CHULA VISTA ELEMENTARY SCHOOL DISTRICT

A G E N D A

REGULAR MEETING – AUGUST 14, 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
August 14, 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

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 Winners of Otay Water District's 2019 Student Poster Contest, "Water Is Life"

C. Recognition of 2019 Premier SuperCopa Co-Champion Albion SC South Boys 2009 Academy Team

D. Recognition of 2020 GRAMMY Music Educator Award Quarterfinalist

E. Recognition of 2019-20 Leadership Kickoff Award Recipients

F. Report on Visual and Performing Arts Program

G. Report on New Principal Academy and Associate Principal Academy

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 July 17, 2019

B. Approve and/or Ratify Human Resources Items A Through J

C. Ratify Travel Costs and Related Travel Expenses for District Parents Participating in California Association for Bilingual Education Professional Development, Conferences, and Events for the 2019-20 School Year

D. Ratify Agreement with the Tariq Khamisa Foundation for the Safe School Model for the Period of August 1, 2019, Through July 31, 2021

E. Ratify Agreement with San Diego County Superintendent of Schools for Project Cal-Well for the Period of July 26 Through September 30, 2019

F. Ratify Memorandum of Understanding with WestEd to Conduct an Efficacy Study of an Integrated Science and Literacy Curriculum for First Grade During the 2019-20 and 2020-21 School Years

G. Adopt Resolution Declaring September 2019 as *Attendance Awareness Month* in the Chula Vista Elementary School District

H. Adopt Resolution Designating September 2019 as *National Preparedness Month* in the Chula Vista Elementary School District

I. Adopt Resolution Authorizing the Purchase of One 72' x 40' Modular Building (Three Classrooms), and One 60' x 40' Modular Building (Two Classrooms, a Restroom, an Electrical Room, and Two Offices) at Mae L. Feaster Charter School in the Amount of $639,142 from Silver Creek Industries, Inc., Pursuant to Bid No. 14/15-3

J. Approve Award of Bid No. 19/20-2 to Kirk Paving, Inc., for New Harborside Elementary School Parking Lot in the Amount of $138,800 for the Period of August 15, 2019, Through Completion of the Project

K. Adopt Resolution Authorizing Utilization of the State of California Contract No. 1-19-70-19B-2 with Presidio Networked Solutions Group LLC for Cisco SmartNet Technology Support Services in an Amount Not to Exceed $58,551 for the Period of October 1, 2019, Through September 30, 2020

L. Accept Donation

M. Ratify Purchase Orders, Warrants, and Checks Written/Issued Through July 31, 2019

N. Approve and/or Ratify Inservice/Travel Requests

O. Approve and/or Ratify Requests for Use of District Facilities

7. PUBLIC HEARINGS

Public Hearings

None.

8. ADMINISTRATIVE ACTION ITEMS

Administrative Action Items

A. Report on 2019-20 State Budget and Approve Revisions to the 2019-20 District Adopted Budget

Motion:_____, Second:_____, Vote:_____

B. (1) Conduct the Second Reading of Ordinance Dissolving Community Facilities District No. 2 and Directing Related Actions by Title Only; and

(2) Adopt Ordinance Dissolving Community Facilities District No. 2

Motion:_____, Second:_____, Vote:_____

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

First and Second Readings

A. First Reading/Possible Revision: Board Policy 3440, Business and Noninstructional Operations, Inventories

Motion:_____, Second:_____, Vote:_____

B. (1) First Reading/Possible Revision: Board Policy 3512, Business and Noninstructional Operations, Equipment; and

(2) First Reading/Possible Approval: Administrative Regulation 3512 (New), Business and Noninstructional Operations, Equipment

Motion:_____, Second:_____, Vote:_____

C. First Reading/Possible Revision: Board Policy and Administrative Regulation 3513.3, Business and Noninstructional Operations, Tobacco-Free Schools

Motion:_____, Second:_____, Vote:_____

D. First Reading/Possible Revision: Board Policy 3550, Business and Noninstructional Operations, Food Service/Child Nutrition Program

Motion:_____, Second:_____, Vote:_____

E. (1) First Reading/Possible Revision: Board Policy 3551, Business and Noninstructional Operations, Food Service Operations/ Cafeteria Fund; and

(2) First Reading/Possible Approval: Administrative Regulation 3551 (New), Business and Noninstructional Operations, Food Service Operations/Cafeteria Fund

Motion:_____, Second:_____, Vote:_____

F. First Reading/Possible Adoption: Board Policy 3552 (New), Business and Noninstructional Operations, Summer Meal Program

Motion:_____, Second:_____, Vote:_____

G. First Reading/Possible Revision: Board Policy and Administrative Regulation 6162.6, Instruction, Use of Copyrighted Materials

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

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Office of Administrative Hearings, Case No. 2019061246 for Student No. 305451

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Joint Powers Agency Claim No 18-04850

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Workers' Compensation Claim No. 09249447

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Workers' Compensation Claim No. 15609308

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Workers' Compensation Claim No. 17676048

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, SEPTEMBER 11, 2019, AT 6 P.M.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Recognition of Winners of Otay Water District's 2019 Student Poster Contest, "Water Is Life"

_____Action **____X____Information**

BACKGROUND INFORMATION:

Earlier this year, Otay Water District launched a student poster contest for Kindergarten through Grade 6 students attending schools located within their service area. Participants were encouraged to create posters that reflected the theme of "Water is Life" and demonstrated the importance of water-use efficiency inside and outside the home. The contest was an excellent opportunity for students to showcase their creativity while reflecting how important it is to use one of our most precious resources—water—as efficiently as possible in daily life.

Otay Water judged the entries in two categories—Grades K-3 and Grades 4-6. First, second, and third place winners were selected in each category. The winners received a certificate, a gift card, an art kit, and a water-related goodie bag. The two first place winners also received a prize for their entire class.

ADDITIONAL DATA:

The six winners were District students, one from Enrique S. Camarena Elementary and the other five from Wolf Canyon Elementary.

Primary-Grade Category

Student	Grade	School	Award
Jeeanna Mendoza	3	Camarena	First Place
Amerie Constantino	1	Wolf Canyon	Second Place
Miguel-Angel Gonzalez	2	Wolf Canyon	Third Place

Upper-Grade Category

Student	Grade	School	Award
Maya Santana	5	Wolf Canyon	First Place
Malayiah Williams	5	Wolf Canyon	Second Place
Rin Smith	5	Wolf Canyon	Third Place

The students were recognized at Otay Water's board meeting on August 7. They are featured in Otay Water's newsletter, on its website and social media platforms, and in other promotional materials. In addition, some of the winning posters will be entered into the Metropolitan Water District of Southern California's 2020 student calendar contest and traveling art show.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

On behalf of the Board of Education, the President will present the students with Certificates of Recognition.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Recognition of 2019 Premier SuperCopa Co-Champion Albion SC South Boys 2009 Academy Team

_____Action **___X___Information**

BACKGROUND INFORMATION:

Premier SuperCopa (SuperCopa) provides the best and most diverse level of competition available in the United States for competitive teams of players aged 9-12 (boys and girls). It is an invitation-only tournament in which 24 of the top teams in the nation are asked to participate. Invitations for participation are determined by a panel of youth soccer professional from around the United States and offered to teams after extensive research. Teams invited are considered to be the nation's most competitive youth teams in their respective age group.

Teams from coast to coast (and Mexico) travel to designated locations to participate in the event. The 2018 SuperCopa tournament took place in Denver, Colorado. This year, it took place in Dallas, Texas. In 2020, it will take place in Cincinnati, Ohio.

ADDITIONAL DATA:

The Albion SC South Boys 2009 Academy Team (Albion SC South) comprises twelve players, of which seven are District students. The team was invited to participate in the SuperCopa in 2018, where it made it to the quarter finals. The team was again invited to the event in 2019. After playing teams from New Jersey; Monterrey, Mexico; Chicago, Illinois; Dallas, Texas; and Los Angeles, California, Albion SC South advanced to the quarter finals, where they won against the FC Dallas 09 Boys Academy team. In the semifinals, the team won against Total Futbal Academy – 2009 Pre Academy.

Before Albion SC South could meet the Azteca FC – 2009 team in the finals, a tornado struck Dallas. The playing fields flooded in a matter of minutes and all players/teams/spectators had to seek cover. Since they were not able to play, both teams were declared co-champions.

The team consists of the following players:

Player	School Site
Jordan Camacho	Valley Vista Elementary
Dan Casas	Heritage Elementary
Alberto Cisneros	Anne and William Hedenkamp Elementary
Dylan Gueriña	Heritage Elementary
Joaquin Jackson	St. Rose of Lima School
Kaisei Korytoski	Enrique S. Camarena Elementary
Angel Miranda	Veterans Elementary
Isa Mulic	Homeschooled (formerly of Salt Creek Elementary)
Lucas Petersen	Crown Point Junior Music Academy
Maximo Piancone	St. Rose of Lima School
Esteban Villalpando Jr.	Valley Vista Elementary
Emilio Ybarra	St. Rose of Lima School

The Team Coach is Ziggy Korytoski and the Manager is Ilse Guido-Jackson.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

On behalf of the Board of Education, the President will present Albion SC South Boys 2009 Academy Team players with Certificates of Recognition.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Recognition of 2020 GRAMMY Music Educator Award Quarterfinalist

_____Action ____X____Information

BACKGROUND INFORMATION:

Presented by the Recording Academy and the GRAMMY Museum, the Music Educator Award was established to recognize current educators teaching kindergarten through college in public and private schools who have made a significant and lasting contribution to the field of music education and who demonstrate a commitment to the broader cause of maintaining music education in the schools.

