



**PACIFIC VIEW**  
**CHARTER SCHOOL**  
*A California Public School*

**Regular Meeting of the Board of Trustees**  
**Board Packet**

Monday, April 14, 2025 at 3:00 pm

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A California Public School and Nonprofit 501 (c) (3) Corporation

3670 Ocean Ranch Blvd., Oceanside, CA 92056

22695 Alessandro Blvd., Moreno Valley, CA 92533

Phone # (760) 757-0161

Phone # (951) 697-1990

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## Regular Meeting of the Board of Trustees Agenda

Monday, April 14, 2025 at 3:00pm

- 1.0 Call to Order/Roll Call
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda Action  
Recommended Action:  
That the Board approve the agenda for the Regular Board Meeting of April 14, 2025, as presented.
- 4.0 Introductions
- 5.0 Public Comment  
Members of the public will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be for six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board Meeting.
- 6.0 [Executive Director's Report](#) Information
- 7.0 Consent Calendar Action  
These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.
  - 7.1 [Meeting Minutes from March 11, 2025](#)
- 8.0 Action/Discussion Items  
Business and Financial
  - 8.1 [Board Warrant Listing March 1-31, 2025](#) Action  
Information Summary  
Warrants and Automated Clearing House (ACH) payments are issued in accordance with approved budgets and/or contracts  
Responsible Party  
Fiscal Services Coordinator Chang will discuss the Board Warrant Listing  
Recommended Action:  
That the Board approves the warrants and Automated Clearing House (ACH) payments issued from March 1 -31, 2025Administrative
  - 8.2 [Personnel Policy #10](#) Action  
Information Summary  
Board Policy regarding Reduction in Force

	<u>Responsible Party</u> Executive Director Gorence will discuss the policy	
	<u>Recommended Action:</u> That the Board approve Personnel Policy #10 as presented	
<u>Personnel</u>		
8.3	<a href="#"><u>Certificated At-Will Employment Agreement</u></a> <u>Information/Summary</u> Legal counsel review of agreement recommended updates <u>Responsible Party</u> HR & Business Services Coordinator Hernandez will present proposed updates to the At-Will Employment Agreement <u>Recommended Action:</u> That the Board approve the certificated At-Will Employment Agreement as presented	Action
8.4	<a href="#"><u>Classified Hourly At-Will Employment Agreement</u></a> <u>Information/Summary</u> Legal counsel review of agreement recommended updates <u>Responsible Party</u> HR & Business Services Coordinator Hernandez will present proposed updates to the At-Will Employment Agreement <u>Recommended Action:</u> That the Board approve the certificated At-Will Employment Agreement as presented	Action
8.5	<a href="#"><u>Classified At-Will Employment Agreement</u></a> <u>Information/Summary</u> Legal counsel review of agreement recommended updates <u>Responsible Party</u> HR & Business Services Coordinator Hernandez will present proposed updates to the At-Will Employment Agreement <u>Recommended Action:</u> That the Board approve the certificated At-Will Employment Agreement as presented	Action
8.6	<a href="#"><u>Petition for Replacement of Overage Payroll Warrant</u></a> <u>Information/Summary</u> Warrants are voided if not cashed or deposited within six months. Petition to reissue the check requires board approval <u>Responsible Party</u> HR & Business Services Coordinator Hernandez will discuss the Petition for Replacement of Overage Payroll Warrant <u>Recommended Action:</u> That the board approves the Petition for Replacement of Overage Payroll Warrant	Action
8.7	<a href="#"><u>2025-26 School Year Declaration of Need</u></a> <u>Information Summary</u> Declaration of Need for CDE for possible needed positions for 2025-26 school year <u>Responsible Party</u> HR & Business Services Coordinator Hernandez will discuss the 2025-26 Declaration of Need <u>Recommended Action:</u> That the Board approve the Declaration of Need as presented	Action
<u>Curriculum</u>		
8.8	<a href="#"><u>Coyote Code 101: Essential High School Skills</u></a> <u>Information Summary</u> A newly created introductory course that will meet the graduation requirement <u>Responsible Party</u> Director of Curriculum and Instruction Gibson will discuss the new course <u>Recommended Action</u> That the board approves the new course as presented	Action
8.9	<a href="#"><u>Graduation Requirements</u></a> <u>Information Summary</u> Update to introductory course information <u>Responsible Party</u> Director of Curriculum and Instruction Gibson will discuss the updated graduation requirements <u>Recommended Action</u> That the board approves the graduation requirements as presented	

- 9.0 Closed Session: ANTICIPATED LITIGATION Gov. Code § 54956.9 (Paragraph (2) or (3) of subdivision (d)) Significant exposure to litigation
- 10.0 Board/Staff Discussion
- Next Meeting: **May 13 at 3:00 pm**
- 11.0 Adjournment

Access to Board Materials: A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on The Pacific View Charter School's website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (760) 757-0161x105. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.



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## Regular Meeting of the Board of Trustees Minutes

Tuesday, March 11, 2025 at 2:00pm

- 1.0 Call to Order/Roll Call at 2:01 pm  
Present: Kathi Cohen, Noel Ross  
Via Teleconference from Moreno Valley site: Ricardo Sanchez  
OUSD representative: Dr. Richard Lawrence
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda Action  
Recommended Action:  
That the Board approve the agenda for the Regular Board Meeting of March 11, 2025, as presented.  
Motion made by Ricardo Sanchez, seconded by Noel Ross  
Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
Nays:  
Abstain:
- 4.0 Introductions  
Present: Erin Gorence, Diane Gibson, Gayl Johnson, Robert Merril, Jodi Campanelli, Geoff Weeks, Zuleyma Hernandez, Stephanie Whitehouse  
Remote: Linda Moore, Celia Hernandez, Jill Chang
- 5.0 Public Comment  
Members of the public will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be for six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board Meeting.
- 6.0 [Executive Director's Report](#) Information
- 7.0 Consent Calendar Action  
These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.
- 7.1 [Meeting Minutes from February 4, 2025](#)  
Motion to approve meeting minutes from February 4, 2025 made by Noel Ross seconded by Ricardo Sanchez  
Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
Nays:  
Abstain:

Business and Financial

- 8.1 [2024-25 Second Interim Report](#) Action  
 Motion to approve the 2024-25 second interim report was made by Kathi Cohen, seconded by Noel Ross  
 Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:
- 8.2 Board Warrant Listing [January 1-31](#) and [February 1-28, 2025](#) Action  
 Motion to approve the January and February 2025 board warrants made by Kathi Cohen, seconded by Ricardo Sanchez  
 Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:
- 8.3 [2024-25 Independent Auditor Selection](#) Action  
 Motion to approve the Independent Auditor Selection made by Ricardo Sanchez, seconded by Noel Ross  
 Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:

