CHULA VISTA ELEMENTARY SCHOOL DISTRICT

A G E N D A

REGULAR MEETING – OCTOBER 16, 2019 – 6 P.M.

BOARD OF EDUCATION

LESLIE RAY BUNKER • ARMANDO FARÍAS
LAURIE K. HUMPHREY • EDUARDO REYES, ED.D.
FRANCISCO TAMAYO

FRANCISCO ESCOBEDO, ED.D.
SECRETARY/SUPERINTENDENT

THIS MEETING IS BEING RECORDED

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IF YOU WISH TO ADDRESS THE BOARD OF EDUCATION

Persons wishing to address the Board of Education on any agenda item should complete a "Request to Be Heard" card and submit it to the Recording Secretary before the start of the meeting. Under Oral Communications, individuals may also speak to any item not appearing on the agenda. This may include feedback or criticism of programs, policies, or District personnel. Board Policy 1312.1 stipulates the formal District process to file official complaints against District personnel. No action or discussion shall be undertaken on any item not appearing on the posted agenda, except the Board of Education or its District staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code Section 54954.3. Speakers are requested to limit remarks to five minutes.

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COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

The Chula Vista Elementary School District, in compliance with the Americans with Disabilities Act and Government Code Section 54953.2, provides special accommodations to individuals who may need assistance with access, attendance, and/or participation in Board meetings, including alternative formats for agendas, documents constituting agenda packets, and materials distributed during public meetings. Upon written request to the District, disability-related modifications or accommodations, including auxiliary aids or services, will be provided. Please contact the Superintendent's Office at (619) 425-9600, Extension 1300, for specific information on resources or programs that may be available for such accommodations. Please call at least 48 hours in advance of meetings and five days in advance of scheduled services and activities. Translation and services for the Hearing Impaired are also available.

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AGENDA AND DISTRIBUTION OF WRITINGS TO MEMBERS OF THE PUBLIC

In compliance with Government Code Section 54957.5, nonexempt writings that are distributed to a majority or all of the Board of Education in advance of a meeting may be reviewed at our website by clicking on the following link: http://www.cvesd.org/DISTRICT/Pages/Meetings.aspx or at the scheduled meeting.

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EQUAL OPPORTUNITY EMPLOYER

The Chula Vista Elementary School District is committed to providing equal educational, contracting and employment opportunity to all in strict compliance with all applicable State and Federal laws and regulations. The District's programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics, or association with a person or group with one or more of these actual or perceived characteristics. (CVESD Board Policy 0410.) The District office that monitors compliance is the Human Resource Services and Support Office, 84 East J Street, Chula Vista, CA 91910, phone (619) 425-9600, Ext 1340. Any individual who believes s/he has been a victim of unlawful discrimination in employment, contracting, or in an educational program may file a formal complaint with the District's Human Resource Office.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

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EACH CHILD IS AN INDIVIDUAL OF GREAT WORTH

AGENDA
BOARD OF EDUCATION

Regular Meeting
October 16, 2019
6 P.M.
Dr. Lowell J. Billings Board Room
Education Service and Support Center

ORDER OF BUSINESS

1. OPENING PROCEDURES *Opening Procedures*

A. Call to Order

B. Roll Call
Members Present:
Members Absent:
Others Present:

C. Pledge of Allegiance Led by Students from The Learning Choice Academy Charter School

2. APPROVE AGENDA (Action) *Approve Agenda*

Motion:_____, Second:_____, Vote:_____

3. SPECIAL RECOGNITION, ORAL PRESENTATIONS, WRITTEN REPORTS, AWARDS, AND HONORS *Presentations/ Awards*

A. Presentation of Newly Hired and Promoted Employees

B. Recognition of Visual and Performing Arts Resource Teachers for Efforts Related to the Sri Chinmoy Oneness-Home Peace Run

C. Report on The Learning Choice Academy Charter School for the 2018-19 School Year

D. Report on Results of 2018-19 California Assessment of Student Performance and Progress in English-Language Arts and Math and the English Language Proficiency Assessments for California

E. Report on Results of California School Dashboard Local Indicators

F. Report on Target River's Enrollment Marketing, Attendance Awareness, and Brand Engagement Campaign

G. Report on Chula Vista Host Lions Club

4. COMMUNICATIONS TO THE BOARD OF EDUCATION

Communications to the Board

A. Chula Vista Classified Employees Organization

B. Chula Vista Educators

5. ORAL COMMUNICATIONS

Oral Communications

Oral Communications provides the public with an opportunity to address the Board on non-agenda items. Speakers are requested to limit their remarks to five minutes. The Board shall limit the total time for public input on each agenda item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation depending on the topic and the number of persons wishing to be heard. No Board action can be taken.

6. APPROVE CONSENT CALENDAR (Action)

Consent Calendar

The following items listed under Consent Calendar are considered by the Board in one action. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

Motion:_____, Second:_____, Vote:_____

A. Adopt Board of Education Meeting Minutes: Regular Meeting September 11, 2019

B. Adopt Resolution Regarding Absence of Board Member Francisco Tamayo from the September 11, 2019, Regular Board Meeting Due to Another District Commitment

C. Approve and/or Ratify Human Resources Items A Through G

D. Review and Accept Quarterly Report to the San Diego County Office of Education on *Williams* Complaints for the Period of July Through September 2019

E. Ratify Agreement with United Way of San Diego County for the California Complete Count Census 2020 Outreach and Education Project for the 2019-20 School Year

F. Ratify Memorandum of Understanding with Managed Health Network Government Services for Counseling Services for the Period of August 15, 2019, Through August 14, 2020

G. Ratify Memorandums of Understanding with National University, Sanford College of Education, to Conduct Research Studies at Thurgood Marshall and Valle Lindo Elementary Schools on the *Harmony* and *Inspire* Social-Emotional Learning Platforms for the 2019-20 School Year

H. Approve Agreement with the San Diego County Office of Education for Participation and Services in the Outdoor Education Program for Karl H. Kellogg Elementary School for the Period of April 20 Through April 24, 2020

I. Approve Agreement with San Diego Healthcare Quality Collaborative for a Community Navigator Model Pilot for the Period of October 17, 2019, Through December 31, 2020

J. Approve Purchase Contract with Imagine Learning, Inc., for 1,806 District Annual Cloud Version Licenses for the Period of October 17, 2019, Through June 30, 2020

K. Approve Report on Annual Community Facilities Districts Activity for Fiscal Year 2018-19

L. Approve Annual Report on Statutory Fees and Mitigation Payments for Fiscal Year 2018-19 and Five-Year Report for Fiscal Years 2014-15 Through 2018-19

M. Authorize District to Enter Into Agreement with Ruhnau Clarke Architects for Architectural and Engineering Services for Proposed Otay Ranch Village 2, Site 2, School Site

N. Authorize District to Enter Into Agreement with Balfour Beatty Construction for Preconstruction and Construction Management Services for Proposed Otay Ranch Village 2, Site 2, and Otay Ranch Village 3, Village of Escaya, School Sites

O. Ratify Purchase Orders, Warrants, and Checks Written/Issued Through September 30, 2019

P. Approve and/or Ratify Inservice/Travel Requests

7. PUBLIC HEARINGS

Public Hearings

A. (1) Conduct Public Hearing on a General Waiver Request to Provide a Reduced-Day Extended School Year Program; and

(2) Authorize Application for the General Waiver Request to Provide a Reduced-Day Extended School Year Program from June 8 Through June 26, 2020

Motion:_____, Second:_____, Vote:_____

8. ADMINISTRATIVE ACTION ITEMS

Administrative Action Items

None

9. FIRST AND SECOND READINGS, BOARD POLICIES, ADMINISTRATIVE REGULATIONS, AND BOARD BYLAWS

First and Second Readings

A. First Reading/Possible Adoption/Approval: Board Policy and Administrative Regulation 1114 (New), Community Relations, District-Sponsored Social Media

Motion:_____, Second:_____, Vote:_____

B. Second Reading/Possible Adoption/Approval: Board Policy and Administrative Regulation 3250 (New), Business and Noninstructional Operations, Transportation Fees

Motion:_____, Second:_____, Vote:_____

C. First Reading/Possible Revision: Administrative Regulation 3514.2, Business and Noninstructional Operations, Integrated Pest Management

Motion:_____, Second:_____, Vote:_____

D. First Reading/Possible Revision: Board Policy 3515.5, Business and Noninstructional Operations, Sex Offender Notification

Motion:_____, Second:_____, Vote:_____

E. First Reading/Possible Adoption: Board Policy 3515.7 (New), Business and Noninstructional Operations, Firearms on School Grounds

Motion:_____, Second:_____, Vote:_____

F. First Reading/Possible Revision: Board Policy and Administrative Regulation 3516, Business and Noninstructional Operations, Emergency Procedures Plan

Motion:_____, Second:_____, Vote:_____

G. First Reading/Possible Approval: Administrative Regulation 3516.1 (New), Business and Noninstructional Operations, Fire Drills and Fires

Motion:_____, Second:_____, Vote:_____

H. First Reading/Possible Approval: Administrative Regulation 3516.2 (New), Business and Noninstructional Operations, Bomb Threats

Motion:_____, Second:_____, Vote:_____

I. First Reading/Possible Approval: Administrative Regulation 3516.3 (New), Business and Noninstructional Operations, Earthquake Emergency Procedures System

Motion:_____, Second:_____, Vote:_____

J. First Reading/Possible Revision: Board Policy 3516.5, Business and Noninstructional Operations, Emergency Schedules

Motion:_____, Second:_____, Vote:_____

K. (1) First Reading/Possible Revision: Board Policy 3553, Business and Noninstructional Operations, Free and Reduced Price Meals; and

(2) First Reading/Possible Approval: Administrative Regulation 3553 (New), Business and Noninstructional Operations, Free and Reduced Price Meals

Motion:_____, Second:_____, Vote:_____

L. First Reading/Possible Revision: Board Policy and Administrative Regulation 3554, Business and Noninstructional Operations, Other Food Sales

Motion:_____, Second:_____, Vote:_____

M. First Reading/Possible Adoption: Board Policy 3555 (New), Business and Noninstructional Operations, Nutrition Program Compliance

Motion:_____, Second:_____, Vote:_____

10. GENERAL INFORMATION ITEMS/REPORTS

Information Items/Reports

A. Report Calendar to Board of Education

11. BOARD COMMUNICATIONS

Board Communications

12. SUPERINTENDENT'S COMMUNICATION

Superintendent's Communication

13. ADJOURN TO CLOSED SESSION

Closed Session

Government Code Sections 3549.1(d) and 54957.6: Collective Bargaining/Employee Negotiations; Agency Negotiators: Fagen Friedman & Fulfrost, LLP and Adams Silva & McNally LLP; Employee

Organizations: Chula Vista Classified Employees Organization (CVCEO); Chula Vista Educators (CVE); Nonrepresented Employees

Government Code Section 54957: Public Employee Discipline/ Dismissal/Release

14. RECONVENE TO OPEN SESSION *Open Session*

15. ADJOURNMENT *Adjournment*

THE NEXT REGULAR MEETING OF THE BOARD OF EDUCATION OF THE CHULA VISTA ELEMENTARY SCHOOL DISTRICT IS SCHEDULED ON WEDNESDAY, NOVEMBER 13, 2019, AT 6 P.M.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Pledge of Allegiance Led by Students from The Learning Choice Academy Charter School

_____Action ____X____Information

BACKGROUND INFORMATION:

The following students will lead the Pledge of Allegiance at the October 16, 2019, Board of Education meeting.

- Annika Barr
- Monserrat Blanco
- Paul Carey

School administrators will accompany the students to the meeting.

ADDITIONAL DATA:

None.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

This is an information item.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Recognition of Visual and Performing Arts Resource Teachers for Efforts Related to the Sri Chinmoy Oneness-Home Peace Run

_____Action ____X____Information

BACKGROUND INFORMATION:

The Sri Chinmoy Oneness-Home Peace Run (Peace Run) is a global torch relay that embodies humanity's universal aspiration for peace. Since its inception in 1987 the Peace Run has traversed over 150 nations and territories and touched the lives of millions of people. The Peace Run does not seek to raise money or highlight any political cause but simply strives to create goodwill, harmony, and friendship among peoples of all nations. Last March, a team of runners from the Sri Chinmoy Oneness-Home Peace Run spread its message to Enrique S. Camarena, Myrtle S. Finney, Anne and William Hedenkamp, and John J. Montgomery Elementary Schools. The events were part of multifaceted presentations about peace that included the creation of peace-themed student art.

Last month, Visual and Performing Arts (VAPA) Resource Teachers Stacy Clemetson (Myrtle S. Finney Elementary) and Joanna Estrada (Camarena and Hedenkamp) volunteered to represent the District and their respective sites during the "Colors of Peace" event. "Colors of Peace" is an exhibition sponsored by the Peace Run that featured more than 5,000 drawings from children of 128 countries. For the exhibition, Ms. Clemetson and Ms. Estrada helped display approximately 150 pieces of District students' artwork. The two-week exhibition, that celebrated the United Nations' International Day of Peace (September 21), was unveiled on September 20 and encircled the Colosseum in Rome, Italy.

During the event, Ms. Estrada and Ms. Clemetson also participated in a variety of activities, such as:

- The opening ceremony on September 20, held inside the Colosseum featuring United Nations representatives from a variety of nations around the world.
- A flash mob on September 21, held at the Colosseum. This included a Silent Peace Meditation on the Peace Carpet made by women from around the world.
- The Peace Run to the Vatican, Peace Run Half Marathon, and Fun Run that ended in Napoli with a special dinner with monks.

In addition to the activities listed above, Ms. Clemetson and Ms. Estrada also presented United Nations representatives the gift of a special piece of artwork. Finney students worked on the artwork, which was then completed by students from a school in Italy, in a collaborative peace-promoting project between the two nations. The project was sponsored by District VAPA Partner School Specialty, Inc., who provided the materials to create the binational piece.

ADDITIONAL DATA:

The Peace Run expressed delight that Ms. Clemetson and Ms. Estrada attended the event.

Additional information on the Peace Run is available on the organization's website at https://www.peacerun.org/it/news/2019/0920/3680/.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

On behalf of the Board of Education, the President will present Ms. Clemetson and Ms. Estrada with Certificates of Recognition.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Report on The Learning Choice Academy Charter School for the 2018-19 School Year

_____Action **____X____Information**

BACKGROUND INFORMATION:

The District views charter schools as an opportunity for research and development of innovative educational practices. The District's expectation is that freedom from California Education Code rules and restrictions will foster higher academic achievement for students at charter schools than at similar schools. In fact, these are the premises on which charter school law was written. With the implementation of the Local Control Funding Formula and the Local Control and Accountability Plan, authorizing agencies (and charter boards) are provided with a means to annually monitor the outcomes of the charter school based on the school's own plan.

ADDITIONAL DATA:

The Executive Director of Technology and Instruction Services and Support conducts walkthroughs at The Learning Choice Academy Charter (TLC) throughout the school year. In addition, District staff provide ongoing monitoring to ensure charter stipulations and provisions are met in accordance with Local Control and Accountability Plan goals. TLC is a nonprofit, 501(c)3 entity that operates independently of the District.

Tonight's report will focus on the progress of TLC's student achievement goals and financials.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

This is an information item.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Report on Results of the 2018-19 California Assessment of Student Performance and Progress in English-Language Arts and Math and the English Language Proficiency Assessments for California

_____Action **____X____Information**

BACKGROUND INFORMATION:

The California Assessment of Student Performance and Progress (CAASPP) is California's statewide student assessment system. The Smarter Balanced Assessment Consortium (SBAC) and the English Language Proficiency Assessments for California (ELPAC) are components of the CAASPP assessments:

- **SBAC:** The SBAs are comprehensive end-of-year assessments in English-Language Arts (ELA)/Literacy and Mathematics. This assessment utilizes computer-adaptive tests and performance tasks that allow students to show what they know and are able to do. The SBAs are aligned to the Common Core State Standards and are designed to measure progress toward college and career readiness for students in Grades 3-8 and 11.

- **ELPAC:** The ELPAC is the mandated state test for determining English language proficiency (ELP). It must be given to students whose primary language is one other than English. California and federal law require that local education agencies administer a state test of ELP to eligible students in Transitional Kindergarten through Grade 12. The ELPAC is aligned with the 2012 California EL Development Standards and is comprised of two separate ELP assessments: the initial ELPAC and the summative ELPAC.

ADDITIONAL DATA:

The District's major target populations are all ethnicities, including African-American or Black, Asian, Filipino, Hispanic or Latino, Pacific Islander, and White. Other target groups include English Learners, Foster Youth, Socioeconomically Disadvantaged, and Students with Disabilities.

Tonight, Instructional Services and Support staff will provide a report on the results of the District's 2018-19 CAASPP in ELA and Math and the ELPAC.

Additional information is available for review in the Office of the Executive Director of Curriculum and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

This is an information item.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Report on Results of California School Dashboard Local Indicators

_____Action **____X____Information**

BACKGROUND INFORMATION:

The California School Dashboard contains reports that display the performance of local educational agencies (LEAs), schools, and student groups on a set of state and local measures to assist in identifying strengths, weaknesses, and areas in need of improvement. For Local Control Federal Funding priorities where data is not collected at the state level, LEAs will measure and report to the California Department of Education, no later than November 1, 2019, on their progress through the Dashboard based on locally-collected data. Local Indicators on the California Dashboard are measured in Priority 1, Priority 2, Priority 3, and Priority 6. Results of Local Indicators in those four priority areas are as follows:

- **Priority 1: Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities. Criteria: Met**

  LEA annually measures its progress in meeting the *Williams* settlement requirements at 100 percent of its school sites, as applicable, and promptly addresses any complaints or other deficiencies identified throughout the academic year, as applicable; and provides information annually on progress meeting this standard to its local governing board, stakeholders, and the public through the evaluation rubrics.

- **Priority 2: Self-Reflection Tool for Implementation of State Academic Standards. Criteria: Met**

  LEA annually measures its progress implementing state academic standards and reports the results to its local governing board, stakeholders, and to the public through the evaluation rubrics.

- **Priority 3: Self-Reflection Tool for Parent Engagement. Criteria: Met**

  LEA annually measures its progress in: (1) seeking input from parents in decision making; and (2) promoting parental participation in programs, and reports the results to its local governing board, stakeholders, and the public through the evaluation rubrics.

- **Priority 6: School Climate. Criteria: Met**

  LEA administers a local climate survey at least every other year that provides a valid measure of perceptions of school safety and connectedness to students in at least one grade within the grade span that the LEA serves, and reports the results to its local governing board, stakeholders, and the public through the evaluation rubrics.

The District has met the California School Dashboard criteria in all four of the Local Indicator priority areas.

ADDITIONAL DATA:

Additional information is available for review in the Office of the Assistant Superintendent of Innovation and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

This is an information item.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Report on Target River's Enrollment Marketing, Attendance Awareness, and Brand Engagement Campaign

_____Action **___X___Information**

BACKGROUND INFORMATION:

An Independent Contractor Agreement was approved at the November 14, 2018, Board meeting with Target River, dba Your Results Marketing, Co., to provide services in enrollment marketing and branding. The goals of the enrollment campaign in the District were to increase enrollment/attendance in District schools; improve retention of students at schools that might be impacted by charter and/or private school outreach; and heighten brand awareness of District schools and programs. The campaign helped reach families with children in target zip codes, utilizing marketing channels that delivered engaging content that would prompt parents to enroll their child(ren) in District schools.

ADDITIONAL DATA:

Tonight, data will be presented on enrollment marketing trends and challenges, digital media impressions, brand engagement and awareness, and year-over-year as well as start-of-school-year vs. end-of-school-year enrollment.

Additional information is available for review in the Office of the Assistant Superintendent of Innovation and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

This is an information item.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Report on Chula Vista Host Lions Club

_____Action **____X____Information**

BACKGROUND INFORMATION:

Chartered on November 13, 1941, the Chula Vista Host Lions Club (CV Host) was the original Lions Club in San Diego's South Bay area. The sixth oldest of 60 clubs in Lions District 4L6 (which encompasses San Diego and Imperial Counties), CV Host started with 22 members, ranging from an automobile dealer to a judge to a sandwich shop owner. Since then, membership has included many judges, a California State Senator, a U.S. Navy Submarine Captain, ministers, and doctors. Membership increased to 46 in 1952 and to 76 by 1971. CV Host Lions have served in virtually every capacity of the Lions District, including District Governor.

Lions Clubs International is the world's largest service club organization with more than 1.4 million members in approximately 46,000 clubs in more than 200 countries and geographical areas around the world.

ADDITIONAL DATA:

CV Host is involved in a variety of service projects, including the Lions Optometric Vision Clinic, which provides low-cost vision care to individuals in the San Diego community who could not otherwise afford adequate care and to military enlisted personnel in ranks E-9 and below (including retirees) and their dependents.

Tonight, Lions District 4L6 First Vice District Governor Brian Clapper, who is also a National School District Board of Education member, and Past District Governors Rick Hannum and Neil Seefeldt will provide a presentation on CV Host. They will encourage teachers, staff members, and parents to get involved in CV Host and in community service.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

This is an information item.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

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EACH CHILD IS AN INDIVIDUAL OF GREAT WORTH

MINUTES
BOARD OF EDUCATION

Regular Meeting
September 11, 2019
6 P.M.
Dr. Lowell J. Billings Board Room
Education Service and Support Center

ORDER OF BUSINESS

ADOPTED

1. OPENING PROCEDURES

Opening Procedures

A. Call to Order

President Humphrey called the meeting to order at 6 P.M.

B. Roll Call

Members Present:
Mrs. Laurie K. Humphrey, President
Mr. Armando Farías, Vice President
Dr. Eduardo Reyes, Clerk (Arrived at 6:31 P.M.)
Mrs. Leslie Ray Bunker, Member

Members Absent:
Mr. Francisco Tamayo, Member

Others Present:
Mr. Oscar Esquivel, Deputy Superintendent
Dr. Jeffrey Thiel, Asst. Supt., Human Resources
Dr. Matthew Tessier, Asst. Supt., Innovation and Instruction
Mr. Anthony Millican, Director, Communications and Community Development
Ms. Laura Casas, Communications Supervisor
Mrs. Soreli M. Norton, Asst. to the Supt. and Board of Education
Mrs. Araceli Vargas, Administrative Assistant II

C. Pledge of Allegiance

Board Member Bunker led the Pledge of Allegiance.

After the Pledge and in honor of the victims of the September 11 attacks, Dr. Escobedo showed a portion of the "One World Trade Center: Engineering an Icon" video. The video is a brief story of the reconstruction of One World Trade Center.

2. APPROVE AGENDA (Action) *Approve Agenda*

Motion: FARÍAS, Second: BUNKER
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY
Absent: REYES, TAMAYO

3. SPECIAL RECOGNITION, ORAL PRESENTATIONS, WRITTEN REPORTS, AWARDS, AND HONORS *Presentations/ Awards*

A. Presentation of Newly Hired and Promoted Employees

There were no introductions.

B. Report on Multi-Tiered Systems of Support

Dr. Tessier explained that based on input from staff, the District realized there was more to do in order to support the social and emotional wellness of District students. He added that the Board had approved a Director of Multi-Tiered Systems of Support (MTSS) and introduced Mrs. Elizabeth Gianulis.

Mrs. Gianulis presented an update on MTSS that included a short description of MTSS, the District's five-year plan, results of the fidelity inventory, program recognition by the California Positive Behavior Interventions and Support Coalition, District trends, results of the MTSS perception survey, and information on staff trainings. She also reported on next steps for parent trainings, applying for an MTSS Climate Grant, and possible participation in an MTSS-Reading study. Mrs. Gianulis also responded to question from the Board.