During the month of June, 189 music teachers from across the United States were selected from over 3,000 nominations as quarterfinalists for the annual honor presented with support from the Ford Motor Company Fund.

ADDITIONAL DATA:

Myrtle S. Finney Elementary School Music Education Teacher Crystal Pridmore was selected as one of the 189 quarterfinalists for the 2020 Music Educator Award. She has been a Music Education teacher at Finney for the past three years and specializes in teaching music through the Orff method, while also teaching strings. Ms. Pridmore, along with three other music teacher colleagues, developed and launched a podcast called Chaotic Harmony Classroom that shares the journey of starting music programs from scratch in the District. Not only is Ms. Pridmore a leader among District music teachers, she also serves as president for the San Diego Chapter of the American Orff Schulwerk Association.

For students of all levels, the benefits of music education are as wide-ranging as they are long lasting, and it all starts with the passion and dedication of teachers like Ms. Pridmore.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

On behalf of the Board of Education, the President will present Ms. Pridmore with a Certificate of Recognition.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Recognition of 2019-20 Leadership Kickoff Award Recipients

_____Action **____X____Information**

BACKGROUND INFORMATION:

The District Leadership Team convenes at the beginning of each school year for the Leadership Kickoff event. The Superintendent welcomes participants and a keynote speaker provides a relevant talk connected to the theme of the new school year.

One of the highlights of the event is the presentation of Leadership Kickoff Awards to team members who exemplify particular leadership traits.

ADDITIONAL DATA:

Tonight, the Board would like to recognize the employees who received 2019-20 Leadership Kickoff Awards.

Award	Recipient
Above and Beyond	Marissa Allan Vista Square Principal
Be the Bridge	Rochelle Carroll Professional Development and Academic Coaching Director
Collaborate	Lauren Shelton Visual and Performing Arts Coordinator
Commitment	Lisa Butler Student Placement Manager
Discipline	Heather Cruz Physical Education, Health, and Wellness Coordinator
Gratitude	Leticia Rodriguez District Social Worker

Award	**Recipient**
Leadership	Veronica Konkoly Lilian J. Rice Principal
Make it Happen	Theron Neal Transportation Director
Service	Nancy Teahan Administrative Assistant
Strength	Monica Ruiz John J. Montgomery Principal
Teamwork	Rudy Valdez-Romero Director of Maintenance and Operations

Additional information is available for review in the Office of the Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

On behalf of the Board, the President will provide Certificates of Recognition to Leadership Kickoff Award recipients.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Report on Visual and Performing Arts Program

_____Action **____X____Information**

BACKGROUND INFORMATION:

As the District continues its transformation of teaching and learning to reflect the needs of 21st century college- and career-ready students, the visual and performing arts (VAPA) continue to play a vital role. The VAPA Strategic Arts Plan is beginning its fifth year of implementation. Last year, the VAPA focus highlighted the success of existing programs in order to encourage support from foundations and grants to aid in the growth of the VAPA program and teacher professional development.

Working with the District Senior Grant Writer, grant applications were submitted in October to the Stuart Foundation and to the California Department of Education Student Support and Academic Enrichment Grant. The District was awarded both grants, which provided necessary funding to support teacher professional development and to purchase materials for a music library as well as resources for dance, theater, and visual art teachers.

Understanding the necessity of showing evidence of the impact the arts have on social and emotional intelligence, the District collaborated with the California Alliance for Arts Education and Muse Research for a pilot study at Myrtle S. Finney, John J. Montgomery, Otay, and Rosebank Elementary Schools through generous funding from the Stuart Foundation. This triangulated study measured student creativity, problem-solving, and grit through the lens of the student, the parents, and the teacher. The data is currently being aggregated and will be ready to disseminate in October.

The District has also continued its partnership with the San Diego Youth Symphony (SDYS), and has pivoted the program to provide support to VH1 Save The Music Foundation schools who are starting orchestras and bands on their campuses. Music teachers will have support from the teaching artists and program staff to build their own capacity in building an orchestra or band at their respective sites.

Other partnerships include La Jolla Playhouse, The Kennedy Center, Turnaround Arts: California, Art=Opportunity, The Piano Project, San Diego Opera, Collaboration: Teachers and Artists, The California Arts Project, Sax Art, and VH1 Save The Music Foundation.

ADDITIONAL DATA:

District's efforts to bring back arts education have resulted in local, state, and national attention. Throughout the course of this school year, the District will participate in state and national events and serve as a national model for the implementation of successful arts programs.

Tonight, a report will be provided on the VAPA program. District students will perform prior to the Board meeting under the leadership of District music teachers.

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

FISCAL IMPACT/FUNDING SOURCE:

Contractual agreement with SDYS totals $124,290. District Title I funds are utilized for these services. 2019-20 LCAP fiscal impact is $7,011,715 to include VAPA coordinator and teachers' salaries, materials, and SDYS after-school expansion.

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 New Principal Academy and Associate Principal Academy

_____Action **____X____Information**

BACKGROUND INFORMATION:

New Principal Academy (NPA)
Entering the third year of implementation, the NPA provides monthly, targeted professional learning to principals in their first and second years of principalship. These learning experiences are carefully designed to pinpoint areas of significant challenge for new leaders. Specific topics include Single Plan for Student Achievement development, School Site Council requirements, interpretation of data to inform schoolwide programming, strengthening family and community partnerships, deepening understanding of Special Education processes, and understanding certificated and classified contracts.

Monthly learning sessions are divided into three segments:

- In-role experts and District leaders collaborate and deliver the content to new principals.
- Processing and application of content to site-specific contexts is guided in small groups.
- Debriefing allows new principals to consolidate their learning and share any questions, concerns, or other challenges with the group.

Additionally, a retired principal is individually mentoring each new principal for approximately eight hours. The intent is to provide 1:1 coaching and support, specifically around school climate and culture.

Associate Principal Academy (APA)
Also entering the third year of implementation, the APA provides monthly, targeted professional learning for beginning leaders. These learning experiences are differentiated from the NPA in that there is a greater focus on District's shared values and culture, as well as supporting their site principals with instructional leadership and operational management.

ADDITIONAL DATA:

Currently 14 principals participate in the NPA and 12 associate principals participate in the APA. In addition to instructional expertise and strong operational management skills, the District expects leaders to initiate, sustain, and promote relationships with students, families, and the community. A deliberate focus on the District's Shared Vision and Values, coupled with an emphasis on emotional intelligence, will shape these leaders into the "A-Players" needed to lead District schools.

Feedback from new principals in 2018-19 indicated a better understanding of operational processes that were challenging for those with a background in instruction. A need for deeper understanding around Special Education processes surfaced. Additionally, new principals reported an increased level of organizational knowledge and identified specific support personnel who could assist them with the various challenges they encounter. Finally, a new onboarding process is being enacted to support new leaders in the District.

Tonight, District staff will report on the NPA and APA that supports novice administrators and prepares them to be highly qualified leaders in the District.

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

FISCAL IMPACT/FUNDING SOURCE:

This effort is supported by grant funding from the Wallace Foundation and addresses the University Principal Preparation Initiative goals of recruiting, selecting, supporting, and retaining high-caliber school leaders.

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
July 17, 2019
6 P.M.
Dr. Lowell J. Billings Board Room
Education Service and Support Center

ORDER OF BUSINESS

UNADOPTED

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
Mrs. Leslie Ray Bunker, Member
Mr. Francisco Tamayo, Member

Members Absent:
None.

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

Dr. Tessier led the Pledge of Allegiance.

2. APPROVE AGENDA (Action) *Approve Agenda*

Motion: BUNKER, Second: FARÍAS, Vote: UNANIMOUS

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. Presentation of Book Donation by the South Bay Historical Society

Dr. Escobedo said the mission of the South Bay Historical Society (SBHS) is to preserve and promote the history of the community and that SBHS acts as a clearinghouse for many organizations in the region that are involved in education and historic preservation, and to promote the sharing of information about historic sites, family artifacts and photographs, and oral histories. He added that the organization is donating a copy of the book Chula Vista Centennial: A Century of People and Progress, which provides a visual journey, decade by decade from 1911, and brings to life historical facts and personal recollections of residents, educators, and leaders in business, and local government. He introduced SBHS Board Member Shelley Rudd, who is a retired District teacher. Mrs. Rudd said SBHS works closely with the Chula Vista Heritage Museum and announced that a current exhibit at the main Chula Vista library is about the indigenous people and natural history of the South Bay. She presented the donation of the books—one for each District school library and said SBHS is also donating a book for each school library at National, South Bay, and Sweetwater Union High School Districts.