Administrative

- 8.4 [Board Policy #10: Fiscal Reserve Policy](#) Action  
 Motion to approve Board Policy #10 made by Kathi Cohen, seconded by Noel Ross  
 Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:
- 8.5 [Applications for Authorization of Student Club Hats for Hope](#) Action  
 Motion to approve Hats for Hope student club was made by Noel Ross and seconded by Noel Ross  
 Ayes: Kathi Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:

Personnel

- 8.6 [2025-26 Salary Schedules](#) Action  
 Motion to approve the 2025-26 Salary Schedules made by Ricardo Sanchez, seconded by Noel Ross  
 Ayes: Kathi Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:
- 8.7 [Virtual Instructional Aide Job Descriptions](#) Action  
 Motion to approve the virtual instruction aide job descriptions was made by Kathi Cohen, seconded by Noel Ross  
 Ayes: Kathi Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:
- 8.8 [New Title Track 1 and Track 2 Job Descriptions](#) Action  
 Motion to approve the new track 1 and track 2 job descriptions made by Kathi Cohen, seconded by Ricardo Sanchez  
 Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
 Nays:  
 Abstain:
- 8.9 [Existing Job Description Updates](#) Action  
 Motion to approve the updated existing job descriptions was made by Ricardo Sanchez, seconded by Noel Ross  
 Ayes: Kahti Cohen, Noel Ross, Ricardo Sanchez  
 Nays:

Curriculum

None

9.0 Board/Staff Discussion

- Next Meeting rescheduled to: **April 14 at 3:00 pm**

10.0 Adjournment at 2:50 pm

PACIFIC VIEW CHARTER SCHOOL  
BOARD WARRANT LISTING  
MARCH 1-31, 2025

Warrant ID	Name	Payment Date	Total Warrant Amount	Description	Fund	Invoice Amount	Purchase Order Number
032946	Amazon.com Sales, Inc.	3/5/2025	\$ 609.48	KINDNESS WEEK EVENT	6200	\$ 54.01	0000002311
032946	Amazon.com Sales, Inc.	3/5/2025		KINDNESS WEEK EVENT	6200	\$ 301.82	0000002311
032946	Amazon.com Sales, Inc.	3/5/2025		INSTRUCTIONAL SUPPLIES	6200	\$ 115.69	0000002203
032946	Amazon.com Sales, Inc.	3/5/2025		ERGO and Operations Supplies	6200	\$ 137.96	0000002201
032947	Honors Graduation, LLC	3/5/2025	\$ 8,171.71	CAP AND GOWNS & DIPLOMA COVERS	6200	\$ 8,171.71	0000002314
032948	JAN-PRO OF SAN DIEGO	3/5/2025	\$ 3,799.00	Janitorial Services	6200	\$ 3,799.00	0000002148
032949	WASTE MANAGEMENT	3/5/2025	\$ 234.08	Trash & recycle collection	6200	\$ 234.08	0000002146
033126	GoTo Technologies USA, Inc	3/10/2025	\$ 1,173.79	Phones for Moreno Valley	6200	\$ 275.33	0000002159
033126	GoTo Technologies USA, Inc	3/10/2025		Phones for Oceanside	6200	\$ 898.46	0000002159
033266	Total Education Solutions	3/12/2025	\$ 2,665.00	TES SPEECH SERVICES	6200	\$ 2,665.00	0000002317
033267	Reliable Translations Inc.	3/12/2025	\$ 513.00	SPED Translations	6200	\$ 171.00	0000002198
033267	Reliable Translations Inc.	3/12/2025		SPED Translations	6200	\$ 171.00	0000002198
033267	Reliable Translations Inc.	3/12/2025		SPED Translations	6200	\$ 171.00	0000002198
033268	HopSkipDrive, INC	3/12/2025	\$ 375.85	RIDE SHARE	6200	\$ 375.85	0000002260
033269	New Direction Solutions, LLC	3/12/2025	\$ 211.85	Speech therapy	6200	\$ 211.85	0000002332
033270	YOUNG, MINNEY & CORR, LLP	3/12/2025	\$ 539.00	Legal Counsel	6200	\$ 539.00	0000002177
033271	NANPOR SECURITY SERVICES	3/12/2025	\$ 3,268.00	Campus Security Guard-Oside	6200	\$ 3,268.00	0000002184
033431	Patch Media	3/17/2025	\$ 1,000.00	DIGITAL ADVERTISING	6200	\$ 1,000.00	0000002294
033523	Reliable Translations Inc.	3/19/2025	\$ 171.00	SPED Translations	6200	\$ 171.00	0000002198
033524	Pediatric Therapy Services, LLC	3/19/2025	\$ 12,440.00	PHYSICAL THERAPY (PT)	6200	\$ 109.00	0000002219
033524	Pediatric Therapy Services, LLC	3/19/2025		ED. SPECIALIST	6200	\$ 7,275.00	0000002219
033524	Pediatric Therapy Services, LLC	3/19/2025		PHYSICAL THERAPY (PT)	6200	\$ 109.00	0000002219
033524	Pediatric Therapy Services, LLC	3/19/2025		ED. SPECIALIST	6200	\$ 4,947.00	0000002219
033525	Amazon.com Sales, Inc.	3/19/2025	\$ 9.43	INSTRUCTIONAL SUPPLIES	6200	\$ 9.43	0000002203
033526	New Direction Solutions, LLC	3/19/2025	\$ 211.85	Speech therapy	6200	\$ 211.85	0000002332
033666	Amazon.com Sales, Inc.	3/24/2025	\$ 292.47	INSTRUCTIONAL SUPPLIES	6200	\$ 105.23	0000002220
033666	Amazon.com Sales, Inc.	3/24/2025		INSTRUCTIONAL SUPPLIES	6200	\$ 187.24	0000002220
033667	New Direction Solutions, LLC	3/24/2025	\$ 141.23	Speech therapy	6200	\$ 141.23	0000002332
033668	PACIFIC VIEW CHARTER SCHOOL	3/24/2025	\$ 18,130.94	Mortgage - Oceanside	6200	\$ 18,130.94	
033776	Wess Transportation Services	3/26/2025	\$ 863.94	MS FT BUS TRANSPORTATION	6200	\$ 863.94	0000002309
033777	Amazon.com Sales, Inc.	3/26/2025	\$ 298.99	ERGO and Operations Supplies	6200	\$ 53.45	0000002201
033777	Amazon.com Sales, Inc.	3/26/2025		INSTRUCTIONAL SUPPLIES	6200	\$ 245.54	0000002203
14264291	U.S. Bank	3/3/2025		Student Nutrition - MV	6200	\$ 703.88	0000002190
14264291	U.S. Bank	3/3/2025		CCSA Conference Travel Expense	6200	\$ 453.92	0000002319

