science: Biological Sciences
Business	Science: Chemistry
English	Science: Geosciences
Foundational-Level General Science	Science: Physics
Foundational-Level Mathematics	Social Science
Health Science	World Language: English Language
Home Economics	Development
Industrial and Technology Education	World Languages-Languages other
Mathematics	than English (specify)
Music	

Multiple Subject: A degree major in liberal studies or 40 semester units including 10 semester units of course work in each of at least four of the following subject areas or at least 10 semester units of course work in each of three of the subject areas and an additional 10 semester units in a combination of two of the remaining subject areas.* Subject areas include language studies, history, literature, humanities, mathematics, the arts, science, physical education, social science, and human development.

Education Specialist: Complete the requirements for the Single Subject or Multiple Subject as listed above, or verify a minimum of three years of successful full-time classroom experience, or the equivalent in part-time experience, working with special education students (experience as an aide is acceptable) or verify a minimum of nine semester units of course work in special education or in a combination of special education and general education.*

Areas of specialization for the Education Specialist PIP include:

Mild/Moderate Disabilities	Deaf and Hard of Hearing
Moderate/Severe Disabilities	Physical and Health Impairments
Visual Impairments	Language and Academic Development

The PIP may not be issued in the specialty area of Early Childhood Special Education alone as subject matter competence is not required for the issuance of a credential.

All course work must meet the following criteria:

- Must be completed at a regionally-accredited college or university
- Must be baccalaureate degree-applicable (non-remedial)
- Must be earned with a “C” grade or higher (“Pass” and “Credit” grades meet this requirement)

* *Individuals who were previously issued an emergency permit in the same subject area of the requested PIP will not be required to submit verification of this requirement. If the subject matter requirement for the emergency permit was met by passage of all appropriate subject matter examinations, the individual will not qualify for the PIP.*

4. The employing agency must verify all of the following on the form entitled *Verification of Requirements for the Provisional Internship Permit* (form CL-857) with each request for the Provisional Internship Permit:

- A diligent search has been conducted for a suitable credentialed teacher or suitable qualified intern teacher. Diligent search must include, but is not limited to, distributing job

announcements, contacting college and university placement centers, and advertising in print or electronic media. Copies of all recruitment efforts must be submitted with the application packet.

- The employer has provided orientation, guidance and assistance to the permit holder
- The employing agency will assist the permit holder in developing a personalized plan through an agency-defined assessment that would lead to meeting subject matter competence related to the permit
- The employing agency will assist the permit holder to seek and enroll in subject matter training, such as workshops or seminars and site-based courses along with training in test-taking strategies and will assist the permit holder in meeting subject matter competence related to the permit
- The candidate has been apprised of steps to earn a credential and enroll in an intern program
- The employing agency will ensure a notice of intent to employ the applicant in the identified position has been made

Public school districts must present this notice to the governing board in a public meeting with a signed statement from the superintendent, or his or her designee, and verification that the item was acted upon favorably. **This must be an action item on the agenda and not part of the consent agenda.** A copy of the agenda item must be submitted with the application packet.

County offices of education, nonpublic, nonsectarian schools and agencies as defined in Education Code sections 56365 and 56366, statewide agencies, and charter schools must submit a copy of the dated public notice that was posted 72 hours prior to the position being filled.

5. Completed application ([form 41-4](#)), [processing fee](#), and if not previously submitted, a completed Live Scan receipt ([form 41-LS](#))

One-Time Renewal

For a PIP initially issued **before October 1, 2013**, the employing agency may request a one-time only renewal if the holder has taken but not passed **all** the subject matter examinations appropriate to the credential that authorizes the service listed on the permit.* The holder of an Education Specialist PIP must take all appropriate subject matter examinations as determined by the recommending college or university. The renewal packet should include an application ([form 41-4](#)), a new Verification of Requirements for the Provisional Internship Permit (form CL-857) including all appropriate documentation, and [current processing fee](#).

- ▶ *If the holder has passed all appropriate subject matter exams, he or she should contact a California college or university or school district with a [Commission-approved intern program](#) regarding enrollment.*

- * The last date to submit an application for the Provisional Internship Permit in one of the Specialized Science content areas was January 1, 2015. The Provisional Internship Permit (only those initially issued prior to October 1, 2013) can no longer be reissued in one of these content areas.

Individuals may have been issued one Education Specialist PIP and during its term passed subject matter exams in an area other than an NCLB core academic subject area. As a temporary policy, the Commission allowed these persons to renew the Education Specialist PIP for another year to allow time to complete

subject matter in an NCLB core academic subject area. This policy ended July 1, 2012. NCLB core academic single subject areas include:

- ❖ Art
- ❖ English
- ❖ Foreign Language
- ❖ Mathematics, including Foundational-Level Mathematics
- ❖ Music
- ❖ Science, including Foundational-Level General Science and Specialized Science
- ❖ Social Science

In addition, the elementary level is an NCLB Core Academic Subject Area which may be demonstrated in California by passing the appropriate Commission-approved examinations for the Multiple Subject Credential.

Authorization

The Multiple Subject PIP authorizes the holder to teach in a self-contained classroom such as the classrooms in most elementary schools. However, a teacher authorized for multiple subject instruction may be assigned to teach in any self-contained classroom (preschool, K-12, or in classes organized primarily for adults). In addition, the holder of a Multiple Subject PIP may serve in a core or team teaching setting.*

The Single Subject PIP authorizes the holder to teach the specific subject(s) named on the credential in departmentalized classes such as those in most middle schools and high schools. However, a teacher authorized for single subject instruction may be assigned to teach any subject in his or her authorized fields at any grade level (preschool, grades K-12, or in classes organized primarily for adults).*

The Education Specialist PIP authorizes the holder to teach in the area of specialization listed on the credential in the following settings: special day classes, special schools, home/hospital settings, correctional facilities, nonpublic, nonsectarian schools and agencies as defined in Education Code sections 56365 and 56366, and resource rooms.*

* *All PIPs are issued with an English learner authorization. This authorization allows the holder to teach English language development (also known as English as a Second Language or ESL) and specially designed academic instruction delivered in English (SDAIE) in the specified grade level(s) and settings.*

Bilingual Authorizations

Bilingual Authorizations may be requested by the employing agency and added directly to a PIP document if target-language proficiency has been verified. Additional information may be found in [Coded Correspondence 10-07](#).

Individuals may verify target-language proficiency by one of the following methods:

- Pass Test II or III (depending on the specific language) of the CSET: World Languages Examinations in the target language. Passing exam scores are valid for five years from the individual test date.
- If Test II or III of the CSET: World Languages Examination is not available, pass an assessment performed by an approved organization covering the integrated communication skills of listening, speaking, reading and writing in the target language

- Pass an assessment covering the integrated communication skills of listening, speaking, reading and writing administered by a California college or university as a part of its Commission-approved bilingual authorization program in the target language
- Possess a valid, non-emergency California Single Subject or Standard Secondary Teaching Credential with a major in the target language
- Possess a three-year or higher degree from a foreign institution in which all instruction was delivered in the target language. The foreign institution must be equivalent in status to a regionally-accredited institution of higher education in the United States.

Period of Validity

The PIP will be issued for one year.

Reference: Title 5, California Code of Regulations, Section 80021.1



EDUCATION SPECIALIST PROVISIONAL INTERNSHIP PERMIT Evaluation Worksheet

Name: _____ Degree Major: _____

Select area(s) of specialization:

- Mild/Moderate Moderate/Severe Visual Impairments Physical & Health Impairments
 Deaf & Hard of Hearing Early Childhood Special Education (this authorization cannot stand alone)
 Language and Academic Development

Complete the requirements in **one** of the options listed below:

Option 1

Verify a minimum of three years of successful full-time classroom experience (or the equivalent in part-time experience) working with special education students. Experience as an aide is acceptable. This experience must be verified by a letter from the employing agency and included in the application packet.

Option 2

Verify completion of a minimum of nine semester units of course work* in special education or in a combination of special education and regular education.

Option 3

Must have either a degree major in liberal studies or 40 semester units including 10 semester units of course work* in each of at least four of the following subject areas or at least 10 semester units of course work in each of three of the subject areas and an additional 10 semester units in a combination of two of the remaining subject areas.