President Humphrey said she worked with Mrs. Rudd for many years at Harborside and presented Ms. Rudd with a Certificate of Appreciation for SBHS

C. Introduction of Partnership with the San Diego County District Attorney's Office

Dr. Escobedo said the mission of the San Diego County District Attorney's (SDCDA's) Office is to pursue equal and fair justice for all and to build safe neighborhoods, which ensures students can learn and citizens can thrive. Dr. Escobedo added that besides prosecuting offenders, the SDCDA's Office also serves the neighborhoods by protecting [citizens] and preventing crimes and one of the ways they accomplish this is through partnerships such as for the Power League Program. He acknowledged SDCDA staff members who were in the audience: District Attorney Summer Stephan; Chief Administrative Services Michelle Bush; Chief, South Bay Branch of the District Attorney's Office Anthony Campagna; and Deputy District Attorney Marissa A. Bejarano, who is also a former District Board of Education Member. Ms. Stephan thanked Dr. Escobedo for the introduction, for having her at the meeting, and for acknowledging the team that made the partnership happen. She said it is not enough to wait until crime

APPROVED

is committed; that the real win is to start preventing crimes early, adding that one of their goals is to reduce juvenile incarceration—which has decreased by 49% in the last five years. Ms. Stephan shared the program consists of providing mentors—prosecutors, investigators, paralegals, victim advocates—who will provide a two-to-one mentorship model to help students improve attendance and thus improve academic achievement. She stated the SDCDA's Office will provide results and hopes for a 10-percent reduction in truancy and a 10-percent increase in student achievement and ability to communicate. Ms. Stephan said the program began in Bancroft [Elementary School] and that she can attest to the transformation and guarantee that the District will see something amazing, adding that she was asking the Board to approve the Memorandum of Understanding (MOU), which is free of charge.

President Humphrey thanked Ms. Stephan for the partnership and said it is very exciting.

D. Report on District Special Education Programs

Dr. Tessier said the District is blessed to have a stellar Executive Director for Special Education and Instruction [Ms. Sharon Casey] and that he was happy to introduce her to talk about what has happened and will continue to happen in the Department and to share preliminary results of the efforts. Ms. Casey presented a report that highlighted the District's Special Education alignment to the District's Vision. She also gave an overview of the department, providing information on the diverse services and supports offered and on how department staff members assist students. Ms. Casey said she is proud to work with the Special Education staff, thanked all the people who contribute to the lives of the students, and acknowledged Special Education staff members who were in the audience.

President Humphrey thanked Ms. Casey for the report and said the Board appreciates her and the entire Special Education team. Board Members asked questions that Ms. Casey answered; said they have seen the change in a positive direction in Special Education; expressed that it is great to work with a team that is ensuring equity for all students and providing the conditions for everyone to receive a world-class education; and thanked all the Special Education employees for their work.

4. COMMUNICATIONS TO THE BOARD OF EDUCATION

Communications to the Board

A. Chula Vista Classified Employees Organization

Chula Vista Classified Employees Organization President Peter Zeitler said Ms. Casey has been a godsend and especially helpful with

SUBMITTED

Instructional Assistants (IAs) and Students Attendants (SAs). Added that one of the important parts of her report is the training being delivered by the Support Team for Autism Spectrum and At-Risk Students, which is very important for the IAs and SAs—who are key in the integration of students in general education classrooms. Mr. Zeitler also said he has been working on getting IAs and SAs to interact more with teachers outside class time in order to prepare. He shared that ninety-seven Computer Technician I and II hours were cut, which means five people were laid off and have not been able to return and he is trying to work with the District to reinstate some of those hours. Thanked Facilities for getting schools ready to return and Purchasing Manager Ann Pering and her staff for getting Sunnyside ready for modernization.

B. Chula Vista Educators

Chula Vista Educators (CVE) President Susan Skala asked the Board to consider creating a policy regarding immigration enforcement; President Humphrey said the District has one and Ms. Skala asked that it be shared with staff. Ms. Skala agreed with Mr. Zeitler on collaboration time with IAs, SAs, and teachers and also regarding Computer Technician time, saying it is important for teachers to have that support. She mentioned creating a comprehensive process for implementation of Dual Language (DL) programs and for full inclusion programs, complete with job descriptions for DL teachers and itinerants. Ms. Skala remarked that the District should actively plan for the Resource Teacher program if it is going to change next year and that CVE would like to have input into the plan. She shared that CVE is very committed to working in the E3 [Educator Effectiveness and Evaluation] process, but the time has come to bargain the item. Ms. Skala said the Governor adopted a very robust budget, with well over three percent cost of living allowance, and that she hopes CVE and the District can settle the benefits and wages by September 6, even though the transfer settlement and the collaboration MOU still need to be negotiated. In closing, she said she looks forward to working with the Board this school year.

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.

None.

UNAPPROVED

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: TAMAYO, Second: BUNKER, Vote: UNANIMOUS

A. Adopt Board of Education Meeting Minutes: Special and Regular Meetings June 19, 2019

B. Ratify Memorandum of Understanding with the County of San Diego for the Power League Mentoring Program for the Period of July 1, 2019, Through June 30, 2020

C. Approve and/or Ratify Human Resources Items A Through J **2019-20.001**

D. Approve List of Administrative Positions for Certificate of Competence in Evaluation for the 2019-20 School Year

E. Ratify Purchase of Course of Construction Policy from CNA Insurance for the Duration of the Modernization of Sunnyside Elementary School

F. Ratify Purchase of Cyber/Privacy Liability Policy from XL Catlin for a Policy Period of July 1, 2019, Through June 30, 2020

G. Adopt Resolution in Support of Civic Learning for College, Career, and Civic Life for the 2019-20 School Year **2019-20.002**

H. Adopt Resolution in Recognition and Appreciation of the Cultural, Ethnic, and Linguistic Diversity in the Chula Vista Elementary School District for the 2019-20 School Year **2019-20.003**

I. Review and Accept Quarterly Report to the San Diego County Office of Education on *Williams* Complaints for the Period of April Through June 2019

J. Ratify Memorandum of Agreement with the San Diego County Office of Education for Consulting Services in Support of San Diego County's *Live Well San Diego* for the Period of July 1, 2019, Through June 30, 2020

K. Approve Agreement with Bloom Software, Inc., dba Thrively, Inc., for Thrively Pro Services for the 2019-20 School Year

L. Approve Operating Agreement with the San Diego County Office of Education Quality Preschool Initiative Demonstration Project for Preschool Services for the 2019-20 School Year

ADOPTED

M. Ratify Nonpublic, Nonsectarian Individual Services Agreements with The Institute for Effective Education for:

(1) Student No. 112886 for the Period of April 15 Through June 30, 2019;

(2) Student No. 304977 for the Period of April 29 Through June 30, 2019; and

(3) Student No. 494548 for the Period of February 6 through June 30, 2019

N. Approve Nonpublic, Nonsectarian School Master Contracts with ACES Academy, Aseltine School, Banyan Tree Foundations Academy, Community School of San Diego, Excelsior Academy, The Institute for Effective Education, New Bridge School, San Diego Center for Children Academy, Sierra Academy of San Diego, Springall Academy, and Stein Center for Special Education and Related Services for Individuals with Exceptional Needs for the 2019-20 School Year

O. Approve Nonpublic, Nonsectarian Individual Services Agreements for the 2019-20 School Year with:

(1) ACES Academy for Student No. 304158;

(2) Aseltine School for Student No. 551324; and

(3) The Institute for Effective Education for Students No. 112886, No. 304182, No. 304977, No. 305522, No. 494548, and No. 582230

P. Adopt Resolution Establishing the Annual Special Taxes for Community Facilities Districts No. 1 (EastLake), No. 3 (Rancho Del Rey), No. 4 (Sunbow), No. 5 (First Generic District), No. 6 (Otay Ranch Village One), No. 10 (Second Generic District), No. 11 (McMillin Lomas Verdes), No. 12 (Otay Ranch Village One West), No. 13 (San Miguel Ranch), No. 14 (Otay Ranch Village 11), No. 15 (Otay Ranch Village 6), No. 17 (Otay Ranch Villages 2 and 7), No. 18 (Otay Ranch Millenia – Eastern Urban Center), No. 19 (Planning Area 12 Freeway Commercial and Portions of Otay Ranch Village 2), and No. 20 (Otay Ranch Village 3) for Fiscal Year 2019-20 **2019-20.004**

Q. Approve Renewal of Agreement with West Interactive Services Corporation (Also Known As "West Interactive Services Corporation dba SchoolMessenger®") in the Amount of $38,547.50 for Notification Services Provided Through the SchoolMessenger® Application for the Period of August 28, 2019, Through August 27, 2020

R. Approve Renewal of Agreement with West Interactive Services Corporation (Also Known As "West Interactive Services Corporation

ADOPTED

dba SchoolMessenger®") in the Amount of $37,970 for Website Hosting Services Provided Through the SchoolMessenger® "Presence" Platform for the Period of July 18, 2019, Through June 30, 2020

S. Adopt Resolution Authorizing Utilization of the Fullerton School District Request for Proposal No. 2019-04 for Frozen, Refrigerated, Processed Commodity, Snacks, and Dry Foods Products with Gold Star Foods, Inc., for the Period of July 1, 2019, Through June 30, 2020 **2019-20.005**

T. Approve Extension of Memorandum of Understanding with the City of Chula Vista for School Resource Officer Services for the 2019-20 School Year

U. Approve Award of Prime Bid Packages No. 1, 2, 3, and 4 for Site Work Preparation and Utilities for One 120' x 32' Two-Story Modular Classroom Building (Eight Classrooms) and One 12' x 40' Modular Restroom Building at Saburo Muraoka Elementary School

V. Accept Donation **2019-20.006**

W. Ratify Purchase Orders, Warrants, and Checks Written/Issued Through June 28, 2019 **2019-20.007**

X. Approve and/or Ratify Inservice/Travel Requests **2019-20.008**

Y. Approve and/or Ratify Requests for Use of District Facilities **2019-20.009**

7. PUBLIC HEARINGS *Public Hearings*

A. (1) Conduct Public Hearing Regarding Short-Term Classified Employee; and

Dr. Thiel said a public hearing is required to receive input on hiring of short-term classified employees. He added this is a retired employee who will assist the Attendance Accounting Technician on a part-time basis a couple days a week, through the first semester. He thanked Mr. Zeitler for his understanding of the need.