Board Members thanked Mrs. Gianulis for the report, commented on the topic, and asked questions.

C. Report on Results of Voter and Staff Surveys

Mr. Esquivel said the next statewide election in California is in March 2020 and that the District worked with Dale Scott and Company to prepare a voter survey and a staff survey.

Dr. Tessier introduced Mr. Dale Scott, who presented information regarding the results of both surveys. He provided detailed information on the voter survey, which gauged community support for a general obligation bond, and on the staff survey that measured staff interest on District-built, below-rent staff housing. Mr. Scott concluded there is enough voter support for a general obligation bond as well as staff interest in staff housing.

President Humphrey thanked Mr. Scott for the report.

President Humphrey noted that Clerk Reyes arrived at 6:31 P.M.

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4. COMMUNICATIONS TO THE BOARD OF EDUCATION

Communications to the Board

A. Chula Vista Classified Employees Organization

Chula Vista Classified Employees Organization (CVCEO) President Peter Zeitler thanked Dr. Escobedo for the staff housing survey. He also thanked the Facilities Department for efforts related to the modernization of Sunnyside Elementary, saying it rolled out really well. Mr. Zeitler stated the District is facing a shortage of custodians and has less than 40 substitutes, in part because neighbor districts pay higher wages. He said there is also a shortage of bus drivers, and only four substitute. Mr. Zeitler said a date is set for negotiations and that the contract should be settled. He commented the District is one of five doing a great job in achievement, due to its quality teachers.

B. Chula Vista Educators

Chula Vista Educators (CVE) President Susan Skala asked the Board to support Arroyo Vista Charter School (AVCS) teachers, who have petitioned the Public Employment Relations Board to add them as members of CVE. Ms. Skala said AVCS teachers, 80 percent of which signed the petition, are District employees, earn permanent status, and have transfer rights. She addressed negotiations, saying the District offered $1,000 on the health benefits cap—tied to accepting a one half-percent, off-schedule bonus. Ms. Skala stated the District's counterproposal does not address CVE's request for pay for overnight field trips. She expressed disappointment and said she hopes the Board can provide an offer with which everyone can live.

5. ORAL COMMUNICATIONS

Oral Communications

Oral Communications provides the public with an opportunity to address the Board on non-agenda items. Speakers are requested to limit their remarks to five minutes. The Board shall limit the total time for public input on each agenda item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation depending on the topic and the number of persons wishing to be heard. No Board action can be taken.

Teachers Yvonne Dawson and Jane Glickman and Teacher/Parent Xochitl Mercado (AVCS) presented the reasons why they want to unionize and join CVE. They asked the Board to support their request.

6. APPROVE CONSENT CALENDAR (Action)

Consent Calendar

The following items listed under Consent Calendar are considered by the Board in one action. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board,

ADOPTED
DRAFT

staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

Before approval of the Consent Calendar, President Humphrey pulled Item 6.D., Section I for separate discussion and vote.

Motion: BUNKER, Second: FARÍAS
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

A. Adopt Board of Education Meeting Minutes: Regular Meeting August 14, 2019

B. Adopt Resolution Regarding Absence of Board Member Francisco Tamayo from the August 14, 2019, Regular Board Meeting Due to Illness **2019-20.021**

C. Adopt Resolution in Support of South Bay Community Services' "Change Their Lives 2019" Fundraising Event **2019-20.022**

D. Approve and/or Ratify Human Resources Items A Through I **2019-20.023**

Clerk Reyes asked about approval of a contract with Consultant Catapult Learning West, LLC, to provide services to Mater Dei Juan Diego Academy. Dr. Escobedo explained these are federal funds, which follow the students. He added the District oversees contracting for private schools, but the schools select services and contractors.

Motion: REYES, Second: BUNKER
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY
Absent: TAMAYO

E. Adopt Resolution Endorsing the 2019 *RED RIBBON CAMPAIGN* **2019-20.024**

F. Adopt Resolution Proclaiming October 13-19, 2019, as *Week of the School Administrator* in the Chula Vista Elementary School District **2019-20.025**

G. Ratify Agreement with the City of Chula Vista for the 2020 Census Outreach and Education Project for the 2019-20 School Year

H. Ratify Memorandum of Understanding with Family Forces, Inc., for the Period of July 1, 2019, Through June 30, 2020

I. Ratify Memorandum of Understanding with Jacobs & Cushman San Diego Food Bank for the Food 4 Kids Backpack Program for the 2019-20 School Year

J. Ratify Memorandum of Understanding with Sweetwater Union High School District on Behalf of Arroyo Vista, Chula Vista Learning Community, Mae L. Feaster, and Howard Gardner Community Charter Schools for Participation in Middle School Sports League for the 2019-20 School Year

REPORTED
DRAFT

K. Ratify Nonpublic, Nonsectarian Individual Services Agreement with ACES Academy for Student No. 304158 for the 2019-20 School Year

L. Adopt Resolution Establishing Appropriations Limits for Fiscal Years 2018-19 and 2019-20 Pursuant to Article XIIIB (Gann Amendment) of the California State Constitution **2019-20.026**

M. (1) Approve Renewal of Two-Year Terms for Members of the Chula Vista Elementary School District Independent Citizens Oversight Committee; and

(2) Appoint New Members to the Chula Vista Elementary School District Independent Citizens Oversight Committee

N. Adopt Resolution Regarding the State Allocation Board's "Applications Received Beyond Bond Authority List" and Acknowledging the State's School Facility Program Funding Limitations **2019-20.027**

O. Approve Acceptance of Work and Notice of Completion for Chambers, Inc., dba Roof Construction for Roofing Replacement at Greg Rogers Elementary School

P. Approve Partial Retention Release for All Prime Contractors for Modernization/Renovation of Sunnyside Elementary School

Q. Adopt Resolution Authorizing Utilization of the Irvine Unified School District Bid No. 19/20-01FA, Furniture and Equipment for the Period of September 12, 2019, Through June 30, 2020 **2019-20.028**

R. Approve Overnight Study Trip for Fourth Grade Students from Ella B. Allen Elementary School to the Star of India on April 9-10, 2020

S. Approve Overnight Study Trip for Fourth Grade Students from Loma Verde Elementary School to the Star of India on March 17-18, 2020

T. Approve Overnight Study Trips for Fourth Grade Students from Corky McMillin Elementary School to the Star of India on January 16-17 and January 23-24, 2020

U. Ratify Purchase Orders, Warrants, and Checks Written/Issued Through August 30, 2019 **2019-20.029**

V. Approve and/or Ratify Inservice/Travel Requests **2019-20.030**

7. PUBLIC HEARINGS *Public Hearings*

A. (1) Conduct Public Hearing Regarding Sufficiency of Instructional Materials and the *Williams* Class Action Settlement; and

Dr. Tessier said this item comes to the Board every year since settlement of the *Williams* Class Action by the State of California.

ADOPTED

He added that, although District schools do not receive *Williams* visits (because it does not have schools in the lowest deciles), the public hearing and resolution are required on sufficiency of instructional materials. Dr. Tessier stated the District has sufficient instructional materials for every student and clarified that the visits do not take place because the District does not have schools in the lowest deciles.

President Humphrey opened the public hearing and asked if anyone wished to be heard. No one spoke. President Humphrey closed the public hearing.

2019-20.031

(2) Adopt Resolution for the 2019-20 School Year Regarding Sufficiency of Instructional Materials and the *Williams* Class Action Settlement with the State of California

Motion: FARÍAS, Second: HUMPHREY
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

B. (1) Conduct Public Hearing Pertaining to Proposed Agreement for Lighting Retrofit Project with ENGIE Services U.S., Inc.; and

Mr. Esquivel said that over the last six years, the District has been retrofitting school sites with light-emitting diode (LED) lights to replace older systems. He added that this contract would allow the District to complete the nine remaining schools that need interior/exterior lighting and another sixteen schools that only need exterior lighting. Mr. Esquivel explained that the work will commence once the contract is approved and be completed by June 2020, at which point 100 percent of District schools will have energy-efficient lighting. He added that Measure VV funds would be used to cover this expense.

President Humphrey opened the public hearing and asked if anyone wished to be heard. No one spoke. President Humphrey closed the public hearing.

2019-20.032

(2) Adopt Resolution Approving Agreement for Lighting Retrofit Project with ENGIE Services, U.S., Inc., for the Implementation of Lighting Retrofits at Enrique S. Camarena, Joseph Casillas, Chula Vista Hills, Clear View, Hazel Goes Cook, EastLake, Myrtle S. Finney, Halecrest, Heritage, Juarez-Lincoln, Liberty, Loma Verde, Thurgood Marshall, Olympic View, Otay, Palomar, Parkview, Fred H. Rohr, Silver Wing, Burton C. Tiffany, Valle Lindo, Valley Vista, Veterans, and Wolf Canyon Elementary Schools and Maxwell Corporate Bus Yard

Motion: BUNKER, Second: REYES
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

UNADOPTED

8. ADMINISTRATIVE ACTION ITEMS

Administrative Action Items

A. Nominations for California School Boards Association Directors-at-Large: African American and American Indian

No action was taken on this item.

B. Approve Submittal of 2018-19 Year-End Summary of Revenues, Expenditures, and Changes in Fund Balances

Mr. Esquivel reviewed the report of 2018-19 District unaudited actuals. The report covered changes in General Fund revenues and expenditures, in unrestricted revenue and expenditures, and in the Reserve for Economic Uncertainties (REU). Mr. Esquivel also reported on multiyear financial projections 2019-20 through 2021-22, unrestricted vs. expenditures/contributions, and the historical REU from 2015-16 to 2019-20; addressed challenges such as increased employer retirement costs, declined attendance, and higher special education expenditures; explained fiscal and economic items the District is watching; and answered questions from Board Members.

Motion: FARÍAS, Second: BUNKER
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

9. FIRST AND SECOND READINGS, BOARD POLICIES, ADMINISTRATIVE REGULATIONS, AND BOARD BYLAWS

First and Second Readings

A. First Reading/Possible Adoption/Approval: Board Policy and Administrative Regulation 3250 (New), Business and Noninstructional Operations, Transportation Fees

Mr. Esquivel said this new Board Policy (BP) and Administrative Regulation (AR) would allow the District to assess regular education fees. He explained fees are not currently charged and the District does not intend to do so in the near future. Mr. Esquivel also said a there would be a process before charging fees and that specific student students would be exempted (low income, and specific special education students).

Clerk Reyes expressed concerns with the BP and AR. The Board requested to hold a second reading.

B. First Reading/Possible Adoption: Board Policy 3513.4 (New), Business and Noninstructional Operations, Drug- and Alcohol-Free Schools

Mr. Esquivel said this new BP specifies which substances are prohibited on District property and lists enforcement and discipline procedures when this prohibition is violated.

DRAFT

Clerk Reyes motioned for adoption of the BP, but with addition of wording regarding prohibiting vaping on District property.

Motion: REYES, Second: HUMPHREY
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

C. First Reading/Possible Adoption: Board Policy 3515.21 (New), Business and Noninstructional Operations, Unmanned Aircraft Systems

Mr. Esquivel explained this new BP specifies the allowable use of unmanned aircraft systems (drones) on District properties. He said it holds the District harmless when people use drones on District property [without District permission], and states federal guidelines that must be followed when using drones on school sites.

Motion: REYES, Second: FARÍAS
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

D. First Reading/Possible Revision: Board Policy 3540, Business and Noninstructional Operations, Transportation

Mr. Esquivel said revisions add green school operations references, bidding and contracts, mileage reimbursement to parents in lieu of District transportation, safety guidelines, and the installation of Global Positioning Systems (GPS) in District school buses.

Motion: FARÍAS, Second: BUNKER
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

E. (1) Delete Board Policy 3541.1, Business and Noninstructional Operations, School Related Trips; and

(2) First Reading/Possible Revision: Administrative Regulation 3541.1, Business and Noninstructional Operations, School Related Trips

Mr. Esquivel commented the BP is obsolete and that relevant information is included in the AR. He said the AR discusses field and other trips that can be contracted to private vehicles, includes revisions to the form that needs to be completed for such trips, and states that passenger restrain systems must be operable.

Motion: REYES, Second: BUNKER
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

F. First Reading/Possible Adoption: Board Policy 3541.2 (New), Business and Noninstructional Operations, Transportation for Students with Disabilities

UNADOPTED

Mr. Esquivel explained this new BP primarily discusses the District's obligations to provide transportation to students whose Individual Education Plans or 504 Accommodations specify such services. He said the BP also addresses that students with disabilities can be accompanied by service dogs.

Answering a question from Board Member Bunker, Mr. Esquivel said dogs are the only service animals currently allowed on school buses.

Motion: REYES, Second: FARÍAS
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

G. Delete Board Policy 3541.5, Business and Noninstructional Operations, Alternative Transportation Arrangements

Mr. Esquivel explained the information in this BP is already included in BP 3540.

Motion: BUNKER, Second: HUMPHREY
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

H. First Reading/Possible Revision: Board Policy 3542, Business and Noninstructional Operations, School Bus Drivers

Mr. Esquivel remarked the only change to the BP is the addition of a requirement that bus drivers possess a special certificate certified by the California Highway Patrol and issued by the Department of Motor Vehicles. He said the District already complies with the requirement.

Motion: FARÍAS, Second: HUMPHREY
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

I. First Reading/Possible Approval: Administrative Regulation 3543 (New), Business and Noninstructional Operations, Transportation Safety and Emergencies

Mr. Esquivel said that many of the safety and emergency procedures listed in this new AR are in place and followed by the District.

Motion: FARÍAS, Second: BUNKER
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

J. First Reading/Possible Revision: Board Policy and Administrative Regulation 5020, Students, Parent/Guardian Rights and Responsibilities

Dr. Tessier remarked that revisions spell out target populations, such as English Learners, instead of "all students" and also specifies parent rights and responsibilities for a variety of instances.

ADOPTED

Answering a question from Clerk Reyes, Dr. Tessier said that if a parent who has educational rights and is registered as a sexual predator wants to attend his or her son's school activities, arrangements can be made. He added procedures include a dialogue between the principal and law enforcement authorities, after which the parent is allowed to visit only by appointment and always accompanied [by the principal or the School Resource Officer], who will escort him/her on and off campus to ensure the safety of students.

Motion: BUNKER, Second: FARÍAS
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Absent: TAMAYO

10. GENERAL INFORMATION ITEMS/REPORTS

Information Items/Reports

A. Report Calendar to Board of Education

Clerk Reyes requested a list of legal expenses, itemized by type of case.

B. Report on Solar Feasibility Study

Mr. Esquivel said after changing all lighting to LED lights, the next step is for the District to consider solar energy. For this purpose, the District requested EcoMotion to prepare a feasibility study in an effort to determine if solar is a good option. Mr. Esquivel introduced EcoMotion's President Ted Flanigan and Solar Specialist Michael Ware. Mr. Flanigan and Mr. Ware provided a presentation that included information about EcoMotion, the process utilized for the study, a comparison of purchasing power from a vendor vs. purchasing a system, potential risks, system options, and next steps. They explained that the study determined that converting to solar power—specifically purchasing a system—would be of greatest benefit to the District and would realize 25-year net savings of over $96 million assuming three percent annual utility increases. Mr. Flanigan and Mr. Ware also answered questions from the Board.

11. BOARD COMMUNICATIONS

Board Communications

Mrs. Bunker:

- Remarked that the solar feasibility study was exciting, and that the Board has discussed the topic. Said she thinks it would be good financially and the District would set an example in doing the right thing for conservation.
- Welcomed back the Sunnyside staff and community, adding she was excited to attend the ribbon cutting event, which included students.
- Thanked Dr. Escobedo and staff members who worked on the policy changes, saying it is a lot of work.

UNADOPTED

- Thanked Mr. Esquivel and his team for his work on the budget summary and always ensuring the Board is informed of what is going on.

Mr. Farías:

- Commented that he attended "A Salute to Teachers" and said it was an amazing event. Remarked that he is always inspired by the teacher's commitment and love and how they transform lives.

Mrs. Humphrey:

- Remarked that she was excited to go to Sacramento with an awesome team to receive recognition for the District's identification as a positive outlier. Said the group met several famous people such as [State Superintendent of Public Instruction] Tony Thurmond and [Learning Policy Institute President and CEO] Linda Darling Hammond. Commented that it was really an honor to be there and said that Dr. Escobedo was on a panel; added that it was exciting to share the District's amazing job with academic achievement and closing the gap.
- Shared that she also attended "A Salute to Teachers" and that it was a fantastic event. Said schools should be encouraged to participate and to understand that it is really not about competition but about elevating the teaching profession in the eyes of the public. Said the Cox "Salute to Teachers" is like the academy awards for educators and the District needs to have representation to showcase its outstanding educators.
- Commented that she visited Allen and Parkview and was impressed with the rigor in the instruction, with how articulate the students are, and with the fact that they know what they are learning and their objectives for the day. Added there is a comfortable feeling tone in classrooms, which she attributed to the Sanford Harmony program.

Dr. Reyes:

- Thanked everyone for attending the Board meeting.
- Wished everyone a great [fall] break, saying it was well deserved.

12. SUPERINTENDENT'S COMMUNICATION

Superintendent's Communication

Dr. Escobedo:

- Remarked that he attended the First Friday Breakfast with President Humphrey and [Special Education and Instruction Executive Director] Sharon Casey. Commented the event featured a nonprofit company called [New] GateWay that works with families that are on the verge of homelessness. Said homelessness is an epidemic in the nation and that the District homeless student population has grown from 90 to 185, adding that the organization has a 40 percent success rate. Remarked that New GateWay is planning to participate in a work fair and hopefully the District will get some custodians and other employees.
- Congratulated District office personnel for raising over $700 for a shoe and sock drive that will take place September 21 and is sponsored by the

UNAPPROVED

[Chula Vista] Police Department. Gave kudos to CVCEO for donating $500 to the effort. Added 180 students will benefit from the event.

13. ADJOURN TO CLOSED SESSION *Closed Session*

President Humphrey adjourned to closed session at 8:17 in accordance with the following:

Government Code Sections 3549.1(d) and 54957.6: Collective Bargaining/Employee Negotiations; Agency Negotiators: Fagen Friedman & Fulfrost, LLP and Adams Silva & McNally LLP; Employee Organizations: Chula Vista Classified Employees Organization (CVCEO); Chula Vista Educators (CVE); Nonrepresented Employees

Government Code Section 54957: Public Employee Discipline/ Dismissal/Release

14. RECONVENE TO OPEN SESSION *Open Session*

President Humphrey reconvened to open session at 9:32 P.M. with all Board Members present except Board Member Tamayo.

Clerk Reyes announced that in closed session, the Board approved the notice of Recommendation for Dismissal and Statement of Charges regarding Employee No. 2011419965.

Motion: BUNKER, Second: HUMPHREY
Vote: Ayes: BUNKER, FARÍAS, HUMPHREY, REYES
Noes: NONE, Abstain: NONE, Absent: TAMAYO

15. ADJOURNMENT *Adjournment*

President Humphrey adjourned the meeting at 9:33 P.M.

_____
Francisco Escobedo, Ed.D., Secretary

_____
Eduardo Reyes, Ed.D., Clerk

THE NEXT REGULAR MEETING OF THE BOARD OF EDUCATION OF THE CHULA VISTA ELEMENTARY SCHOOL DISTRICT IS SCHEDULED ON WEDNESDAY, OCTOBER 16, 2019, AT 6 P.M.

UNADOPTED

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Adopt Resolution Regarding Absence of Board Member Francisco Tamayo from the September 11, 2019, Regular Board Meeting Due to Another District Commitment

____X____Action **_____Information**

BACKGROUND INFORMATION:

Pursuant to Education Code Section 35120 and Board Bylaw 9250, a Board Member shall be paid for any meeting when absent if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting the Member was absent due to a hardship deemed acceptable by the Board.

ADDITIONAL DATA:

Board Member Tamayo was absent from the September 11, 2019, Regular Board meeting because, at the request of Board President Laurie Humphrey, he attended the San Diego County Board of Education (County Board) meeting that was scheduled at the same time on the same date. Board Member Tamayo conveyed to the County Board the District's opposition to the approval of a petition for material revisions to the charter of Dimensions Collaborative School (Dimensions). Approval of the material revisions would allow Dimensions to open a fifth location at 1057 Tierra Del Rey, Suites B-E, in Chula Vista—within the Chula Vista Elementary and Sweetwater Union High School Districts.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend adoption.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

RESOLUTION NO. _____

Resolution Regarding Absence of)
Board Member Francisco Tamayo)
from the September 11, 2019,)
Regular Board Meeting Due to)
Another District Commitment)

On motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, pursuant to Education Code Section 35120 and Board Bylaw 9250, a Board Member may be paid for a meeting from which he or she is absent if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting he or she was absent due to performing designated duties of the District or the absence was because of illness, jury duty, or a hardship deemed acceptable by the Board.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Chula Vista Elementary School District recognizes that Board Member Francisco Tamayo was absent from the Regular Board Meeting held September 11, 2019, because he was representing the District's Board of Education at a meeting of the San Diego County Board of Education that was scheduled at the same time on the same date and that Mr. Tamayo shall receive the maximum monthly compensation for September 2019.

PASSED AND ADOPTED by the Board of Education of the Chula Vista Elementary School District, County of San Diego, State of California, this 16th day of October 2019 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

- - - - - - - - - - - - - - -

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Francisco Escobedo, Secretary to the Board of Education of the Chula Vista Elementary School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at its regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the Office of said Board.