LANGUAGE STUDIES (Literature, Composition, Foreign Language, Language Acquisition, Speech, Linguistics, English)	Grade	Qtr	Sem	LITERATURE (American, Foreign)	Grade	Qtr	Sem
HISTORY				SOCIAL SCIENCE (History, Government, Geography, Economics, Political Science, Sociology, Anthropology, Psychology)			
MATHEMATICS				SCIENCE (Biology, Chemistry, Physics, Geosciences)			

HUMANITIES (Art, Music, Dance, Classics, Comparative Arts, Comparative Literature, Ethics, Logic, Philosophy, Foreign Languages, Ethnic Studies, Linguistics)				VISUAL/PERFORMING ARTS (Art, Music, Dance, Aesthetics, Criticism, Drama, Production)			
PHYSICAL EDUCATION (Physical Fitness and/or Movement Skills, Recreation, Sports)				HUMAN DEVELOPMENT (Intellectual, Social, Physical, Emotional and/or Moral Development During Childhood and Adolescence, Health Science, Nutrition, Psychology)			

Option 4

Must have either a degree major or at least 18 semester units, or 9 upper division semester units, of course work in a subject that can be listed on a Single Subject Credential. When evaluating for one of the science subjects, at least nine semester units must be in the specific science area. For Foundational-Level General Science, an individual must either verify a bachelor's or higher degree in science (does not include health science) or verify 18 semester units (or nine upper division semester units) across the four science areas of biological science, chemistry, geosciences, and physics. A minimum of one course in each of the four areas is required.

Dept.	Course Number	Course Title	Semester Units	Quarter Units	Grade

TOTAL UNITS _____

* All course work must meet the following criteria:

- Must be completed at a regionally-accredited college or university
- Must be baccalaureate degree-applicable (non-remedial)
- Must be earned with a "C" grade or higher ("Pass" and "Credit" grades meet this requirement)

Bellevue Union School District

Agenda Item for Board Meeting of April 21, 2020

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of the 2020-21 Calendar

Prepared By: Siara Goyer, HR Manager

Background:

BUSD and BEA met and agreed on a 2020-2021 draft calendar. BEA has ratified the attached calendar.

Recommended Action:

It is recommended that the Board of Trustees approve the 2020-2021 Calendar.

Supporting Documents:

2020-2021 Calendar

Bellevue Union School District

Agenda Item for Board Meeting of May 19, 2020

Agenda Category: Review and Action

Agenda Item Title: Memorandum of Understanding Between Bellevue Union School District And Bellevue Education Association regarding COVID-19

Prepared By: Siara Goyer, Human Resources Manager

Background:

In March 2020, California was put on Shelter-in-Place orders due to Coronavirus (COVID-19) concerns. This created the need for a distance education platform through the remainder of the School Year. All Bellevue Union School District employees have been impacted by this.

The District and BEA have reviewed the following Memorandum of Understanding (MOU) to put in place a set of guidelines regarding the issues related to the coronavirus (COVOD-19).

Cost:

N/A

Recommended Action:

Approve the Memorandum of Understanding (MOU)

Supporting Documents:

Memorandum of Understanding Between Bellevue Union School District and Bellevue Education Association regarding COVID-19

**Memorandum of Understanding Between Bellevue Union School District And Bellevue
Education Association/CTA/NEA Regarding COVID-19**

Bellevue Union School District (“District”) and Bellevue Education Association (“Association or BEA”) enter this memorandum of understanding (“MOU”) regarding the issues related to the coronavirus (“COVID-19”).

The parties agree to the following, subject to the relevant provisions of the collective bargaining agreement and applicable Orders from the Governor and/or the California Department of Education:

1. The parties recognize that the District may need to change District operations, including physically closing one or more school site(s) and suspend on-site instruction, as a result of COVID-19 (hereinafter “School Closure”).
2. The District will follow Governor Newsom ’s Executive Order N-26-20 which states that Local Education Agencies (LEAs) will “Continue delivering high-quality educational opportunities to students through other options, distance learning and independent study” by providing a Distance Learning Plan to guide learning and instruction during COVID-19 related school closures. This Executive Order requires a Distance Learning Plan that will provide ADA protection and recovery to the District during these unprecedented school closures.
3. Unit members have the option to work remotely or on campus during any School Closure. Those unit members choosing to work on campus shall notify their immediate supervisor and adhere to all orders and guidelines from the Centers for Disease Control, State, and/or Sonoma County Public Health regarding hygiene and social distancing.
4. Unit members will not suffer any loss of pay or benefits relative to their regular schedules during a School Closure while working remotely under a directive from their supervisor. Unit members who are unwilling or unable to work during their regularly assigned hours will have all relevant leave time available for use, including leave provided pursuant to the “Families First Act,” H.R. 6201.
5. A bargaining unit member considered “high risk for serious illness” (as defined by the California Department of Public Health) from COVID-19 may request a reasonable accommodation, such as working from home and not being required to report to the school site.

6. In the event that a bargaining-unit employee can provide supporting documentation from a medical professional that he/she is exposed to COVID-19, has taken ill with COVID-19, or belongs to a population deemed by the State as uniquely vulnerable to the effects of the virus, the employee shall be allowed to self-quarantine with no loss to leaves or pay.
7. Distance learning is defined as a means of instruction in which the student and instructor are in different locations. This may include interacting through the use of computer and communications technology, as well as delivering instruction and check-in time with their teacher through these methods. Distance learning may include video or audio instruction in which the primary mode of communication between the student and instructor is on-line interaction, instructional television, video, telecourses, other instruction that relies on computer or communications technology, and it may also include the use of print materials incorporating assignments such as paper learning packets.
8. Unit members will continue to provide high quality educational opportunities to their assigned students and to consistently provide instruction, resources, and support. Unit members must track all such contacts on a document to be shared with their site principal. If the Unit Member is unable to establish contact or maintain communication with students and families, School Site Administration will assist as needed. Ongoing training will also be provided to staff needing assistance with communication tools and distance learning platforms.
9. Unit Members will make every reasonable effort to communicate with students and/or families at least once a week to support distance learning.
10. Unit members will communicate each week when they will be available to students and families for 1 hour per day (4 days per week) via e-mail and/or other virtual platforms to respond to and support students' needs. These schedules can be modified upon unexpected circumstances and the educator's discretion.
11. Unit members will be notified about any decisions to extend any School Closures.
12. Assuming formal observations were completed on or before February 15th, prior to the School Closures, final evaluation conferences for the 2019-20 school year will continue to take place remotely. In addition, it is recognized that staff may be developing activities to be delivered through distance learning and as such, they shall not be evaluated based on the "method of delivery" and/or "quality " of those lessons and instruction during the COVID 19 pandemic.
13. Unit members shall not be required to make up adjunct or committee assignments missed as a result of the School Closure.

14. Upon the State/County/District determining schools safe to open, the District shall provide at least one day of preparation to all unit members to prepare for the return to the classroom with students.
15. The District will ensure that every classroom is cleaned in accordance with CPDH recommendations before staff or students return after a School Closure.
16. Consistent with its obligations under the EERA, the District agrees to meet and negotiate any impacts on unit members related to make-up student instructional day(s).
17. The Association reserves the right to negotiate any additional impacts of school closures in the 2019-20 school year.

This MOU shall be operational upon signing by both represented parties and ratification by voting unit members. This MOU will expire in full without precedent on June 30, 2020, unless extended by mutual written agreement between BEA and BUSD.

DATE: _____

DATE: _____

Tiffany Kampmann for the Association

David Alexander for the District

Bellevue Union School District

Agenda Item for Board Meeting of May 19, 2020

Agenda Category: Review and Action

Agenda Item Title: Approval of Board Monthly Meeting Dates

Prepared By: David Alexander, Ed.D, Superintendent

Background:

It is proposed that regular board meetings continue to be scheduled for one Tuesday each month, generally the third Tuesday of the month. All dates were scheduled to meet the required fiscal reporting dates, as well as the holidays and school breaks.

Recommended Action:

It is recommended that the Board of Trustees approve the Board Monthly Meeting Dates

Supporting Documents:

Board Monthly Meeting Dates



Bellevue Union School District 2020-21 Regular Board Meeting Dates

July 21, 2020 – 3rd Tuesday

August 18, 2020 – 3rd Tuesday

September 8, 2020 – 2nd Tuesday

October 20, 2020 – 3rd Tuesday

November 17, 2020 – 3rd Tuesday

December 8, 2020 – 2nd Tuesday

December 15, 2020 – 3rd Tuesday

January 19, 2021 – 3rd Tuesday

February 16, 2021 – 3rd Tuesday

March 9, 2021 – 2nd Tuesday

April 20, 2021 – 3rd Tuesday

May 18, 2021 – 3rd Tuesday

June 22, 2021 – 4th Tuesday

Bellevue Union School District
Agenda Item for Board Meeting

Agenda Category: Review and Action

Agenda Item Title: Ratification of Bills and Warrants

Background:

Warrants issued since the last regularly scheduled Board meeting are submitted for ratification.