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

(2) Adopt Resolution Regarding Short-Term Classified Employee to Perform a Specified Service for the Period of July 1, 2019, Through January 31, 2020 **2019-20.010**

Motion: BUNKER, Second: HUMPHREY, Vote: UNANIMOUS

DRAFT ADOPTED

8. ADMINISTRATIVE ACTION ITEMS

Administrative Action Items

A. Approve Motion to Direct Clerk to Conduct the First Reading of Ordinance Dissolving Community Facilities District No. 2 and Directing Related Actions by Title Only

Mr. Esquivel said the Board of Education created Communities Facilities District No. 2 (CFD No. 2) in 1987 and from that year through 1993, approximately 423 parcels were created for residential housing. He added that assessments are now complete and no obligations are due, so the District is requesting a first reading of the ordinance. Mr. Esquivel remarked the second reading would be presented in August to close out CFD No. 2.

President Humphrey said the Board, acting as the legislative body of CFD No. 2 would consider the ordinance dissolving CFD No. 2 and directing related actions. She asked for a motion to direct the Clerk to present the first reading by title only.

Motion: TAMAYO, Second: FARÍAS, Vote: UNANIMOUS

Clerk Reyes read the title of the ordinance for CFD No. 2. President Humphrey said copies of the proposed ordinance are available in the District's Business Services Office for public inspection. She also said the ordinance is expected to be formally adopted at the Board's next regular meeting. President Humphrey announced that matters related to CFD No. 2 were complete and the Board would not act as the legislative body of CFD No. 2 for the remaining items on the agenda.

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

First and Second Readings

None.

10. GENERAL INFORMATION ITEMS/REPORTS

Information Items/Reports

A. Report Calendar to Board of Education

Board Member Tamayo requested a report on the Resource Teacher process as well as weekly summaries of the services provided by the Resource Teachers.

President Humphrey asked for a report on the technology piece [Computer Technician issue] as it relates to support for teachers. She also suggested a Board recognition program, asking each Board Member to select a District parent, teacher, administrator, or classified employee who deserves additional recognition.

DRAFTED

11. BOARD COMMUNICATIONS

Board Communications

Mrs. Bunker:

- Said this is a very exciting time with lots of good things already set. Added it was good to have the Special Education report and that everyone knows what is going on and is "ready to go."
- Commented that she drove by Cook, Kellogg, and Hilltop Drive and that each of them, from the outside, looks beautiful. Added that clearly, staff is doing a really good job getting everything ready.
- Remarked that she looks forward to a new school year and to working with the unions and with District staff.

Mr. Farías:

- Commented that it is very exciting starting a new school year. Shared his vacation would start the following Monday, and that it would be great because he would be able to drop off his girls at school and have breakfast and lunch with his wife.
- Shared that he attended the Leadership Kickoff and that it was really impressive to witness the level of commitment and passion and to see how leaders are getting ready to support all stakeholders at every school.
- Commented that he drove by Kellogg and saw two amazing gardeners really working hard. Said that, having been a school gardener and knowing the work it takes, he stopped to thank and congratulate them. Also congratulated Mr. Zeitler for a great team.
- Committed himself to another year of working together, being part of a support system, and making sure stakeholders collaborate collectively to continue making the District a shining star.

Mrs. Humphrey:

- Said that she has driven by a number of schools and is always impressed by the number of teachers who are already there, preparing their classrooms and also by how many other school staff members are working. Shared that she stopped by Rosebank to welcome the new principal (who was not there), that everyone is happy to have him, that he seems to be a great addition to the District, and that she looks forward to chatting with him.
- Remarked that she did not really have a break but that it is nice to continue and to keep abreast of the reading and other educational things Board Members need to be aware of and added the summer was fun and not as busy. Said the Board is excited to work together again, that Board Members are a good team, and that they truly appreciate employees and the work they do for kids in the District. Thanked everyone.

Dr. Reyes:

- Wished everyone a great 2019-20 school year, saying that it is very exciting to start a new year with new students, programs, classes, and also to continue successful programs and classes.

ADOPTED

- Said that for him, summer is a time of reflection—to look at things that went great and at those that did not go well and need improvement.
- Commented that teachers and staff (but especially teachers) are expected to be at 100 percent, to always be there for kids—not only for the academics but also for the social emotional support—and to make sure they understand the needs of students. Added that teachers do a great job, but that equally important is for educators to be well themselves. Said there are many stresses in people's lives and that he hopes educators take care of themselves and of each other because the better that is accomplished, the better they will be able to serve students.
- Finished by reiterating his wishes for a great school year.

12. SUPERINTENDENT'S COMMUNICATION

Superintendent's Communication

Dr. Escobedo:

- Commended District departments that really work hard to get the year started—Human Resources with hiring, Facilities getting schools ready, and Instructional Services with planning. Mentioned the modernization work at Sunnyside, saying they are ahead of schedule around five to eight days and that the school will open again in September.
- Shared that this year the District's theme of Nurturing Relationships continues with "Grit"—that inner strength that people sometimes have to muster because things do not always go right and which, utilized collectively, will help get through even the toughest moments. Said the "Grit" theme will be the focus this year—how utilizing this strength, the District will become a better organization.
- Stated that he really looks forward to the 2019-20 school year.

13. ADJOURN TO CLOSED SESSION

Closed Session

President Humphrey adjourned to closed session at 6:45 P.M. 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

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Office of Administrative Hearings, Case No. 2019050935 for Student No. 304058

DRAFT ADOPTED

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Joint Powers Agency Claim No. 17-04512

Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation in Joint Powers Agency Claim No. 18-04760

14. RECONVENE TO OPEN SESSION *Open Session*

President Humphrey reconvened to open session at 7:15 P.M. with all Board Members present.

Clerk Reyes said that in closed session the Board:

Approved a settlement agreement in Office of Administrative Hearings, Case No. 2019050935 for Student No. 304058.

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

Approved a settlement agreement in Joint Powers Agency Claim No. 18 04760.

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

15. ADJOURNMENT *Adjournment*

President Humphrey adjourned the meeting at 7:16 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, AUGUST 14, 2019, AT 6 P.M.

UNADOPTED

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 J

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

A. NEW EMPLOYMENT

Matthew Boardman, Temporary Music Teacher (per Education Code Section 44920), 185 days, Class IV, Step 2, salary $54,129, effective July 18, 2019, through June 4, 2020

Sophia Bueno, Instructional Assistant-Behavioral Specialist, 6.25 hours per day, 4 days per week, Range 20, Step 5, $20.43 per hour, effective July 23, 2019

Shontelle Chavez, Resource Specialist, 185 days, Class V, Step 4, salary $62,278, effective July 18, 2019

Kelly Christianson, Temporary Teacher (per Education Code Section 44920), 185 days, Class V, Step 6, salary $67,502, effective July 18, 2019, through June 4, 2020

Jennifer Covarrubias, Instructional Assistant, 3.5 hours per day, 5 days per week, Range 12, Step 1, $14.07 per hour plus 2 percent, effective July 23, 2019

Nina David, Instructional Assistant, 3 hours per day, 5 days per week, Range 14, Step 1, $14.73 per hour, effective August 5, 2019

Jennifer Garcia, Teacher, 185 days, Class VI, Step 6, salary $70,798, effective July 18, 2019

Chelsea Geyer, District Social Worker, 190 days, Management Range J, Step 1, $454.22 per day, effective July 22, 2019

Abigail Guzman, School Psychologist, 190 days, Management Range J, Step 4, salary $96,637.80, effective July 1, 2019

Elizabeth Hernandez, Permit Teacher, 173 days, Permit Teacher Class I, Step 1, salary $31,812.97, effective August 5, 2019

Monisola Komolafe, Special Education Teacher, 183 days, Class VI, Step 6, salary $70,798, effective July 22, 2019

Frances Lee, Temporary Teacher (per Education Code Section 44920), 185 days, Class I, Step 1, salary $51,655, effective July 18, 2019, through June 4, 2020

Nicole Lucia, School Psychologist, 152 days, Management Range J, Step 1, salary $69,041.44, effective July 23, 2019

Preston Lujan, Temporary Teacher (per Education Code Section 44920), 185 days, Class IV, Step 1, salary $51,655, effective July 18, 2019, through June 4, 2020

Erica Magana, Instructional Assistant (Preschool and Child Development Center), 3.5 hours per day, 5 days per week, Range 12, Step 1, $14.07 per hour plus 2 percent, effective July 29, 2019

Araceli Mendez-Pintado, Temporary Teacher (per Education Code Section 44920), 185 days, Class IV, Step 1, salary $51,655, effective July 18, 2019, through June 4, 2020

Yesenia Mendoza, Teacher, 185 days, Class IV, Step 1, salary $51,655, effective July 18, 2019

Melissa Murray, Temporary Resource Teacher, 185 days, Class III, Step 1, salary $51,655, effective July 18, 2019, through June 4, 2020

Julie Nunez, Resource Specialist, 185 days, Class V, Step 3, salary $59,668, effective July 18, 2019

Briana Rack, Special Education Teacher, 183 days, Class IV, Step 1, salary $51,097.26, effective July 22, 2019

Megan Rafferty, Special Education Teacher, 179 days, Class IV, Step 7, salary $64,558.14, effective July 26, 2019

Gabriela Salazar, Instructional Assistant, 6 hours per day, 5 days per week, Range 14, Step 1, $14.73 per hour, effective July 22, 2019