PACIFIC VIEW CHARTER SCHOOL  
BOARD WARRANT LISTING  
MARCH 1-31, 2025

Warrant ID	Name	Payment Date	Total Warrant Amount	Description	Fund	Invoice Amount	Purchase Order Number	
14264291	U.S. Bank	3/3/2025	\$ 6,730.98	DANCE FOOD OPT OUT FEE	6200	\$ 200.00	0000002313	
14264291	U.S. Bank	3/3/2025		MARKETING MATERIALS	6200	\$ 1,822.97	0000002310	
14264291	U.S. Bank	3/3/2025		CA SCIENCE CENTER FIELD TRIP	6200	\$ 40.00	0000002305	
14264291	U.S. Bank	3/3/2025		CHAMBER OF COMMERCE - NETWORK	6200	\$ 150.00	0000002271	
14264291	U.S. Bank	3/3/2025		PODS storage rental	6200	\$ 325.13	0000002266	
14264291	U.S. Bank	3/3/2025		PBIS	6200	\$ 98.05	0000002264	
14264291	U.S. Bank	3/3/2025		INSTRUCTIONAL SUPPLIES	6200	\$ 41.24	0000002207	
14264291	U.S. Bank	3/3/2025		SPED Student Nutrition - MV	6200	\$ 175.96	0000002190	
14264291	U.S. Bank	3/3/2025		Car Expenses-Gas & Maintenance	6200	\$ 180.33	0000002241	
14264291	U.S. Bank	3/3/2025		MV Stamps.com Service Fee	6200	\$ 29.99	0000002187	
14264291	U.S. Bank	3/3/2025		Oceanside- SPED Postage 11%	6200	\$ 66.00	0000002186	
14264291	U.S. Bank	3/3/2025		INSTRUCTIONAL SUPPLIES	6200	\$ 128.12	0000002136	
14264291	U.S. Bank	3/3/2025		BUSINESS CARDS	6200	\$ 27.09	0000002133	
14264291	U.S. Bank	3/3/2025		Oceanside Bldg. & Maintenance	6200	\$ 137.37	0000002123	
14264291	U.S. Bank	3/3/2025		Oceanside- Student Postage 56%	6200	\$ 336.00	0000002186	
14264291	U.S. Bank	3/3/2025		Oceanside Stamps.com Service F	6200	\$ 59.98	0000002186	
14264291	U.S. Bank	3/3/2025		Oceanside Postage Supplies	6200	\$ 107.10	0000002186	
14264291	U.S. Bank	3/3/2025		Osider - Costco Admin Supplies	6200	\$ 29.47	0000002175	
14264291	U.S. Bank	3/3/2025		YMC Legal Trainings	6200	\$ 75.00	0000002168	
14264291	U.S. Bank	3/3/2025		MV - Janitorial Supplies	6200	\$ 217.98	0000002158	
14264291	U.S. Bank	3/3/2025		Oceanside - Janitorial Supplie	6200	\$ 701.69	0000002158	
14264291	U.S. Bank	3/3/2025		COSTCO	6200	\$ 164.98	0000002156	
14264291	U.S. Bank	3/3/2025		GOOGLE ADS	6200	\$ 260.73	0000002139	
14264291	U.S. Bank	3/3/2025		Oceanside- Admin Postage 33%	6200	\$ 198.00	0000002186	
14264292	San Diego Sports Officials	3/3/2025		\$ 330.00	SPORTS REFREES	6200	\$ 330.00	0000002251
14264293	CITY OF OCEANSIDE	3/3/2025		\$ 1,085.00	GRADUATION VENUE	6200	\$ 1,085.00	0000002315
14264294	PALOMAR FAMILY COUNSELING	3/3/2025		\$ 12,705.00	PALOMAR COUNSELING	6200	\$ 12,705.00	0000002155
14264295	SAN DIEGO COUNTY OFFICE OF	3/3/2025	\$ 50.00	MIDDLE SCHOOL HEALTH PD	6200	\$ 50.00	0000002320	
14264296	COUNTY SCHOOLS SERVICE FUND	3/3/2025	\$ 106.50	SEIS-SIS Integration	6200	\$ 106.50	0000002329	
14264297	FRONTIER	3/3/2025	\$ 141.89	MV Phones & Internet	6200	\$ 42.57	0000002145	
14264297	FRONTIER	3/3/2025		MV Phones & Internet	6200	\$ 73.78	0000002145	
14264297	FRONTIER	3/3/2025		MV Phones & Internet	6200	\$ 25.54	0000002145	
14266497	Specialized Therapy Services, Inc	3/6/2025		ERMHS	6200	\$ 3,800.00	0000002218	
14266497	Specialized Therapy Services, Inc	3/6/2025		AUDIOLOGY/DHH	6200	\$ 385.00	0000002218	