_____
Secretary to the Board of Education

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Human Resources
Services and Support

ITEM TITLE:

Approve and/or Ratify Human Resources Items A Through G

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

A. NEW EMPLOYMENT

Eduardo Alvarez, Trades II-Heating, Ventilating, & Air Conditionion (HVAC), 8 hours per day, 5 days per week, Range 37, Step 3, $27.88 per hour, effective October 18, 2019

Samuel Ambriz, Bus Driver, 5.32 hours per day, 5 days per week, Range 26, Step 2, $20.43 per hour, effective September 4, 2019

Bianca Benitez, Instructional Assistant-Special Education, 5.8 hours per day, 5 days per week, Range 17, Step 1, $15.89 per hour, effective October 8, 2019

Jerleen Bezzo, Bus Driver, 5.17 hours per day, 5 days per week, Range 26, Step 2, $20.43 per hour, effective September 5, 2019

Kayla Bisbal, School Nurse, 107 days, Class I, Step 2, salary $29,876.54, effective October 14, 2019, through June 4, 2020

Alejandra Caro, Instructional Assistant-Special Education, 5.8 hours per day, 5 days per week, Range 17, Step 1, $15.89 per hour, effective October 8, 2019

Janette Duffy, Instructional Assistant-Parent Intervention Program, 6 hours per day, 3 days per week, Range 20, Step 1, $16.95 per hour plus 2 percent, effective October 9, 2019

Theresa Fernandez, School Nurse, 93 days, Class I, Step 6, salary $28,205.04, effective September 10, 2019

Kimberly Foreman, Resource Teacher-Physical Education, 149 days, Class VI, Step 6, salary $57,020.81, effective September 9, 2019

Amy Garcia, Student Attendant, 3.5 hours per day, 4 days per week, Range 20, Step 1, $16.95 per hour, effective October 8, 2019

Ilesica Guzman, Noon Duty Supervisor, 3 hours per day, 5 days per week, Range 5, Step 1, $12.02 per hour, effective October 8, 2019

Silvia Hurtado de Arce, Noon Duty Supervisor, 2 hours per day, 5 days per week, Range 5, Step 1, $12.02 per hour, effective October 8, 2019

Mary Kirkland, Noon Duty Supervisor, 2 hours per day, 5 days per week, Range 5, Step 1, $12.02 per hour, effective October 8, 2019

Arcelia Lopez, Instructional Assistant-Special Education, 5.8 hours per day, 5 days per week, Range 17, Step 1, $15.89 per hour, effective September 16, 2019

Diana Moreno, Noon Duty Supervisor, 3 hours per day, 1 day per month, Range 5, Step 2, $12.61 per hour, effective September 10, 2019

Melissa Northcutt, Credentials Officer, 8 hours per day, 5 days per week, Confidential Range 20, Step 6, $5,589 per month, effective September 27, 2019

Kyle Oien, Bus Driver, 5.23 hours per day, 5 days per week, Range 26, Step 2, $20.43 per hour, effective September 3, 2019

Derrick Oliver, Special Education Teacher, 139 days, Class V, Step 1, salary $41,042.53, effective October 7, 2019

Martha Orozco, Noon Duty Supervisor, 2 hours per day, 5 days per week, Range 5, Step 1, $12.02 per hour, effective October 8, 2019

Jesus Peralta Oranda, Bus Driver, 6.58 hours per day, 5 days per week, Range 26, Step 2, $20.43 per hour, effective September 9, 2019

Luciana Perez, Instructional Assistant-Special Education, 5.8 hours per day, 5 days per week, Range 17, Step 1, $15.89 per hour, effective October 8, 2019

Jennie Pinzon, Special Education Teacher, 144 days, Class I, Step 1, salary $40,207.68, effective September 16, 2019

Kristopher Ramirez, Groundskeeper, 10 hours per day, 4 days per week, Range 24, Step 3, $20.43 per hour, effective September 19, 2019

Cynthia Sanchez, Noon Duty Supervisor, 2 hours per day, 5 days per week, Range 5, Step 1, $12.02 per hour, effective September 10, 2019

Raquel Serratos-Garcia, School Health Clerk, 3.33 per hour, 3 days per week, Range 22, Step 6, $22.48 per hour, effective September 6, 2019

Elizabeth Silva, Student Attendant, 6.3 hours per day, 5 days per week, Range 20, Step 1, $16.95 per hour, effective September 12, 2019

Ana Soto, Noon Duty Supervisor, 2.5 hours per day, 5 days per week, Range 5, Step 1, $12.02 per hour, effective September 10, 2019

Aaron Thompson, Resource Teacher-Physical Education (per Education Code Section 44920), 146 days, Class III, Step 1, salary $40,766.12, effective September 3, 2019, through June 4, 2020

Adrian Torres, Custodian I, 2.5 hours per day, 5 days per week, Range 22, Step 1, $17.77 per hour, effective October 9, 2019

Jennifer Townsend, Bus Driver, 5.17 hours per day, 5 days per week, Range 26, Step 2, $20.43 per hour, effective Septembe 6, 2019

Elizabeth Trinidad, Temporary Teacher (per Eduation Code Section 44920), 150 days, Class V, Step 1, salary $44,290.50, effective September 6, 2019, through June 4, 2020

Shayna Zamora, Special Education Teacher, 146 days, Class I, Step 1, salary $40,766.12, effective September 12, 2019

B. LEAVE OF ABSENCE

Michael Bruder, Instructional Services Coordinator, effective December 2, 2019

Carla Casas, School Attendance Secretary/Health Specialist, effective October 1, 2019

Mariana Cate, Teacher, effective October 7, 2019

Catherine Celestial Manabat, Teacher, effective October 8, 2019

Lisa Clookie, Teacher, effective November 12, 2019

Claudia Delgado, Instructional Assistant-Special Education, effective October 8, 2019

Yazmin Diaz, Student Attendant, effective October 28, 2019

Lauren Donald, Teacher, effective October 25, 2019

Mayra Olea-Chavez, Student Attendant, effective November 4, 2019

Rachel Porter, Special Education Teacher, effective October 3, 2019

San Juanita Salamat, Resource Specialist, effective November 12, 2019

C. PROMOTION

Samanta Aldai, from Noon Duty Supervisor to Child Nutrition Services, 2 hours per day, 5 days per week, Range 12, Step 1, $14.07 per hour, effective October 8, 2019

Vanessa Barajas, from Noon Duty Supervisor to Child Nutrition Services, 2 hours per day, 5 days per week, Range 12, Step 1, $14.07 per hour, effective October 21, 2019

Osbaldo Villalobos, from Human Resources Technician IV to Credentials Officer, 8 hours per day, 5 days per week, Confidential Range 20, Step 6, $5,589 per month, effective September 27, 2019

D. RESIGNATION

Dannielle Chimits, Noon Duty Supervisor, effective September 21, 2019

Concepcion Cruz, Noon Duty Supervisor, effective September 21, 2019

Maria Cristo, Noon Duty Supervisor, effective August 8, 2019

Jody Johnston, Part-time Program Support Teacher, effective May 25, 2019

Christina Lago, Noon Duty Supervisor, effective October 10, 2019

Monchel Lewis, Special Education Teacher, effective September 14, 2019

Janice Mello, Instructional Assistant-Special Education, effective September 21, 2019

Elizabeth Olivares, Noon Duty Supervisor, effective September 11, 2019

Susan Ruelas, Instructional Assistant-Special Education, effective September 21, 2019

Omar Zavalza, District Social Worker, effective October 19, 2019

E. RETIREMENT

Sylvia Armendariz, CNS I, effective December 31, 2019

Kenneth Collard, Coordinator of Special Education and Pupil Services, effective December 1, 2019

Jose Echeagaray, Bus Driver, effective December 21, 2019

Ben Francisco, Bus Driver, effective December 11, 2019

Denise Lunsford, Teacher, effective October 1, 2019

Kathleen Negley, Child Nutritiona Services III, effective December 21, 2019

Edward Walke, Heavy Equipment Mechanic, effective December 27, 2019

F. RELEASE

Employee No.: 2011019641

G. CONSULTANTS

Amanda Plante will provide zoo animal educational assemblies at Halecrest. Services will commence February 15 and continue through February 25, 2020. The sum not to exceed $600 will be paid from Reimbursable Purchase funds.

The Ed Ladder will provide training services for Title I and Title III identified students at St. Charles Catholic, St. Pius X Catholic, and St. Rose of Lima Catholic Schools. Services will commence October 17, 2019, and continue through June 30, 2020. The sum not to exceed $12,080 will be paid from Title I and Title III funds.

FACTS Education Solutions, LLC, will provide professional learning services to teachers and administrators at St. Pius X Catholic and St. Rose of Lima Catholic Schools to include curriculum mapping, STAR assessment, STEM training, differentiated instruction, and evidence-based instructional strategies. Services will commence October 17, 2019, and continue through June 30, 2020. The sum not to exceed $12,242 will be paid from Title II funds.

FranklinCovey Client Sales, Inc., provided The Leader in Me: Launching Leadership/Creating Culture Combo to Clear View teachers. Services were provided October 7, 2019. The sum not to exceed $6,438.11 will be paid from Local Control and Accountability funds.

International Communications Network, Inc., provided video editing for TEDxChula Vista. Services were provided May 25 through June 27, 2019. The sum not to exceed $1,250 will be paid from TEDxChula Vista funds.

Leighton Consulting, Inc., is providing a geotechnical investigation and report to include subsurface exploration, geologic and seismic hazards, and engineering analysis for Otay Ranch Village 2, S-2 school site. Services commenced September 27, 2019, at a cost not to exceed $38,800. Costs will be paid from Community Facilities District funds.

Leighton Consulting, Inc., is providing an evaluation and geotechnical review for the Otay Ranch Village 3 school site. Services commenced September 27, 2019, at a cost not to exceed $17,000. Costs will be paid from Community Facilities District funds.

Otus, LLC, will provide professional learning session(s) to parents/guardians of K-6 students of Mater Dei Juan Diego Academy on the use of Otus to promote community and parent involvement, while supporting school climate to reduce the use of exclusionary discipline and promote supportive school discipline. Services will commence October 17, 2019, and will continue through June 30, 2020. The sum not to exceed $2,000 will be paid from Title IV Student Support and Academic Enrichment Grant funds.

Voices of our City provided choir performances for TEDxChula Vista. Services were provided May 24 and May 25, 2019. The sum not to exceed $1,020 will be paid from TEDxChula Vista funds.

YMCA of San Diego County is providing referee services for District intramural sports games. Services commenced October 12, 2019, and will continue through June 3, 2020. The sum not to exceed $20,000 will be paid from District Intramural Sports Account funds.

ADDITIONAL DATA:

Additional information is available for review in the Office of the Assistant Superintendent for Human Resources Services and Support.

STAFF RECOMMENDATION:

Recommend approval and/or ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Review and Accept Quarterly Report to the San Diego County Office of Education on *Williams* Complaints for the Period of July Through September 2019

_____Action **___X___Information**

BACKGROUND INFORMATION:

In May 2000, a lawsuit was filed against the State of California claiming that low-performing schools throughout the state were housed in facilities that were dirty, unsafe, and inadequate with further allegations that these schools were additionally burdened with unqualified teachers and insufficient instructional materials. A settlement in *Williams vs. California* was reached in August 2004 and subsequently enacted into law through Senate Bills 6 and 550 and Assembly Bills 1550, 2727, and 3001 (chaptered September 29, 2004).

The intent of the *Williams* settlement is to ensure that all students have equal access to:

- Instructional materials.
- Qualified teachers.
- Safe, clean, and adequate facilities.

ADDITIONAL DATA:

A stipulation of the settlement is that all school districts must update Uniform Complaint Procedures to include:

- Instructional materials.
- Teacher vacancies and misassignments.
- Emergency or urgent facilities issues.

Notices are posted in each classroom in every District school informing parents/guardians that all classes in all California public schools must have sufficient instructional materials and that the facilities must be clean, safe, and in

"good repair." The notices also provide information on how and where to file a complaint.

A quarterly summary report of complaints must be presented to the Board and to the San Diego County Office of Education. For the period of July through September 2019, no *Williams* complaint were filed in the District.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend review and acceptance.

Chula Vista Elementary School District

QUARTERLY UNIFORM COMPLAINT REPORT SUMMARY

For submission to the Chula Vista Elementary School District Board of Education

and

San Diego County Office of Education

District Name: Chula Vista Elementary School District

Quarter covered by this report: July – September 2019

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
Instructional Materials	**0**	**0**	**0**
Facilities	**0**	**0**	**0**
Teacher Vacancy and Misassignment	**0**	**0**	**0**
Totals:	**0**	**0**	**0**

Submitted by: Gloria Ciriza

Title: Executive Director of Curriculum and Instruction Services and Support

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Ratify Agreement with United Way of San Diego County for the California Complete Count Census 2020 Outreach and Education Project for the 2019-20 School Year

____X____Action **_____Information**

BACKGROUND INFORMATION:

The Chula Vista Community Collaborative (CVCC) oversees the management of five Family Resource Centers (FRCs). The FRCs assist individuals and families by providing referrals and support services. CVCC also has a network of Promotoras who support community wellness activities and build the capacity of community residents through outreach and education. United Way of San Diego County is the lead agency for the California Complete Count Census 2020 campaign and is contracting with CVCC to increase participation in the 2020 Census by increasing community awareness and education about the importance and impact of the Census. CVCC staff will conduct outreach and education through the FRCs as well as in the community.

This agreement is between United Way of San Diego County and the District on behalf of the CVCC.

ADDITIONAL DATA:

Additional data is available for review in the Office of the Executive Director of Student, Family, Community, and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

The District, as the fiscal agent for CVCC, will receive funds up to $45,000 for use by the FRCs during the 2019-20 school year.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Ratify Memorandum of Understanding with Managed Health Network Government Services for Counseling Services for the Period of August 15, 2019, Through August 14, 2020

____X____Action **_____Information**

BACKGROUND INFORMATION:

Managed Health Network Government Services (MHNGS) provides non-medical, short-term, problem-solving counseling to District students who have one or more immediate family members participating in active military duty, the National Guard, or Reserves. These services will be provided under MHNGS's Military and Family Life Counseling (MFLC) Program. The counselors are masters-level licensed mental health professionals with substantive professional experience, who are trained in dealing with issues faced by military members and their families, including youth behavioral and school issues, deployment and reunion adjustments, and parent-child communications.

ADDITIONAL DATA:

The MHNGS MFLC Program will be established at select schools with the greater number of military students. The schools are Arroyo Vista Charter, Enrique S. Camarena, Anne and William Hedenkamp, Heritage, Corky McMillin, Saburo Muraoka, Olympic View, Burton C. Tiffany, and Wolf Canyon.

A copy of the MOU is available for review in the Office of the Executive Director of Student, Family, Community, and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

Services will be provided at no cost to the District.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Ratify Memorandums of Understanding with National University, Sanford College of Education, to Conduct Research Studies at Thurgood Marshall and Valle Lindo Elementary Schools on the *Harmony* and *Inspire* Social-Emotional Learning Platforms for the 2019-20 School Year

____X____Action _____Information

BACKGROUND INFORMATION:

Sanford College of Education programs, *Harmony* and *Inspire*, are social-emotional learning platforms designed to build healthy relationships and strong schoolwide learning communities among Transitional Kindergarten-Grade 6 students. These two free programs have been implemented at most District sites.

Harmony strategies promote connection, communication, collaboration, and problem solving. The goal is to build awareness of commonalities and to celebrate differences among diverse students. The positive and meaningful relationships between students, teachers, and parents are at the heart of the educational experience. *Harmony* is structured to be incorporated into lesson plans and is aligned with Common Core State Standards.

Inspire philosophy and approach link academic achievement to an effective integration of social-emotional and cognitive strategies. The result is to inspire students' academic pursuits while ensuring they thrive personally. Every learner should be continually surrounded, supported, and sustained by an educational community that is dedicated to inspiring teaching and learning.

ADDITIONAL DATA:

In April 2018, a Memorandum of Understanding (MOU) was approved by the Board for the research study on *Harmony* and *Inspire* that was conducted at Marshall Elementary. The study, conducted by Johns Hopkins University on behalf of Sanford College, was designed to identify exemplary curricular and pedagogical practices that can be integrated at school sites throughout the District.

In January 2019, an MOU was approved by the Board for a second year at Marshall Elementary and the study was then expanded to Valle Lindo Elementary.

This year, Sanford College has requested to continue the research study for a third year at Marshall Elementary and a second year at Valle Lindo Elementary. MOUs were prepared for the two studies.

Additional information is available for review in the Office of the Assistant Superintendent of Innovation and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

The study includes the following at no cost to the schools:

- Initial professional development sessions provided by certified *Harmony* trainers.
- Teacher toolkits (valued at $150 per kit).
- Access to resources that support Sanford Education Programs.
- Access to digital resources/mobile app (valued at $35 per student).

National University, Sanford College of Education has committed to providing the District a total of $15,500. The funds would be used to support the research studies—$5,500 at Marshall Elementary and $10,000 at Valle Lindo Elementary.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Approve Agreement with the San Diego County Office of Education for Participation and Services in the Outdoor Education Program for Karl H. Kellogg Elementary School for the Period of April 20 Through April 24, 2020

____X____Action **_____Information**

BACKGROUND INFORMATION:

The San Diego County Office of Education (SDCOE) operates the Outdoor Education Program, which allows Grade 6 students to stay four or five days at a designated site where they are provided with hands-on learning opportunities that incorporate the Next Generation Science Standards and Common Core State Standards. The program's curriculum includes life science, biology, botany, earth science, geology, meteorology, astronomy, outdoor skills, recreation activities, and crafts.

The SDCOE requests districts to sign an agreement for each of their participating schools. These agreements allow for scheduling and other necessary preparations for use of outdoor education facilities. The agreements require the District to guarantee payment for a minimum number of students (in this case 47) to cover instructional fees, food, and lodging at SDCOE facilities. These agreements do not change the obligation of the individual schools to provide funding for participating students.

ADDITIONAL DATA:

At the June 19, 2019 Board meeting Kellogg Elementary was approved to participate in the 2019-20 Outdoor Education Program with the YMCA of San Diego. Site administration has requested a change to participate in the SDCOE Outdoor Education Program instead.

Additional information is available for review in the Office of the Executive Director of Curriculum and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

The cost of the program is covered by students, fundraisers, and site-based funds. A discounted rate will apply to the percentage of students who have been identified as socioeconomically disadvantaged at individual schools. Program fees are listed below.

Description	Cost
Five-day program	$330 per student
Four-day program	$280 per student

STAFF RECOMMENDATION:

Recommend approval.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Approve Agreement with San Diego Healthcare Quality Collaborative for a Community Navigator Model Pilot for the Period of October 17, 2019, Through December 31, 2020

____X____Action **_____Information**

BACKGROUND INFORMATION:

The Chula Vista Community Collaborative (CVCC) oversees the management of five Family Resource Centers. The Family Resource Centers assist individuals and families with assessments, referrals, and support services to increase their ability to lead productive and self-sufficient lives including, but not limited to, emergency food assistance, food stamps, health insurance enrollment, energy cost assistance, counseling, case management, youth services, support groups, and parenting classes. San Diego Healthcare Quality Collaborative (SDHQC) is seeking to implement a community navigator model in partnership with CVCC to coordinate community-based interventions (CBIs) and social services for families/individuals in need.

This pilot project is designed to determine the benefits and effectiveness of providing CBIs with a focus on addressing the social determinants of health as a means for improving individual and population-based solutions. Participants in the program will be referred by health care organizations. SDHQC will contract with CVCC to provide CBIs to consumers who participate in the Neighborhood Network Project.

CVCC will employ and supervise Neighborhood Navigators, community health workers, who will support and link participants to the full range of CBIs. Neighborhood Navigators will conduct home visits and do initial screenings to assess participant needs. They will develop action plans, provide linkages as needed, and do follow-up. CBIs shall include, but not be limited to:

a. Navigation to social services.
b. Navigation to medical services and behavioral health services.
c. Navigation to pharmacy services.
d. Collection of data through direct participant contact using the tools provided.

e. Navigation to additional community-based services depending on each participant's need. Services may include:

1. Non-urgent medical transportation.
2. Nutrition assistance.
3. Support for physical activity.
4. Smoking cessation.
5. Support to retain housing through medical legal services.
6. Support for elder abuse or domestic violence cases.
7. Support to reduce impacts of social isolation.
8. Other services provided or arranged by Neighborhood Networks.

This agreement would be between SDHQC and the District on behalf of the CVCC.

ADDITIONAL DATA:

As part of the pilot project, CVCC will hire four to six full-time equivalent Neighborhood Navigators. They will serve target populations of persons in the Chula Vista community who need assistance navigating community-based services and health care appointments.

Additional information is available for review in the Office of the Executive Director of Student, Family, Community, and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

The District, as the fiscal agent for CVCC, will receive funds up to $413,032 for use by the CVCC.

STAFF RECOMMENDATION:

Recommend approval.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Approve Purchase Contract with Imagine Learning, Inc., for 1,806 District Annual Cloud Version Licenses for the Period of October 17, 2019, Through June 30, 2020

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

Imagine Learning, Inc., (IL) is a developer of digital language, literacy, and math programs that is used across the nation to accelerate teaching and learning. IL Language and Literacy is a research-based, standards-aligned curriculum that builds core reading and academic language proficiencies. IL is used to accelerate English Language Development and literacy skills for English Learners. As one of the District's technology accelerators, IL offers multiple opportunities for students to actively engage in over 5,000 instructional activities that are tailored and differentiated to meet the academic and linguistic needs of students. IL is aligned to the English Language Arts and the English Language Development Standards, and to the new English Language Proficiency Assessment for California. The program offers timely reports and detailed data to monitor usage and growth, including embedded interventions to address individual student language and literacy gaps.

ADDITIONAL DATA:

For the 2019-20 school year, the District will purchase 1,806 Cloud Version Licenses at a special rate of $50 per license.

Additional information is available for review in the Office of the Executive Director of Language Development and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

The cost of 1,806 Cloud Version Licenses is $90,300 and will be paid from Federal Title III funds.

STAFF RECOMMENDATION:

Recommend approval.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Approve Report on Annual Community Facilities Districts Activity for Fiscal Year 2018-19

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

In September 2000, the Governor signed legislation known as Senate Bill 165, Chapter 535, Statute 2000. Chapter 535 adds Sections 50075.3 and 53411 to the Government Code and requires the filing of an annual report on all voter-approved special taxes and bonded indebtedness. Government Code Section 53343.1 also sets forth the required contents of the report that must be made available to any requesting individual who resides or owns property within a Community Facilities District. Annual reports must be filed with the Board of Education no later than October 31 of each year.

ADDITIONAL DATA:

The District's report for the year ending June 30, 2019, is attached. Detailed information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend approval.

Chula Vista Elementary School District

Community Facilities Districts Nos. 1-6, 10-15, and 17-20

Annual Report Fiscal Year 2018-19

Presented to the Board of Education October 16, 2019

By Business Services and Support
Oscar Esquivel, Deputy Superintendent
Theresa Villanueva, Director of Fiscal Services and Support
Bernadette Faustino, Accounting Manager

On September 18, 2000, the Governor signed legislation known as Senate Bill 165, Chapter 535, Statute 2000. Chapter 535 adds Sections 50075.3 and 53411 to the Government Code. In effect, these two code sections require the filing of certain information and an annual report on all voter-approved special taxes and bonded indebtedness. Section 53343.1 of the Government Code also sets forth the required contents of an annual report that must be made available to any requesting individual who resides or owns property within a Community Facilities District (CFD). The reports are to be filed with the Board of Education no later than October 31 of each year.

General Description

Since 1986, the Chula Vista Elementary School District (CVESD) has formed 16 Mello-Roos CFDs to finance certain school construction within CVESD. The following is a brief description identifying the location of each CFD.

Community Facilities District No. 1

This CFD is located in the eastern portion of the City of Chula Vista (the "City"), east of Interstate 805, south of Bonita, and west of the Otay Lakes Reservoir (with part of the boundary outside City limits). It consists of 3,230 acres, and its boundaries are those of the EastLake Master-Planned Community. It will contain approximately 9,483 residential dwelling units when fully developed. Of this number, approximately 9,476 have been completed or are currently under construction.

Community Facilities District No. 2

This CFD is located in the southeastern portion of the City, east of Interstate 805, roughly between Otay Lakes Road and Corral Canyon Road. It consists of 365.5 acres, and its boundaries are those of Units Nos. 4 through 7 of a larger area known as the Bonita Long Canyon Development. This CFD is fully developed and consists of approximately 423 dwelling units. FY 2017-18 represented the last year for which taxes were authorized to be levied in this CFD and it is anticipated that FY 2019-20 will represent that last year for which revenues and/or expenditures will be allocated to CFD No. 2 and included in this report.

Community Facilities District No. 3

This CFD is located in the eastern portion of the City, east of Interstate 805, roughly between Otay Lakes Road and Telegraph Canyon Road. It consists of 1,600 acres, and its boundaries are those of the Rancho del Rey Development. It will contain approximately 3,914 dwelling units at build out. Of this number, approximately 3,907 have been completed or are currently under construction.

Community Facilities District No. 4

This CFD is located in the southeastern portion of the City, east of Interstate 805, and south of Telegraph Canyon Road. It consists of 704 acres, and its boundaries are those of the Sunbow (Rancho del Sur) Development. This CFD is fully developed and consists of approximately 2,332 dwelling units.

Community Facilities District No. 5

CFD No. 5 was an annexable CFD with annexation boundaries coterminous with the boundaries of CVESD. This CFD was used to annex small developments and did not provide for the levy of special taxes on undeveloped property. The original formation included a 76-unit condo project. In addition, 10 projects were added to this CFD representing approximately 791 dwelling units at build out. Of this number, approximately 759 have been completed or are currently under construction.