Miriam Scott, Noon Duty Supervisor, 3.7 hours per day, 5 days per week, Range 5, Step 2, $12.61 per hour, effective July 22, 2019

Amy Trinidad, Special Education Teacher, 185 days, Class IV, Step 1, salary $51,655, effective July 18, 2019

Jacqueline Venegas, Temporary Teacher (per Education Code Section 44920), 185 days, Class V, Step 1, salary $54,625, effective July 18, 2019, through June 4, 2020

Claire Wachowiak, Teacher, 174 days, Class VI, Step 3, salary $58,959.90, effective August 2, 2019

Kate Warren, School Psychologist, 190 days, Management Range J, Step 1, salary $86,301.80, effective July 1, 2019

B. REEMPLOYMENT OF TEMPORARY CERTIFICATED EMPLOYEES PREVIOUSLY EMPLOYED UNDER EDUCATION CODE SECTION 44909, 44911, OR 44920 FOR THE 2019-20 SCHOOL YEAR

Claudine Alcantara, Resource Specialist, 185 days, Class IV, Step 2, salary $54,129, effective July 18, 2019

Erika Avalos, Teacher, 185 days, Class IV, Step 2, salary $54,129, effective July 18, 2019

Maiko Lizarraga, Temporary Resource Teacher-Visual and Performing Arts (VAPA) (per Education Code Section 44920), 185 days, Class IV, Step 1, salary $51,655, effective July 18, 2019, through June 4, 2020

Mayra Nunez, Teacher, 185 days, Class IV, Step 2, salary $54,129, effective July 18, 2019

Leticia Quesada, Temporary Resource Specialist, 185 days, Class IV, Step 1, salary $51,655, effective July 18, 2019, through June 4, 2020

Myriam Sandoval, Teacher, 185 days, Class IV, Step 2, salary $54,129, effective July 18, 2019

C. REEMPLOYMENT OF CLASSIFIED EMPLOYEES UNDER EDUCATION CODE SECTIONS 45114, 45298, AND 45308

Marilyn Allen, Bus Attendant, 5 hours per day, 5 days per week, Range 16, Step 6, $19.52 per hour, effective July 22, 2019

Nathan Avila, Student Attendant, 5.8 hours per day, 5 days per week, Range 20, Step 1, $16.95 per hour plus 2 percent, effective July 22, 2019

Maribel Campos, Bus Attendant, 5 hours per day, 5 days per week, Range 16, Step 1, $15.43 per hour, effective July 22, 2019

Cynthia Klos, Bus Attendant, 5 hours per day, 5 days per week, Range 16, Step 1, $15.43 per hour, effective July 22, 2019

Anamaria Martinez, Instructional Assistant-ELL, 3 hours per day, 5 days per week, Range 17, Step 1, $15.89 per hour plus 2 percent, effective July 22, 2019

Hermila Mendoza, Bus Attendant, 5 hours per day, 5 days per week, Range 16, Step 2, $16.21 per hour, effective July 22, 2019

D. LEAVE OF ABSENCE

Gloria Barragan, Instructional Assistant-Special Education, effective July 22, 2019

Yazmin Diaz, Student Attendant, effective August 7, 2019

Melissa Fisher, Teacher, effective September 3, 2019

Rosemary Gonzalez, Counselor, effective July 18, 2019

Kristine McGrew, Instructional Assistant-Special Education, effective July 22, 2019

Erica Mendoza, Instructional Assistant-Special Education, effective July 22, 2019

Heather Michel, Resource Teacher, effective July 18, 2019

Brenda Ramirez, Teacher, effective July 19, 2019

E. EXTENSION OF LEAVE OF ABSENCE

Michelle Aisenstatas, Instructional Assistant-ELL, effective July 22, 2019

Ashley Serrin, Teacher, effective August 5, 2019

Adriana Verduzco, Instructional Assistant-Special Education, effective July 22, 2019

F. PROMOTION

Kristin Baltierra, from Teacher to Associate Principal at Hedenkamp, 8 hours per day, 5 days per week, $454.22 per day, effective August 19, 2019

Michael Bruder, from Resource Teacher to Instructional Services Coordinator, 8 hours per day, 5 days per week, Management Range I, Step 2, $521.37, effective August 15, 2019

Sandra Caliwag, from CNS I to CNS III, 6 hours per day, 5 days per week, Range 19, Step 4, $19.13 per hour, effective July 17, 2019

Jason Gambrell, from Transporation Manager to Transportation Associate Director, 8 hours per day, 5 days per week, Management Range J, Step 2, $472.29 per day, effective August 15, 2019

Reina Guardado, from Noon Duty Supervisor to Instructional Assistant-Volunteer Projects, 3.8 hours per day, 5 days per week, Range 14, Step 1, $14.73 per hour, effective July 22, 2019

Malia Hall, from Secretary I to Secretary II, 8 hours per day, 5 days per week, Range 29, Step 5, $25.34 per hour, effective August 1, 2019

Irma Martinez, from CNS I to CNS III, 6 hours per day, 5 days per week, Range 19, Step 4, $19.13 per hour, effective July 17, 2019

G. RESIGNATION

Socorro Arizala, Noon Duty Supervisor, effective June 5, 2019

Minerva Arreola, Noon Duty Supervisor, effective June 6, 2019

Abigail Buelna, Teacher, effective August 17, 2019

Vanessa Camacho, Noon Duty Assistant, effective August 10, 2019

Monica Ceja Lovelace, LSH Specialist, effective June 7, 2019

Maria Elena, Noon Duty Supervisor, effective June 6, 2019

Jael Farias, Bus Driver, effective June 6, 2019

Tammy Flores-Alarcon, Noon Duty Supervisor, effective June 1, 2019

Leonel Guerrero, Instructional Assistant-Special Education, effective June 6, 2019

Mariela Gurganious, CNS I, effective June 6, 2019

Rana Jarad, Noon Duty Supervisor, effective June 6, 2019

Mica Knox, Instructional Assistant-Parent Intervention Program, effective September 21, 2019

Monisola Komolafe, Special Education Teacher, effective July 25, 2019

Andrea Lizarraga, Library Technology Technician, effective August 3, 2019

Mimi Luong, Teacher, effective August 3, 2019

Amanda Martell, Instructional Assistant-Special Education, effective June 5, 2019

Nicolle Mona, Special Education Teacher, effective June 7, 2019

Leah Mora, Instructional Assistant-Special Education, effective June 6, 2019

Diana Moreno, Noon Duty Supervisor, effective July 27, 2019

Derek Ochreiter, LSH Specialist, effective June 7, 2019

Araceli Padilla, Noon Duty Supervisor, effective June 4, 2019

Sierra Paul, Instructional Assistant-LSH, effective June 6, 2019

Myriam Pedroza, Instructional Assistant (Preschool and Child Development Center), effective June 7, 2019

Lisa Pfeffer, Permit Teacher, effective June 7, 2019

Jennie Pinzon, Student Attendant, effective June 6, 2019

Diana Romero, Instructional Assistant-ELL, effective June 8, 2019

Kathleen Ruiz Uribe, Student Attendant, effective August 2, 2019

Claudia Sanchez, Student Attendant, effective July 31, 2019

Nicole Senosiain, Noon Duty Supervisor, effective June 8, 2019

Kenia Soto-Fimbres, Student Attendant, effective June 6, 2019

Sandra Torre, Teacher, effective January 30, 2018

Mariah Viorato, Noon Duty Supervisor, effective July 24, 2019

H. RETIREMENT

Maria Cecena, Instructional Assistant-Special Education, effective September 21, 2019

Katherine Hersum, Bus Driver, effective December 21, 2019

I. RELEASE

Employee No.: 2010419275

J. CONSULTANTS

A Reason to Survive provided professional development in creating a mural to six VAPA teachers. The session focused on a community mural, including sketching the mural canvas, choosing colors, etc. Services were provided July 8 through July 12, 2019. The sum not to exceed $6,540 will be paid from Title IV - Student Support and Academic Enrichment Grant funds.

Aida Allen-Rotel is providing professional development in literacy instruction with intense focus on modeling and coaching around knowing readers, guided reading instruction, and assessment at Harborside. Services commenced August 1, 2019, and will continue through May 31, 2020. The sum not to exceed $9,000 will be paid from Local Control and Accountability Plan funds.

Alliance for African Assistance will provide interpretation and translation services in various languages for student support and parent meetings. Services commenced August 1, 2019, and will continue through June 30, 2020. The sum not to exceed $5,000 will be paid from Title III funds.

Arts for Learning San Diego is providing professional development for VAPA Teachers in certain dance styles, lesson building, and more. Services commenced July 8, 2019, and will continue through June 30, 2020. The sum not to exceed $8,000 will be paid from Title IV - Student Support and Academic Enrichment Grant funds.

CareerStaff Unlimited is providing speech services. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $116,624 will be paid from Speech and Language Services funds.
CGI Math Teacher Learning Center is providing cognitively-guided teacher instruction professional development for Rice. Services commenced July 15, 2019, and will continue through May 31, 2020. The sum not to exceed $47,520 will be paid from Title I and Local Control and Accountability Plan funds.

Dale Scott & Company (DS&C) will provide financial advisory services relating to general obligation bonds, general obligation refunding bonds, certificates of participation, and limited obligation bonds. Services will be provided beginning August 15, 2019, and will continue for a period of two years, expiring August 15, 2021. Fees of $70,000 will be charged for each bond series of issuance, plus all reasonable and necessary out-of-pocket expenses. The fees due will be billed upon earlier of date of bond issuance or 90 days following end of fiscal year bonds were scheduled to be issued. DS&C will also provide pre-election services at the District's request, which

are not contingent upon bond sale. Costs for these services are $10,000, and will be paid from the General Fund or other lawful source of funds.