PACIFIC VIEW CHARTER SCHOOL  
BOARD WARRANT LISTING  
MARCH 1-31, 2025

Warrant ID	Name	Payment Date	Total Warrant Amount	Description	Fund	Invoice Amount	Purchase Order Number
14266497	Specialized Therapy Services, Inc	3/6/2025	\$ 5,374.00	OCCUPATIONAL THERAPY (OT)	6200	\$ 810.00	0000002218
14266497	Specialized Therapy Services, Inc	3/6/2025		HEALTH PLANS/NURSING	6200	\$ 354.35	0000002218
14266497	Specialized Therapy Services, Inc	3/6/2025		VISION (VI)	6200	\$ 24.65	0000002218
14266498	Whitehouse CPAs, Inc	3/6/2025	\$ 10,750.00	Back Office Services	6200	\$ 10,750.00	0000002127
14266499	ADT SECURITY SERVICES	3/6/2025	\$ 77.36	ADT SECURITY SYS MV	6200	\$ 77.36	0000002160
14266500	MORENO VALLEY UTILITY	3/6/2025	\$ 246.51	Electricity	6200	\$ 246.51	0000002147
14266501	ONE STOP TONER & INKJET	3/6/2025	\$ 1,019.63	ONE STOP TONER	6200	\$ 1,019.63	0000002166
14266502	RONALD LARRY HOLDEN	3/6/2025	\$ 2,600.00	Janitorial Services	6200	\$ 2,600.00	0000002124
14266503	SAN DIEGO GAS & ELECTRIC	3/6/2025	\$ 4,040.43	O'side Electricity	6200	\$ 4,040.43	0000002150
14267708	Top Notch Catering	3/10/2025	\$ 9,551.68	Student Nutrition Food - Sped	6200	\$ 1,910.34	0000002191
14267708	Top Notch Catering	3/10/2025		Student Nutrition Food - Gen E	6200	\$ 7,641.34	0000002191
14267709	T-Mobile USA Inc	3/10/2025	\$ 34.53	T-MOBILE STUDENT PHONE	6200	\$ 34.53	0000002261
14267710	COX BUSINESS SERVICES	3/10/2025	\$ 495.22	O'side phone and internet	6200	\$ 420.94	0000002167
14267710	COX BUSINESS SERVICES	3/10/2025		O'side phone and internet	6200	\$ 74.28	0000002167
14267711	NATIONAL BENEFIT SERVICES, LLC	3/10/2025	\$ 79.00	Admin Fees for Cafe 125	6200	\$ 79.00	0000002181
14269551	Jose Antonio	3/13/2025	\$ 5.60	Employee Reimbursement	6200	\$ 5.60	
14269552	San Diego & Imperial County Schools FBC	3/13/2025	\$ 52.84	COBRA	6200	\$ 52.84	
14269553	California Schools VEBA	3/13/2025	\$ 822.00	COBRA	6200	\$ 822.00	
14269554	Nextstar Media, Inc	3/13/2025	\$ 990.00	KUSI commercial	6200	\$ 600.00	0000002280
14269554	Nextstar Media, Inc	3/13/2025		KUSI commercial	6200	\$ 390.00	0000002280
14269555	COX BUSINESS SERVICES	3/13/2025	\$ 281.16	Video Security - O'side	6200	\$ 281.16	0000002164
14269556	SECURITY SIGNAL DEVICES, INC.	3/13/2025	\$ 297.36	SSD FIRE SYSTEMS MV	6200	\$ 297.36	0000002161
14271056	Cordata Shredding	3/17/2025	\$ 190.92	Off-Site Secure Storage	6200	\$ 190.92	0000002180
14271057	Teachers on Reserve	3/17/2025	\$ 393.51	Substitute Teachers	6200	\$ 393.51	0000002244
14271058	HopSkipDrive, INC	3/17/2025	\$ 319.76	RIDE SHARE	6200	\$ 319.76	0000002260
14271059	AED BRANDS, LLC	3/17/2025	\$ 129.85	Pediatric Pads-Travel AED	6200	\$ 129.85	0000002331
14271060	AKA Enterprises LLC	3/17/2025	\$ 300.00	Canine Search Service	6200	\$ 300.00	0000002285
14271061	AT&T MOBILITY	3/17/2025	\$ 450.80	Cell Phone Services	6200	\$ 450.80	0000002178
14271062	SPARKLETTS & SIERRA SPRINGS	3/17/2025	\$ 327.69	Bottled Water Service-both cam	6200	\$ 282.81	0000002173
14271062	SPARKLETTS & SIERRA SPRINGS	3/17/2025		Bottled Water Service-both cam	6200	\$ 44.88	0000002173
14272831	Joceline Wehbe Ghawi	3/20/2025	\$ 3.36	Employee Reimbursement	6200	\$ 3.36	
14272832	City of Vista	3/20/2025	\$ 528.00	SPORTS FIELD RENTALS	6200	\$ 528.00	0000002256
14272833	Inland Empire Magazine	3/20/2025	\$ 995.00	MAGAZINE AD	6200	\$ 995.00	0000002333
14272834	Nextstar Media, Inc	3/20/2025		KUSI commercial	6200	\$ 500.00	0000002280

PACIFIC VIEW CHARTER SCHOOL  
BOARD WARRANT LISTING  
MARCH 1-31, 2025

Warrant ID	Name	Payment Date	Total Warrant Amount	Description	Fund	Invoice Amount	Purchase Order Number
14272834	Nextstar Media, Inc	3/20/2025	\$ 2,000.00	KUSI commercial	6200	\$ 1,500.00	0000002280
14272835	SECURITY SIGNAL DEVICES, INC.	3/20/2025	\$ 689.19	SSD FIRE SYSTEMS MV	6200	\$ 689.19	0000002161
14274203	Cordata Shredding	3/24/2025	\$ 139.19	Oside Shredding	6200	\$ 83.32	0000002180
14274203	Cordata Shredding	3/24/2025		MV Shredding	6200	\$ 55.87	0000002180
14274204	Hanna Plumbing	3/24/2025	\$ 140.00	Plumbing service - Oceanside	6200	\$ 140.00	0000002247
14274205	EASTERN MUNICIPAL WATER DIST	3/24/2025	\$ 303.34	MV Water Utility	6200	\$ 303.34	0000002169
14274206	KONICA MINOLTA BUS. SOLUTIONS	3/24/2025	\$ 1,010.80	Copier Lease and Maintenance	6200	\$ 859.18	0000002138
14274206	KONICA MINOLTA BUS. SOLUTIONS	3/24/2025		Copier Lease and Maintenance	6200	\$ 151.62	0000002138
14274207	PALOMAR FAMILY COUNSELING	3/24/2025	\$ 11,880.00	PALOMAR COUNSELING	6200	\$ 11,880.00	0000002155
14274208	RONALD LARRY HOLDEN	3/24/2025	\$ 520.00	Handyman Services	6200	\$ 520.00	0000002124
14274209	VCC OCEAN RANCH CONDO. ASSOC.	3/24/2025	\$ 6,506.00	Property Association Fees - Oc	6200	\$ 6,506.00	0000002151
14275829	Zuleyma Hernandez	3/27/2025	\$ 208.88	Employee Reimbursement	6200	\$ 208.88	
14275830	Bright Thinker, Inc	3/27/2025	\$ 100,000.00	BRIGHT THINKER ONLINE - DISTRI	6200	\$ 80,000.00	0000002325
14275830	Bright Thinker, Inc	3/27/2025		BRIGHT THINKER ONLINE - DISTRI	6200	\$ 20,000.00	0000002325
14275831	Daniela Pimentel-Frank	3/27/2025	\$ 80.00	Employee Reimbursement	6200	\$ 80.00	
14275832	ONE STOP TONER & INKJET	3/27/2025	\$ 784.74	ONE STOP TONER	6200	\$ 784.74	0000002166
14276708	Carlsbad Village Lock & Key, Inc	3/31/2025	\$ 380.00	Locksmith Services - Oside	6200	\$ 380.00	0000002227
			\$ 241,268.33			\$ 241,268.33	

## Pacific View Charter School

Personnel

Personnel Policy #10

### Reduction in Force Policy

This policy shall apply should Pacific View Charter School (“PVCS” or the “School”) determine a reduction in force (“RIF”) is necessary as a cost-saving measure due to a lack of work and/or a lack of funds (e.g., declining enrollment). A RIF may involve the elimination of certain positions and/or a reduction in hours for certain positions.