Community Facilities District No. 6

This CFD is located south of Telegraph Canyon Road. It is represented by property initially owned by Baldwin Communities and is bisected by property being developed by McMillin Communities, which is within CFD No. 11. Specifically, this CFD consists of approximately 940 gross acres within the City and is bounded by Telegraph Canyon/Otay Lakes Road on the north, Olympic Parkway to the south, Paseo Ranchero to the west, and CFD No. 1 to the east. This CFD is fully developed and consists of approximately 4,272 dwelling units of which 247 dwelling units are age restricted.

Community Facilities District No. 10

CFD No. 10 is an annexable CFD with annexation boundaries coterminous with the boundaries of CVESD. This CFD is used to annex small developments and does not provide for the levy of special taxes on undeveloped property. It was initially formed to accommodate the Bella Nevona development, a 28 single-family detached project built by Western Pacific Housing. Since its formation, an additional nine projects have been added to this CFD representing approximately 2,253 dwelling units at build out. Of this number, approximately 2,149 have been completed or are currently under construction.

Community Facilities District No. 11

This CFD is located south of Telegraph Canyon Road/Otay Lakes Road and is represented by property located in the development known as Lomas Verdes. The project is being developed by McMillin Communities. Specifically, this CFD consists of approximately 700 gross acres within the City and is bounded by Telegraph Canyon Road/Otay Lakes Road on the north, Olympic Parkway to the south, and CFD No. 6 to the east and west. This CFD is fully developed and consists approximately 2,981 dwelling units.

Community Facilities District No. 12

This CFD is located in Otay Ranch and is located more specifically in the area known as Village One West. It is bounded by Telegraph Canyon Road to the north, Olympic Parkway to the south, Paseo Ranchero to the east, and the easternmost portion of CFD No. 4 to the west. This CFD is fully developed and consists of approximately 909 single-family detached homes.

Community Facilities District No. 13

This CFD is located to the northeast of EastLake Hills and EastLake Shores and east of CFD No. 2. It is represented by property located in the development known as San Miguel Ranch. The project is being developed by Trimark Homes. Specifically, this CFD is fully developed and consists of 357 gross

acres and approximately 1,314 dwelling units. The project is bisected by a right-of-way for State Route 125.

Community Facilities District No. 14

This CFD is located just south of EastLake Greens and primarily will consist of residential neighborhoods located to the northwest of the southern extension of Hunte Parkway. This area is largely identified as Village 11 within the Otay Ranch Specific Plan and is being developed through a joint venture of Brookfield Homes and Shea Homes. This CFD consists of approximately 662 gross acres and will contain approximately 2,288 dwelling units at build out of which 2,245 are already constructed.

Community Facilities District No. 15

This CFD is located just south of Olympic Parkway and Otay Ranch Village One and west of the southern portion of CFD No. 11. This area is largely identified as Village 6 within the Otay Ranch Specific Plan and is being developed by The Otay Ranch Company. This CFD is fully developed and consists of approximately 184 gross acres and contains approximately 1,537 dwelling units.

Community Facilities District No. 17

This CFD is located just south of Olympic Parkway and the southern portion of CFD No. 11 and is bisected by La Media Road. The Otay Ranch Company formed CFD No. 17 to mitigate the impact on school facilities of its development in Otay Ranch Villages 2 and 7. Recently, the southern and western portions of Village 2 were included in the District's newest CFD (CFD 19) and the portion of Villages 2 and 7 that still remain in CFD 17 will contain approximately 2,681 dwelling units at build out. Of this number, approximately 2,471 have been completed or are currently under construction.

Community Facilities District No. 18

This CFD is located in eastern Chula Vista south of Birch Road and is bounded by EastLake Parkway and State Route 125 to the east and west, respectively. CFD No. 18 was initially developed by McMillin Communities, but is now being developed by Meridian Communities. Once completed, CFD 18 will contain a mix of retail and commercial development, and approximately 2,860 small detached and attached dwelling units of which 1,619 are currently developed or under construction, of which 123 units represent senior housing.

Community Facilities District No. 19

This CFD was formed and incorporates developments located in two non-contiguous tax zones in eastern Chula Vista. Tax Zone 1 consists of a mixed

use development referred to as Planning Area 12 (Freeway commercial) which was formerly within CFD No. 1 and Tax Zone 2 represents the southern and western portions of Village 2 which were formerly within CFD No. 17 and will contain approximately 2,791 dwelling units at buildout of which 798 are currently developed or under construction.

Community Facilities District No. 20

This CFD was recently formed and encompasses the residential development to be developed in Village 3 of the Otay Ranch with Heritage Road to the north and west and Main Street located to the south. Model homes were permitted in early 2017 and at buildout, this CFD is expected to consist of approximately 992 single-family attached and detached dwelling units of which 829 are currently developed or under construction. Excluded from this figure are 272 apartment units which were excluded from the CFD.

Purpose of the Bonds and Authorized Facilities Funding

In total, CVESD has issued approximately $215 million in CFD Certificates of Participation (COPs) and bonds since 1988 to finance various authorized facilities. Generally, the facilities authorized to be acquired or constructed with the bond proceeds include the acquisition of elementary school sites and the design, construction, lease, equipping, and/or improvements thereon of elementary school facilities. The following table identifies the section in each respective resolution of formation that describes the authorized facilities for each CFD.

Authorized Facilities Reference

CFD	Resolution Establishing CFD	Date of Establishment	Section Authorizing Facilities
1	86-87.07	July 8, 1986	Section 4
2	87-88.56	January 5, 1988	Section 4
3	88-89.54	October 18, 1988	Section 4
4	88-89.59	October 18, 1988	Section 4
5	88-89.72	November 15, 1988	Section 4
6	98-99.29	August 21, 1998	Section 6
10	98-99.70	October 7, 1998	Section 6
11	98-99.73	October 7, 1998	Section 6
12	2000-01.60	November 17, 2000	Section 6
13	2001-02.07	July 17, 2001	Section 6
14	2002-03.66	January 14, 2003	Section 6
15	2002-03.68	January 14, 2003	Section 6
17	2005-06.46	October 18, 2005	Section 6
18	2012-13.93A	April 17, 2013	Section 6
19	2015-16.116	May 18, 2016	Section 6
20	2016-17.145	May 3, 2017	Section 6

CVESD Bonds and Authorized Funding

The following chart summarizes debt issues currently outstanding for which the repayment is derived from special taxes levied within the District's CFDs.

Year of Issuance	Amount	Purpose	School Site(s)
2010	$11.2 million refunding COPs*	Refund outstanding 2000 COPs	The 2000 COPs were issued to help finance construction of Corky McMillin Elementary.
2011	$25 million COPs	Finance new school construction.	Enrique S. Camarena Elementary
2013	$41.6 million refunding COPs*	Refund outstanding 2001, 2002, 2003 Series A, and 2003 Series B COPs.	The refunded COPs were issued to help finance the construction of Corky McMillin, Anne & William Hedenkamp, and Salt Creek Elementary Schools, and for the completion of expansion efforts at several schools serving various CFD developments.
2014	$42.4 million refunding COPs*	Refund outstanding 2004 and 2006 COPs	The 2004 and 2006 COPs were issued to help finance Veterans Elementary and Wolf Canyon Elementary.
2016	$36.8 million COPs	Finance new school construction	Saburo Muraoka Elementary
2016	$6.6 million refunding COPs*	Refund outstanding 1997 and 1999 special tax bonds	The 1997 and 1999 special tax bonds were issued to help finance the construction cost of Joseph Casillas Elementary and Arroyo Vista Charter Elementary.

*Refunded bonds to reduce interest rate payments.

Thus, for the 2019-20 tax year, debt service payments to be paid with special tax funds are the amounts due for the outstanding four refunding COPs in 2010, 2013, 2014 and 2016; and the "new money" COPs issued in 2011 and 2016.

Application of Proceeds

No bonds were sold during fiscal year 2018-19.

Account Activity

During fiscal year 2018-19, funds collected and expended were as follows.

All Funds	Beginning Balance July 1, 2018	$ 46,346,373
	Income	20,053,622
	Expenditures	<15,126,450>
	Ending Balance June 30, 2019	$ 51,273,545

Status of Project Improvements

During fiscal year 2018-19, the following expenditures occurred from the CVESD School Account:

- $13,705,061 was used to pay the scheduled debt service on the outstanding COPs and CFD bonds.
- $345,857 was used for the purchase of new relocatable classrooms at Saburo Muraoka Elementary School which is scheduled to be completed in April 2020.
- $138,329 was used for HVAC upgrades at Casillas, Eastlake, and Olympic View Elementary Schools, intercom replacement at Arroyo Vista Charter Elementary and phone system upgrades at Olympic View Elementary School.
- $733,251 was used for architect fees and geotechnical study for a proposed future school in CFD No. 20.
- $203,952 was used to pay the cost of collecting taxes and other administrative expenses.

Summary of Annual Revenues and Expenditures

On September 26, 2002, the Governor signed legislation known as Assembly Bill 2851, Chapter 960, an act to add Sections 53343.1 and 53344.4 to the Government Code relating to CFDs. This legislation requires that for CFDs formed after January 1, 1992, (a) an annual report be prepared identifying the amount of special taxes collected along with associated interest earnings and how such revenues are expended, and (b) a certification and explanation by the district of how the moneys described in subdivisions (d), (e), (f), and (g) comply with Section 53343 and that this annual report be made available to the public within 120 days of the end of the fiscal year. In order to comply with the requirements of AB 2851, incorporated in this annual report is a summary of annual revenues and expenditures (Attachment A) and a certification of compliance (Attachment B). An annual report for each of the CFDs in CVESD is on file in the Office of the Deputy Superintendent.

ATTACHMENT A

Chula Vista Elementary School District
Annual CFD Report FY 2018-19
Worksheet for Preparation of CFD Annual Report
(Pursuant to Section 53343.1 of the California Government Code)

	Percentage	Amount
CFD Revenues for FY 2018-19		
Special Tax Collections - Gov't Code 53343.1(a) (Oracle)	93.7	$ 18,783,356.47
Interest Earnings - Gov't Code 53343.1(b) (Oracle & Treasurer)	3.0	609,608.28
Other Sources - Gov't Code 53343.1(b)		
Delinquencies (Oracle)	0.9	172,104.85
Loan Repayments	0.0	-
Bond Proceeds	0.0	-
Mitigation Fees	0.0	3,145.16
Special Tax Prepayments	2.4	485,407.84
Other - Reimbursements	0.0	
Total CFD Revenues	100.0	$20,053,622.60
CFD Expenses for FY 2018-19		
Facilities Including Property -- Gov't Code 53343.1(d)(1):		
Acquisition of Property:		
Paid from Bond Proceeds -- Gov't Code 53343.1(e)	0.0	-
Paid from Special Taxes -- Gov't Code 53343.1(e)	4.8	733,251.12
New School Construction		
Paid from Bond Proceeds -- Gov't Code 53343.1(e)	0.0	-
Paid from Special Taxes -- Gov't Code 53343.1(e)	0.0	
Purchase or Lease of Relocatables		
Paid from Bond Proceeds -- Gov't Code 53343.1(e)	0.0	-
Paid from Special Taxes -- Gov't Code 53343.1(e)	2.3	345,857.01
Other Facilities Expenditures		
Paid from Bond Proceeds -- Gov't Code 53343.1(e)	0.0	-
Paid from Special Taxes -- Gov't Code 53343.1(e)	0.9	138,328.86
Services - Gov't Code 53343.1(d)(2)		
Paid from Bond Proceeds -- Gov't Code 53343.1(f)	0.0	
Paid from Special Taxes -- Gov't Code 53343.1(f)	0.0	-
Costs of bonded indebtedness -- Gov't Code 53343.1(d)(3):		
Principal Payments	54.3	8,220,000.00
Interest Payments	36.3	5,485,061.34
Costs of collecting Special Tax -- Gov't Code 53343.1(d)(4):		
County Charges -- Gov't Code 53343.1(g)	0.0	
Annual Administration -- Gov't Code 53343.1(g)	0.5	69,143.81
Delinquency Monitoring -- Gov't Code 53343.1(g)	0.0	
Arbitrage Rebate -- Gov't Code 53343.1(g)	0.0	750.00
Bank Fees (Trustee/Paying Agent) -- Gov't Code 53343.1(g)	0.1	11,547.00
Other -- Gov't Code 53343.1(g)	0.1	20,340.07
Other Administrative and Overhead costs -- Gov't Code 53343.1(d)(5):		
Agency Staff -- Gov't Code 53343.1(g)	0.7	102,171.41
Internal Auditing -- Gov't Code 53343.1(g)	0.0	
External Auditing -- Gov't Code 53343.1(g)	0.0	
Total CFD Expenditures	100.0	15,126,450.62

ATTACHMENT B

Chula Vista Elementary School District
Community Facilities Districts
Nos. 1-6, 10-15, and 17-20
Annual Report
Fiscal Year 2018-19

This report has been prepared solely for the purpose of complying with the requirements pursuant to Government Code Section 53343.1(h), the special taxes collected, and expenditures reported.

A qualified representative of the Chula Vista Elementary School District has reviewed the contents of the report and certifies that to the best of his/her knowledge, the information contained herein is factually correct.

Oscar Esquivel
Deputy Superintendent

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Approve Annual Report on Statutory Fees and Mitigation Payments for Fiscal Year 2018-19, and Five-Year Report for Fiscal Years 2014-15 Through 2018-19

___X___ Action **_____ Information**

BACKGROUND INFORMATION:

Government Code Section 66006 addresses the collection of developers' fees and requirements for agencies collecting those fees. The Board of Education is required to review this information annually at a regularly scheduled meeting. Section 66006 requires an annual report that includes:

- Description of the types of reportable fees.
- Amounts of reportable fees.
- Beginning and ending balances.
- Amount of reportable fees collected.
- Identification of improvements.
- Identification of incomplete projects.
- Description of inter-fund transfers.
- Refunds of reportable fees.

In addition, Government Code Section 66001 required a five-year report that includes:

- Identification of the purpose for which reportable fees are to be used.
- Demonstration of the reasonable relationship between reportable fees and the purpose for which they are charged.
- Identification of all sources and amounts of funding anticipated to complete financing of school facilities the District has identified in the District's reports and the designation of the approximate date on which this funding is expected to be deposited in the appropriate account.

ADDITIONAL DATA:

The District's report for the year ending June 30, 2019, is attached. Detailed financial information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend approval.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
STATUTORY FEES AND MITIGATION PAYMENTS REPORT
FISCAL YEAR 2018-19

Government Code Section 66006 provides that the District shall make available to the public certain information relative to statutory school fees ("Statutory School Fees") collected pursuant to Education Code Section 17620, et seq., and Government Code Section 65995, et seq., and mitigation payments specified or required by conditions of legislative land-use approvals, mitigation measures of environmental impact reports and negative declarations, or mitigation agreements entered into with the District ("Mitigation Payments"), collectively "Reportable Fees." The described information and findings relate to Reportable Fees received, expended, or to be expended in connection with school facilities ("School Facilities") to accommodate additional students from new development if funded or partially funded with Reportable Fees. The Reportable Fees do not include letters of credit, bonds, or other instruments to secure payment of Reportable Fees at a future date. The Reportable Fees have not been levied, collected, or imposed for general revenue purposes.

The District proposes to review and adopt the following information and findings in accordance with Government Code Section 66006.

ANNUAL REPORT

In accordance with Government Code Section 66006(b)(1) and (2), the District provides the following information for fiscal year 2018-19.

A. DESCRIPTION OF THE TYPES OF REPORTABLE FEES IN THE ACCOUNTS OF THE DISTRICT

The Reportable Fees consist of Statutory School Fees and Mitigation Payments.

B. AMOUNT OF REPORTABLE FEES

The Statutory School Fee in effect for the fiscal year ending June 30, 2019, applicable to new residential development was $1.67 per square foot of assessable space for all residential dwelling units constructed within the District and for which alternative mitigation did not exist. This residential fee amount (Level I) has been in effect since June 11, 2018. The residential Statutory School Fee amount was adopted by the Board of Education ("Board") of the District on April 11, 2018, by Resolution No. 2017-18-87.

The current Statutory School Fee in effect for the fiscal year ending June 30, 2019, applicable to new commercial/industrial development was $.27 per square foot of covered and enclosed, nonresidential space

constructed within the District. This nonresidential fee amount (Level I) has been in effect since June 11, 2018. The nonresidential Statutory School Fee amount was adopted by the Board on April 11, 2018, as set forth in Resolution No. 2017-18.87.

The Statutory School Fee amounts only partially mitigate the impacts to the District caused by new residential development because the Statutory School Fees do not adequately fund the school facility needs resulting from additional development within the District. Additional amounts collected in the form of Mitigation Payments are essential to help fund interim and permanent School Facilities to accommodate students from additional development within the District.

C. BEGINNING AND ENDING BALANCES OF ACCOUNTS

Table 1

FUND BALANCE	REPORTABLE SCHOOL FEES
Beginning Balance, July 1, 2018	$3,341,194
Ending Balance, June 30, 2019	$3,669,229

D. AMOUNTS OF REPORTABLE FEES COLLECTED AND INTEREST EARNED

Table 2 below shows the amounts of Reportable Fees collected to accommodate students from additional development ("Project Students") and interest earned during fiscal year 2018-19.

Table 2

SOURCE	AMOUNT COLLECTED
Residential Construction	$225,090
Commercial Construction	$16,804
Community Facilities District (CFD) No. 1 Fee Mitigation Payments	$3,145
Interest Earned	$145,918

E. IDENTIFICATION OF EACH IMPROVEMENT ON WHICH REPORTABLE FEES WERE EXPENDED AND THE AMOUNT OF THE EXPENDITURES ON EACH IMPROVEMENT, INCLUDING THE TOTAL PERCENTAGE OF THE COST OF EACH PROJECT OF THE DISTRICT THAT WAS FUNDED WITH REPORTABLE FEES

The statutory fees collected from new development projects are largely used to pay for the cost of expanding student capacity at many of the District's existing schools through the lease or purchase of relocatable classrooms. These additional facilities provide increased capacity that serves the student population of the District. Some additional mitigation fee payments collected from development within CFD No. 1 are currently designated to pay for a portion of debt service due on outstanding bonds, which were issued to pay for the construction of new school facilities. Table 3 identifies the amount of Reportable Fees expended for School Facilities in fiscal year 2018-19 as well as the percentage of each improvement funded by Reportable Fees.

Table 3

Project	Amount Expended and Percentage of the Project Funded by Reportable Fees	
School Facilities Expansion/Relocatable Buildings	$52,520	100%
Long-Range Planning Administrative Salaries and Expenditures	$7,257	100%

F. IDENTIFICATION OF INCOMPLETE PROJECTS

The District will use some of the Reportable Fees in Fund 25-18 to pay for a portion of the relocatable classrooms at school sites as part of its expansion efforts. A portion of the Reportable Fees will be used to pay for a share of the administrative salaries of District planning staff.

G. DESCRIPTION OF INTERFUND TRANSFERS OR LOANS MADE FROM THE ACCOUNT

A portion of the Reportable Fees collected from CFD No. 1 accumulated from previous years may be used to pay a portion of debt service due on outstanding bonds and/or COPs issued, in part, to provide for new school facilities to serve the developments located within CFD No. 1.

H. THE AMOUNT OF REFUNDS MADE OR REVENUES ALLOCATED FOR OTHER PURPOSES IF THE ADMINISTRATIVE COSTS OF REFUNDING UNEXPENDED REVENUES EXCEED THE AMOUNT TO BE REFUNDED

The District refunded $6,237 of Reportable Fees in fiscal year 2018-19.

FIVE-YEAR REPORT

In accordance with Government Code Section 66001, the District provides the following information with respect to that portion of the account or sub-account(s) remaining unexpended, whether committed or uncommitted.

A. IDENTIFICATION OF THE PURPOSE TO WHICH THE REPORTABLE FEES ARE TO BE PUT:

The purpose of the Reportable Fees imposed and collected on new residential, commercial and industrial development within the District is to fund additional School Facilities required to serve the students of the District generated by such new development. Specifically, the Reportable Fees will be used for the construction and/or acquisition of additional School Facilities, remodeling existing School Facilities to add additional classrooms and technology, as well as acquiring and installing additional relocatable classrooms.

B. DEMONSTRATION OF A REASONABLE RELATIONSHIP BETWEEN THE REPORTABLE FEES AND THE PURPOSES FOR WHICH THEY ARE CHARGED:

There is a roughly proportional, reasonable relationship between the new development upon which the Reportable Fees are charged and the need for additional School Facilities by reason of the fact that additional students will be generated by additional development within the District and the District does not have student capacity in the existing School Facilities to accommodate these new students. Furthermore, the Reportable Fees charged on new development will be used to fund School Facilities, which will serve the students generated from new development, and the Reportable Fees do not exceed the costs of providing such School Facilities for new students.

C. IDENTIFICATION OF ALL SOURCES AND AMOUNTS OF FUNDING ANTICIPATED TO COMPLETE FINANCING OF THE SCHOOL FACILITIES THE DISTRICT HAS IDENTIFIED IN THE DISTRICT'S REPORTS:

Table 4 identifies all funding received and allocated to capital facilities projects during the past five years. These revenues have been summarized to reflect funds received which may be classified as reportable fees as they

are described in Government Code Section 66001 and 66006. These amounts include statutory fees (Level I and Level II fees) as well as monies received from redevelopment areas in accordance with the redevelopment agreement with the City of Chula Vista.

Revenues shown under "Other Funding Sources" include, but may not be limited to, general fund expenditures, bond proceeds from the issuance of general obligation bonds, certificates of participation (COPs) proceeds, and interest from the qualified zone academy bonds (QZABs) guaranteed investment contract.

Table 4
Capital Facilities Revenue Received for Five-Year Period Ending June 30, 2019

Revenue Source	Reportable Fees (1)	Other Funding Sources (2)	Total
Balance on June 30, 2014	$2,703,915	$36,301,278	$39,005,193
Fiscal Year 2014-15:			
Reportable Fees:			
Statutory Developer Fees	136,083		136,083
Eastlake Mitigation Payments	206,701		206,701
Other Reportable Fees	0		0
Other Funding Sources		15,598,258	15,598,258
Fiscal Year 2015-16:			
Reportable Fees:			
Statutory Developer Fees	300,712		300,712
Eastlake Mitigation Payments	111,255		111,255
Other Reportable Fees	0		0
Other Funding Sources		1,658,438	1,658,438
Fiscal Year 2016-17:			
Reportable Fees:			
Statutory Developer Fees	595,491		595,491
Eastlake Mitigation Payments	0		0
Other Reportable Fees	0		0
Other Funding Sources		46,932,080	46,932,080
Fiscal Year 2017-18:			
Reportable Fees:			
Statutory Developer Fees	690,135		690,135
Eastlake Mitigation Payments	4,625		4,625
Other Reportable Fees	0		0
Other Funding Sources		15,175,479	15,175,479
Fiscal Year 2018-19:			
Reportable Fees:			
Statutory Developer Fees	387,812		387,812
Eastlake Mitigation Payments	3,145		3,145
Other Reportable Fees	0		0
Other Funding Sources		2,249,864	2,249,864
Total Five-Year Facilities Revenue	**2,435,959**	**81,614,119**	**84,050,078**
Total Beg. Balance and Revenue	**$5,139,874**	**$117,915,397**	**$123,055,271**

Notes:
(1) Includes Statutory Fees (Level I & II), Mitigation Payments from CFD No. 1 (Eastlake) and associated interest earnings.
(2) Other Funding Sources includes General Obligation Bonds, QZAB Guaranteed Investment Contract interest, and redevelopment funds.