Diane Lapp Consulting is providing professional development in literacy instruction that includes whole group Grades 3-6, and an intense focus on modeling and coaching around knowing readers, guided reading instruction, and assessment at Harborside. Services commenced August 1, 2019, and will continue through May 30, 2020. The sum not to exceed $9,000 will be paid from Local Control and Accountability Plan funds.

Dudek Inc., will provide Environmental Services in compliance with the California Environmental Quality Act for work related to School No. 47 in Otay Ranch Village 2. Services will continue until completion of the project. The cost will not exceed $14,150 and will be paid from Capital funds.

Kitty Siino & Associates, Inc., will provide appraisal services to determine the fair market value of the proposed site for School No. 47 in Otay Ranch Village 2. Services will continue until completion of the project. The cost will not exceed $8,500 and will be paid from Capital funds.

Learning Genie Inc. is providing a one-year subscription for the Learning Genie App for portfolio and assessment, including unlimited usage of the application, data storage, online customer support, webinar training, and analytical reporting for Early Childhood teachers. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $7,446 will be paid from Quality Preschool Initiative funds.

Maxim Health Services is providing Licensed Vocational Nurse services. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $220,000 will be paid from District Health/Nursing funds.

Maxim Health Services is providing Registered Nurse services. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $120,000 will be paid from District Health/Nursing funds.

Maxim Health Services is providing speech services. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $115,440 will be paid from Speech and Hearing Services funds.

McGrath Consulting Group is providing leadership support for administrator and instructional team at Castle Park. Services commenced August 1, 2019, and will continue through June 30, 2020. The sum not to exceed $9,000 will be paid from Title I funds.

Regents of the University of California, San Diego, School of Medicine, Department of Ophthalmology is providing vision examinations, hearing screening, and prescriptions for glasses and corrective lenses as needed for children referred to the Eye Mobile; assistance with program evaluation; and advice to District personnel on the need for referral of children for ongoing ophthalmologic and auditory care. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $6,000 will be paid from Quality Preschool Initiative funds.

Regional Intervention Program will provide training for the five Parent Intervention Program staff and Administration at both the Regional Program in Nashville, Tennessee and directly in the District. Services also include monthly follow-up and technical assistance via webinars and phone conferences. Services will commence September 1, 2019, and continue through June 30, 2020. The sum not to exceed $7,500 will be paid from Child Development funds.

Ro Health, Inc., is providing Licensed Vocational Nurse services. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $352,000 will be paid from District Health/Nursing funds.

Ro Health, Inc., is providing Registered Nurse services. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $120,000 will be paid from District Health/Nursing funds.

San Diego Children's Choir is providing choral workshops for music teachers, as well as one-on-one coaching during choir rehearsals. Services commenced July 19, 2019, and will continue through June 30, 2020. The sum not to exceed $3,500 will be paid from Title IV - Student Support and Academic Enrichment Grant funds.

San Diego County Superintendent of Schools' Teacher Effectiveness and Preparation team will provide two days of training to Induction Support Providers, PAR Consulting Teachers, and Principals within the District. Services will commence September 1 and will continue through October 1, 2019. The sum not to exceed $5,000 will be paid from Low Performing Students Block Grant funds.

Storm Educational Enterprises, Inc., dba Wilda's Writing Workshop is providing professional development with Write Up A Storm!® Strategies (Argumentative Reading and Writing) and ongoing coaching for Rice. Services commenced July 1, 2019, and will continue through June 3, 2020. The sum not to exceed $17,000 will be paid from Title I funds.

The Stepping Stones Group is providing occupational therapy services. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $115,440 will be paid from Occupational Therapy funds.

Vincent Pompei, Ed.D., is providing professional development for District school leaders, staff, and parents on embracing family diversity; creating LGBTQ-inclusive schools; preventing bias-based bullying and gender stereotyping; and supporting transgender expansive students. Services commenced July 1, 2019, and will continue through June 30, 2020. The sum not to exceed $5,000 will be paid from District Administration funds.

Wenger & Associates LLC will evaluate the District's school attendance system and procedures, and provide the District with customized attendance procedure manuals, and professional development. Services will commence September 2, 2019, and continue until completion of the project. The fee for services will not exceed $18,750 and will be paid from the General Fund.

Westberg + White, Inc., will provide architectural services and design at Arroyo Vista Charter School for new door opening in administration area and new lightweight infill in existing roof canopy structure at the lunch area. Services will commence August 15, 2019. The cost not to exceed $14,679.00 will be paid from Arroyo Vista Charter School 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:

Ratify Travel Costs and Related Travel Expenses for District Parents Participating in California Association for Bilingual Education Professional Development, Conferences, and Events for the 2019-20 School Year

____X____Action **_____Information**

BACKGROUND INFORMATION:

The California Association for Bilingual Education (CABE) is an advocacy organization whose mission is to promote equity and educational achievement for students with diverse cultural, racial, and linguistic backgrounds and for whom language poses an additional barrier to schooling and full participation in the educational system and society. CABE's key initiatives include being the premier source of professional development for educators and parents who work with students learning English.

ADDITIONAL DATA:

For the 2019-20 school year, the following CABE-sponsored events will be reimbursed for participating parents. These constitute professional development, conferences, and events related to Title I and Title III funding:

- Adelante Mujer
- Biliteracy Symposium
- CABE San Diego South County Chapter Mini-Conference
- CABE 2-Way Conference
- CABE State Conference
- CABE Scholarship Breakfast

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 Title I and Title III allocation for participation in professional development, parent trainings, and conference/travel for CABE-sponsored events for 2019-20 is estimated at $12,000.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Ratify Agreement with the Tariq Khamisa Foundation for the Safe School Model for the Period of August 1, 2019, Through July 31, 2021

_____Action **____X____Information**

BACKGROUND INFORMATION:

The District and the Tariq Khamisa Foundation (TKF) have entered into an agreement for the TKF Safe School Model. The TKF is a San Diego nonprofit with the mission to create safer schools and communities through educating and inspiring children in the restorative principles of accountability, compassion, forgiveness, and peacemaking. The Safe School Model incorporates a continuum of proven effective prevention services with a focus in teaching restorative principles. Harborside Elementary School will benefit from a mentor's services for three days per week, who will support up to 25 students.

ADDITIONAL DATA:

The agreement, which has an effective date of August 1, 2019, supports a partnership between TKF Foundation and Harborside School.

A copy of the agreement is available for review in the Office of the Assistant Superintendent of Innovation and Instruction Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

The TKF Safe School Model is provided at no cost.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services and Support

ITEM TITLE:

Ratify Agreement with San Diego County Superintendent of Schools for Project Cal-Well for the Period of July 26 Through September 30, 2019

____X____Action **_____Information**

BACKGROUND INFORMATION:

Project Cal-Well was a five-year grant funded under the federal Substance Abuse and Mental Health Services Administration to improve mental health awareness among communities, parents, students, and school and district staff members as well as to connect students and families to needed services. 2018-19 was the final year of the grant.

Project Cal-Well supported the training of school personnel and other adults who interact with youth in both school settings and communities to detect and respond to mental illness in children and youth. The District was one of three local education agencies in San Diego County that developed a comprehensive, coordinated, and integrated partnership with multiple service systems to help address critical mental health needs of students, as well as to contribute to the California Department of Education's statewide efforts. Participating District schools were Juarez-Lincoln, J. Calvin Lauderbach, Robert L. Mueller Charter, Palomar, and Sunnyside Elementary Schools.

ADDITIONAL DATA:

The District was recently informed that additional funds are available to continue supporting former Cal-Well school sites and also expand Multi-Tiered System of Supports (MTSS) Districtwide Positive Behavioral Intervention and Supports (PBIS) implementation. Funds may be used for the following:

- Increase current MTSS/PBIS efforts.
- Consulting and facilitating District or site-based trainings and meetings.
- Professional development substitute costs.

- Materials and supplies to enhance PBIS efforts based on each school's post-Tiered Fidelity Inventory action plans.
- Increase family engagement and family school partnerships.

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 will receive funds up to $65,000.

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 WestEd to Conduct an Efficacy Study of an Integrated Science and Literacy Curriculum for First Grade During the 2019-20 and 2020-21 School Years

____X____Action **_____Information**

BACKGROUND INFORMATION:

WestEd, in partnership with Lawrence Hall of Science, RAND Corporation, and SRI International, is conducting an independent efficacy study of a new literacy-rich Next Generation Science Standards-aligned curriculum for first grade classrooms, Amplify Science (Amplify). Funded by the U.S. Department of Education's Institute of Education Sciences, the study will investigate the impact of first grade curriculum on teaching and learning in diverse classroom settings, including those with English Language Learners. The study's goals are to understand classroom implementation and the impact of the first grade curriculum on students' achievement and teachers' instructional practice.

ADDITIONAL DATA:

The study will take place in 16 District schools during the 2019-20 and 2020-21 school years. Teacher and student participation in research activities is voluntary. Participating schools will be randomly assigned to either the treatment group to use the Amplify Grade 1 curriculum during both the 2019-20 and 2020-21 school years, or the "business as usual" control group where teachers will use existing Grade 1 science instructional materials during the 2019-20 and 2020-21 school years.