Recommended Action:

It is recommended the Board ratify these warrants.

Supporting Documents:

Payroll Totals

Board Report of Checks

Bellevue Union School District

2019-2020

Payroll Totals

Payroll Regular 4/30/2020

Certificated	\$702,402.52
Classified	<u>\$264,505.28</u>
	\$966,907.80

Supplemental Payroll 4/10/2020

Certificated	\$ 42,316.12
Classified	<u>\$ 19,330.54</u>
	\$ 61,646.66

Manual Payroll 4/17/2020

Certificated	\$ 150.00
Classified	<u>\$ 0.00</u>
	\$150.00

Totals	\$1,016,690.23
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Checks Dated 04/16/2020 through 05/13/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1782637	04/23/2020	California Parenting Institute DBA New Directions	01-5800	NPS: D.J.		3,975.62
1782638	04/23/2020	Pace Supply Corp Cust #02188-00	01-4380	Open PO-Pace Supply 2019/20		96.55
1782639	04/23/2020	Paradigm Healthcare Services	01-5800	Contracted service for Medical Billing 2019/20		1,052.75
1782640	04/23/2020	Rexel USA, INC Platt Electric Supply	21-6200	Racks & Bins For Bus Barn		3,922.93
1782641	04/23/2020	Redwood Pediatric Therapy Asso	01-5100	DO : Occupational Therapy Contract 2019/20		9,045.45
1782642	04/23/2020	AT&T	01-5840	OPEN PO For Circuit Numbers -1369		2,430.55
1782643	04/23/2020	AT&T Mobility	01-5911	Open PO for Emergency Phone # 8341		448.87
1782644	04/23/2020	Valley Comfort Heating & Air	01-5800	Open PO : 2019/20		10,645.33
1782645	04/23/2020	AT & T	01-5911	Open PO CALNET3		39.74
1782646	04/23/2020	Citi Cards	01-5800	District Credit Card		3,517.28
1782647	04/23/2020	Discovery Office Systems	01-4310	DO: Service Contract all sites 2019/20		6,874.85
1782648	04/23/2020	DMR Builders Corp	21-6200	Bellevue Elementary Gutter Replaced Beam & Capentry	60,094.86 7,350.00	67,444.86
1782649	04/23/2020	Emerald LLC	01-5100	Behavior Interventions: X.L.M	1,460.84	
			01-5800	TSA : A.F	1,863.23	
				TSA : C.B	971.00	
				TSA : J.L	1,784.50	
				TSA : R.V	901.00	
				TSA: D.W	1,863.24	
				TSA: E.V. A	1,836.99	
				TSA: G.N	1,880.73	
				TSA: J.M	1,941.98	
				TSA: M.G	1,871.98	
				TSA: M.L	1,880.73	18,256.22
1782650	04/23/2020	TIAA Commerical Finance	01-5600	DO: Rental Agreement For SF-5130 Lease Agreement for Copiers	279.08 1,166.91	1,445.99
1782651	04/23/2020	FedEx	01-5800	DO: Fedex Shipments		56.46
1782652	04/23/2020	Fishman Supply Co	01-4370	M&O: Custodial Supplies@BV M&O: Custodial Supplies @ TM M&O: Custodial Supplies @ DO	150.53 22.91 101.32	274.76
1782653	04/23/2020	Great America Financial Svcs	01-5950	OPEN PO-Postbase 45 mail machine		136.26
1782654	04/23/2020	Greg Pahlow	01-5800	Open PO-Eletrical work 2019/20		1,912.00
1782655	04/23/2020	Kelly-Moore Paint Co Inc	01-4380	OPEN PO - Paint for all Sites 2019/20		89.31
1782656	04/23/2020	McGraw-Hill School Education Holdings, LLC	01-4310	Dual Immersion Curriculum 2019/20		1,788.36

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 2 of 6

Checks Dated 04/16/2020 through 05/13/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1783589	04/30/2020	Emerald LLC	01-5100	Behavior Interventions: D. M .M	84.86	
				Behavior Interventions: X.L.M	3,563.75	
			01-5800	TSA : A.F	3,918.92	
				TSA : C.B	901.01	
				TSA : R.V	1,775.77	
				TSA: J.L	3,639.00	
				TSA: D.W	3,980.15	
				TSA: E.V. A	3,962.65	
				TSA: G.N	3,883.92	
	TSA: J.M	4,111.40				
	TSA: M.G	2,930.44				
	TSA: M.L	3,945.16	36,697.03			
1783590	04/30/2020	Fishman Supply Co	01-5800	M&O: Custodial Equipment Repairs		68.55
1783591	04/30/2020	Greg Pahlow	01-5800	Open PO-Eletrical work 2019/20		1,215.00
1783592	04/30/2020	Sally J Yates dba Kids Hear	01-5800	Nursing Services 2019/20		9,000.00
1783593	04/30/2020	Language People	01-5803	ELC- OPEN PO Interpreting services 2019/20		458.45
1783594	04/30/2020	Pearson Education, Inc	01-4310	Psychologist Materials		300.94
1783595	04/30/2020	Preferred Healthcare Staffing	01-5800	Health Services - Staffing Firm		4,000.00
1783596	04/30/2020	Precision Concrete Cutting	25-6170	Hazard Survey		2,000.00
1783597	04/30/2020	Recology Sonoma Marin	01-5560	BUS BARN: -Garage 2019/20		1,621.90
1783598	04/30/2020	School Health Corporation	01-5800	Welch Ally Spot Vision Screener		8,481.63
1783599	04/30/2020	SHI International Corp	01-4345	IT: Back Covers		3,611.22
1783600	04/30/2020	Sondra M Pierce	01-5800	DO: Contract for Speech and Language Teletherapy		2,750.00
1783601	04/30/2020	ThyssenKrupp Elevator Corporation	01-5800	Open PO-State Mandated Semi-Annual Inspection		1,140.24
1783602	04/30/2020	WEX BANK	01-4362	DO : Fuel Card		199.56
1784396	05/07/2020	Department Of Industrial Relat ions	01-5800	E 1727919 SA		125.00
1784397	05/07/2020	Walker, Genevieve L	01-4310	Teacher Supplies		190.45
1784398	05/07/2020	Aaction Rents	01-5600	Aaction Rents		1,679.79
1784399	05/07/2020	Becoming Independent	01-5800	BUSD Shredding Services		55.00
1784400	05/07/2020	AT & T	01-5911	Open PO CALNET3		352.32
1784401	05/07/2020	Christy White Associates	21-5800	2018/2018 Measure D Bond		7,600.00
1784402	05/07/2020	Culligan of Sonoma County	01-5800	OPEN PO :Drinking Water 5 Gallon		6.50
1784403	05/07/2020	Aeries Software	01-5845	Aeries Online	4,242.00	
				IT: Enrollment/ ASP Subscription	13,193.50	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 04/16/2020 through 05/13/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1784404	05/07/2020	Department Of Justice Accounting Office Cashier Unit	01-5862	Open PO for DO- Fingerprinting 2019/20		145.00
1784405	05/07/2020	DMR Builders Corp	21-6200	Bellevue Elementary Gutter		103,695.47
1784406	05/07/2020	Document Tracking Services, LLC	01-5803	IT: 2018 School Plan for Student Achievement		1,751.22
1784407	05/07/2020	Emerald LLC	01-5800	TSA : A.F	831.02	
				TSA: J.L	831.02	
				TSA: D.W	831.02	
				TSA: G.N	831.02	
				TSA: J.M	857.27	
				TSA: M.L	831.02	5,012.37
1784408	05/07/2020	ESP & Alarm Inc.	01-5805	Open PO BV Monthly Patrols	375.00	
				Open PO KS/ELC Monthly Patrols	678.00	
				Open PO MV Monthly Patrols	257.82	
				Open PO TM Monthly Patrols	678.00	
			09-5805	Open PO MV Monthly Patrols	117.18	2,106.00
1784409	05/07/2020	Fishman Supply Co	01-5800	N95 Mask		4,156.80
1784410	05/07/2020	Hitmen Termite and Pest Control, Inc.	01-5800	Pest Control Preventative Maintenance		525.00
1784411	05/07/2020	Kenneth Charles Schwinn	01-5800	DO: Home Study Coordinatiore		2,500.00
1784412	05/07/2020	North Bay Children's Center	12-8590	18/19 Adjustments due to EHMC		14,589.15
1784413	05/07/2020	Preferred Healthcare Staffing	01-5800	Health Services - Staffing Firm		8,000.00
1784414	05/07/2020	Presence Learning Inc	01-5899	SLP Services		22,113.59
1784415	05/07/2020	Marylou Herrera DBA Red Light Learning	01-5803	Translation Services		253.75
1784416	05/07/2020	Rhianna Casesa	01-4310	Biliteracy Profession Development		1,000.00
1784417	05/07/2020	S & P Global Ratings	21-5800	ANALYTICAL SERVICES RENDERED		16,500.00
1784418	05/07/2020	Santa Rosa, City Of	01-5560	Open PO for Water bill MV		120.00
1784419	05/07/2020	School & College Legal Service Sonoma County Office of Ed.	01-5200	Workshop		75.00
1784420	05/07/2020	School Innovations & Achievement, Inc.	01-5800	DO: Attention2Attendance		15,000.00
1784421	05/07/2020	Educators Publishing Service	01-4310	Classroom Supplies		151.85
1784422	05/07/2020	Sonoma County Office Of Educat ion	01-5800	Teacher Inducation Program 2019/20		11,000.00
1784423	05/07/2020	Subtronic Corporation	21-6200	Kawana Spring Re- Location		6,518.00
1784424	05/07/2020	Lakshmi Vyakaran Venkat	01-5800	Home Program- S.H 2019/20		414.16
Total Number of Checks					103	830,859.93