Table 5 identifies all capital facilities expenditures during the corresponding five-year period and also shows remaining funds available to be used for incomplete projects. This table also classifies the capital facilities expenditures based on whether or not such expenditures were from "reportable fees" or "other funding sources".

Table 5
Capital Facilities Expenditures for Five-Year Period Ending June 30, 2019

Facilities Item	Reportable Fees	Other Funding Sources	Total
Central Administration:			
Salaries -Planning/Const. Mgr	$53,187		$53,187
Legal/Financial/Admin.	13,671	$210,636	224,307
New Construction Projects:			
School Site		24,826	24,826
Relocatables	851,785	5,122,149	5,973,934
Modern./Expansion Projects:			
Modernization Project(Prop E)		79,874,627	79,874,627
Other Facilities Projects:			
ESSC Remodel		480,640	480,640
School Remodel		661,570	661,570
School Equipment		335,072	335,072
Expansion/Replacement	226,276	1,363,282	1,589,558
Fencing		26,276	26,276
HVAC		489,096	489,096
Charter Funded COP Debt Service		2,950,588	2,950,588
QZAB Payoff		5,000,000	5,000,000
State Funding (Camarena) to CFD's		12,954,028	12,954,028
Eastlake Mitigation to CFD Fund	325,726		325,726
Total Expenditure	**$1,470,645**	**$109,492,790**	**$110,963,435**
Balance as of June 30, 2019	**$3,669,229**	**$8,422,607**	**$12,091,836**

D. DESIGNATION OF THE APPROXIMATE DATE ON WHICH THE FUNDING REFERRED TO IN PARAGRAPH "C" ABOVE IS EXPECTED TO BE DEPOSITED IN THE APPROPRIATE ACCOUNT:

Table 6 below lists the approximate dates on which the funds are expected to be available for the School Facility projects identified by the District as of June 30, 2019 to be funded from reportable fees as well as from "other funding sources". This does not represent a complete list of capital facilities projects to be funded during the next five years. Rather it demonstrates that all unexpended reportable fees are expected to be expended within the next 18 months. The remaining reportable fees will

be used for construction, acquisition, and expansion of school facilities generated by new development upon which Reportable fees are charged.

Table 6
Incomplete Capital Facilities Projects and Expected Funding Dates

Facilities Item	Remaining Reportable Fee Funding Needs	Remaining "Other" Funding Needs	Expected Available Funding Date
Modernization – Sunnyside		12,237,069	July 2019
Modernization – Feaster		23,249,533	July 2020
Relocatable – Vista Square	256,865		July 2019
Shade Structure – Valley Vista		235,113	July 2019
Phone System Replacement (multiple sites)		301,000	July 2019
HVAC Replacement (multiple sites)		218,011	July 2019
Total	**$256,865**	**$36,240,726**	

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Authorize District to Enter Into Agreement with Ruhnau Clarke Architects for Architectural and Engineering Services for Proposed Otay Ranch Village 2, Site 2, School Site

____X____Action **_____Information**

BACKGROUND INFORMATION:

On May 25, 2016, The Chula Vista Elementary School District (District) conducted a Request for Qualifications (RFQ) for As-Needed Architectural and Engineering Services for renovations/modernizations, classroom additions, site work, preparation of modular buildings, and new construction, including but not limited to new elementary school construction. Three firms, PJHM Architects, Ruhnau Clarke Architects (Ruhnau), and Westberg + White Architects were recommended to the Board as a pool from which to choose to provide those services.

The District now proposes to enter into an agreement with Ruhnau for architectural and engineering services for a proposed elementary school to be located at Otay Ranch Village 2, Site 2 (ORV2 Site 2). The services are divided into phases, and Ruhnau will be required to obtain authorization from the District to implement each phase. Should the District decide not to proceed with the proposed school site, the District would not be obligated to pay any remaining balance due to Ruhnau representing services not rendered.

ADDITIONAL DATA:

Copies of the ROQs and SOQs received are available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

Preconstruction and construction management services for the proposed ORV2 Site 2, will be funded through Capital funds, including, but not limited to, Community Facilities District funds.

STAFF RECOMMENDATION:

Recommend authorization.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Authorize District to Enter Into Agreement with Balfour Beatty Construction for Preconstruction and Construction Management Services for Proposed Otay Ranch Village 2, Site 2, and Otay Ranch Village 3, Village of Escaya, School Sites

___X___ Action **_____ Information**

BACKGROUND INFORMATION:

On March 8, 2019, the Chula Vista Elementary School District (District) conducted a Request for Qualifications (RFQ) for As-Needed Preconstruction and Construction Management services for renovations/modernizations, classroom additions, site work, preparation of modular buildings, and new construction, including but not limited to new elementary school construction. On May 29, 2019, the Board approved the use of Balfour Beatty Construction (BBC) and C.W. Driver Construction as a pool from which to choose for future projects.

The District now proposes to enter into a contract with Balfour Beatty Construction for preconstruction and construction management services for new elementary schools located at Otay Ranch Village 2, Site 2 (ORV2 Site 2), and Otay Ranch Village 3, Village of Escaya (ORV3). The services are divided into phases, and BBC will be required to obtain authorization from the District to implement each phase. Should the District decide not to proceed with the proposed school sites, the District would not be obligated to pay any remaining balance due to BBC representing services not rendered.

ADDITIONAL DATA:

Copies of the RFQ and SOQs are available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

Preconstruction and construction management services for the proposed school sites at ORV2 Site 2, and ORV3, will be funded through Capital funds, including, but not limited to, Community Facilities District funds.

STAFF RECOMMENDATION:

Recommend authorization.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Ratify Purchase Orders, Warrants, and Checks Written/Issued Through September 30, 2019

____X____ Action **_____ Information**

BACKGROUND INFORMATION AND FISCAL IMPACT:

The following purchase orders, warrants, and checks were written/issued through September 30, 2019.

i.	Purchase Orders: 20002342 - 20003186	$ 8,304,412.72
ii.	Alternative Revolving Cash: 1289	$ 40.00
iii.	Commercial Warrants: 312003 - 313043	$11,112,735.35
	Cafeteria Warrants: 00004836 - 00006146	$ 1,611,376.61
iv.	Payroll Warrants: Series 10	$18,439,968.05
	13249130 - 13250189, N1942556 - 1946645	
v.	Revolving Cash Checks: 007685 - 007799	$ 15,970.09

ADDITIONAL DATA:

Additional information is available for review in the Office of the Deputy Superintendent in accordance with Board Policies 3310, 3314, and 3314.2.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Approve and/or Ratify Inservice/Travel Requests

____X____Action **_____Information**

BACKGROUND INFORMATION:

See attached listing.

ADDITIONAL DATA:

Inservice/travel requests are available for review in the Office of the Deputy Superintendent in accordance with Board Policies 4133, 4233, and 4333.

FISCAL IMPACT/FUNDING SOURCE:

See attached listing.

STAFF RECOMMENDATION:

Recommend approval and/or ratification.

INSERVICE/TRAVEL REQUESTS

Individual	Event	Destination	From	To	Est'd Cost	Funding	CVESD Location
Butler, C	2020 CASCWA State Conf & CDE State Model SARB Awards	San Diego	04/20/20	04/22/20	$552	District Admin	Business Services
Stone, S	CASBO Fall Classic Workshop	Escondido	10/11/19	10/11/19	$56	District Admin	Business Services
Stone, S	California Schools Risk Management Annual Members Forum	Rancho Mirage	10/22/19	10/22/19	$0	None	Business Services
Stone, S	Live, Active Threat Drill Meeting	Escondido	10/23/19	10/23/19	$46	District Admin	Business Services
McLaren, D	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Camarena
Ayer, A	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,025	Title I	Casillas
Esslinger, M	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,025	Title I	Casillas
French, A	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,025	Title I	Casillas
Jarquin, B	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,025	Title I	Casillas
Scott, R	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,025	Title I	Casillas
Vickers, C	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,176	Title I	Casillas
Vickers, C	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Casillas
Flores, J	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	EastLake
Lizarraga, R	Instructional Medial Resource Associate - IMRA 2	San Diego	10/24/19	10/24/19	$200	Title I	EastLake
Padilla, M	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	EastLake
Boulytchev, A	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/15/19	11/16/19	$333	LCAP	Finney
Nguyen, D	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/15/19	11/16/19	$333	LCAP	Finney
Ledezma Ruan, T	Maestros de corazón 2019 Bilingual/Dual Language Conf	San Diego	08/24/19	08/24/19	$65	LCAP	Harborside
Patino, M	Maestros de corazón 2019 Bilingual/Dual Language Conf	San Diego	08/24/19	08/24/19	$65	LCAP	Harborside
Rivera, E	Maestros de corazón 2019 Bilingual/Dual Language Conf	San Diego	08/24/19	08/24/19	$65	LCAP	Harborside
Tamayo, C	Maestros de corazón 2019 Bilingual/Dual Language Conf	San Diego	08/24/19	08/24/19	$65	LCAP	Harborside
Baltierra, K	Equity Conference 2020	San Diego	01/16/20	01/17/20	$380	LCAP/SCE	Hedenkamp
Camarena, M	Best New Children's Books! (K-5)	San Diego	01/10/20	01/10/20	$75	LCAP/SCE	Hedenkamp
Chapman, A	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$357	LCAP/SCE	Hedenkamp
Gaspar, S	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,022	LCAP/SCE	Hedenkamp
Mazeau, G	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/15/19	11/16/19	$710	LCAP/SCE	Hedenkamp
Nelson, C	Kagan Structures to Develop and Engage 15 Thinking Skills!	San Diego	02/05/20	02/05/20	$341	LCAP/SCE	Hedenkamp
Orozco, V	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$582	LCAP/SCE	Hedenkamp
Rose, K	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$357	LCAP/SCE	Hedenkamp
Ware, J	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,610	LCAP/SCE	Hedenkamp
Ware, J	Equity Conference 2020	San Diego	01/16/20	01/17/20	$624	LCAP/SCE	Hedenkamp

*Estimated cost per participant. Funds may vary by site for this event
NOTE: Actual Inservice/Travel costs may differ from estimated costs as shown above.

INSERVICE/TRAVEL REQUESTS

Individual	Event	Destination	From	To	Est'd Cost	Funding	CVESD Location
Martinez, F	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	Hilltop Drive
Mitchell, C	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	Hilltop Drive
Mora, J	Thriving at Work: Mental Health in the Workplace	San Diego	10/02/19	10/02/19	$25	District Admin	Human Resources
Mora, J	National Assoc for Bilingual Education Conference 2020	Las Vegas, NV	02/24/20	02/27/20	$1,383	District Admin	Human Resources
Thiel, J	National Assoc for Bilingual Education Conference 2020	Las Vegas, NV	02/24/20	02/27/20	$1,383	District Admin	Human Resources
Antlitz, C	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Beltran, M	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title III	Instructional Services
Bruder, M	4th Annual College and Career Pathways Summit	San Diego	09/17/19	09/17/19	$28	CFF Awrd Fund	Instructional Services
Bruder, M	Workforce Frontiers Symposium 2019	San Diego	11/07/19	11/07/19	$129	CFF Awrd Fund	Instructional Services
Cantori, E	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Cary, D	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Casas, L	American Translators Association 60th Annual Conference	Palm Springs	10/23/19	10/26/19	$1,989	District Admin	Instructional Services
Casey, S	Putting It All Together (5-Day Event)	San Diego	10/15/19	05/14/20	$83	District Admin	Instructional Services
Casey, S	2020 Alternative Dispute Resolution Conference	Riverside	03/15/20	03/17/20	$873	SELPA Reimb	Instructional Services
Castro, K	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title III	Instructional Services
Cerna, S	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Ciriza, G	Putting It All Together (5-Day Event)	San Diego	10/15/19	05/14/20	$83	District Admin	Instructional Services
Ciriza, G	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Instructional Services
Couturier, M	American Translators Association 60th Annual Conference	Palm Springs	10/23/19	10/26/19	$1,627	District Admin	Instructional Services
Finney, D	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$0	UCSD Create	Instructional Services
Gianulis, E	2019 4th Annual California PBIS Coalition Conference	Sacramento	10/27/19	10/30/19	$2,138	Cal-Well	Instructional Services
Gonzalez, A	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title III	Instructional Services
Gould, C	Calif Autism Prof Training & Int'l Ntwrk (CAPTAIN) Summit 2019	Sacramento	11/05/19	11/07/19	$797	Child Dev	Instructional Services
Granados, P	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title III	Instructional Services
Hardy, W	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Iniquez, M	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title III	Instructional Services
Jalazo, E	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Maldonado, A	National Center for Families Learning Conference 2019	Louisville, KY	11/02/19	11/06/19	$982	Toyota Reimb	Instructional Services
Marquez, E	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title III	Instructional Services
Mascareno, J	The Extraordinary Administrative Professional	San Diego	12/02/19	12/02/19	$231	District Admin	Instructional Services
Minas, M	National Center for Families Learning Conference 2019	Louisville, KY	11/02/19	11/06/19	$982	Toyota Reimb	Instructional Services

*Estimated cost per participant. Funds may vary by site for this event
NOTE: Actual Inservice/Travel costs may differ from estimated costs as shown above.

INSERVICE/TRAVEL REQUESTS

Individual	Event	Destination	From	To	Est'd Cost	Funding	CVESD Location
Navilliat, S	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Noll, H	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Palet, R	Scholastic Comprehensive Literacy Summit - San Diego	Coronado	10/27/19	10/29/19	$108	Scholastic	Instructional Services
Parker, L	Scholastic Comprehensive Literacy Summit - San Diego	Coronado	10/27/19	10/29/19	$108	Scholastic	Instructional Services
Parker, L	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Instructional Services
Shapiro, A	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Shelton, L	Turnaround Arts Training	Costa Mesa	09/12/19	09/12/19	$139	Turnaround Arts	Instructional Services
Shelton, L	Arts Now Leadership Conference	Santa Barbara	09/18/19	09/19/19	$0	Calif Alliance	Instructional Services
Solimine, K	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Sommerauer, L	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Teahan, N	The Extraordinary Administrative Professional	San Diego	12/02/19	12/02/19	$231	District Admin	Instructional Services
Tessier, M	Putting It All Together (5-Day Event)	San Diego	10/15/19	05/14/20	$83	District Admin	Instructional Services
Tessier, M	LCAP Quarterly Network Meetings	San Diego	10/30/19	05/01/20	$0	None	Instructional Services
Tessier, M	ACSA 2019 Leadership Summit	San Francisco	11/06/19	11/08/19	$1,835	District Admin	Instructional Services
Tessier, M	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Instructional Services
Villanueva, E	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Instructional Services
Wilson, R	Improving School-Based Occupational Therapy Services	San Diego	11/20/19	11/20/19	$259	Medi-Cal Collab	Instructional Services
Castro, B	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	Juarez-Lincoln
Diaz, D	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$393	Title I	Juarez-Lincoln
Hinojosa, D	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	Juarez-Lincoln
Johnston, P	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$637	Title I	Juarez-Lincoln
Kirisimasi, C	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$637	Title I	Juarez-Lincoln
Layton, W	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$637	Title I	Juarez-Lincoln
Oliver, S	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$637	Title I	Juarez-Lincoln
Pollack, R	Ninth Conference on Education and Social Justice	Honolulu, HI	11/08/19	11/12/19	$0	None	Juarez-Lincoln
Pollack, R	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$1,129	Title I	Juarez-Lincoln
Rogers, M	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$637	Title I	Juarez-Lincoln
Rosselli, D	Annual CMC-South Annual Mathematics Conference	Palm Springs	11/14/19	11/16/19	$637	Title I	Juarez-Lincoln
Velez, D	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	Juarez-Lincoln
Bremer, E	Intro to Responsive Classroom for K-8 Educators Workshop	Los Angeles	10/25/19	10/25/19	$428	Title IV	Mater Dei Juan Diego
Gorban, P	Intro to Responsive Classroom for K-8 Educators Workshop	Los Angeles	10/25/19	10/25/19	$428	Title IV	Mater Dei Juan Diego

*Estimated cost per participant. Funds may vary by site for this event
NOTE: Actual Inservice/Travel costs may differ from estimated costs as shown above.

INSERVICE/TRAVEL REQUESTS

Individual	Event	Destination	From	To	Est'd Cost	Funding	CVESD Location
Massa, T	Intro to Responsive Classroom for K-8 Educators Workshop	Los Angeles	10/25/19	10/25/19	$428	Title IV	Mater Dei Juan Diego
Mahoney, E	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Muraoka
Castillo, M	ELPAC - The Results Are In Workshop	San Diego	10/29/19	10/29/19	$50	Title I	Otay
Shy, M	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Parkview
Konkoly, V	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Rice
Chavez, B	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Title I	Rohr
Mednick, R	The Self & Match System Workshop	San Marcos	10/15/19	10/15/19	$481	Title I	Rosebank
Simpson, M	The Self & Match System Workshop	San Marcos	10/15/19	10/15/19	$481	Title I	Rosebank
Brambila,V	Calif Spanish Assessment Range Finding Meeting	Sacramento	10/22/19	10/25/19	$588	Reimbursable	Salt Creek
Perez, L	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Salt Creek
Escobedo, F	Equity Conference 2020	San Diego	01/16/19	01/17/19	$560	District Admin	Superintendent
Escobedo, F	SBCS Change Their Lives 2019 Benefit Event	Coronado	09/28/19	09/28/19	$347	District Admin	Superintendent
Escobedo, F	ACSA 2019 Leadership Summit	San Francisco	11/07/19	11/09/19	$1,549	District Admin	Superintendent
Bunker, L	California's Positive Outliers Event	Sacramento	09/10/19	09/10/19	$206	District Admin	Supt/Board Member
Bunker, L	SBCS Change Their Lives 2019 Benefit Event	Coronado	09/28/19	09/28/19	$347	District Admin	Supt/Board Member
Farías, A	ACSA Curriculum and Instruction Academy	Costa Mesa	09/13/19	04/18/20	$1,395	District Admin	Supt/Board Member
Farías, A	ACSA Personnel Administrators Academy	Azusa	09/20/19	04/04/20	$1,295	District Admin	Supt/Board Member
Humphrey, L	SBCS Change Their Lives 2019 Benefit Event	Coronado	09/28/19	09/28/19	$347	District Admin	Supt/Board Member
Faddis, T	Stuart Professional Learning Committee	Santa Rosa	10/06/19	10/07/19	$936	Wallace Fndtn	Supt/Principal Spc Assgn
Faddis, T	Wallace Professional Learning Community	New York, NY	10/16/19	10/19/19	$2,334	Wallace Fndtn	Supt/Principal Spc Assgn
Faddis, T	International Institute for Restorative Practices World Conf	Bethlehem, PA	10/19/19	10/21/19	$1,537	Wallace Fndtn	Supt/Principal Spc Assgn
Faddis, T	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Supt/Principal Spc Assgn
Guillen, L	Kid Spark Emerging Engineers Training	Chula Vista	10/09/19	10/09/19	$122	Site Control	Valle Lindo
Molejona, M	Kid Spark Emerging Engineers Training	Chula Vista	10/09/19	10/09/19	$122	Site Control	Valle Lindo
Seely, E	Kid Spark Emerging Engineers Training	Chula Vista	10/09/19	10/09/19	$122	Site Control	Valle Lindo
Emery, C	Project Best: Administrative Leadership Series	Various Loc	10/20/19	01/22/20	$3,688	Title I	Valley Vista
Allan, M	Project Best: Administrative Leadership Series	Various Loc	10/20/19	04/12/20	$5,310	Title I	Vista Square
Allan, M	Introduction to Teaching for Biliteracy for Administrators	Oxnard	10/22/19	10/23/19	$350	LCAP	Vista Square
Allan, M	LCAP Quarterly Network Meetings	San Diego	10/30/19	05/01/20	$0	None	Vista Square
Allan, M	Equity Conference 2020	San Diego	01/16/20	01/17/20	$373	District Admin	Vista Square
Holguin, M	American Public Health Assoc 2019 Annual Meeting and Expo	Philadelphia, PA	11/01/19	11/06/19	$1,435	Univ of Miami	Vista Square/FRC

*Estimated cost per participant. Funds may vary by site for this event
NOTE: Actual Inservice/Travel costs may differ from estimated costs as shown above.

INSERVICE/TRAVEL REQUESTS

Individual	Event	Destination	From	To	Est'd Cost	Funding	CVESD Location
Holguin, M	Calif Accntble Communities for Health Initiative Fall Convening	Long Beach	11/13/19	11/15/19	$0	CACHI	Vista Square/FRC
Aguilar, H	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Site Control	Wolf Canyon
Herrera, Y	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Site Control	Wolf Canyon
Johnson, D	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Site Control	Wolf Canyon
Padilla, K	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Site Control	Wolf Canyon
Powell, A	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Site Control	Wolf Canyon
Various Participants	SDCOE Arts Empower Mega Conference	San Diego	10/17/19	10/17/19	*$75	SSAE Grant	Various Locations
Various Participants	2019 CABE Mini-Conference	Chula Vista	11/09/19	11/09/19	$100	Various	Various Locations

*Estimated cost per participant. Funds may vary by site for this event
NOTE: Actual Inservice/Travel costs may differ from estimated costs as shown above.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

(1) Conduct Public Hearing on a General Waiver Request to Provide a Reduced-Day Extended School Year Program; and

(2) Authorize Application for the General Waiver Request to Provide a Reduced-Day Extended School Year Program from June 8 Through June 26, 2020

__X__ Action **_____ Information**

BACKGROUND INFORMATION:

The District wishes to apply for a General Waiver Request to the California Department of Education to modify the mandated 20-day extended school year (ESY) for students enrolled in special education. The waiver will allow the District to provide a 15-day program from June 8 through June 26, 2020. California Code of Regulations, Title 5, Section 3043(d) requires students in Kindergarten through Grade 6 to be provided a minimum of 80 instructional hours of ESY, and students in preschool to be provided a minimum of 60 instructional hours of ESY. Traditional ESY programs are 20 days long. Since the District operates a year-round school year calendar, the number of weeks available to offer an ESY program is limited. By offering a reduced-day program, the District has higher student participation. The 15-day program provides the required number of instructional hours over fewer instructional days.

ADDITIONAL DATA:

Additional information is available for review in the Office of the Executive Director of Special Education and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

Funding will be provided from Special Education resources. Reduced expenses are anticipated due to decreased operational and transportation costs.

RECOMMENDATION:

Recommend conduct public hearing and authorization.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

First Reading/Possible Adoption/Approval: Board Policy and Administrative Regulation 1114 (New), Community Relations, District-Sponsored Social Media

__X__ Action **_____ Information**

BACKGROUND INFORMATION:

To minimize liability to the District, it is important that the District's social media policy clearly define the official social media platforms over which it has control and to specify the standards, guidelines, and protocols for their use. An "official District social media platform" is defined in the accompanying Administrative Regulation. District policy and guidelines do not apply to personal social media platforms that may be created by students, staff members, or other individuals which may sometimes include discussion of District-related issues but are not sponsored by the District.

ADDITIONAL DATA:

Copies of proposed Board Policy and Administrative Regulation 1114 are attached. Additional information is available for review in the Office of the Assistant Superintendent of Innovation and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend adoption/approval.

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA

The Governing Board recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any official District social media platform shall be to further the District's vision and mission; support student learning and staff professional development; and enhance communication with students, parents/guardians, staff, and community members.

(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 6020 - Parent Involvement)
(cf. 6145.5 - Organizations/Associations)

The Superintendent/designee shall develop content guidelines and protocols for official District social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board Policy, and Administrative Regulation.