The study grant will provide Amplify Grade 1 curriculum materials with accompanying professional development at no cost to the District for teachers assigned to the treatment group. After the study, the control group schools will receive the full curriculum package with professional development for use during the following school year (2021-22).

The grant will cover the cost of Grade 1 curriculum for both groups of teachers (treatment and control groups).

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 study includes the following at no cost to the schools:

- Professional development sessions provided by Amplify.
- A $150/day teacher stipend for professional development paid by WestEd.
- The Amplify Grade 1 curriculum for participating teachers.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support and Instructional Services and Support

ITEM TITLE:

Adopt Resolution Declaring September 2019 as *Attendance Awareness Month* in the Chula Vista Elementary School District

____X____Action **_____Information**

BACKGROUND INFORMATION:

The Chula Vista Elementary School District (District) recognizes attendance as an important factor in every child's academic success. District staff is committed to working with parents and site personnel to ensure students are in school every day on time and for the duration of the instructional day.

The California Department of Education, the State School Attendance Review Board, and Attendance Works (a national research organization) have partnered together to declare September 2019 as *Attendance Awareness Month* and promote awareness of chronic absenteeism. A national campaign, *"We Belong In School"* addresses key stake-holders to raise awareness of chronic absences defined as ten percent or more days of school including all absences regardless of whether they are excused and/or unexcused during a given school year.

ADDITIONAL DATA:

Additional information is available for review in the Office of the Deputy Superintendent and in the Office of the Assistant Superintendent of Technology, Innovation, and Instruction.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend adoption.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

RESOLUTION NO. _____

Resolution Declaring September 2019)
as *Attendance Awareness Month* in the)
Chula Vista Elementary School District)

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

WHEREAS, the Chula Vista Elementary School District (District) recognizes good attendance as a catalyst for students' future academic success, their preparation for America's jobs of the future, and their ability to compete in a global economy; and

WHEREAS, the District recognizes that chronic absences, defined as ten percent or more days of school including all absences regardless of whether they are excused and/or unexcused, contribute to lower student achievement. Students do not have equal opportunities to learn when they are chronically absent from school; and

WHEREAS, the education of all students may be impacted when teachers divert attention to meet the needs of chronically absent students; therefore, schools are encouraged to implement site-based strategies for promoting good attendance and reducing chronic absenteeism; and

WHEREAS, the District recognizes that by addressing chronic absenteeism, the average daily attendance may improve and increase resources to all students; and

WHEREAS, the District provides quarterly data to school sites and to District leadership as a means of monitoring students with chronic absences.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education declares September 2019 as *Attendance Awareness Month* in the Chula Vista Elementary School District.

PASSED AND ADOPTED by the Board of Education of the Chula Vista Elementary School District, County of San Diego, State of California, this 14th day of August 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 a 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: Business Services and Support

ITEM TITLE:

Adopt Resolution Designating September 2019 as *National Preparedness Month* in the Chula Vista Elementary School District

__X__ Action **_____ Information**

BACKGROUND INFORMATION:

Since its inception in 2004, *National Preparedness Month* is observed each September in the United States of America. Sponsored by the Federal Emergency Management Agency, within the Department of Homeland Security. National Preparedness Month encourages Americans to take steps to prepare for emergencies in their homes, businesses, schools, and communities.

ADDITIONAL DATA:

The 2019 *National Preparedness Month* theme is: "Prepared, Not Scared. Be Ready for Disasters." *National Preparedness Month* brings together an amazing coalition of partners to make citizen preparedness a priority for every city, every neighborhood, and every home across America. Americans will have opportunities to learn more about ways they can prepare for an emergency, receive an emergency supply kit, establish a family communications plan, and volunteer or participate in emergency training.

The District has in place procedures for training central office and school staff to work together as response teams toward the goal of implementing Site Emergency Response Plans. The objective is to collaborate with South County public and nonpublic schools, agencies, and community partners to create a cohesive, uniform emergency management structure for our school systems.

Additional information is available for review in the Offices of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend adoption.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

RESOLUTION NO. _____

Resolution Designating September 2019)
as *National Preparedness Month* in the)
Chula Vista Elementary School District)

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

WHEREAS, *National Preparedness Month*, sponsored by the Department of Homeland Security's Federal Emergency Management Agency, encourages Americans to take steps to prepare for emergencies in their homes, businesses, schools, and communities; and

WHEREAS, the Board of Education of the Chula Vista Elementary School District recognizes and supports the safety of every student, employee, parent, and volunteer; and

WHEREAS, the District has in place opportunities to expand training for staff, students, parents, and community partners to create a network of Site Emergency Response Teams designed to save and sustain lives following a disaster until professional responders arrive.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Chula Vista Elementary School District does hereby officially designate the month of September 2019 as *National Preparedness Month* in the District.

PASSED AND ADOPTED by the Board of Education of the Chula Vista Elementary School District, County of San Diego, State of California, this 14th day of August 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 a 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: Business Services and Support

ITEM TITLE:

Adopt Resolution Authorizing the Purchase of One 72' x 40' Modular Building (Three Classrooms), and One 60' x 40' Modular Building (Two Classrooms, a Restroom, an Electrical Room, and Two Offices) at Mae L. Feaster Charter School in the Amount of $639,142 from Silver Creek Industries, Inc., Pursuant to Bid No. 14/15-3

____X____Action _____Information

BACKGROUND INFORMATION:

The 700 building at Feaster, which contains five classrooms, is over 30 years old and has been determined by District Maintenance staff to be past it's useful life cycle, and beyond economical repair. District staff recommends replacing it with a 72' x 40' Modular Building and a 60' x 40' Modular Building during scheduled Summer 2020 school modernization. The modular buildings will provide five classrooms, a restroom, an electrical room, and two offices.

ADDITIONAL DATA:

Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

The cost of the two modular buildings is $639,142, and will be paid from Measure VV General Obligation Bond funds, and other Capital funds.

STAFF RECOMMENDATION:

Recommend adoption.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

RESOLUTION NO. _____

Resolution Authorizing the Purchase)
of One 72' x 40' Modular Building)
(Three Classrooms), One 60' x 40)
Modular Building (Two Classrooms)
a Restroom, an Electrical Room,)
and Two Offices) at Mae L. Feaster)
Charter School in the Amount)
of $639,142 from Silver Creek)
Industries, Inc., Pursuant to)
Bid No. 14/15-3)

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

WHEREAS, the Chula Vista Elementary School District has conducted a bid process for relocatable buildings at the same prices and upon the same terms and conditions as Bid No. 14/15-3; and

WHEREAS, said bids were opened and publicly read aloud at the time and place specified in the Notice to Bidders, and it was determined that Silver Creek Industries, Inc., was the lowest overall responsible bidder; and

WHEREAS, this Board has determined it to be in the best interest of the District to purchase 72' x 40' Modular Building (Three Classrooms), and One 60' x 40' Modular Building (Two Classrooms, a Restroom, an Electrical Room, and Two Offices) from the bid awarded on February 26, 2015; and

NOW, THEREFORE, BE IT RESOLVED, ORDERED, AND DECLARED that the contract for the purchase of 72' x 40' Modular Building (Three Classrooms), and One 60' x 40' Modular Building (Two Classrooms, a Restroom, an Electrical Room, and Two Offices) in the amount of six hundred thirty-nine thousand, one hundred forty-two dollars ($639,142) with Silver Creek is hereby authorized and approved and is subject to all terms, conditions, and documents as specified in Bid No. 14/15-3 and award documents.

BE IT FURTHER RESOLVED, ORDERED, AND DECLARED that Francisco Escobedo, Superintendent and Secretary to the Board of Education of the Chula Vista Elementary School District, or his designee, is hereby authorized to execute the necessary contract documents with Silver Creek Industries, Inc.

PASSED AND ADOPTED by the Board of Education of the Chula Vista Elementary School District, County of San Diego, State of California, this 14th day of August 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 a 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: Business Services and Support

ITEM TITLE:

Approve Award of Bid No. 19/20-2 to Kirk Paving, Inc., for New Harborside Elementary School Parking Lot in the Amount of $138,800 for the Period of August 15, 2019, Through Completion of the Project

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

Bid No. 19/20-2 was prepared to allow for the installation of a new staff parking area, as well as fencing to separate the parking area from the remaining existing playground.

The District advertised the bid package by: (i) publishing on July 12, 2019, and July 19, 2019, in The Star News, a newspaper of general circulation; and (ii) emailing it to construction trade journals and to contractors on the contractor list compiled by the District for this type of work. Six contractors submitted bids at the bid opening on July 30, 2019. Results of the bid are provided in the following chart.

Name of Contractor	Bid Amount
Kirk Paving, Inc.	**$138,800**
RGC General Engineering, Inc.	$168,317
Accurate Asphalt and Concrete, Inc.	$180,112
Southland Paving, Inc.	$198,950
Gem Industrial Electric, Inc.	$278,000
Rap Engineering, Inc.	$299,438

Based on the foregoing, the District has determined that Kirk Paving, Inc., is the bidder with the lowest responsive, responsible bid. Therefore, District staff recommends that the Board of Education award the contract for Bid Package No. 19/20-2 to Kirk Paving, Inc.

ADDITIONAL DATA:

Copies of bid documents are available for review in the Office of the Deputy Superintendent

FISCAL IMPACT/FUNDING SOURCE:

Funding for this project will be paid from Maintenance and Capital Improvement funds.