Fund Recap

Fund	Description	Check Count	Expensed Amount
------	-------------	-------------	-----------------

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 04/16/2020 through 05/13/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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Fund Recap

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
01	General Fund	90	473,019.69
09	Stony Point Academy Charter	2	234.37
12	Child Development Fund	2	110,071.85
13	Cafeteria Fund	4	11,352.76
21	Building Fund	7	234,181.26
25	Capital Facilities Fund	1	2,000.00
Total Number of Checks		103	830,859.93
Less Unpaid Tax Liability			.00
Net (Check Amount)			830,859.93

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Bellevue Union School District

Consent Calendar for Board Meeting of May 19, 2020

8. Consent Calendar

- 8.1. School & College Legal Services Contract Renewal
- 8.2. Kids Hear Contract Renewal for School Nurse Services
- 8.3. Board Meeting Minutes
 - 8.3.1. Special Board Meeting Minutes May 5, 2020
 - 8.3.2. Regular Board Meeting Minutes April 21, 2020
- 8.4. Personnel Activity Log

Recommended Action:

It is recommended that the Board of Trustees approve the agenda items on the Consent Calendar.

Supporting Documents:

Backup documentation for each item on the Consent Calendar.



SCHOOL & COLLEGE LEGAL SERVICES OF CALIFORNIA

*A Joint Powers Authority
serving school and college
districts throughout the
state.*

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Kaitlyn A. Schwendeman
Loren W. Soukup
Erin E. Stagg

Of Counsel
Robert J. Henry
Patrick C. Wilson
Frank Zotter, Jr.

February 14, 2020



To: David Alexander, Superintendent
Bellevue Union School District

From: Carl D. Corbin, General Counsel

Subject: RETAINER AGREEMENT FOR LEGAL SERVICES

This memo invites the BELLEVUE UNION SCHOOL DISTRICT to enter into a Retainer Agreement with SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA (SCLS) effective July 1, 2020.

As you consider your legal service needs for the coming year, I want to be clear about our commitment to provide you with excellent services. I welcome your input on how we can best meet your needs, so please do not hesitate to call me. As a reminder SCLS is a Joint Powers of Authority public agency. As such, SCLS does not make a profit. We are a school related agency just like our clients and we are also subject to the Education Code, Brown Act, etc. All of our employees are public employees just like you.

The SCLS JPA Board, comprised of some of our clients, carefully considered for the 2020-2021 school year the increase in fees necessary to address SCLS's fiscal needs while continuing to ensure the lowest possible rates for our clients. Effective July 1, 2020, our rates will be increasing \$15 per hour. This means our retainer rate will be \$260 per hour. Many of our clients also consult or use limited services from private law firms so you know that even with our increased rate of \$260 per hour we charge generally below the private firm hourly rate. Essentially, our rates (with this increase) will have increased over approximately the past ten years at less than \$8 an hour per year. We believe this represents extraordinary cost containment for our clients.

I also want to emphasize that unlike many private law firms, we do not charge additional fees for secretarial time, photocopies, facsimile transmissions, on-line research costs, a flat "administrative" fee or the many other "hidden/add-on" fees associated with doing business with a private law firm, except we do charge for hotel and airline costs if necessary. If you have any questions regarding our services or fees, please do not hesitate to call me.

Please select and note your retainer amount on the Selection of Retainer Amount form. The form should be signed and returned to us along with a purchase order after the governing board has acted on it. Your district will be invoiced for the full retainer amount. In the event that your district does not use all hours originally retained, pursuant to the April 3, 2013, policy adopted by the Joint Powers Board of SCLS, the unused portion will be carried over to the next school term for one year only. If you have any questions about this or the number of hours that you should retain, please do not hesitate to call me.

We very much look forward to working with you.
Enc.

**RETAINER AGREEMENT
BETWEEN
BELLEVUE UNION SCHOOL DISTRICT
AND
SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA**

The BELLEVUE UNION SCHOOL DISTRICT (DISTRICT) and SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA (a legal service program operating under a Joint Powers Agreement pursuant to California Government Code sections 6500 et seq.) (COUNSEL), mutually agree as follows:

**I.
RECITALS**

This agreement, effective July 1, 2020, is entered into by and between the DISTRICT and COUNSEL.

COUNSEL has the background, experience, and expertise to perform the work to be done and agrees to do so in accordance with the terms and conditions of this agreement.

**II.
WORK TO BE PERFORMED**

COUNSEL shall provide legal and labor relations services as requested by the DISTRICT.

COUNSEL shall have the right to retain court reporters, professional experts, and other independent contractors as appropriate and to recommend to DISTRICT the employment and association of outside legal counsel in cases and matters that singly or cumulatively require an inordinate amount of time or which require, in the opinion of COUNSEL, specialized legal services and expertise. In the event DISTRICT fails to approve the employment of such outside counsel, COUNSEL reserves the right to terminate its representation of DISTRICT on the specific case or matter involved.

COUNSEL shall decline any assignment which would result in a conflict of interest or violations of professional ethical standards.

**III.
COMPENSATION**

The DISTRICT shall compensate COUNSEL for all time spent on DISTRICT's work, including necessary travel time, at the rates specified in the attached Fee Schedule. Such rates may be changed by COUNSEL no earlier than July 1, 2021, provided, however, that COUNSEL shall first give DISTRICT at least thirty (30) days advance written notice of such change.

Time will be accounted for in an initial minimum increment of .2 hour per entry (i.e., 12-minute minimum). This reflects the time it takes to respond to and record the nature of short-term assignments. After the initial minimum of .2, all assignments will be recorded in increments of one-tenth of an hour.

IV.
RETENTION OF CLIENT RECORDS

Client records will be maintained by COUNSEL for at least 10 calendar years. Following the determination by COUNSEL that either the client records no longer need to be maintained or 10 calendar years have passed, whichever is later, COUNSEL will contact the DISTRICT by letter to inform the DISTRICT that the records will be destroyed unless the DISTRICT has indicated it would like to take possession of the records. In this case, the DISTRICT will be billed for the cost of producing the records from storage and providing the records to the DISTRICT. If the DISTRICT does not provide any response within 90 calendar days or if the DISTRICT indicates no desire to take possession of the records, then COUNSEL will have the records destroyed through shredding. SCLS reserves the right to make an electronic copy (scan into PDF) of client records and then shred the paper records; however, if SCLS does make an electronic copy then these electronic records will be maintained indefinitely by SCLS and available to our clients upon request.

V.
TERM OF AGREEMENT

This agreement, effective July 1, 2020, is ongoing for up to four years and may be modified by mutual written agreement of the parties. This agreement may be terminated by either party at any time upon thirty (30) days written notice.