Guidelines for Content

Official District social media platforms shall be used only for their stated purposes and in a manner consistent with this Policy and related Administrative Regulation. By creating these official sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

(cf. 5145.2 - Freedom of Speech/Expression)
(cf. 6145.5 - Organizations/Associations)

The Superintendent/designee shall ensure that the limited purpose of the official District social media platforms is clearly communicated to users. Each site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts.

Official District social media platforms may not contain content that is obscene; libelous; or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

(cf. 5131 - Conduct)

Staff or students who post prohibited content shall be subject to discipline in accordance with District policies and regulations.

(cf. 4218 - Termination of Employment)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 6162.7 - Use of Technology in Instruction)
(cf. 6162.7 Exhibit - Employee Internet Use Guidelines, Exhibit)
(cf. 6162.7 Exhibit - Student Internet Use Guidelines, Exhibit)

Users of official District social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Act. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

(cf. 1340 - Access to District Records)

Privacy

The Superintendent/designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official District social media platforms.

Board Policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, as specified in BP 1113 - District and School Web Sites, shall also apply to official District social media platforms.

(cf. 5125.1 - Release of Directory Information)

Social media and networking sites and other online platforms shall not be used by District employees to transmit confidential information about students, employees, or District operations.

(cf. 4119.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5022 - Student and Family Privacy Rights)
(cf. 5125 - Student Records)

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

Legal Reference:

EDUCATION CODE
32261 School safety, definitions of bullying and electronic act
35182.5 Contracts for advertising
48900 Grounds for suspension and expulsion
48907 Exercise of free expression; rules and regulations
48950 Speech and other communication
49061 Definitions, directory information
49073 Release of directory information
60048 Commercial brand names, contracts or logos
GOVERNMENT CODE
3307.5 Publishing identity of public safety officers
6250-6270 Public Records Act, especially:
6254.21 Publishing addresses and phone numbers of officials
6254.24 Definition of public safety official
54952.2 Brown Act, definition of meeting
UNITED STATES CODE, TITLE 17
101-1101 Federal copyright law
UNITED STATES CODE, TITLE 20
1232g Federal Family Educational Rights and Privacy Act
UNITED STATES CODE, TITLE 29
157 Employee rights to engage in concerted, protected activity
794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy
COURT DECISIONS
Page v. Lexington County School District, (2008, 4th Cir.) 531 F.3d 275
Downs v. Los Angeles Unified School District, (2000) 228 F.3d 1003
Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112
Perry Education Association v. Perry Local Educators' Association, (1983) 460 U.S. 37
Board of Education, Island Trees Union Free School District, et.al. v. Pico, (1982) 457 U.S. 853
NATIONAL LABOR RELATIONS BOARD DECISIONS
18-CA-19081 Sears Holdings, December 4, 2009

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA

Definitions

Social media means any online platform for collaboration, interaction, and active participation, including, but not limited to, social networking sites such as Facebook, Twitter, YouTube, LinkedIn, or blogs.

Official District social media platform is a site authorized by the Superintendent/designee. Sites that have not been authorized by the Superintendent/designee but that contain content related to the District or comments on District operations, such as a site created by a parent-teacher organization, booster club, or other school-connected organization or a student's or employee's personal site, are not considered official District social media platforms.

(cf. 1230 - Community/Booster Organizations)

Authorization for Official District Social Media Platforms

The Superintendent/designee shall authorize the development of any official District social media platform. Teachers and coaches shall obtain approval from the principal before creating an official classroom or team social media platform.

Guidelines for Content

The Superintendent/designee shall ensure that official District social media platforms provide current information regarding District programs, activities, and operations, consistent with the goals and purposes of this Regulation and accompanying Policy. Official District social media platforms shall contain content that is appropriate for all audiences.

(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 6020 - Parent Involvement)
(cf. 6145.5 - Organizations/Associations)
(cf. 0510 - School Accountability Report Card)

The Superintendent/designee shall ensure that copyright laws are not violated in the use of material on official District social media platforms.

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

(cf. 4132 - Publication or Creation of Materials)
(cf. 6162.6 - Use of Copyrighted Materials)

The Superintendent/designee shall ensure that official District social media platforms are regularly monitored. Staff members responsible for monitoring content may remove posts based on viewpoint-neutral considerations, such as lack of relation to the site's purpose or violation of District's policies, regulations, or content guidelines.

Each official District social media platform shall prominently display:

1. **The purpose of the site along with a statement that users are expected to use the site only for those intended purposes.**

2. **Information on how to use the security settings of the social media platform.**

3. **A statement that the site is regularly monitored and that any inappropriate post will be promptly removed. Inappropriate posts include those that:**

    a. **Are obscene; libelous; or so incite students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation**

    b. **Are not related to the stated purpose of the site, including, but not limited to, comments of a commercial nature, political activity, and comments that constitute discrimination or harassment**

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1160 - Political Processes)
(cf. 1325 - Advertising and Promotion)

4. **Protocols for users, including expectations that users will communicate in a respectful, courteous, and professional manner.**

5. **A statement that users are personally responsible for the content of their posts and that the District is not responsible for the content of external online platforms.**

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

6. **A disclaimer that the views and comments expressed on the site are those of the users and do not necessarily reflect the views of the District.**

7. **A disclaimer that any user's reference to a specific commercial product or service does not imply endorsement or recommendation of that product or service by the District.**

8. **The individual(s) to contact regarding violation of District guidelines on the use of official District social media platforms.**

District employees who participate in official District social media platforms shall adhere to all applicable District policies and procedures, including, but not limited to, professional standards related to interactions with students.

(cf. 6162.7 - Use of Technology in Instruction)
(cf. 6162.7 Exhibit - Employee Internet Use Guidelines, Exhibit)
(cf. 6162.7 Exhibit - Student Internet Use Guidelines, Exhibit)

When appropriate, employees using official District social media platforms shall identify themselves by name and District title and include a disclaimer stating that the views and opinions expressed in their post are theirs alone and do not necessarily represent those of the District or school.

All staff shall receive information about appropriate use of the official District social media platforms.

(cf. 4131 - Professional Development)
(cf. 4131.1 - Teacher Support and Guidance)

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Second Reading/Possible Adoption/Approval: Board Policy and Administrative Regulation 3250 (New), Business and Noninstructional Operations, Transportation Fees

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

At its meeting of September 11, 2019, the Board held a first reading of proposed new Board Policy and Administrative Regulation 3250, Business and Noninstructional Operations, Transportation Fees. BP and AR 3250 have been created to provide clarification regarding current practices while ensuring alignment to applicable state and federal guidelines and requirements.

ADDITIONAL DATA:

Copies of proposed BP and AR 3250 are attached. Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend adoption and approval.

Business and Noninstructional Operations

TRANSPORTATION FEES

Whenever the cost of providing student transportation exceeds funding provided by the state, the Governing Board may charge fees for K-12 home-to-school student transportation and other transportation services as expressly authorized by law.

(cf. 3260 - Fees and Charges)
(cf. 3540 - Transportation)

The Superintendent/designee shall annually submit proposed transportation fee schedules for Board approval if fees are charged for K-12 home-to-school student transportation.

The transportation fee shall be waived for students with demonstrated financial need in accordance with Education Code 39807.5. Eligibility for free transportation based on financial need shall be determined in accordance with the income eligibility scales used for the free and reduced-price lunch program.

(cf. 3553 - Free and Reduced Price Meals)

In addition, no charge shall be made for any transportation of a student with a disability whose individualized education program includes transportation as a related service necessary to receive a free appropriate public education. ***(Education Code 39807.5)***

(cf. 3541.2 - Transportation for Students with Disabilities)
(cf. 6159 - Individualized Education Program)

The Board shall certify to the County Superintendent of Schools that the District has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. ***(Education Code 39809.5)***

Business and Noninstructional Operations

TRANSPORTATION FEES (continued)

Legal References:

EDUCATION CODE
10900-10914.5 Community recreation program, especially
10913 Fees for uses of school buses for community recreation purposes
35330 Excursions or field trips
39800-39860 Transportation, especially:
39801.5 Transportation fees for adults
39807.5 Payment of transportation cost; amount of payment
39809.5 Excess fees; adjustments
39837 Fees for summer employment transportation
41850 Home-to-school and special education transportation
49014 Public School Fair Debt Collection Act
49557-49558 Applications for free and reduced-price meals
56026 Individuals with exceptional needs
CODE OF REGULATIONS, TITLE 5
350 Fees not permitted
COURT DECISIONS
Arcadia Unified School District et al v. State Department of Education, 2 Cal. 4th 251 (1992)
Hartzell v. Connell, 35 Cal.3d 899 (1984)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Pupil Fees, Deposits and Other Charges, Fiscal Management Advisory 17-01, July 28, 2017
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov

Business and Noninstructional Operations

TRANSPORTATION FEES

When approved by the Governing Board, the District may charge K-12 transportation fees for students traveling to and from school. (Education Code 39807.5)

(cf. 3540 - Transportation)
(cf. 3541 - Transportation Routes and Services)

With Board approval, the District may also charge transportation fees for participants in a community recreation program offered pursuant to Education Code 10900-10914.5 *(Education Code 10913, 39835)*

The total amount received by the District from the state and parent/guardian fees shall not exceed the actual operating cost of home-to-school transportation during the fiscal year. If excess fees are collected due to errors in estimated costs, fees shall be reduced in succeeding years. *(Education Code 10913, 39801.5, 39809.5, 39837)*

Exemption from Fees

Upon enrollment and at the beginning of each school year, parents/guardians shall receive information about income eligibility standards and application procedures for a waiver of the transportation fee if fees are charged for K-12 home-to-school transportation. All applications and related records shall be confidential and used only for the purpose of determining a student's eligibility for a fee waiver.

(cf. 3553 - Free and Reduced Price Meals)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)

Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.

Regulation CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Approved: Chula Vista, California

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Revision: Administrative Regulation 3514.2, Business and Noninstructional Operations, Integrated Pest Management

____X____Action **_____Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for creation, revision or deletion and others have been identified for adoption.

AR 3514.2, Integrated Pest Management, is being presented for revision to update and improve the District processes and practices regarding Integrated Pest Management, and to ensure that District procedures are in accordance with state and federal guidelines and requirements.

ADDITIONAL DATA:

A copy of AR 3514.2 is attached. Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend revision.

Business and Noninstructional Operations

INTEGRATED PEST MANAGEMENT

AB 2260 (Chapter 718, Statutes of 2000) added Education Code Sections 17608-17613 to require the use of effective least toxic pest management practices for the control and management of pests at school sites. AB 2260 also added Food and Agricultural Code 13180-13188 to require the Department of Pesticide Regulation to establish for the use of school districts in the state an integrated pest management program, a model program guidebook, and an Internet website containing a comprehensive directory of resources describing and promoting the use of integrated pest management practices.

The Superintendent**/** ~~or~~ designee shall develop and implement an integrated pest management program that incorporates effective least toxic pest management practices.

Integrated pest management is a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using nonchemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. (Food and Agricultural Code 13181) **(Ed Code 17609)**

School site means any facility used as a child day care facility or for kindergarten, elementary, or secondary school purposes, and includes the buildings or structures, playgrounds, athletic fields, vehicles, or any other area of property visited or used by students. (Education Code 17609)

Procedures

In the control and/or management of pests at District facilities, The Superintendent**/** ~~or~~ designee shall:

1. **Develop, implement, and coordinate an integrated pest management strategy that incorporates effective, least toxic pest management practices.**

~~1~~**2**. Carefully monitor and identify the pest and the site of infestation. Strategies for managing the pest shall be influenced by the pest species and whether that species poses a threat to people, property, or the environment.

Business and Noninstructional Operations

INTEGRATED PEST MANAGEMENT (continued)

~~2~~**3**. Consider a full range of possible alternatives. Such alternatives include not taking any action or controlling the pest by physical, mechanical, chemical, cultural, or biological means.

~~3~~**4**. Select nonchemical pest management methods over chemical methods, whenever they are effective to provide the desired control. Cost or staffing considerations alone will not be adequate justification for use of chemical control agents.

~~4~~**5.** Use the least toxic material when it is determined that a chemical method of pest management must be used. The least toxic material shall be chosen and applied in accordance with law.

~~5~~**6.** Limit pesticide purchases to amounts needed for the year. Pesticides shall be stored at a secure location that is not accessible to students and unauthorized staff, and they shall be stored and disposed of in accordance with state regulations and label directions registered with the Environmental Protection Agency.

~~6~~**7.** Ensure that persons applying pesticides follow label precautions and are trained in the principles and practices of integrated pest management.

Training

The integrated pest management coordinator and any employee or contractor who may be designated to apply a pesticide at a school site shall annually complete a Department of Pesticide Regulation-approved training course on integrated pest management and the safe use of pesticides in relation to the unique nature of school sites and children's health. (Education Code 17614; Food and Agricultural Code 13186.5)

Any District employee who handles pesticides shall also receive pesticide-specific safety training prior to applying pesticides and annually thereafter in accordance with 3 CCR 6724.

Business and Noninstructional Operations

INTEGRATED PEST MANAGEMENT (continued)

The integrated pest management program shall include the name of the District and/or school integrated pest management coordinator, the pesticides expected to be applied at the school site by District employees and/or pest control applicators, and a date that the plan shall be reviewed and, if necessary, updated. (Education Code 17611.5)

Notification

The Superintendent**/** ~~or~~ designee shall annually notify staff and parents/guardians of students enrolled at a school site, in writing, regarding pesticide products expected to be applied at the school facility in the upcoming year. The notification shall include at least the following: (Education Code 17612)

1. The Internet address used to access information on pesticides and pesticide use reduction developed by the Department of Pesticide Regulation pursuant to Food and Agricultural Code 13184.

2. The name of each pesticide product expected to be applied in the upcoming year and the active ingredient(s) in it.

3. An opportunity for interested persons to register to receive notification of individual pesticide application at the school site. The Superintendent or designee shall notify such registered persons of individual pesticide applications at least 72 hours prior to the application.

4. Other information deemed necessary by the Superintendent**/** ~~or~~ designee.

If a pesticide product not included in the annual notification is subsequently intended for use at the school site, The Superintendent**/** ~~or~~ designee shall provide written notification of its intended use to staff and parents/guardians of students enrolled at the school, at least 72 hours prior to the application. (Education Code 17612)

cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3517 - Facilities Inspection)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

Business and Noninstructional Operations

INTEGRATED PEST MANAGEMENT (continued)

Posting of Warning Signs

The Superintendent**/** ~~or~~ designee shall post a warning sign at each area of the school site where pesticides will be applied at least 24 hours prior to the application and until 72 hours after the application. The warning sign shall display the following: (Education Code 17612)

1. The term *"Warning/Pesticide Treated* Area."

2. The product name, manufacturer's name, and the Environmental Protection Agency's product registration number.

3. Intended areas and dates of application.

4. Reason for the pesticide application.

Notification During Emergency Conditions

Whenever The Superintendent**/** ~~or~~ designee deems that the immediate use of a pesticide is necessary to protect the health and safety of students, staff, or other persons, or the school site, he/she shall make every effort to provide the required notifications prior to the application of a pesticide. In such a case, the warning sign shall be posted immediately upon application and shall remain posted until 72 hours after the application. (Education Code 17609, 17612)

(cf. 3514 - Safety)

Records

At the end of each calendar year, the integrated pest management coordinator shall submit to Department of Pesticide Regulation, on a form provided by Department of Pesticide Regulation, a copy of the records of all pesticide use at the school site for that year, excluding any pesticides exempted by law and any pesticide use reported by the pest control operator pursuant to Food and Agricultural Code 13186. The integrated pest management coordinator may submit more frequent reports at his/her discretion. (Education Code 17611)

Business and Noninstructional Operations

INTEGRATED PEST MANAGEMENT (continued)

The District Office shall maintain records of all pesticide use at the school for four years and shall make the information available to the public, upon request, in accordance with the California Public Records Act. Such records may be maintained by retaining a copy of the warning sign posted for each pesticide application with a recording of the amount of the pesticide used. (Education Code 17611)

(cf. 3580 - District Records)

Legal References:

EDUCATION CODE
17608-17614 Healthy Schools Act of 2000
17366 Legislative intent (fitness of buildings for occupancy)
48980 Notice at beginning of term
48980.3 Notification of pesticides
BUSINESS AND PROFESSIONS CODE
8593.2 Licensed pest control operators; training requirements
FOOD AND AGRICULTURAL CODE
11401-12408 Pest control operations and agricultural chemicals
13180-13188 Healthy Schools Act of 2000
GOVERNMENT CODE
3543.2 Scope of representation; right to negotiate safety conditions
6250-6277 California Public Records Act
CODE OF REGULATIONS, TITLE 3
6147 Pesticides exempted from registration requirements
6690-6692 Pesticide use near school sites
6724 Training of employees handling pesticides
CODE OF REGULATIONS, TITLE 8
340-340.2 Employer's obligation to provide safety information
5142 Heating, ventilating and air-conditioning systems; minimum ventilation
5143 Mechanical ventilating systems; inspection and maintenance
UNITED STATES CODE, TITLE 7
136-136y Insecticide, Fungicide and Rodentcide Act
CODE OF FEDERAL REGULATIONS, TITLE 40
763.93 Management Plans
763.94 Record Keeping

Business and Noninstructional Operations

INTEGRATED PEST MANAGEMENT (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Indoor Air Quality, A Guide for Educators, May 17, 2018
CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION PUBLICATIONS
California School IPM Model Program Guidebook
Healthy Schools Act Requirements for Public K-12 Schools
School District Integrated Pest Management Plan Template
U.S. ENVIRONMENTAL PROTECTION AGENCY
Pest Control in the School Environment, Integrated Pest Management Tools, January 19, 2017
WEBSITES
California Department of Education: http://www.cde.ca.gov
California Department of Pesticide Regulation, **School IPM:**
http://www.cdpr.ca.gov/schoolipm
U.S. E**nvironmental** P**rotection** A**gency**, **Integrated Pest Management at Schools:**
http://www.epa.gov/**managing-pests-schools**

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Revision: Board Policy 3515.5, Business and Noninstructional Operations, Sex Offender Notification

___X___ Action **_____ Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while also ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

Revision of BP 3515.5, Business and Noninstructional Operations, Sex Offender Notification, is being proposed to enhance the District's safety and security practices. The revision will ensure District procedures are in accordance with state and federal guidelines and requirements and provide clarification regarding current practices.

ADDITIONAL DATA:

A copy of revised BP 3515.5 is attached. Additional information is available for review in the Office of the Deputy Superintendent and in the Emergency Preparedness and Security Department.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend revise and approve.

Business and Noninstructional Operations

SEX OFFENDER NOTIFICATION

The Board of Education believes it is important that the District respond appropriately when a law enforcement agency contacts the District about registered sex offenders who may reside or work within District boundaries.

The Superintendent**/** ~~or~~ designees shall establish an ongoing relationship with law enforcement officials to coordinate the receipt and dissemination of such information. To the extent authorized by law, the Superintendent**/** ~~or~~ designee also shall establish procedures for notifying appropriate staff as necessary.

The District and its employees shall be immune from liability for the good faith dissemination of sex offender information provided by a law enforcement agency or an employee of a law enforcement agency, so long as the dissemination is in the manner and to the extent authorized by the law enforcement agency. (Penal Code 290)

The Superintendent/designee may annually notify parents/guardians of the availability of information about registered sex offenders on the California or United States Department of Justice's Internet website.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 1240 - Volunteer Assistance)
(cf. 1250 – ~~Visitors/Outsiders~~ Visits to the Schools)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 3515 - Security)
(cf. 5142 - Safety)

Legal References:

EDUCATION CODE
32211 Threatened disruption or interference with classes; offense
35160 Authority of boards
35160.1 Board authority of school districts
48981 Parent/guardian notifications; methods
PENAL CODE
290 Registration of sex offenders
290.4 Sex offender registration; compilation of information
290.45 Release of sex offender information
290.46 Making information about certain sex offenders available via the Internet
290.9 Addresses of persons who violate duty to register
290.95 Disclosure by person required to register as sex offender
626.8 Disruptive entry or entry of sex offender upon school grounds

Business and Noninstructional Operations

SEX OFFENDER NOTIFICATION

626.81 Sex offender; permission to volunteer at school
830.32 School district and community college police
3003 Parole, geographic placement
UNITED STATES CODE, TITLE 42
14071 Jacob Wetterling Crimes Against Children and Sexually Violent ~~Offender~~ Registration Program Act
ATTORNEY GENERAL OPINIONS
82 Ops.Cal.Atty.Gen. 20 (1999)

Management Resources:
WEB SITES
~~California Department of Justice: http://www.caag.state.ca.us~~
California Department of Justice, Megan's Law mapping: http://www.meganslaw.ca.gov

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Adoption: Board Policy 3515.7 (New), Business and Noninstructional Operations, Firearms on School Grounds

___X___ Action **_____ Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

BP 3515.7, Business and Noninstructional Operations, Firearms on School Grounds, is being proposed to enhance the District's security processes and practices. The District determined this policy would provide clarification regarding current practices while ensuring alignment to applicable laws.

ADDITIONAL DATA:

A copy of proposed BP 3515.7 is attached. Additional information is available for review in the Office of the Deputy Superintendent and in the Emergency Preparedness and Security Department.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend adoption.

Business and Noninstructional Operations

FIREARMS ON SCHOOL GROUNDS

The Governing Board is committed to providing a safe environment for students, staff, and visitors on campus. The Superintendent/designee shall consult with local law enforcement and other appropriate individuals and agencies to address the security of school campuses.

(cf. 3515 - Campus Security)
(cf. 3515.2 - Disruptions)
(cf. 5131.7 - Weapons and Dangerous Instruments)

Possession of a firearm on or within 1,000 feet of school grounds is prohibited, except under the limited circumstances specified in Penal Code 626.9. School grounds include, but are not limited to, school buildings, fields, storage areas, and parking lots. (Penal Code 626.9)

If a District employee observes or suspects that any unauthorized person is in possession of a firearm on or near school grounds or at a school activity, he/she shall immediately notify the principal/designee and law enforcement.

The prohibition against the possession of firearms on school grounds shall be included in the District's Comprehensive School Safety Plan and shall be communicated to District staff, parents/guardians, and the community.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 1112 - Public Press, Radio and Television)

Legal Reference:

EDUCATION CODE
32281 Comprehensive safety plan
38001.5 District security officers; requirements if carry firearm
PENAL CODE
626.9 Gun Free School Zone Act
830.32 District police department; district decision to authorize carrying of firearm
16150 Definition of ammunition
16520 Definition of firearm
26150-26225 Concealed weapons permit
30310 Prohibition against ammunition on school grounds
UNITED STATES CODE, TITLE 18
921 Definitions, firearms and ammunition
922 Firearms, unlawful acts
923 Firearm licensing

Business and Noninstructional Operations

FIREARMS ON SCHOOL GROUNDS (Continued)

UNITED STATES CODE, TITLE 20
7961 Gun-Free Schools Act; student expulsions for possession of firearm

Management Resources:
WEB SITES
Office of the Attorney General: http://oag.ca.gov/firearms

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Revision: Board Policy and Administrative Regulation 3516, Business and Noninstructional Operations, Emergency Procedures Plan

____X____Action **_____Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while also ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

Revisions to BP and AR 3516, Business and Noninstructional Operations, Emergency Procedures Plan, are being proposed to enhance the District's safety and security practices. These revisions will ensure District procedures are in accordance with state and federal guidelines and requirements and provide clarification regarding current practices.

ADDITIONAL DATA:

Copies of revised BP and AR 3516 are attached. Additional information is available for review in the Office of the Deputy Superintendent and in the Emergency Preparedness and Security Department.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend revision.