A RIF does not alter or impair the at-will nature of employment at the School. As a charter school, PVCS is exempt from any and all Education Code provisions governing the reduction of staff/hours in other public schools.

Staff selection for release from their at-will employment will take into consideration the following criteria:

- Program needs for the School
- Credential requirements for upcoming programs
- Evaluation and discipline history
- Years of experience in field
- Seniority

Employees whose positions will be eliminated as part of the RIF will be released from their at-will employment with PVCS effective the date identified in the notice.

Employees whose hours will be reduced as part of the RIF will have such change take effect as of the date identified in the annual pay change notice.

Employees in positions which were eliminated do not have rehire rights or preference in hiring. Such individuals may apply for reemployment with PVCS as positions become available and are posted to the public.

Board Approved:

**AT-WILL EMPLOYMENT AGREEMENT**

**Between**

**PACIFIC VIEW CHARTER SCHOOL & [INSERT EMPLOYEE NAME]**

THIS EMPLOYMENT AGREEMENT (“Agreement”) is entered into by and between the above named employee (“Employee”) and the Governing Board (“Board”) of Pacific View Charter School (“PVCS”), a California public charter school approved by the Oceanside Unified School District (“District”). The Board desires to hire employees who will assist PVCS’s Executive Director in achieving the goals and meeting the requirements of PVCS’s charter. The parties recognize that PVCS is not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992.

WHEREAS, PVCS and the Employee wish to enter into an employment relationship under the conditions set forth herein, the parties hereby agree as follows:

**A. STATUTORY PROVISIONS RELATING TO CHARTER SCHOOL EMPLOYMENT**

1. PVCS has been established and operates pursuant to the Charter Schools Act of 1992, Education Code section 47600, *et seq.* PVCS has been duly approved by the District, according to the laws of the State of California.
2. Pursuant to Education Code section 47604, PVCS has elected to be formed and to operate as a non-profit public benefit corporation pursuant to the Non-Profit Public Benefit Corporation Law of California (Part 2, commencing with section 5110 *et seq.* of the Corporations Code). As such, PVCS is considered a separate legal entity from the District, which granted the charter. The District shall not be liable for any debts and obligations of PVCS, and the eEmployee signing below expressly recognizes that he/she is being employed by PVCS and not the District.
3. Pursuant to Education Code section 47610, PVCS must comply with all of the provisions set forth in its charter, but is otherwise exempt from the laws governing school districts except as specified in Education Code section 47610.
4. PVCS shall be deemed the exclusive public school employer of the employees at PVCS for purposes of Government Code section 3540.1.

**B. EMPLOYMENT TERMS AND CONDITIONS**

1. **Duties**

The Employee will perform such duties as PVCS may reasonably assign and the Employee will abide by all PVCS’s policies and procedures as adopted and amended from time to time. The Employee further agrees to abide by PVCS’s charter.

A copy of the job description for the above position is attached hereto and incorporated by reference herein. These duties may be amended from time to

time in the sole discretion of PVCS.

2. **Work Schedule**

The work schedule for this position shall be 8:00 a.m. to 4:00 p.m., Monday through Friday. While the Employee shall be available on-site during this time period, the duties of this exempt position may require work on weekends, as well as before and after the regular work year or hours of the workday. Workdays for the Employee shall be consistent with the applicable calendar of workdays for this position. The current year schedule is attached hereto and incorporated by reference herein.

The Employee will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with PVCS.

3. **Compensation**

The Employee will receive a salary based on their appropriate placement on the salary schedule paid monthly from which the Board shall withhold all statutory and other authorized deductions. The Employee's compensation may be prorated depending on whether the Employee remains employed, or in active work status, for the entire year. As an exempt employee, the Employee shall not be eligible to earn overtime.

4. **Evaluation**

The Employee shall receive periodic performance reviews conducted by his/her supervisor. At a minimum, performance evaluations will be conducted annually, on or about the end of the school year. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems.

Failure to evaluate the Employee shall not prevent PVCS from disciplining or dismissing the Employee at-will in accordance with this Agreement.

4. **Licensure**

The Employee understands that employment is contingent upon verification and maintenance of any applicable licensure credentials.

5. **Employee Benefits**

The Employee will be entitled to participate in designated employee benefit programs and plans established by PVCS (subject to program and eligibility requirements) for the benefit of its employees, which from time to time may be amended and modified by PVCS in its sole discretion.

6. **Employee Rights**

Employment rights and benefits for employment at PVCS shall only be as specified in this Employment Agreement, PVCS's charter, the Charter Schools Act and PVCS's Employee Handbook, which from time to time may be amended and modified by PVCS. Employment rights and benefits may be affected by other applicable agreements or directives or advisories from the California Department of Education or State Board of Education. During the term of this Agreement, the Employee shall not acquire or accrue tenure, or any employment rights with PVCS.

7. **Child Abuse and Neglect Reporting**

California Penal Code section 11166 requires any child care custodian who has knowledge of, or observes, a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse to report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident.

By executing this Agreement, the Employee acknowledges he or she is a child care custodian and is certifying that he or she has knowledge of California Penal Code section 11166 and will comply with its provisions.

8. **Physical Exam/~~Fingerprinting~~Live Scan/TB Clearance**

The Employee must complete a criminal background check, which Fingerprint clearance for the Employee will be acquired through submitting the Employee's fingerprints to the California Department of Justice Live Scan process. PVCS shall assume the cost of all fees related to the fingerprinting-Live Scan process. The Employee will also be required to submit evidence from a health care provider licensed physician that he/she has passed a physical exam to include a drug test and was found to be free from tuberculosis risk factors, or active tuberculosis if risk factors were identified. Clearances must need to be in place prior to the first day of service.