**SCHOOL AND COLLEGE LEGAL
SERVICES OF CALIFORNIA**

By: _____
Carl D. Corbin
General Counsel

Dated: 2-14-20

BELLEVUE UNION SCHOOL DISTRICT

By: _____
David Alexander, Superintendent

Dated: 4/15/2020

**SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA
CONTRACT FEE SCHEDULE**

Effective July 1, 2020

**Attorney Retainer Hours of
Attorney Service**

***Retainer @ \$260**

30	\$ 7,800.00
60	15,600.00
120	31,200.00
180	46,800.00
200	52,000.00
300	78,000.00

Districts that wish to contract for a lesser or greater number of hours than that set forth above may do so by calculating a retainer based on the \$260.00 per hour rate and making that change in the fee schedule. Minimum level is 20 hours.

Included within the retainer fee are all of the workshops, newsletters, legal updates, and all other work we do for all clients. We do, however, charge a fee not to exceed the actual costs for facilities, meals and copy fees for materials provided at workshops.

The retainer amounts set forth above are based on a rate of \$260.00 per hour for all attorney time. In the event that your district does not use all hours originally retained, pursuant to the April 3, 2013, policy adopted by the Joint Powers Board of SCLS, the unused portion will be carried over to the next school term for one year only.

No additional fee is charged for meals while traveling to or from your district. No additional fee for secretarial time, nor for the cost of photocopies, telephone calls, or "facsimile" transmissions to or from your district. There are no postage charges for regular mail, no "administrative fee," and no on-line research costs. Set fees may be charged for formed contracts and bid documents. If required, overnight lodging and air travel costs would be charged.

Mandated costs services are based on a rate of \$260.00 per hour and do not count against the retainer, unless you specifically indicate that it be included.

Litigation services are based on a rate of \$270.00 per hour and also do not count against the retainer.

* Please designate on next page.

**SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA
FEE SCHEDULE**

Effective July 1, 2020

Retainer Contract Clients

All Attorneys	\$260.00 per hour
Excess Hours over Retainer*	\$270.00 per hour
Litigation	\$270.00 per hour
Mandated Services	\$260.00 per hour
Labor Relations Coordinator	\$235.00 per hour
Paralegal/Paraprofessional	\$145.00 per hour
Law Clerk	\$110.00 per hour

Billable Contract Clients

All Attorneys	\$280.00 per hour
Litigation	\$280.00 per hour
Mandated Services	\$280.00 per hour
Labor Relations Coordinator	\$250.00 per hour
Paralegal/Paraprofessional	\$145.00 per hour
Law Clerk	\$110.00 per hour

*Not applicable to clients retaining 500 or more hours.

SELECTION OF RETAINER AMOUNT

Effective July 1, 2020

The BELLEVUE UNION SCHOOL DISTRICT hereby selects the following annual retainer amount effective July 1, 2020:

\$ _____ for _____ hours of service.

- I want mandated services charged against this amount.
- I do not want mandated services charged against this amount and instead want to be separately billed for such services.

The Retainer Contract is a commitment to use specified hours at the reduced hourly rate. Should DISTRICT decide to terminate the Contract during the course of the school year (July 1, 2020, through June 30, 2021) and seek a refund of unexpended hours/dollars, it is mutually agreed that the hours used to date of termination will be re-billed at the full Billable hourly rate (\$280.00) and then any remaining dollars will be refunded to DISTRICT.

A purchase order, check or warrant for this amount is enclosed or will be delivered to SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA within 30 days of the date this agreement is signed by the District representative.

By: _____
David Alexander, Superintendent

Date: _____

**AGREEMENT BETWEEN KIDS HEAR
AND BELLEVUE UNION SCHOOL DISTRICT**

This Agreement is made and entered into between the Bellevue Union School District and KIDS HEAR according to the following conditions:

1. KIDS HEAR agrees to furnish services as described within this contract to the Bellevue Union School District for the period between the following date(s): August 10, 2020 through May 31, 2021.
2. For such services rendered, the School District agrees to pay \$92,000.00
3. Further provisions of this agreement shall include:
 - A. Kids Hear invoices for services will be itemized and submitted in accordance with condition (2) above before payment can be processed.
 - B. Services rendered for charges incurred beyond the intent of this Agreement must be provided for by a separate agreement countersigned by the authorized representatives of all parties before any payments are made. Kids Hear will itemize invoices for requested and agreed upon services (not listed in Exhibit A) at a rate of \$700.00 per day.
 - C. It is further understood that Kids Hear shall perform the services indicated above as an Independent contractor and not as an employee, officer or agent of all districts.
 - D. Services to be provided by KIDS HEAR under agreement shall consist of State mandated health services and other agreed upon health services. (See Attachment A)
 - E. Bellevue Union School District agrees to provide the continued support of school personnel to assure the implementation of mandated services.
 1. Bellevue District agrees to provide a qualified bilingual assistant, to work under the direction of and with the Nurse thirty hours per week, to complete various medical and administrative duties to include translation services as required by the Nurse.
 - F. The District and Kids Hear shall comply with all Health Insurance Portability and Accountability Act (HIPPA) Privacy guidelines as required by law.
 - G. KIDS HEAR shall maintain at all times during the life of this contract General Liability and Medical Malpractice Insurance of not less than \$1,000,000 per occurrence and \$6,000,000 aggregate of the contractor and subcontractors arising out of or in connection with this contract, written on a comprehensive general liability form.
 1. Bellevue Union School District will be listed as additional insured on professional liability policy
 - H. Coverage provided by this policy shall not be reduced or cancelled without thirty (30) days written notice given to the districts by certified mail.
 - I. Documentation of insurance shall be submitted to the District and approved prior to execution of this agreement:
4. This agreement may be terminated by either party without cause upon thirty (30) days written notice by either party. In the event District elects to terminate the Agreement, it shall pay Consultant for services rendered to such date as set forth by written notice.
5. This agreement shall also be automatically renewed each year through June 30, 2022 with the option by the Consultant to re-negotiate compensation.

By: _____
David Alexander Ed.D.
Superintendent
Bellevue Union School District

By: _____
Sally Yates RN, PHN
Owner
Kids Hear

Date: _____

Date: _____

AGREEMENT BETWEEN KIDS HEAR AND BELLEVUE SCHOOL DISTRICT

EXHIBIT A

SERVICES PROVIDED

1. Hearing and Vision screening of students Pre-school through sixth grade following State Guidelines of frequency and age groups
2. File Hearing Report. (State Mandated)
3. Immunization Record review, assure compliance with state regulations and file State Immunization Report (State Mandated) for all students attending Bellevue Union School District
4. Kindergarten Oral Health review, assure compliance with state regulations and file Oral Health Report.
5. First Grade Physical Exam review, assure compliance with state regulations and file First Grade Physical Exam Report.
6. I.E.P. Related Activities to include Initial Vision and Hearing Exams for Pre-School children entering into the Bellevue District as needed.
7. Health Records Initiation/Update for all age groups serviced by the Bellevue Union School District.
8. Health Information and Health Services Coordination
9. Case Management for children with ongoing Medical needs.
10. Specialized Physical Health Care Procedures Management
11. Supervision of Medication Administration
12. Supervision of First Aid,
13. Maintenance of Medi-Cal Billing and Medi-Cal Administrative Activities Records

BUSD April 21, 2020 Board Meeting Minutes

1. Open Session 5:30 P.M.

1.1. The Board Meeting of the Bellevue Union School District Board of Trustees was called to order at 5:35 by Trustee John Jarvis, Video Teleconference Streamed Live Via YouTube Live on the BUSD Homepage

1.2. Public Comment On Closed Session: N/A

2. Adjourn To Closed Session: 5:36 P.M.

2.1. Closed Session Agenda

2.1.1. Public Employee Discipline/Dismissal/Release §54957

2.1.2. Conference With Labor Negotiator §54957.6

2.1.2.1. BEA

2.1.2.2. CSEA

3. Reconvene To Regular Session: 6:27 P.M.

3.1. Flag Salute: John Jarvis led the flag salute.

Members Present: John Jarvis, Adele Walker, Stephanie Merrida-Grant, Jamie Padilla, Lisa Reyes, and David Alexander

Members Absent: None

Late Arrivals: None

Early Departures: None

District Office Staff Present: David Alexander, Moriah Hart, Chris Kim, Larry Black

Others Present: Zoom Meeting Screen Shot

3.2. Report on Closed Session NA

4. Consider Agenda Adjustment NA

5. Recognition

5.1. Spelling Bee

5.1.1. Bellevue: Bryan Escobar and Christopher Duenas

5.1.2. Kawana: Paty Chavez & Gabby Ramirez

5.1.3. Meadow View: Elias Peoples and Logan Gornowicz

BUSD April 21, 2020 Board Meeting Minutes

5.1.4. Taylor Mountain: Erick Gomez and Simon Galvan Sanchez

6. Informational

6.1.1. Updates on Facilities Contracts, Estimates and Project Schedule

7. Discussion

7.1.1. Future of the Portables in the District/Student Programming

7.1.1.1. The Board gave the Superintendent direction to have three portables - E6, A6 & A7 at Bellevue Elementary School - removed.