Business and Noninstructional Operations

~~EMERGENCY PROCEDURES~~ EMERGENCIES AND DISASTER PREPAREDNESS PLAN

The Governing Board recognizes that all District staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, and threats of disaster.

The Superintendent~~/ or~~ designee shall develop and maintain a disaster preparedness plan **which contains routine and emergency disaster procedures, including, but not limited to, earthquake emergency procedures and adaptations for individuals with disabilities in accordance with the Americans with Disabilities Act.** ~~that details provisions for handling emergencies and disasters and that~~ **Such procedures** shall be included in the comprehensive school safety plan. (Education Code 32282)

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516.3 - Earthquake Emergency Procedure System)

~~The Superintendent or designee shall also develop and maintain emergency plans for each school site.~~

~~In developing the District and school emergency plans, the Superintendent or designee shall collaborate with city and county emergency responders, including local public health administrators.~~

In developing the disaster preparedness plan, the Superintendent/designee shall involve District staff at all levels, including administrators, District police or security officers, facilities managers, transportation managers, food services personnel, school psychologists, counselors, school nurses, teachers, classified employees, and public information officers. As appropriate, the Superintendent/designee shall also collaborate with law enforcement, fire safety officials, emergency medical services, health and mental health professionals, parents/guardians, and students.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)

~~The Superintendent or designee shall use the National Incident Management System (NIMS), state-approved Standardized Emergency Management System (SEMS), and the Incident Command System (ICS) guidelines when updating District and site-level emergency and disaster preparedness plans.~~

Business and Noninstructional Operations

~~EMERGENCY PROCEDURES~~ EMERGENCIES AND DISASTER PREPAREDNESS PLAN (continued)

The plan shall comply with state-approved Standardized Emergency Management System (SEMS) guidelines established for multiple-jurisdiction or multiple-agency operations and with the National Incident Management System.

The Superintendent/designee shall provide training to employees regarding their responsibilities, including periodic drills and exercises to test and refine staff's responsiveness in the event of an emergency.

(cf. 4131 - Staff Development)

The Board shall grant the use of school buildings, grounds, and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board shall cooperate with such agencies in furnishing and maintaining whatever services they deem necessary to meet the community's needs. (Educations Code 32282)

(cf. 1330 – Use of Facilities)

~~School~~ **District** employees are considered disaster service workers and are subject to disaster service activities assigned to them. (Government Code 3100)

Legal References:
EDUCATION CODE
32001 Fire alarms and drills
32040 Duty to equip school with first aid kit
32280-32289 School safety plans
32290 Safety devices
39834 Operating overloaded bus
46390-46392 Emergency average daily attendance in case of disaster
49505 Natural disaster; meals for homeless students; reimbursement
GOVERNMENT CODE
3100 Public employees as disaster service workers
8607 Standardized emergency management system
CODE OF REGULATIONS, TITLE 5
550 Fire drills
560 Civil defense and disaster preparedness plans

Business and Noninstructional Operations

~~EMERGENCY PROCEDURES~~ EMERGENCIES AND DISASTER PREPAREDNESS PLAN (continued)

CODE OF REGULATIONS, TITLE 19
2400-2450 Standardized emergency management system
UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act

Management Resources:
CSBA PUBLICATIONS
Avian Influenza, Governance and Policy Services Fact Sheet, April 2006
911! A Manual for Schools and the Media During a Campus Crisis, 2001
CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS
Pandemic Influenza Planning Checklist, 2006
CONTRA COSTA COUNTY OFFICE OF EDUCATION
Pandemic Flu School Action Kit, June 2006
GOVERNOR'S OFFICE OF EMERGENCY SERVICES
School Emergency Response: Using SEMS at Districts and Sites, June 1998
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Practical Information on Crisis Planning: A Guide for Schools and Communities, May 2003
WEB SITES:
CSBA: www.csba.org
American Red Cross: www.redcross.org
California Department of Education, Crisis Preparedness: www.cde.ca.gov/ls/ss/cp
California Office of Emergency Services: www.oes.ca.gov
California Seismic Safety Commission: www.seismic.ca.gov
Centers for Disease Control and Prevention: www.cdc.gov
Contra Costa County Office of Education, Pandemic influenza resources: www.cccoe.k12.ca.us/about/flu/resources_flu_action_kit
Federal Emergency Management Agency: www.fema.gov
U.S. Department of Education, Emergency Planning: www.ed.gov/admis/lead/safety/emergencyplan
U.S. Department of Homeland Security: www.dhs.gov

Business and Noninstructional Operations

~~EMERGENCY PROCEDURES~~ EMERGENCIES AND DISASTER PREPAREDNESS PLAN

Components of the Plan

The Superintendent~~/~~ or designee shall ensure that the District's Emergency Operations Plan and school site emergency procedures plans address, at a minimum, the following types of emergencies and disasters:

1. Fire on or off school grounds that endangers students and staff.

(cf. 3516.1 - Fire Drills and Fires)

2. Earthquake or other natural disasters.

(cf. 3516.3 - Earthquake Emergency Procedure System)

3. Environmental hazards.

(cf. 3514.2 - Integrated Pest Management)

4. Attack or disturbance, or threat of attack or disturbance, by an individual or group.

(cf. 3515.2 - Disruptions)
(cf. 3515.7 - Firearms on School Grounds)

5. Bomb threat or actual detonation.

(cf. 3516.2 - Bomb Threats)

6. Biological, radiological, chemical, and other activities, or heightened warning of such activities.

7. Medical emergencies and quarantines, such as a pandemic influenza outbreak.

(cf. 5141.22 - Infectious Diseases)

The Superintendent~~/~~ or designee shall ensure that the District's procedures include strategies and actions for prevention/mitigation, preparedness, response, and recovery, including, but not limited to, the following:

Business and Noninstructional Operations

~~EMERGENCY PROCEDURES~~ EMERGENCIES AND DISASTER PREPAREDNESS PLAN (continued)

1. Regular inspection of school facilities and equipment and identification of risks.

(cf. 3530 - Insurance Management)
(cf. 3515 - Security)
(cf. 3517 - Facilities Inspection)
(cf. 3530 - Risk Management/Insurance)

2. Instruction and practice for students and employees regarding emergency plans, including:

   a. Training of staff in first aid and cardiopulmonary resuscitation.

   b. Regular practice of emergency procedures by students and staff.

(cf. 4131 - Staff Development)

3. Specific determination of roles and responsibilities of staff during a disaster or other emergency, including determination of:

   a. The appropriate chain of command at the District and, if communication between the District and site is not possible, at each site.

   b. Individuals responsible for specific duties.

   c. Designation of the principal for the overall control and supervision of activities at each school during the emergency, including authorization to use his/her discretion in situations that do not permit execution of prearranged plans.

   d. Identification of at least one person at each site who holds a valid certificate in first aid and cardiopulmonary resuscitation.

   e. Assignment of responsibility for identification of injured persons and administration of first aid.

4. Personal safety and security, including:

   a. Identification of areas of responsibility for supervision of students.

Business and Noninstructional Operations

~~EMERGENCY PROCEDURES~~ EMERGENCIES AND DISASTER PREPAREDNESS PLAN (continued)

b. Procedures for evacuation of students and staff, including posting of evacuation routes.
c. Procedures for release of students, including a procedure to release students when reference to the emergency cards is not feasible.

(cf. 5141 - Health Care and Emergencies)
(cf. 5142 - Safety)

d. Identification of transportation needs, including a plan that allows bus seating capacity limits to be exceeded when a disaster or hazard requires students to be moved immediately to ensure their safety.

e. Provision of a first aid kit to each classroom.

f. Arrangements for students and staff with special needs.

(cf. 6159 - Individualized Education Program)

g. Upon notification that a pandemic situation exists, adjustment of attendance policies for students and sick leave policies for staff with known or suspected pandemic influenza or other infectious disease.

(cf. 5113 - Absences and Excuses)
(cf. 6183 - Home and Hospital Instruction)

5. Closure of schools, including an analysis of:

a. The impact on student learning and methods to ensure continuity of instruction.

b. How to provide for continuity of operations for essential central office functions, such as ongoing communication with students and parents/guardians.

(cf. 3516.5 - Emergency Schedules)

6. Communication among staff, parents/guardians, the Governing Board, other governmental agencies, and the media during an emergency, including:

Business and Noninstructional Operations

~~EMERGENCY PROCEDURES~~ EMERGENCIES AND DISASTER PREPAREDNESS PLAN (continued)

a. Identification of spokesperson(s).

(cf. 1112 - Public Press, Radio, and Television)

b. Development and testing of communication platforms, such as telephone systems and web sites.

c. Development of methods to ensure that communications are, to the extent practicable, in a language and format that are easy for parents/guardians to understand.

d. Distribution of information about District and school site emergency procedures to students, parents/guardians, and staff.

7. Cooperation with other state and local agencies, including:

a. Development of guidelines for law enforcement involvement and intervention.

b. Collaboration with the local health department, including development of a tracking system to alert the local health department to a substantial increase of student or staff absenteeism as indicative of a potential outbreak of an infectious disease.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

8. Steps to be taken after the disaster or emergency, including:

a. Inspection of school facilities.

b. Provision of mental health services for students and staff, as needed.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Approval: Administrative Regulation 3516.1 (New), Business and Noninstructional Operations, Fire Drills and Fires

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

AR 3516.1, Business and Noninstructional Operations, Fire Drills and Fires, is being proposed to enhance the District's safety and preparedness processes and practices. The District feels this regulation will provide clarification regarding current practices while ensuring alignment to applicable laws.

ADDITIONAL DATA:

A copy of proposed AR 3516.1 is attached. Additional information is available for review in the Office of the Deputy Superintendent and in the Emergency Preparedness and Security Department.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend approval.

Business and Noninstructional Operations

FIRE DRILLS AND FIRES

Fire Drills

The Principal/designee shall cause the fire alarm signal to be sounded at least once every month. (Education Code 32001)

The Principal/designee shall also hold fire drills at least once a month at the elementary level, four times every school year at the intermediate level, and not less than twice every school year at the secondary level. (Education Code 32001)

1. **The Principal/designee shall notify staff as to the schedule for fire drills.**

2. **Whenever a fire drill is held, all students, teachers and other employees shall be directed to leave the building. (5 CCR 550)**

3. **Teachers shall ascertain that no student remains in the building.**

4. **Teachers shall be prepared to select alternate exits and shall direct their classes to these exits whenever the designated escape route is blocked.**

5. **The Principal/designee shall keep a record of each fire drill conducted and file a copy of this record with the office of the Superintendent/designee.**

Fires

When a fire is discovered in any part of the school, the following actions shall be taken:

1. **The Principal/designee shall sound fire signals, unless the school and/or building is equipped with an automatic fire detection and alarm system. (Education Code 32001)**

2. **The Principal/designee shall call 911.**

3. **All persons shall be directed to leave the building and shall proceed outside to designated assembly areas.**

4. **Staff shall give students clear direction and supervision and help maintain a calm and orderly response.**

Business and Noninstructional Operations

FIRE DRILLS AND FIRES (continued)

5. **In outside assembly areas, teachers shall take roll, report missing students, and provide assistance to any injured students.**

6. **In outside assembly areas, the Principal/designee shall account for their staff, report missing staff, and provide assistance to any injured staff.**

7. **If the fire is extensive, students shall be taken to an alternate location for protective custody until parents/guardians can pick them up or until they can be safely transported to their homes.**

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Legal References:

EDUCATION CODE
17074.50-17074.56 Automatic fire detection, alarm and sprinkler systems
32001 Uniform fire signals
32040 Duty to equip school with first aid kit
CODE OF REGULATIONS, TITLE 5
550 Fire drills

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Approval: Administrative Regulation 3516.2 (New), Business and Noninstructional Operations, Bomb Threats

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

AR 3516.2, Business and Noninstructional Operations, Bomb Threats, is being proposed to enhance the District's safety and preparedness processes and practices. The District feels this regulation will provide clarification regarding current practices while ensuring alignment to applicable laws.

ADDITIONAL DATA:

A copy of proposed AR 3516.2 is attached. Additional information is available for review in the Office of the Deputy Superintendent and in the Emergency Preparedness and Security Department.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend approval.

Business and Noninstructional Operations

BOMB THREATS

To maintain a safe and secure environment for District students and staff, the Superintendent/designee shall ensure that the District's Emergency Operations Plan and each school's Comprehensive School Safety Plan includes procedures for dealing with bomb threats. The Superintendent/designee also shall provide training regarding the procedures to site administrators, safety personnel, and staff members who customarily handle mail, telephone calls, or email.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 4131 - Professional Development)

Receiving Threats

Any staff member receiving a telephoned bomb threat shall try to keep the caller on the line in order to gather information about the location and timing of the bomb and the person(s) responsible. To the extent possible, the staff member should also take note of the caller's gender, age, any distinctive features of voice or speech, and any background noises such as music, traffic, machinery, or voices.

If the bomb threat is received through the mail system or in writing, the staff member who receives it should handle the letter, note, or package as minimally as possible. If the threat is received through electronic means, such as email or text messaging, the staff member should not delete the message.

Response Procedure

Staff and students will follow the Bomb Threat response procedures and any other necessary emergency procedures as outlined in the Emergency Operations Plan and the Comprehensive School Safety Plan.

To the extent possible, the Superintendent/designee shall maintain communications with staff, parents/guardians, the Governing Board, other governmental agencies, and the media during the period of the incident.

Following the incident, the Superintendent/designee shall provide crisis counseling for students and/or staff as needed.

Business and Noninstructional Operations

BOMB THREATS (continued)

Any employee or student found to have made a bomb threat shall be subject to disciplinary procedures and/or criminal prosecution, in accordance with law, Board Policy, Administrative Regulation, and any applicable collective bargaining agreements.

(cf. 4218 - Termination of Employment)
(cf. 5131 - Conduct)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144.1 - Suspension and Expulsion, Due Process)

Legal References:

EDUCATION CODE
44810 Willful interference with classroom conduct
48900 Grounds for suspension or expulsion
51202 Instruction in personal and public health and safety
PENAL CODE
17 Felony, misdemeanor, classification of offenses
148.1 False report of explosive or facsimile bomb
245 Assault with deadly weapon or force likely to produce great bodily injury; punishment

Management Resources:

U.S. DEPARTMENT OF HOMELAND SECURITY PUBLICATIONS
Bomb Threat Checklist
WEB SITES
CSBA: http://www.csba.org
California Department of Education, Safe Schools: http://www.cde.ca.gov/ls/ss
U.S. Department of Homeland Security: http://www.dhs.gov
U.S. Department of Treasury, Bureau of Alcohol, Tobacco, Firearms and Explosives: http://www.THREATPLAN.org

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Approval: Administrative Regulation 3516.3 (New), Business and Noninstructional Operations, Earthquake Emergency Procedures System

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

AR 3516.3, Business and Noninstructional Operations, Earthquake Emergency Procedures System, is being proposed to enhance the District's safety and preparedness processes and practices. The District believes this regulation will provide clarification regarding current practices while ensuring alignment to applicable laws.

ADDITIONAL DATA:

A copy of proposed AR 3516.3 is attached. Additional information is available for review in the Office of the Deputy Superintendent and in the Emergency Preparedness and Security Department.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend approval.

Business and Noninstructional Operations

EARTHQUAKE EMERGENCY PROCEDURES SYSTEM

Earthquake Preparedness

Earthquake emergency procedures shall be established in every school building having an occupant capacity of 50 or more students, or more than one classroom, and shall be incorporated into the comprehensive school safety plan. (Education Code 32282)

(cf. 0450 - Comprehensive Safety Plan)

Earthquake emergency procedures shall be aligned with the Standardized Emergency Management System and the National Incident Management System. (Government Code 8607; 19 CCR 2400-2450)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Superintendent/designee may work with the California Governor's Office of Emergency Services and the Seismic Safety Commission to develop and establish the earthquake emergency procedures. (Education Code 32282)

Earthquake emergency procedures shall outline the roles and responsibilities of students and staff during and after an earthquake.

Earthquake emergency procedures shall include, but not be limited to, all of the following: (Education Code 32282)

1. **A school building disaster plan, ready for implementation at any time, for maintaining the safety and care of students and staff**

2. **A drop procedure whereby each student and staff member takes cover under a table or desk, dropping to his/her knees, with the head protected by the arms and the back to the windows**

   Drop procedures shall be practiced at least once each school quarter in elementary schools and at least once each semester in secondary schools.

3. **Protective measures to be taken before, during, and following an earthquake.**

Business and Noninstructional Operations

EARTHQUAKE EMERGENCY PROCEDURES SYSTEM (continued)

4. **A program to ensure that students and staff are aware of and properly trained in the earthquake emergency procedure system.**

(cf. 4131 - Staff Development)

Staff and students shall be informed of the dangers to expect in an earthquake and procedures to be followed. Students shall be instructed to remain silent and follow directions given by staff in such an emergency. Staff and students also shall be taught safety precautions to take if they are in the open or on the way to or from school when an earthquake occurs.

Earthquake emergency procedures shall designate primary and alternative locations outside of buildings, which may include areas off campus if necessary, where individuals on a school site will assemble following evacuation. In designating such areas, the Superintendent/designee shall consider potential post-earthquake hazards outside school buildings including, but not limited to, power lines, trees, covered walkways, chain link fences that may be an electric shock hazard, and areas near buildings that may have debris.

Earthquake emergency procedures also shall outline primary and alternative evacuation routes that avoid areas with potential hazards to the extent possible. The needs of students with disabilities shall be considered when planning evacuation routes.

The Superintendent/designee shall consider the danger of a post-earthquake tsunami when developing evacuation routes and locations, including the need to evacuate to higher ground.

The Superintendent/designee shall identify at least one individual at each school site to determine if an evacuation is necessary, the best evacuation location, and the best route to that location when an earthquake occurs.

The Superintendent/designee shall identify potential earthquake hazards in classrooms and other District facilities, including, but not limited to, areas where the main gas supply or electric current enters the building, suspended ceilings, pendant light fixtures, large windows, stairwells, science laboratories, storage areas for hazardous materials, shop areas, and unsecured furniture and equipment. To the extent possible, dangers presented by such potential hazards shall be minimized by securing equipment and furnishings and removing heavy objects from high shelves.

Business and Noninstructional Operations

EARTHQUAKE EMERGENCY PROCEDURES SYSTEM (continued)

Earthquake While Indoors at School

When an earthquake occurs, the following actions shall be taken inside buildings and classrooms:

1. **Staff shall have students perform the drop procedure. Students should stay in the drop position until the emergency is over or until further instructions are given.**

2. **In laboratories, burners should be extinguished, if possible, before taking cover.**

3. **As soon as possible, staff shall move students away from windows, shelves, and heavy objects or furniture that may fall.**

4. **After the earthquake, the Principal/designee shall determine whether planned evacuation routes and assembly locations are safe and shall communicate with teachers and other staff.**

5. **When directed by the Principal/designee to evacuate, or if classrooms or other facilities present dangerous hazards that require immediate evacuation, staff shall account for all students under their supervision and shall evacuate the building in an orderly manner.**

Earthquake While Outdoors on School Grounds

When an earthquake occurs, the following actions shall be taken by staff or other persons in authority who are outdoors on school grounds:

1. **Staff shall direct students to walk away from buildings, trees, overhead power lines, power poles, or exposed wires.**

2. **Staff shall have students perform the drop procedure.**

3. **Staff shall have students stay in the open until the earthquake is over or until further directions are given.**

Business and Noninstructional Operations

EARTHQUAKE EMERGENCY PROCEDURES SYSTEM (continued)

Earthquake While on the Bus

If students are on the school bus when an earthquake occurs, the bus driver shall take proper precautions to ensure student safety, which may include pulling over to the side of the road or driving to a location away from outside hazards, if possible. Following the earthquake, the driver shall contact the transportation dispatch for instructions before proceeding on the route or, if such contact is not possible, drive to an evacuation or assembly location and wait for further instructions.

(cf. 3543 - Transportation Safety and Emergencies)

Subsequent Emergency Procedures

After an earthquake episode has subsided, the following actions shall be taken:

1. **Staff shall extinguish small fires if safe.**
2. **Staff shall provide first aid to any injured students, take roll, and report missing students to the Principal/designee.**
3. **Staff and students shall refrain from lighting any stoves or burners or operating any electrical switches until the area is declared safe.**
4. **All buildings shall be inspected for water and gas leaks, electrical breakages, and large cracks or earth slippage affecting buildings.**
5. **The Principal/designee shall post staff at safe distances from all building entrances and instruct staff and students to remain outside the buildings until they are declared safe.**
6. **The Principal/designee shall request assistance as needed from the District office or District Emergency Operations Center if activated. The Principal/designee shall also request assistance directly from fire and law enforcement as needed for emergency services.**
7. **The Superintendent/designee shall request assistance as needed from the city Emergency Operations Centers, if activated, or the emergency management departments, fire and police departments, city and county building inspectors, and utility companies and shall confer with them regarding the advisability of closing the school.**

Business and Noninstructional Operations

EARTHQUAKE EMERGENCY PROCEDURES SYSTEM (continued)

8. **The Superintendent/designee shall provide updates to parents/guardians of District students and members of the community about the incident, any safety issues, and follow-up directions.**

Legal References:

EDUCATION CODE
32280-32289 School safety plans
GOVERNMENT CODE
3100 Public employees as disaster service workers
8607 Standardized Emergency Management System
CODE OF REGULATIONS, TITLE 19
2400-2450 Standardized Emergency Management System

Management Resources:

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES PUBLICATIONS
The ABCs of Post-Earthquake Evacuation: A Checklist for School Administrators and Faculty
Guide and Checklist for Nonstructural Earthquake Hazards in California Schools, January 2003
School Emergency Response: Using SEMS at Districts and Sites, June 1998
WEB SITES
American Red Cross: http://www.redcross.org
California Governor's Office of Emergency Services: http://www.caloes.ca.gov
California Seismic Safety Commission: http://www.seismic.ca.gov
Federal Emergency Management Agency: http://www.fema.gov/hazards/earthquakes
National Incident Management System: http://www.fema.gov/emergency/nims

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Revision: Board Policy 3516.5 Business and Noninstructional Operations, Emergency Schedules

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while also ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

Revisions of BP 3516.5, Business and Noninstructional Operations, Emergency Schedules are being proposed to enhance the District's safety and security practices. These revisions will ensure District policies are in accordance with state and federal guidelines and requirements and provide clarification regarding current practices.

ADDITIONAL DATA:

A copy of revised BP 3516.5 is attached. Additional information is available for review in the Office of the Deputy Superintendent and in the Emergency Preparedness and Security Department.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend revision.

Business and Noninstructional Operations

EMERGENCY SCHEDULES

In order to provide for the safety of students and staff, the Governing Board authorizes the Superintendent**/** ~~or~~ designee to close a school site, to change the regular school day schedule, or to take any necessary action when adverse weather conditions or other emergencies warrant.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 4057 - Employee Safety)
(cf. 5142 - Safety)

When an emergency condition causes a school closure, reduction in attendance, or change in schedule pursuant to Education Code 41422 or 46392, thereby preventing the District from complying with the minimum number of instructional days or minutes required by law, the Superintendent/designee shall complete and submit to the Superintendent of Public Instruction the necessary forms for obtaining approval of the days of the closure, reduction in attendance, or change in schedule. The Superintendent/designee shall submit other relevant District records as may be required.

(cf. 3580 - District Records)

The Superintendent**/** ~~or~~ designee shall establish a system for informing students and parents/guardians when school buses are not operating **as scheduled,** ~~or when~~ the school day schedule is changed**,** or the school is closed.