9. **Conflicts of Interest**

The Employee understands that, while employed at the School, he or she will have access to confidential and proprietary information. The Employee therefore shall not maintain employment or contracts for employment, or engage in any consultant or independent contractor relationship, with any other agency or school that will in any way conflict with his/her employment with PVCS.

10. **Outside Professional Activities**

Upon obtaining prior written approval of the Executive Director, the Employee may undertake for consideration outside professional activities, including consulting, speaking, and writing. The outside activities shall not occur during

regular work hours. PVCS shall in no way be responsible for any expenses attendant to the performance of such outside activities.

**C. EMPLOYMENT AT-WILL**

PVCS may terminate this Agreement and the Employee's employment at any time with or without cause, with or without advance notice, at PVCS's sole and unreviewable discretion. Either party may immediately terminate this Agreement and PVCS's employment upon written notice to the other party.

The Employee also may be demoted or disciplined and the terms of his or her employment may be altered at any time, with or without cause, at the discretion of PVCS. No one other than the Board of PVCS has the authority to alter this arrangement, to enter into an agreement for employment for a specified period of time, or to make any agreement contrary to the term of this Agreement, and any such agreement must be in writing and must be signed by the Board of PVCS and by the affected employee and must specifically state the intention to alter this "at-will" relationship.

In the event of charter revocation or non-renewal, all contractual obligations under this Agreement cease immediately upon the effective date of revocation or non-renewal.

**D. GENERAL PROVISIONS**

**1. Waiver of Breach**

The waiver by either party, or the failure of either party to claim a breach of any provision of this Agreement, will not operate or be construed as a waiver of any subsequent breach.

**2. Assignment**

The rights and obligations of the respective parties under the Agreement will inure to the benefit of and will be binding upon the heirs, legal representatives, successors and assigns of the parties hereto; provided, however, that this Agreement will not be assignable by either party without prior written consent of the other party.

**3. Governing Law**

This Agreement will be governed by, construed, and enforced in accordance with the laws of the State of California.

**4. Partial Invalidity**

If any provision of this Agreement is found to be invalid or unenforceable by any court, the remaining provisions hereof will remain in effect unless such partial invalidity or unenforceability would defeat an essential business purpose of the Agreement.

**E. ACCEPTANCE OF EMPLOYMENT**

By signing below, the Employee declares as follows:

1. I have read this Agreement and accept employment with PVCS on the terms specified herein.
2. All information I have provided to PVCS related to my employment is true and accurate.
3. A copy of the job description is attached hereto.
4. This is the entire agreement between PVCS and me regarding the terms and conditions of my employment. This is a final and complete agreement and there are no other agreements, oral or written, express or implied, concerning the subject matter of this Agreement.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**PVCS Approval:**

Dated: \_\_\_\_\_

Executive Director, PVCS

## AT-WILL EMPLOYMENT AGREEMENT

**Between**

**PACIFIC VIEW CHARTER SCHOOL & [INSERT EMPLOYEE NAME]**

THIS EMPLOYMENT AGREEMENT (“Agreement”) is entered into by and between the above named employee (“Employee”) and the Governing Board (“Board”) of Pacific View Charter School (“PVCS”), a California public charter school approved by the Oceanside Unified School District (“District”). The Board desires to hire employees who will assist PVCS’s Executive Director in achieving the goals and meeting the requirements of PVCS’s charter. The parties recognize that PVCS is not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992.

WHEREAS, PVCS and **the** Employee wish to enter into an employment relationship under the conditions set forth herein, the parties hereby agree as follows:

### **A. STATUTORY PROVISIONS RELATING TO CHARTER SCHOOL EMPLOYMENT**

1. PVCS has been established and operates pursuant to the Charter Schools Act of 1992, Education Code section 47600, *et seq.* PVCS has been duly approved by the District, according to the laws of the State of California.
2. Pursuant to Education Code section 47604, PVCS has elected to be formed and to operate as a non-profit public benefit corporation pursuant to the Non-Profit Public Benefit Corporation Law of California (Part 2, commencing with section 5110 *et seq.* of the Corporations Code). As such, PVCS is considered a separate legal entity from the District, which granted the charter. The District shall not be liable for any debts and obligations of PVCS, and the **e**Employee signing below expressly recognizes that he/she is being employed by PVCS and not the District.
3. Pursuant to Education Code section 47610, PVCS must comply with all of the provisions set forth in its charter, but is otherwise exempt from the laws governing school districts except as specified in Education Code section 47610.
4. PVCS shall be deemed the exclusive public school employer of the employees at PVCS for purposes of Government Code section 3540.1.

### **B. EMPLOYMENT TERMS AND CONDITIONS**

#### **1. Duties**

**The** Employee will perform such duties as PVCS may reasonably assign and **the** Employee will abide by all PVCS’s policies and procedures as adopted and amended from time to time. **The** Employee further agrees to abide by PVCS’s charter.

A copy of the job description for the above position is attached hereto and incorporated by reference herein. These duties may be amended from time to

time in the sole discretion of PVCS.

2. **Work Schedule**

Monday through Friday **FILL IN WEEKLY HOURS** hours per week scheduled between the hours of 7:15am – 4:30 pm. The Employee is prohibited from working hours in excess of this work schedule, including overtime, without the prior written consent of PVCS. Workdays for the Employee shall be consistent with the applicable calendar of workdays for this position. The current year schedule is attached hereto and incorporated by reference herein.

The Employee will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with PVCS.

3. **Compensation**

The Employee will receive a salary based on their appropriate placement on the salary schedule paid monthly from which the Board shall withhold all statutory and other authorized deductions. The Employee shall not be permitted to earn overtime compensation without the prior written consent of PVCS.

4. **Evaluation**

The Employee shall receive periodic performance reviews conducted by his/her supervisor. At a minimum, performance evaluations will be conducted annually, on or about the end of the school year. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems.

Failure to evaluate the Employee shall not prevent PVCS from disciplining or dismissing the Employee at-will in accordance with this Agreement.

4. **Licensure**

The Employee understands that employment is contingent upon verification and maintenance of any applicable licensure credentials.

5. **Employee Benefits**

The Employee will be entitled to participate in designated employee benefit programs and plans established by PVCS (subject to program and eligibility requirements) for the benefit of its employees, which from time to time may be amended and modified by PVCS in its sole discretion.