8. Public Comment: Michael Liotta - Res 14, 15 & 16 & Bond C Accountability

9. Action

9.1. On a motion by Jamie Padilla, second by Adele Walker, the Board approved Resolution No 12: Bellevue Union School District Governing Board Declaring Emergency Conditions Exist at Schools and Offices in the District and Granting the Authorization Needed to Take Any and All Necessary Actions to Prepare and Respond Efficiently to the Novel Coronavirus (COVID-19)

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

9.2. On a motion by Stephanie Merrida-Grant, second by Lisa Reyes, the Board approved Resolution No 13: Emergency Actions by the Superintendent of Schools

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

9.3. On a motion by Jamie Padilla, second by Adele Walker, the Board approved Resolution No. 14: Resolution Of The Board Of Trustees Of Bellevue Union School District Certifying To The Board Of Supervisors Of Sonoma County All Proceedings In The March 3, 2020 General Obligation Bond Election.

Action: Approved

BUSD April 21, 2020 Board Meeting Minutes

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.4. On a motion by Adele Walker, second by Lisa Reyes, the Board approved Resolution No. 15: Resolution Of The Board Of Trustees Of The Bellevue Union School District Adopting Bylaws Governing Measure C Citizens Oversight Committee.

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.5. On a motion by Lisa Reyes, second by Jamie Padilla, the Board approved Resolution No. 16: Resolution Of The Board Of Trustees Of The Bellevue Union School District Authorizing The Issuance And Sale Of General Obligation Bonds, Election Of 2020, Series A, In The Aggregate Principal Amount Of Not To Exceed \$9,000,000, And Approving Related Documents And Actions.

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.6. On a motion by Stephanie Merrida-Grant, second by Adele Walker, the Board approved Resolution No. 17: Proclaiming May 4-8, 2020 Teacher Appreciation Week And May 5, 2020 National Teacher Day

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.7. On a motion by Jamie Padilla, second by Lisa Reyes, the Board approved Resolution No. 18: Proclaiming the Week of May 17-23, 2020 as Classified School Employee Week

Action: Approved

BUSD April 21, 2020 Board Meeting Minutes

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.8. On a motion by Adele Walker, second by Jamie Walker, the Board approved Resolution No. 19: Designating Certain Public Works Projects As An Essential Governmental Function And Delegating Authority To Designate Further Public Works Projects As An Essential Government Function

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.9. On a motion by Jamie Padilla, second by Adele Walker, the Board approved Resolution 20: Re-Certification by the Governing Board to Enter into Contract with the California Department of Education for the Purpose of Providing Child Care and Development Services and to Authorize the Designated Personnel to Sign Contract Documents for Fiscal Year 2019-2020.

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.10. On a motion by Stephanie Merrida-Grant, second by Lisa Reyes, the Board the Revised Program Specialist Job Description

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 9.11. On a motion by Adele Walker, second by Jamie Padilla, the Board approved the Williams Quarterly Uniform Complaint Report Summary (January 1-March 31, 2020)

Action: Approved

Vote	5	Ayes
------	---	------

BUSD April 21, 2020 Board Meeting Minutes

	0	Noes
	0	Absent

9.12. Ratification of Bills and warrants

Payroll Regular 3/31/2020

Certificated	\$702,429.85
Classified	\$264,749.86
	<u>\$967,179.71</u>

Supplemental Payroll 3/10/2020

Certificated	\$ 41,660.19
Classified	\$ 7,700.33
	<u>\$ 49,360.52</u>

Manual Payroll 3/17/2020

Certificated	\$150.00
Classified	\$ 0.00
	<u>\$150.00</u>

Totals **\$1,016,690.23**

Accounts Payable Totals:

Fund Description	Expensed Amount
01 General Fund	649,026.85
09 SPA Charter	117.18
12 Child Dev Fund	92,461.20
13 Cafeteria Fund	46,904.83
21 Building Fund	72,292.12
<u>25 Cap Facilities Fund</u>	<u>815.26</u>
Total Payables	\$861,617.44

On a motion by Lisa Reyes, second by Stephanie Merrida-Grant, the Board ratified the Bills and Warrants.

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

10. Consent Calendar

BUSD April 21, 2020 Board Meeting Minutes

10.1. Consent Calendar

10.1.1. Board Meeting Minutes

10.1.1.1. Regular Board Meeting Minutes March 15, 2020

10.1.2. Contract Blackboard Renewal for 2020-21

10.1.3. Contract Net Xperts Asbestos Abatement

10.1.4. Interdistrict Requests 2019-20

10.1.5. Interdistrict Requests 2020-21

10.1.6. Personnel Activity Log

On a motion by Adele Walker, second by Jamie Padilla, the Board approved the Consent calendar

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

11. Reports

11.1. California School Employees Association, Chapter 501

Jenn Spain, CSEA President, mentioned new challenges right now with COVID 19. She reported CSEA met twice with the negotiation team and has made a Tentative Agreement. She said she is grateful to all members serving our families and community. She wished the board a good evening.

11.2. Bellevue Education Association

Tiffany Kampmann, BEA President, greeted David Alexander, Superintendent & the Board. Ms. Kampmann said the BEA and BUSD had come to a MOU (memo of understanding) in light of the drastic changes to working conditions. The BEA ratified the MOU shortly after the meeting. BEA will move forward with meeting the conditions of the MOU even though it has not yet been Board Approved. Teachers are working above and beyond to do distance learning. It is difficult for teachers with young children at home. She and the BEA are grateful to Larry Black and George Barcenas for their tireless work and assistance. She thanked Dr. Alexander for allowing teachers to utilize classrooms as it has greatly alleviated connectivity issues for many teachers. The BEA feels the plan to hire a curriculum director be tabled or at least postponed. 4/29 is the next scheduled negotiation with salary and specific articles. Ms. Kampmann extended an open invitation to all School Board Members to discuss union matters. Thank you for all you do for our teachers, students and community.

11.3. Principal Reports

BUSD April 21, 2020 Board Meeting Minutes

Nina Craig, Bellevue Principal, shared the following:

Wow What a month

All of us on the leadership team have a new appreciation for everyone and all that we do - it's been a challenging month to say the least but we are starting to see the light at the end of the tunnel.

We've come a long since a month ago March 24 distributing work Packets

In the past few weeks we've disbursed 1st-6th Chromebooks Disbursed - 1,290

- Larry working hard to get ipads ready for kinder disbursement
- We've Determined that ~ 80ish families currently don't have internet - while we continue to provide those families with learning activities Larry is actively - ordering for 120
- Teachers have transitioned their programs online by creating Google classrooms, using zoom meetings (no bombing reported - teachers using the security features), and YouTube videos, to name a few.
- Us principals have started to join zoom classes - (first grade eating breakfast, sitting in bed, forts, tents - sixth grade at 2pm looks like they are all just waking up, but asking great questions around how to submit work - all appreciating the 'mute all' feature and wondering how we can continue to use this when we transition back to in class lessons.
- Students are sharing music instruments they created at home, to present biographies. - Truly astonishing what some teachers have been able to provide in such a short amount of time.
- Larry and George have been providing training for all of us to learn about the newest platform or teaching tool - utilizing open office hours to get questions answered
- We've been coordinating with classroom Aides, americorps tutors, and our counselors so they are able to continue to support students via zoom.
- We are happy to report that we have ALMOST all students accounted for thanks to the diligence of teachers, office staff, and us principals making phone calls, sending emails, and even doing some home visits to check on students and families that we hadn't heard from.
- We've developed a system to take attendance to ensure we stay connected and continue to monitor participation in distance learning
- We continue to hold Grade level and staff meetings to share successes, challenges, and offer one another support.

Special Ed: - Tracy working overtime to ensure students with IEP's services are being delivered and that students have access to them.

RSP Support as co-teachers in Google Classrooms and providing support on assignments through zoom.