(cf. 3542 - Roles and Duties of Employees)

In the event that students arrive at school when the school day schedule changes or the schedule changes after school has begun, the Superintendent**/** ~~or~~ designee shall ensure that supervision is provided. **The District's notification system shall include, but is not limited to, notifying local television and radio stations, posting on District web site(s), sending email and text messages, and/or making telephone calls.**

(cf. 1112 - Public Press, Radio and Television)
(cf. 3542 - School Bus Drivers)
(cf. 3543 - Transportation Safety and Emergencies)

Business and Noninstructional Operations

EMERGENCY SCHEDULES (continued)

Whenever the school day schedule changes after students have arrived at school, the Superintendent/designee shall ensure that students are supervised in accordance with the procedures specified in the District's emergency and disaster preparedness plans.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Superintendent**/** ~~or~~ designee may provide a means to compensate for lost instructional time later during the year. Students and parents/ guardians shall receive timely advanced notice of any resulting changes in the school calendar or school day schedule.

Legal Reference**s**:
EDUCATION CODE
41420 Required length of school term
41422 Schools not maintained for 175 days
46010 Total days of attendance
46100-46192 Attendance; maximum credit; minimum day
46390 Calculation of ADA in emergency
46391 Lost or destroyed ADA records
46392 Decreased attendance in emergency situation
VEHICLE CODE
34501.6 School buses; reduced visibility

Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE
90-01 Average Daily Attendance Credit During Periods of Emergency, February 10, 2005
WEB SITES
California Department of Education: http://www.cde.ca.gov

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

1) First Reading/Possible Revision: Board Policy 3553, Business and Noninstructional Operations, Free and Reduced Price Meals; and

2) First Reading/Possible Approval: Administrative Regulation 3553 (New), Business and Noninstructional Operations, Free and Reduced Price Meals

____X____Action **_____Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while also ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

Revisions of BP 3553 and the proposed new AR 3553, Business and Noninstructional Operations, Free and Reduced Price Meals, are being proposed to ensure District procedures are in accordance with state and federal guidelines and requirements and provide clarification regarding current practices.

ADDITIONAL DATA:

A copy of the revised BP 3553 and new AR 3553 are attached. Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend revision and approval.

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS

The Governing Board recognizes that adequate nutrition is essential to child development and learning and that some families may be unable to provide breakfast and lunch for their children. In accordance with law, the District shall provide free and reduced price meals for students whose families meet Federal eligibility criteria.

Free or reduced price meals shall be provided for needy students when family income is insufficient to provide the basic necessities, including food of the proper quality and amount as provided under the School Meals Initiative (SMI) guidelines. Eligibility shall be based on federal regulations as provided by the State Department of Education.

Parents/guardians shall be informed of the District policy concerning free or reduced price meals. A letter and application form shall be distributed to all parents/guardians during the first few weeks of school. The letter shall contain information on eligibility standards, application procedures, and appeal procedures. This information and an application form shall be provided whenever a new student is enrolled.

No individual indicators of participation in any free or reduced price meal program are maintained in the permanent record of any pupil if not otherwise allowed by law. No public release of information regarding individual pupil participation in any free or reduced price meal program is permitted.

Applications for free or reduced price meal programs shall be available to students at all times during the regular school day. (Education Code Section 49557)

Such applications shall contain the following statements:

1. Applications for free and reduced price meals may be submitted at any time during a school day.

2. Children participating in the National School Lunch and/or School Breakfast Program will not be overtly identified by the use of special tokens, special tickets, special serving lines, separate entrances, separate dining areas, or by any other means.

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS (Continued)

All applications and records related to eligibility for the free or reduced price meal program shall be confidential. The Board authorizes the Superintendent/designee to use individual records pertaining to student eligibility for any free and reduced price meal program for the purpose of disaggregation of academic achievement data when used in connection with local/state assessments, Title I, or the National Assessment of Educational Progress (NAEP). Only information pertaining to a student's *eligibility* for this program may be shared. Information regarding a student's *participation* in the program (e.g., the record of meals served to that student) is confidential.

The Board authorizes designated employees to use individual records pertaining to student eligibility for any free and reduced price meal program for the purpose of: (Education Code 49558)

1. **Disaggregation of academic achievement data**

2. **Identification of students eligible for services under the federal Elementary and Secondary Education Act pursuant to 20 USC 6301-6576.**

(cf. 6171 – Title I Programs)

The Board further authorizes the release of information on the school lunch program application to the local agency that determines Medi-Cal program eligibility, provided that the student is approved for free meals and the parent/guardian consents to the sharing of information as provided by Education Code 4557.2.

A public news release containing information and eligibility standards for free or reduced price meals shall be made available to local news media early in the school year. Copies of this public release shall be made available upon request to any interested party. Subsequent changes in the District eligibility standards during the school year, which are approved by the State agency, shall also be announced publicly.

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS (Continued)

The Governing Board shall formulate a plan which ensures that children eligible for free or reduced price meals and milk shall not be treated differently from other children. The plan shall be submitted to the State Department of Education for its approval.

The plan shall ensure that:

1. The names of the children shall not be published, posted, or announced in any manner, or used for any other purpose other than the National School Lunch and/or School Breakfast Program.

2. There shall be no overt identification of any of the children by the use of special tokens or tickets or by any other means.

3. The children shall not be required to work for their meals or milk.

4. The children shall not be required to use a separate dining area, go through a separate entrance, or consume their meals or milk at a different time.

5. When more than one lunch, breakfast, or type of milk is offered, the children shall have the same choice of meals or milk that is available to those children who pay the full price.

Legal References:

EDUCATION CODE	
48980	Notice at beginning of term
49430-49436	**Pupil Nutrition, Health, and Achievement Act of 2001**
49490-49493	School breakfast and lunch programs
~~49500-49505~~	~~School meals~~
~~49510-49520~~	~~Nutrition~~
~~49530-49536~~	~~Child Nutrition Act of 1974~~
49547-49548.3	Comprehensive nutrition service
49550-49560	Meals for needy students
49557	**Application for free and reduced meals**
49558	**Application and record confidentiality**
CODE OF REGULATIONS, TITLE 5	
15510	Mandatory meals for needy students
15530-15535	Nutrition education

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS (Continued)

15550-15565 School lunch and breakfast programs
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program
UNITED STATES CODE, TITLE 20
1232g Federal Educational Rights and Privacy Act
6301-6514 Title I programs
UNITED STATES CODE, TITLE 42
1751-1769 National lunch programs
1771-1791 Child nutrition
PUBLIC LAW 107-110
1001-1908 Title 1 programs

Management Resources:
CDE LEGAL ADVISORIES
0325.98 Education Code Section 49558 LO; 1-98
WEB SITES
CDE: http:www.cde.ca.gov

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS

Applications

The Superintendent/designee shall ensure that the District's application form for free and reduced price meals and related materials include the statements specified in Education Code 49557 and 7 CFR 245.5. The District's application packet shall include the notifications and information listed in Education Code 49557.2.

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3551 - Food Service Operations/Cafeteria Fund)
(cf. 3552 - Summer Meal Program)

The application form and related information shall be distributed in paper form to all parents/guardians at the beginning of each school year and shall be available to students at all times during the school day. (Education Code 48980, 49520; 42 USC 1758; 7 CFR 245.5)

(cf. 5145.6 - Parental Notifications)

In addition, the District application form for free and reduced price meals shall be available online. The online application form shall require completion of only those questions necessary for determining eligibility, contain clear instructions for families that are homeless or migrant, and comply with other requirements specified in Education Code 49557.

An application form and related information shall also be provided whenever a new student is enrolled.

At the beginning of each school year, the Superintendent/designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the District attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person. (7 CFR 245.5)

Eligibility

The Superintendent/designee shall determine students' eligibility for the free and reduced price meal program based on the criteria specified in

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS (Continued)

42 USC 1758 and 1773 and 7 CFR 245.1-245.13 and made available by the California Department of Education.

Participants in the CalFresh, California Work Opportunity and Responsibility to Kids (CalWORKS), and Medi-Cal programs shall be directly certified for enrollment in the free and reduced price meal program without further application. Participants in other state or federal programs may be directly certified when authorized by law. (Education Code 49561, 49562; 42 USC 1758; 7 CFR 245.6)

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6175 - Migrant Education Program) Verification of Eligibility

Not later than November 15 of each year, the Superintendent/designee shall verify the eligibility of a sample of household applications approved for the school year in accordance with the sample sizes and procedures specified in 42 USC 1758 and 7 CFR 245.6a. (42 USC 1758; 7 CFR 245.6a)

If the review indicates that the initial eligibility determination is correct, the Superintendent/designee shall verify the approved household application. If the review indicates that the initial eligibility determination is incorrect, the Superintendent/designee shall: (42 USC 1758; 7 CFR 245.6a)

1. **If the eligibility status changes from reduced price to free, make the increased benefits immediately available and notify the household of the change in benefits.**

2. **If the eligibility status changes from free to reduced price, first verify the application, then notify the household of the correct eligibility status, and, when required by law, send a notice of adverse action as described below.**

3. **If the eligibility status changes from free or reduced price to paid, send the household a notice of adverse action as described below.**

If any household is to receive a reduction or termination of benefits as a result of verification activities, or if the household fails to cooperate with verification efforts, the Superintendent/designee shall reduce or terminate

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS (Continued)

benefits, as applicable, and shall properly document and retain on file in the District the reasons for ineligibility. He/she also shall send a notice of adverse action to any household that is to receive a reduction or termination of benefits. Such notice shall be provided 10 days prior to the actual reduction or termination of benefits. The notice shall advise the household of: (7 CFR 245.6a)

1. **The change and the reasons for the change.**

2. **The right to appeal, when the appeal must be filed to ensure continued benefits while awaiting a hearing and decision, and instructions on how to appeal.**

3. **The right to reapply at any time during the school year.**

Confidentiality/Release of Records

The Superintendent/designee specifies the District employee(s) who will use individual records pertaining to student participation in the free and reduced price meal program for the purpose of disaggregation of academic achievement data and/or the provision of services under the federal Elementary and Secondary Education Act pursuant to 20 USC 6301-6576.

In using the records for such purposes, the Superintendent/designee shall ensure that: .(Education Code 49558)

1. **No individual indicators of participation in the free and reduced price meal program are maintained in the permanent records of any student if not otherwise allowed by law.**

(cf. 5125 - Student Records)

2. **Information regarding individual student participation in the free and reduced price meal program is not publicly released.**

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/ Privileged Information)

3. **All other confidentiality provisions required by law are met.**

Business and Noninstructional Operations

FREE AND REDUCED PRICE MEALS (Continued)

4. **Information collected regarding individual students certified to participate in the free and reduced price meal program is destroyed when no longer needed for its intended purpose.**

Nondiscrimination Plan

The District's plan for students receiving free or reduced price meals shall ensure the following: (Education Code 49557; 42 USC 1758)

1. **The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.**

2. **There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.**

3. **The students shall not be required to work for their meals or for milk.**

4. **The students shall not be required to use a separate dining area, go through a separate serving line or entrance, or consume their meals or milk at a different time.**

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3555 - Nutrition Program Compliance)

When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price. (Education Code 49557; 7 CFR 245.8)

Prices

The maximum price that shall be charged to eligible students for reduced price meals shall be in accordance with federal eligibility criteria.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Revision: Board Policy and Administrative Regulation 3554, Business and Noninstructional Operations, Other Food Sales

____X____Action **_____Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while also ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

Revisions to BP and AR 3554, Business and Noninstructional Operations, Other Food Sales, are being proposed to ensure District procedures are in accordance with state and federal guidelines and requirements and provide clarification regarding current practices.

ADDITIONAL DATA:

A copy of BP and AR 3554 are attached. Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend revision.

Business and Noninstructional Operations

OTHER FOOD SALES

~~The Governing Board believes that foods and beverages sold to students on school campuses during the school day should promote student health and reduce childhood obesity. Any food sales conducted outside the District's food service program shall meet nutritional standards specified in law, Board policy, and administrative regulations, and shall not reduce student participation in the District's food service program.~~

The Board of Education believes that sales of foods and beverages at school during the school day should be aligned with the District's goals to promote student wellness. Any food sales conducted outside the District's child nutrition program shall meet nutritional standards specified in law, Board Policy, and Administrative Regulation, and shall not reduce student participation in the District's child nutrition program.

The Board authorizes the Superintendent**/** ~~or~~ designee to approve the sale of foods and beverages outside the District's food service program, including sales by student or ~~adult~~ **school-connected** organizations, sales through vending machines, and/or sales at school student stores for fundraising purposes.

(cf. 3550 – Food Service/Child Nutrition Program)
(cf. 3551 – Food Service Operations/Cafeteria Fund)
(cf. 3553 – Free and Reduced Price Meals)
(cf. 5030 – Student Wellness)
(cf. 5141.27 - Food Allergies/Special Dietary Needs)

Food sales are prohibited during school hours, and within one hour before and after school hours, unless the organization is legally organized as a nonpartisan, charitable organization, the purpose of the solicitation is nonpartisan and charitable, and the solicitation has been approved in accordance with Board policy. (Education Code §51520)

(*cf. 1230 Community/Booster Organizations)*
(cf. 1321 Fundraising/Solicitations)

When vending machines are sponsored by the District or a student or ~~adult~~ **school-connected** organization, the Superintendent**/** ~~or~~ designee shall determine how and where vending machines may be placed at school sites, District offices, or other school facilities.

(cf. 3312 – Contracts)

Business and Noninstructional Operations

OTHER FOOD SALES (Continued)

Legal Reference**s**:

EDUCATION CODE
35182.5 Contracts, non-nutritious beverages
38085 Sale of specified food items
48931 Authorization and sale of food
49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001
51520 School premises; prohibited solicitations
CALIFORNIA CODE OF REGULATIONS, TITLE 5
15500 Food sales in elementary schools
15501 Sales in high schools and junior high schools
15575-15578 Requirements for foods and beverages outside federal meals program
HEALTH AND SAFETY CODE
113700-114455 California Uniform Retail Food Facilities Law, including:
114200-114245 Vending machines
UNITED STATES CODE, TITLE 42
1751-1769 National School Lunch Act, including:
1751 Note Local wellness policy
1771-1791 Child nutrition
27500, et seq., California Uniform Retail Food Facilities Law
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program

Management Resources:

CSBA POLICY BRIEFS
The New Nutrition Standards: Implications for Student Wellness Policies, November 2005
CSBA PUBLICATIONS
Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005
CENTERS FOR DISEASE CONTROL PUBLICATIONS
School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2004
FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS
Associated Student Body Accounting Manual and Desk Reference, 2002
NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS
Fit, Healthy and Ready to Learn, 2000
U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS
Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000

Business and Noninstructional Operations

OTHER FOOD SALES (Continued)

WEB SITES
CSBA: http://www.csba.org
California Association of School Business Officials: http://www.casbo.org
California Department of Education, Nutrition Services Division: http://www.cde.ca.gov/ls/nu
California Healthy Kids Resource Center: http://californiahealthykids.org
California Project LEAN (Leaders Encouraging Activity and Nutrition): http://www.californiaprojectlean.org
Dairy Council of California: http://www.dairycouncilofca.org
Fiscal Crisis and Management Assistance Team: http://www.fcmat.org
National Association of State Boards of Education (NASBE): http://www.nasbe.org
National School Boards Association: http://www.nsba.org
U.S. Dept of Agriculture, Food and Nutrition Information Center (FNIC): http://www.nal.usda.gov/fnic

Business and Noninstructional Operations

OTHER FOOD SALES

Food **and beverage** sales outside the District's food service program shall comply with the standards specified in **7 CFR 210.11 and 220.12 or with state nutrition standards in** Education Code ~~38085~~ **49431-49431.7 and 5 CCR 15500-15501 and 15575-15578, whichever is stricter**. For elementary schools the food service program shall comply with the standards described in Education Code 49431**-49431.7**. (Education Code 49431)

~~Beverage sales shall be subject to the nutritional standards specified in Education Code 49431.5. (Education Code 49431.5)~~

~~*(cf. 1230 - Community/Booster Organizations)*~~
~~*(cf. 1321 - Fundraising/Solicitations)*~~
~~*(cf. 3550 - Food Service/Child Nutrition Program)*~~
~~*(cf. 5030 - Student Wellness)*~~

~~The sale of foods or beverages that do not comply with the standards specified in Education 49431 and 49431.5 may be permitted at an elementary school, as part of a fundraising event, only when the items are sold by students of the school and the sale meets one of the following conditions: (Education Code 49431, 49431.5)~~

~~1. It takes place off and away from school premises.~~

~~2. It takes place at least one-half hour after the end of the school day.~~

~~The sale of foods during meal periods in food service areas shall be allowed only if all income from the sale accrues to the benefit of the school, the school food service program, or the student organization(s) sponsoring the sale. (7 CFR 210.11, 220.12)~~

~~No foods of minimal nutritional value, as listed in 7 CFR 210, Appendix B, and 7 CFR 220, Appendix B, shall be sold in food service areas during breakfast and lunch periods. (7 CFR 210.11, 220.12)~~

These standards shall apply to all competitive foods and beverages sold from midnight before the school day to one-half hour after the end of the school day.

Business and Noninstructional Operations

OTHER FOOD SALES (Continued)

The Superintendent**/** ~~or~~ designee shall not permit the sale of foods by a student organization in a school with any of Grades K-~~8~~**12** that is participating in the National School Breakfast or Lunch Program, except when all of the following conditions are met: (5 CCR 15500)

1. The student organization may sell one food item per sale.

2. The specific nutritious food item is approved by The Superintendent**/** ~~or~~ designee.

3. The sale does not begin until after the close of the regularly scheduled midday food service period.

4. The sale during the regular school day is not of food items prepared on the premises.

5. There are no more than four such sales per year per school.

6. The food sold is a dessert-type food, such as pastry, ice cream, or fruit.

7. The food sold is not one sold in the District's food service program at that school during that school day.

(cf. 3553 – Free and Reduced Price Meals)

In any middle school, a student organization may be approved to sell food items during or after the school day if all of the following conditions are met: (5 CCR 15501)

1. **Only one student organization conducts a food sale on a given school day and the organization sells no more than three types of food or beverage items, except that up to four days during the school year may be designated on which any number of organizations may conduct the sale of any food items.**

2. **The specific nutritious food items are approved by the Superintendent/designee in accordance with Board Policy.**

Business and Noninstructional Operations

OTHER FOOD SALES (Continued)

3. **Food items sold during the regular school day are not prepared on the premises.**

4. **The food items sold are not those sold in the District's food service program at that school during the school day.**

The Superintendent/designee shall maintain records, and shall require organizations selling foods and beverages to maintain records, to document compliance with federal nutrition standards for all competitive foods and beverages sold through and outside the District's food services program. At a minimum, these records shall include receipts, nutrition labels, and/or product specifications. (7 CFR 210.11)

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Adoption: Board Policy 3555 (New), Business and Noninstructional Operations, Nutrition Program Compliance

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs) to align to current practices while also ensuring alignment to applicable laws as noted in BPs and ARs created by the California School Boards Association (CSBA). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for adoption.

BP 3555, Business and Noninstructional Operations, Nutrition Program Compliance, is a new mandated Board Policy being proposed to ensure District procedures are in accordance with state and federal guidelines and requirements and provide clarification regarding current practices.

ADDITIONAL DATA:

A copy of BP 3555 is attached. Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend adoption.

Business and Noninstructional Operations

NUTRITION PROGRAM COMPLIANCE

The Governing Board recognizes the District's responsibility to comply with state and federal nondiscrimination laws as they apply to the District's nutrition programs. The District shall not deny any individual the benefits or service of any nutrition program or discriminate against him/her on any basis prohibited by law.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3552 - Summer Meal Program)
(cf. 3553 - Free and Reduced Price Meals)
(cf. 5030 - Student Wellness)

Coordinator

The Board designates the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the District's civil rights coordinator to ensure compliance with the laws governing its nutrition programs and to investigate any related complaints.

Complaints

Any complaint concerning the District's nutrition programs shall be investigated using the process identified in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

When a complaint alleging discrimination on any basis prohibited by law is unresolved at the District level, the coordinator shall notify the complainant of the option to contact and/or forward his/her complaint to one of the following agencies:

1. **Child Nutrition Program Civil Rights and Program Complaint Coordinator, California Department of Education, Nutrition Services Division, 1430 N Street, Room 4503, Sacramento, CA 95814-2342 or call (916)323-8531 or (800) 952-5609**

Business and Noninstructional Operations

NUTRITION PROGRAM COMPLIANCE (Continued)

2. **U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, (866) 632-9992, (800) 877-8339 (Federal Relay Service - English), (800) 845-6136 (Federal Relay Service - Spanish), fax (202) 690-7442, or email program.intake.usda.gov.**

Legal References:

EDUCATION CODE
200-262.4 Prohibition of discrimination
48985 Notices to parents in language other than English
49060-49079 Student records
49490-49590 Child nutrition programs
PENAL CODE
422.6 Interference with constitutional right or privilege
CODE OF REGULATIONS, TITLE 5
3080 Application of section
4600-4670 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs
UNITED STATES CODE, TITLE 20
1400-1482 Individuals with Disabilities in Education Act
1681-1688 Discrimination based on sex or blindness,
Title IX UNITED STATES CODE, TITLE 29
794 Section 504 of the Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
2000d-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended
2000h-2000h-6 Title IX
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 7
210.23 National School Lunch Program, district responsibilities
215.7 Special Milk Program, requirements for participation
215.14 Special Milk Program, nondiscrimination
220.7 School Breakfast Program, requirements for participation
225.3 Summer Food Service Program, administration

Business and Noninstructional Operations

NUTRITION PROGRAM COMPLIANCE (Continued)

225.7 Summer Food Service Program, program monitoring
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act
36.303 Auxiliary aids and services
CODE OF FEDERAL REGULATIONS, TITLE 34
100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI
104.1-104.39 Section 504 of the Rehabilitation Act of 1973
106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:
106.9 Dissemination of policy

Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Civil Rights and Complaint Procedures for the U.S. Department of Agriculture Child Nutrition Programs, rev. November 2015
U.S. DEPARTMENT OF AGRICULTURE, FOOD AND NUTRITION SERVICE PUBLICATIONS
Civil Rights Compliance and Enforcement - Nutrition Programs and Activities, FNS Instruction 113-1,
November 2005
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Notice of Non-Discrimination, August 2010
WEB SITES
California Department of Education, Nutrition Services Division: http://www.cde.ca.gov/ls/nu
U.S. Department of Agriculture, Food and Nutrition Services: http://www.fns.usda.gov
U.S. Department of Agriculture, Office for Civil Rights: http://www.ascr.usda.gov U.S. Department of Education, Office for Civil Rights: http://www2.ed.gov/ocr

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Report Calendar to Board of Education

_____Action **____X____Information**

BACKGROUND INFORMATION:

TOPIC	REPORT BY	TENTATIVE DATE
Report on Leonardo da Vinci Health Sciences Charter School	Instructional Services and Support	November 2019
Report on District Resource Teachers	Instructional Services and Support	November 2019
Report on Howard Gardner Community Charter School for the 2018-19 School Year	Instructional Services and Support	December 2019
Report on District Cohort Schools: Ella B. Allen, Joseph Casillas, Harborside, Anne and William Hedenkamp, Juarez-Lincoln, Karl H. Kellogg, and Loma Verde Elementary for the 2018-19 School Year	Instructional Services and Support	December 2019
Report on California School Dashboard and System of Support	Instructional Services and Support	December 2019
Report on Dual Language Immersion Instructional Program	Instructional Services and Support	December 2019
Approve Revisions to Fiscal Year 2019-20 Budget; Approve First Interim Financial Report at October 31, 2019; and Certify District's Financial Status for Fiscal Year 2019-20	Business Services and Support	December 2019

ADDITIONAL DATA:

None.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

This is an information item.