6. **Employee Rights**

Employment rights and benefits for employment at PVCS shall only be as specified in this Employment Agreement, PVCS's charter, the Charter Schools

Act and PVCS's Employee Handbook, which from time to time may be amended and modified by PVCS. Employment rights and benefits may be affected by other applicable agreements or directives or advisories from the California Department of Education or State Board of Education. During the term of this Agreement, ~~the~~ Employee shall not acquire or accrue tenure, or any employment rights with PVCS.

7. **Child Abuse and Neglect Reporting**

California Penal Code section 11166 requires any child care custodian who has knowledge of, or observes, a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse to report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident.

By executing this Agreement, the Employee acknowledges he or she is a child care custodian and is certifying that he or she has knowledge of California Penal Code section 11166 and will comply with its provisions.

8. **Physical Exam/~~Fingerprinting~~Live Scan/TB Clearance**

~~The Employee must complete a criminal background check which Fingerprint clearance for the Employee~~ will be acquired through ~~submitting the Employee's fingerprints to~~ the California Department of Justice Live Scan process. PVCS shall assume the cost of all fees related to the ~~fingerprinting-Live Scan~~ process. ~~The~~ Employee will also be required to submit evidence from a health care provider licensed physician that he/she has passed a physical exam to include a drug test and was found to be free from tuberculosis risk factors, or active tuberculosis if risk factors were identified. Clearances ~~need to~~must be in place prior to the first day of service.

9. **Conflicts of Interest**

The Employee understands that, while employed at the School, he or she will have access to confidential and proprietary information. The Employee therefore shall not maintain employment or contracts for employment, or engage in any consultant or independent contractor relationship, with any other agency or school that will in any way conflict with his/her employment with PVCS.

10. **Outside Professional Activities**

Upon obtaining prior written approval of the Executive Director, the Employee may undertake for consideration outside professional activities, including consulting, speaking, and writing. The outside activities shall not occur during regular work hours. PVCS shall in no way be responsible for any expenses attendant to the performance of such outside activities.

**C. EMPLOYMENT AT-WILL**

PVCS may terminate this Agreement and the Employee's employment at any time with or without cause, with or without advance notice, at PVCS's sole and unreviewable discretion. Either party may immediately terminate this Agreement and PVCS's employment upon written notice to the other party.

The Employee also may be demoted or disciplined and the terms of his or her employment may be altered at any time, with or without cause, at the discretion of PVCS. No one other than the Board of PVCS has the authority to alter this arrangement, to enter into an agreement for employment for a specified period of time, or to make any agreement contrary to the term of this Agreement, and any such agreement must be in writing and must be signed by the Board of PVCS and by the affected employee and must specifically state the intention to alter this "at-will" relationship.

In the event of charter revocation or non-renewal, all contractual obligations under this Agreement cease immediately upon the effective date of revocation or non-renewal.

**D. GENERAL PROVISIONS**

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The waiver by either party, or the failure of either party to claim a breach of any provision of this Agreement, will not operate or be construed as a waiver of any subsequent breach.

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By signing below, the Employee declares as follows:

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2. All information I have provided to PVCS related to my employment is true and accurate.
3. A copy of the job description is attached hereto.
4. This is the entire agreement between PVCS and me regarding the terms and conditions of my employment. This is a final and complete agreement and there are no other agreements, oral or written, express or implied, concerning the subject matter of this Agreement.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**PVCS Approval:**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Executive Director, PVCS

**AT-WILL EMPLOYMENT AGREEMENT**

**Between**

**PACIFIC VIEW CHARTER SCHOOL & [INSERT EMPLOYEE NAME]**

THIS EMPLOYMENT AGREEMENT (“Agreement”) is entered into by and between the above named employee (“Employee”) and the Governing Board (“Board”) of Pacific View Charter School (“PVCS”), a California public charter school approved by the Oceanside Unified School District (“District”). The Board desires to hire employees who will assist PVCS’s Executive Director in achieving the goals and meeting the requirements of PVCS’s charter. The parties recognize that PVCS is not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992.

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The Employee will perform such duties as PVCS may reasonably assign and the Employee will abide by all PVCS’s policies and procedures as adopted and amended from time to time. The Employee further agrees to abide by PVCS’s charter.

A copy of the job description for the above position is attached hereto and incorporated by reference herein. These duties may be amended from time to

time in the sole discretion of PVCS.

2. **Work Schedule**

Monday through Friday 8 hours per day / 40 hours per week scheduled between the hours of 7:15am – 4:30 pm. The Employee is prohibited from working hours in excess of this work schedule, including overtime, without the prior written consent of PVCS. Workdays for the Employee shall be consistent with the applicable calendar of workdays for this position. The current year schedule is attached hereto and incorporated by reference herein.

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**C. EMPLOYMENT AT-WILL**

PVCS may terminate this Agreement and the Employee's employment at any time with or without cause, with or without advance notice, at PVCS's sole and unreviewable discretion. Either party may immediately terminate this Agreement and PVCS's employment upon written notice to the other party.

The Employee also may be demoted or disciplined and the terms of his or her employment may be altered at any time, with or without cause, at the discretion of PVCS. No one other than the Board of PVCS has the authority to alter this arrangement, to enter into an agreement for employment for a specified period of time, or to make any agreement contrary to the term of this Agreement, and any such agreement must be in writing and must be signed by the Board of PVCS and by the affected employee and must specifically state the intention to alter this "at-will" relationship.

In the event of charter revocation or non-renewal, all contractual obligations under this Agreement cease immediately upon the effective date of revocation or non-renewal.

**D. GENERAL PROVISIONS**

1. **Waiver of Breach**

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This Agreement will be governed by, construed, and enforced in accordance with the laws of the State of California.

4. **Partial Invalidity**

If any provision of this Agreement is found to be invalid or unenforceable by any court, the remaining provisions hereof will remain in effect unless such partial invalidity or unenforceability would defeat an essential business purpose of the Agreement.

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2. All information I have provided to PVCS related to my employment is true and accurate.
3. A copy of the job description is attached hereto.
4. This is the entire agreement between PVCS and me regarding the terms and conditions of my employment. This is a final and complete agreement and there are no other agreements, oral or written, express or implied, concerning the subject matter of this Agreement.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**PVCS Approval:**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Executive Director, PVCS

**San Diego County Office of Education**  
**Checklist for Replacement of Overage Payroll Warrant**

April 1, 2025

To: **Pacific View Charter School District**  
**Attn: Payroll**

From: Nicolas Hernandez  
 Payroll Services  
 (858) 295-6722

Regarding Overage Warrant for:  
**Christina Van Sickle Heard**  
**13-482129**  
**31-JUL-2024**  
**\$1,864.19**

Attached is a PETITION FOR ISSUANCE OF NEW WARRANT IN LIEU OF VOID WARRANT (Payroll warrant voided by age).