Spec Day class Teachers - logging hours, holding zoom meetings, facilitating speech, OT, and APE services to name a few.

We're also Continuing to hold IEPs in order to stay compliant

Office Support:

Weekly office Hours Tuesday - answer questions, offer support, distribute materials

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Tech Support provided for 2 hours at each site

Practicing Social Distancing at Sites:

- Providing masks and gloves
- Signage for 6ft distance

Food Distribution:

- Food Pantry: Every Tuesday, all sites
- Emergency Distribution - Serving Sonoma county
- Weekly meals - thank you Kayla

Custodial:

Essential Cleaning of entire campuses - security checks and support during office hours

Overall - feeling like the foundation has been laid now we are working out the kinks and able to come up for air.

Other:

6th grade promotion - planning stages

Finalizing Report Card Edits for 20/21

Working on class configurations based on projected numbers

Other than that, it's business as usual

11.4. Board Reports/Board Items

John Jarvis mentioned he had three kids, one in elementary school, one in middle and one in high school. He said he can't express xxx for our teachers and staff in our district. He said he's had difficulties keeping the kids out of vacation mode. It is phenomenal what has been accomplished in the Bellevue Union School District. Teachers have provided excellent outlines for parents to follow. His middle and high school students are hardly getting any school work. BUSD has done fantastic work. He said he thoroughly appreciates everyone's hard work. He also addressed Tiffany Kampmann saying in a month or so as things calm down a bit to set up a zoom meeting.

Jamie Padilla thanked staff, teachers and everyone for their amazing work.

Adele Walker said it has been amazing and wow what a learning curve. An amazing job done by everyone. She said BUSD was lucky to have the team we have with our essential classified staff, teachers and administrators. You are really appreciated.

Stephanie Merrida-Grant said she agreed with previous sentiments. She has two students in high school and one in sixth grade. Her kids are in total vacation mode. She doesn't want her kids

BUSD April 21, 2020 Board Meeting Minutes

more stressed out by the current situation. The zoom classes are amazing. Her 6th grader got 1:1 “Toller time” with his 6th grade teacher Ms. Toller. Without everyone’s hard work we wouldn’t be able to do this.

Lisa Reyes also agreed with the previous sentiment about the amazing work everyone is doing. She mentioned she’s volunteered during food pantry at Kawana and TaylorMountain and plans to make it to the other sites as well. She thanked everyone supporting food distribution to our students and community.

11.5. Superintendent Report 11.5.1. Enrollment/Attendance

David Alexander, Superintendent - Good Evening Bellevue Union School District Board of Trustees and greeting to our viewers who are attending this board meeting live via remote access.

The words I am about to speak do not come close to the accurate intent and sincere meaning behind these words.

It has been over a month since we transitioned to distance learning and a little less to that since we have been sheltered in place. I trust and hope you and your families are healthy and finding ways to keep all your loved ones safe and sane during this COVID-19 crisis.

Tomorrow is Administrative Professional Day, I would like to take this opportunity to give a big shout to our district’s executive assistant, Moriah Hart. Moriah is our district office glue, keeping all the details together, supporting our board and everyone in our office as well as being very instrumental in keeping our performance arts, such as violins and chorus alive in our district.

In addition, I would also like to recognize Teresa Gomez, lovely called Mama T), our reception and accounts receivable staff member who cares so deeply for our families and students. In addition, a big thank you to all our school office personnel; our office managers, office assistants and parent liaisons. I hope you have or had, as many celebrated today, a wonder Administration Professional Day.

To all of our staff, kudos for all you are doing to support our students, families and staff during this COVID-19 crisis. As we moved from classroom based instruction to distance learning, it appeared to some that we were all going home to work; however, we quickly recognized that although we could greatly decrease the amount of time our employees were working at our sites, there was still essential work to be accomplished. Thank you for providing these services.

Kudos to the following:

Thank you to our principals for holding the school sites together during this critical time and what it takes to do so! Thank you office staffs for ensuring our students, families and staffs are well taken care of during this time.

BUSD April 21, 2020 Board Meeting Minutes

Thank you to our custodians, our maintenance, grounds worker and Roger, our Maintenance and Operations Director, ensuring our facilities are clean and maintained and moving forward with larger essential work projects.

Thank you, Kayla Todd, Food Service Manager, and all the food service folks, plus our many volunteers, thank you for taking care of our students and families school meals needs and the large group of parent liaisons, principals and volunteers at our sites food pantry.

A big kudos to Larry and George for all their technology support as we went from learning packets to learning with devices in everything from deployment of student and teacher devices, to training of new programs to support and connecting our students and families.

Thank you, Tracy Whittaker, our Student Service Director and all her staff for putting together a well thought plan to support our students with disabilities.

Thank you, Dr. Chris Kim, our CBO and Siara Goyer, our HR Director, I wanted to share our appreciation for all you work in the new business and Human Relations aspects of this situation including your leadership in BEA and CSEA Negotiations, including the MOU for the working conditions related to COVID-19

And a big thank you to our teachers as they are grappling with this new methodology of providing education called distance learning. We all appreciate your diligence and creative approaches as we all try to figure this out together.

It has been very challenging to organize any standardized approach without the centralized guidance and direction from the vacant position of a Director of Curriculum/English Learners. We have begun to organize a teacher resource page which came from vetting out the hundreds of resources and links bombarding our emails.

Really, I just want to say thank you to everyone, on our students behalf, for everything everyone is doing to support our students and families and staff.

Be healthy! Thank you

12. Planning

May 19, 2020	Regular Board Meeting	5:30pm	To be live streamed on the District's YouTube Page on the District's Homepage: www.bUSD.org
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BUSD April 21, 2020 Board Meeting Minutes

13. ~~Returned to Closed Session~~

Open Session Adjournment Time: 8:13pm









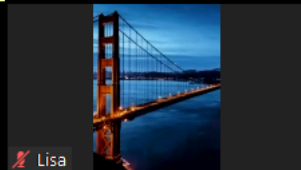


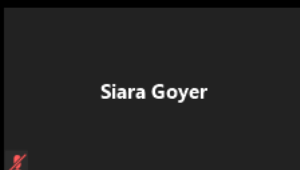
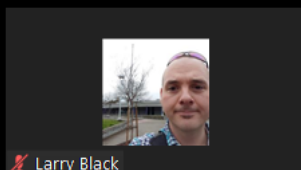
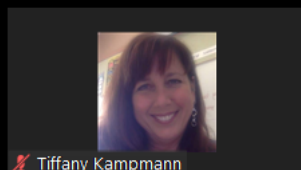
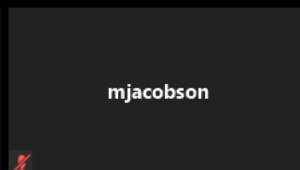

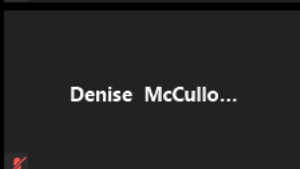
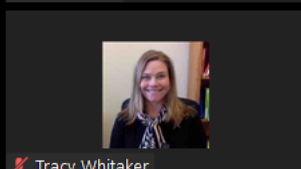
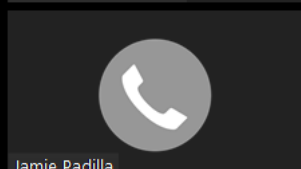
Respectfully Submitted,