**District Checklist:**

- Request Payee to complete Part 1 of attached Petition
- Request Payee to complete Affidavit. If overage warrant is in your possession, an Affidavit is not required.
- Have the form(s) returned to your office along with the Petition.
- Complete Part 2 of attached Petition and obtain signature of Authorized Agent per Board Resolution.
- Return original signed Petition and Declaration (if applicable) or original warrant to **PAYROLL SERVICES Rm 607.**
- Approval memo received from Payroll Audit to reissue the overage warrant.
- Generate a commercial warrant through your financial system.
- Keep copies of the Petition, Affidavit, Approval Memo, and Board Approval as backup documents in lieu of an invoice.

## San Diego County Office of Education

PETITION FOR ISSUANCE OF NEW WARRANT IN LIEU OF VOID WARRANT  
 (Government Code Section 29802, Warrants  
 Becoming Void After September 20, 1963)

1. TO THE BOARD OF EDUCATION OF THE **Pacific View Charter School District**: I, the undersigned, declare that I am the payee of original warrant number **13-482129** dated **31-JUL-2024**, in the amount of **One Thousand Eight Hundred Sixty-Four And 19/100 dollars (\$1,864.19)** attached hereto and presented to your Board pursuant to Section 29802 of the Government Code. I hereby request that you adopt an order instructing the County Auditor to draw a new warrant in favor of me for the same amount as the original warrant.

Executed at 11:31 AM on April 2, 2025. I certify under penalty of perjury that the foregoing is true and correct.

**Christina Van Sickle Heard** Name of Payee



Signature of Payee

5500 Eucalyptus Drive. American Canyon, CA 94503

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Address of Payee

2. ORDER OF THE BOARD OF Pacific View Charter TO DRAW WARRANT:

It is ORDERED by the Board of Education of the Pacific View Charter School District that the County Auditor of the County of San Diego draw a new warrant in favor of the same payee and in the same amount of the above described warrant.

Date \_\_\_\_\_ 20\_\_ By \_\_\_\_\_  
 (Authorized Agent per Board Resolution)

3. DISTRICT'S REISSUE OF PAYROLL WARRANT:

On \_\_\_\_\_ 20\_\_, the district issued commercial warrant number \_\_\_\_\_ to **Christina Van Sickle Heard**, payee, for **One Thousand Eight Hundred Sixty-Four And 19/100 dollars** to replace void warrant number **13-482129** described above.



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:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail 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.

<b>Type of Emergency Permit</b>	<b>Estimated Number Needed</b>
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	_____
Emergency Transitional Kindergarten (ETK)	_____

**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. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

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

#### Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

**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](http://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.

\_\_\_\_\_

\_\_\_\_\_



### Pacific View Charter School Course Outline

**Course Title:** Coyote Code 101: Essential High School Skills

**Course #:** 1371

**Department:** Electives

**Prerequisite:** n/a

**Credits:** 5.0

#### Course Description:

This course is designed to help high school freshmen transition successfully into their new academic environment. Students will explore learning strategies, digital tools, and school culture while developing habits for academic success. Additionally, the course covers literacy strategies, school expectations outlined in the Coyote Code, and the use of the graduation planner to guide student success. This course meets the graduation requirements for the Introduction Course.

#### Student Outcomes:

By the end of this course, students will be able to:

1. Understand high school expectations and how to navigate a new learning environment (focus on independent study) and be responsible for their learning by committing to their education.
2. Develop strategies for academic success, including time management, organization, short-term and long-term goal planning, and study skills.
3. Understand and apply a growth mindset throughout your high school career.
4. Use digital tools like Google Drive, Schoology, and Edgenuity to complete assignments and collaborate effectively.
5. Demonstrate responsible digital citizenship, including proper online communication and academic integrity.
6. Apply literacy strategies to improve reading comprehension and writing skills.
7. Understand the Coyote Code and how it shapes your role in a positive school culture.
8. Utilize the Graduation Planner to set academic goals and track progress toward graduation.

#### Assessment:

- Weekly participation in discussions and activities
- Completion of assignments and reflections
- Final project: Personalized High School Success Plan

#### Instructional Materials:

- Access to Google Drive, Edgenuity, and School Resources
- Supplemental Readings and Videos on Study Skills, Digital Citizenship, and Literacy

**Board Approval:**

**Amended:**



# PACIFIC VIEW CHARTER SCHOOL

## Pacific View Charter School Graduation Requirements 220 credits

Discipline	Courses
English	40 Credits of English including: <ul style="list-style-type: none"> <li>✓ <b>Grammar and Composition</b></li> <li>✓ <b>World Literature</b></li> <li>✓ <b>American Literature</b></li> <li>✓ <b>English Literature</b></li> </ul>
Mathematics	30 Credits of Mathematics including: <ul style="list-style-type: none"> <li>✓ <b>Algebra I or Math 1</b></li> </ul>
Science	30 Credits of Science including: <ul style="list-style-type: none"> <li>✓ <b>Biology with lab (10 credits)</b></li> <li>✓ <b>Any Physical Science Course</b></li> </ul>
Social Science	30 Credits of Social Science including: <ul style="list-style-type: none"> <li>✓ <b>World History</b></li> <li>✓ <b>United States History</b></li> <li>✓ <b>Civics</b></li> <li>✓ <b>Economics</b></li> </ul>
Foreign Language <b>OR</b> Fine Arts	10 Credits
Health Science	5 Credits <ul style="list-style-type: none"> <li>✓ <b>Health and Wellness</b></li> </ul>
Physical Education	20 Credits
Career/Technology <sup>‡</sup>	10 Credits of Career/Technology including: <ul style="list-style-type: none"> <li>✓ <b>Introductory Course (1 credit)</b></li> <li>✓ <b>Exit Course (1.5 credits)</b></li> <li>✓ <b>Careers (5 credits)</b></li> <li>✓ <b>Personal Finance (2.5 credits)</b></li> </ul>
Electives	45 Credits of Electives

~~\*Graduates of the class of 2024 are required to meet the Career/Technology requirements as listed. Graduates in previous years may meet the requirement requirements as listed or by taking the following: Intro Course, Exit Course, Careers and Careers 2.~~

**\*Beginning in the 2025/206 school year, requirement for the Introductory Course can be met by taking that course or the Coyote Code Course**