By David Alexander Ed.D.
Secretary to the Board and
District Superintendent

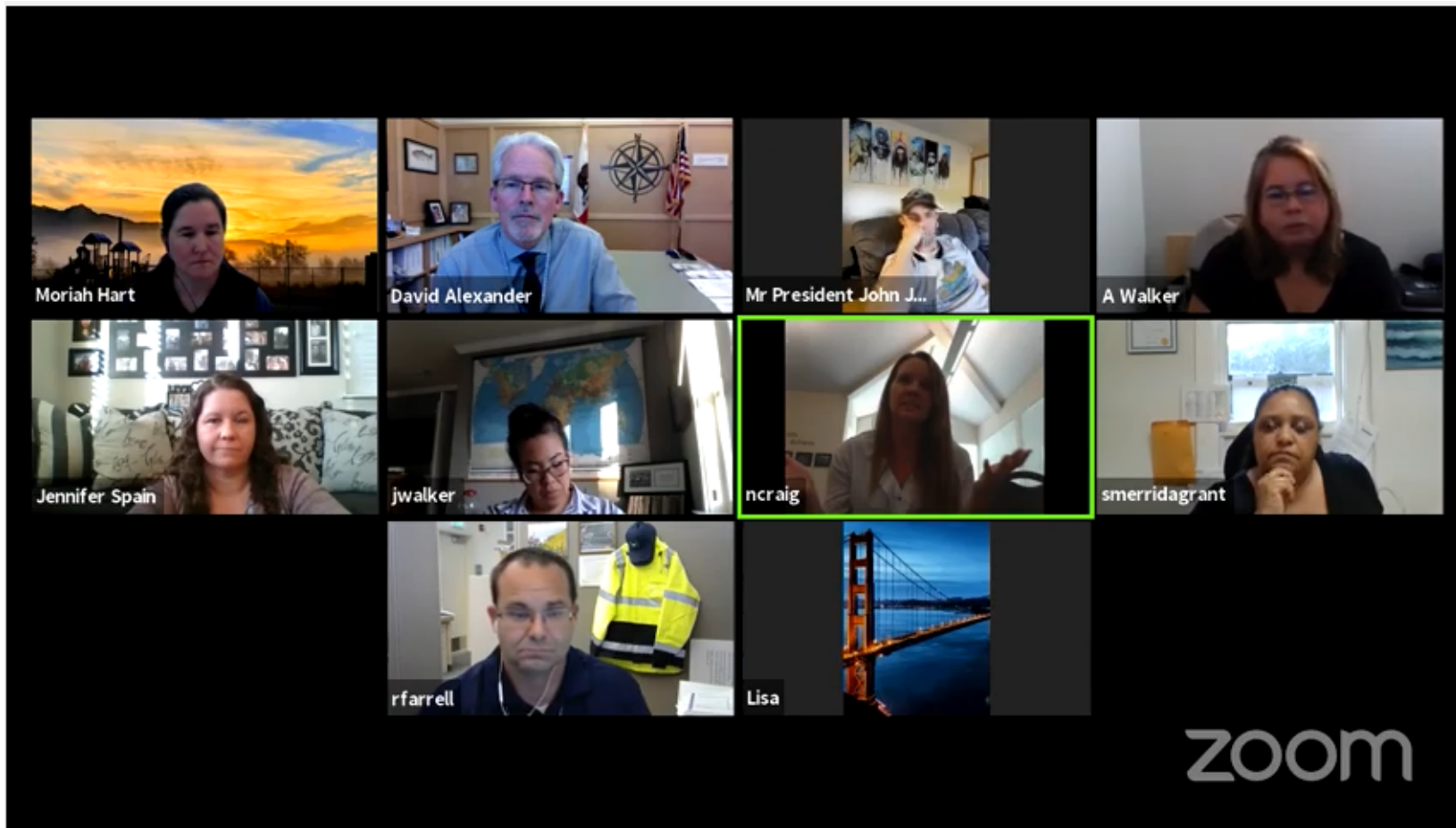
Board Signature: _____ Date: _____

04.21.2020 Board Meeting Attendees

LIVE on YouTube ▾

 David Alexander	 Moriah Hart	 A Walker	 ncraig	 smerridagrnt
 jwalker	 Jennifer Spain	 rfarrell	 Lisa	 Mr President John Jarvis
 Chris Kim	 Siara Goyer	 Larry Black	 Tiffany Kampmann	 mjacobson
 Denise McCullo...	 Tracy Whitaker	 Jamie Padilla		



04.21.2020 Board Meeting Attendees



✓ Video approved for busd.org.

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4/21/2020 BUSD Board Meeting

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Started streaming 110 minutes ago

Category Education

BUSD May 5, 2020 Board Meeting Minutes

1. Open Session 5:30 P.M.

1.1. The Board Meeting of the Bellevue Union School District Board of Trustees was called to order at 5:35 by Trustee John Jarvis, Video Teleconference Streamed Live Via YouTube Live on the BUSD Homepage

1.2. Public Comment On Closed Session: Tiffany Kampmann - Student Counselors

2. Adjourn To Closed Session: 5:31 P.M.

2.1. Closed Session Agenda

2.1.1. Conference With Labor Negotiator §54957.6

2.1.1.1. BEA

2.1.1.2. CSEA

3. Reconvene To Regular Session: 6:43 P.M.

3.1. Flag Salute: David Alexander led the flag salute.

Members Present: John Jarvis, Adele Walker, Jamie Padilla, Lisa Reyes, and David Alexander

Members Absent: Stephanie Merrida-Grant

Late Arrivals: None

Early Departures: None

District Office Staff Present: David Alexander, Moriah Hart, Chris Kim, Larry Black

Others Present: Zoom Meeting Screen Shot

3.2. Report on Closed Session NA

4. Consider Agenda Adjustment NA

5. Public Comment NA

6. Informational

6.1.1. Economic Crisis Planning Presentation

7. Action

BUSD May 5, 2020 Board Meeting Minutes

7.1. On a motion by Lisa Reyes, second by Jamie Padilla, the Board approved Resolution No 21: To Establish Temporary Interfund Transfers

Action: Approved

Vote	4	Ayes
	0	Noes
	1	Absent: Stephanie Merrida-Grant

7.2. On a motion by Lisa Reyes, second by Jamie Padilla, the Board approved Resolution No 22: The Governing Board of Bellevue Union School District of the County Of Sonoma, State Of California, Requesting Fund Transfer Under Article Xvi, Section 6 of The State Constitution

Action: Approved

Vote	4	Ayes
	0	Noes
	1	Absent: Stephanie Merrida-Grant

8. Planning

May 19, 2020	Regular Board Meeting	5:30pm	To be live streamed on the District's YouTube Page on the District's Homepage: www.bUSD.org
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9. ~~Returned to Closed Session~~

Open Session Adjournment Time: 7:17pm

BUSD May 5, 2020 Board Meeting Minutes

Respectfully Submitted,

By David Alexander Ed.D.
Secretary to the Board and
District Superintendent

Board Signature: _____ Date: _____

05.05.2020 Special Board Meeting

Participants (15)

- Moriah Hart (Co-host, me)
- Larry Black (Host)
- Chris Kim
- David Alexander
- Adele
- Denise McCullough
- Jamie Padilla
- jwalker
- Lisa
- mjacobson
- nrcraig
- President John Jarvis
- Siera Goyer
- Tiffany Kampmann
- Tracy Whitaker

Buttons: Mute All, Unmute All

Recommendations for Districts

Develop at least two budget scenarios for 2020-21:

- Start with your second interim report
- Include board approved fiscal recovery plans
- Adjust for current year material changes
- Scenario #1 should utilize a zero cost of living adjustment (COLA) for 2020-21 and 2021-22
- Scenario #2 and #3 – think about how to address other situations, such as a negative COLA or a funded COLA less than 2.29% and state deferral payments

Video approved for board.org

5/5/20 Board Meeting

9 watching now

4 hours ago

LIVE on YouTube

Chris Kim	Moriah Hart	David Alexander	President John Jarvis
Jamie Padilla	jwalker	Larry Black	Tiffany Kampma...
Denise McCullough	mjacobson	Tracy Whitaker	nrcraig
Siera Goyer	Adele	Lisa	

Bellevue Union School District Personnel Activity Log

For the period: April 21, 2020- May 18, 2020

Date of Board Approval: May 19, 2020

Hiring

Certificated:

1. Mindy Johnson, Special Day Class (SDC) Teacher, Meadow View Elementary School – Effective 08/10/2020
2. Aaron Jones, Special Day Class (SDC) Teacher, Taylor Mountain Elementary School – Effective 08/10/2020
3. Nora Pelot, Resource Specialist (RSP) Teacher, Bellevue Elementary School- Effective 08/10/2020
4. Michelle Verporter, Special Day Class (SDC) Teacher, Taylor Mountain Elementary School – Effective 08/10/2020

Resignation:

Certificated:

1. Susan Mulligan-Hirsch, 1.0 FTE Program Specialist, District Wide (Previously: 0.4 FTE Program Specialist, District Wide & 0.6 FTE Resource Specialist (RSP) Teacher, Bellevue Elementary School)- Effective: 07/01/2020

Resignation:

Certificated:

1. Anne Ward, 1.0 FTE Special Day Class (SDC) Teacher, Bellevue Elementary- Effective 06/04/2020

Retirement:

Classified:

1. Victoria Lingron, 0.9375 FTE Instructional Assistant, Student Supervisor & Library Tech, Taylor Mountain Elementary- Effective 06/03/2020