STAFF RECOMMENDATION:

Recommend approval.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Adopt Resolution Authorizing Utilization of the State of California Contract No. 1-19-70-19B-2 with Presidio Networked Solutions Group LLC for Cisco SmartNet Technology Support Services in an Amount Not to Exceed $58,551 for the Period of October 1, 2019, Through September 30, 2020

__X__ Action **_____ Information**

BACKGROUND INFORMATION:

The State of California, Department of General Services Procurement Division, conducted a competitive bid process that provides Cisco Enterprise Technology from Presidio Networked Solutions Group LLC (Presidio) at contracted pricing for the State of California and local governmental agencies. The Chula Vista Elementary School District is allowed to purchase or contract with Presidio at the same prices and upon the same terms and conditions as the State of California pursuant to Sections 20118 and 20652 of the Public Contract Code.

The District will utilize this contract to purchase Cisco SmartNet remote technical support services and hardware replacement in case of unexpected failure for covered equipment. The equipment to be covered by Cisco SmartNet currently provides critical functionality for the District's network infrastructure. Malfunction or failure would significantly hamper the operation of the network.

ADDITIONAL DATA:

Copies of the State contract are available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

The District is projected to spend an estimated $58,551 for the services provided under this contract. Services will be funded through the General Fund. Expenses in 2018/19 were $51,525.

STAFF RECOMMENDATION:

Recommend adoption.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

RESOLUTION NO. _____

Resolution Authorizing Utilization of)
The State of California, Contract)
No. 1-19-70-19B-2 with Presidio)
Networked Solutions Group LLC)
For Cisco Enterprise Technology)
For the Period of October 1, 2019)
Through September 30, 2020)

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

WHEREAS, the State of California, Department of General Services, Procurement Division has conducted a cooperative bid process that allows the Chula Vista Elementary School District, the ability to purchase or contract under the contract at the same prices and upon the same terms and conditions as the State of California pursuant to Sections 20118 and 20652 of the Public Contract Code of California; and

WHEREAS, this Board has determined it to be in the best interest of the District to contract with Presidio Networked Solutions Group LLC to meet the needs of the Chula Vista Elementary School District.

WHEREAS, Presidio Networked Solutions Group LLC, in conjunction with Cisco, have agreed to provide Cisco Enterprise Technology products, services, and related items to the Chula Vista Elementary School District under the terms and conditions of the State of California contract; and

NOW, THEREFORE, BE IT RESOLVED, ORDERED, AND DECLARED that participation by the Chula Vista Elementary School District in the State of California, Contract No. 1-19-70-19B-2 for Cisco Enterprise Technology is hereby authorized and approved and is subject to all terms, conditions, and documents as specified in the State of California contract documents.

BE IT FURTHER RESOLVED, ORDERED, AND DECLARED that Francisco Escobedo, Superintendent and Secretary to the Board of Education of the Chula Vista Elementary School District, or his designee is hereby authorized to execute the necessary contract documents with Presidio Networked Solutions Group LLC.

PASSED AND ADOPTED by the Board of Education of the Chula Vista Elementary School District, County of San Diego, State of California, this 14h day of August 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 a 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: Business Services and Support

ITEM TITLE:

Accept Donation

____X____Action **_____Information**

BACKGROUND INFORMATION:

On July 15, 2019, Hilltop Drive Elementary received 420 backpacks from Costco Wholesale Facility #781 in Chula Vista. Hilltop Drive was selected this year as a recipient of Costco's Backpack Program. Each backpack contained a zippered pencil pouch, ruler, eraser, and pocket folder and were distributed to first through sixth grade students during the first week of school. Estimated value of the donation is $8,400.

ADDITIONAL DATA:

District staff will write a letter of appreciation for the above donation.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend acceptance.

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 July 31, 2019

____X____ Action **_____ Information**

BACKGROUND INFORMATION AND FISCAL IMPACT:

The following purchase orders, warrants, and checks were written/issued through July 31, 2019.

i.	Purchase Orders: 20000003 - 20001309	$11,652,607.68
ii.	Alternative Revolving Cash: 1284 1285	$ 400.00
iii.	Commercial Warrants: 310006 - 310778	$ 9,362,527.71
	Cafeteria Warrants: 00004627 - 00004723	$ 272,165.70
iv.	Payroll Warrants: Series 10 13240922 - 13241942, N1862482 - 1866336	$18,265,945.50
v.	Revolving Cash Checks: 007453 - 007494	$ 12,551.80

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.

Chula Vista Elementary School District

Agenda Item 6.N.
August 14, 2019
Exhibit A

INSERVICE/TRAVEL REQUESTS

Individual	Event	Destination	From	To	Est'd Cost	Funding	CVESD Location
Dombrowski, J	AHERA Contractors Supvsr and Building Refresher Course	San Diego	08/05/19	08/06/19	$410	Operations	Business Services
Fernandez, J	A-Z Bus Sales Electric Vehicle Training	Riverside	07/16/19	07/16/19	$36	Transportation	Business Services
Gonzalez, C	Pupil Attendance Accounting for School Site	National City	09/04/19	09/04/19	$445	District Admin	Business Services
Heredia, J	AHERA Contractors Supvsr and Building Refresher Course	San Diego	08/05/19	08/06/19	$410	Operations	Business Services
McDonald, A	Pupil Attendance Accounting for School Site	National City	09/04/19	09/04/19	$445	District Admin	Business Services
Stone, S	BRAVE Assistant Instructor Training	Costa Mesa	07/23/19	07/23/19	$121	District Admin	Business Services
Stone, S	Comprehensive School Threat Assessment Training	Costa Mesa	08/07/19	08/07/19	$60	District Admin	Business Services
Vazquez, M	A-Z Bus Sales Electric Vehicle Training	Riverside	07/16/19	07/16/19	$36	Transportation	Business Services
Llamas, G	Equity Conference 2020	San Diego	01/16/20	01/17/20	$380	LCAP	Cook
Adams, A	San Diego Writing Project, Bldg a Writing Cmnty (K-8)	La Jolla	07/09/19	07/11/19	$388	LCAP	Finney
Berman, S	San Diego Writing Project, Bldg a Writing Cmnty (K-8)	La Jolla	07/09/19	07/11/19	$388	LCAP	Finney
Boulytchev, A	Summer Inquiry Institute 2019 (Educator Workshop)	San Diego	07/01/19	07/03/19	$60	LCAP	Finney
Lozoya, J	San Diego Writing Project, Bldg a Writing Cmnty (K-8)	La Jolla	07/09/19	07/11/19	$388	LCAP	Finney
Nguyen, D	San Diego Writing Project, Bldg a Writing Cmnty (K-8)	La Jolla	07/09/19	07/11/19	$388	LCAP	Finney
Pot, K	San Diego Writing Project, Bldg a Writing Cmnty (K-8)	La Jolla	07/09/19	07/11/19	$388	LCAP	Finney
Silva, M	San Diego Writing Project, Bldg a Writing Cmnty (K-8)	La Jolla	07/09/19	07/11/19	$388	LCAP	Finney
Carranza, V	California Spanish Assessment Standard Setting Meeting	Sacramento	08/06/19	08/08/19	$366	Sacramnto COE	Hilltop Drive
Ciriza, G	2019 MTSS Professional Learning Institute	Long Beach	07/30/19	07/31/19	$327	District Admin	Instructional Services
Ciriza, G	Consortium for English Learner Success	Los Angeles	08/13/19	08/13/19	$195	District Admin	Instructional Services
Ciriza, G	ACSA 2019 Leadership Summit	San Francisco	11/06/19	11/09/19	$2,231	District Admin	Instructional Services
Guerrero, O	State and Federal 101 School Site Council Workshop	San Diego	08/15/19	08/15/19	$25	Title III	Instructional Services
Pimentel, P	State and Federal 101 School Site Council Workshop	San Diego	08/15/19	08/15/19	$25	Title III	Instructional Services
Rojas, N	State and Federal 101 School Site Council Workshop	San Diego	08/15/19	08/15/19	$25	Title III	Instructional Services
Tessier, M	2019 MTSS Professional Learning Institute	Long Beach	07/30/19	07/31/19	$327	District Admin	Instructional Services
Villanueva, E	The Wallace Foundation UPPI Day	New York, NY	08/02/19	08/06/19	$1,726	Wallace Fndtn	Instructional Services
Fonzi, O	Project GLAD® 2-Day Research and Theory Workshop	Jamul	08/08/19	08/09/19	$644	Title I	Otay
Lozano, E	Project GLAD® 2-Day Research and Theory Workshop	Jamul	08/08/19	08/09/19	$644	Title I	Otay
Lujan, P	Project GLAD® 2-Day Research and Theory Workshop	Jamul	08/08/19	08/09/19	$644	Title I	Otay
Martinez, J	California Spanish Assessment Standard Setting Meeting	Sacramento	08/05/19	08/08/19	$366	Sacramnto COE	Otay
Herrera, J	California Spanish Assessment Standard Setting Meeting	Sacramento	08/06/19	08/08/19	$366	Sacramnto COE	Salt Creek
Escobedo, F	2019 MTSS Professional Learning Institute	Long Beach	07/30/19	07/31/19	$520	District Admin	Superintendent

*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
Board Members	Chamber of Commerce First Friday Breakfast Meetings	Chula Vista	09/06/19	06/05/20	$20	District Admin	Supt/Board Member
Bunker, L	2019 CSBA Annual Education Conf and Delegate Assembly	San Diego	12/04/19	12/07/19	$378	District Admin	Supt/Board Member
Farías, A	2019 CSBA Annual Education Conference	San Diego	12/05/19	12/07/19	$828	District Admin	Supt/Board Member
Humphrey, L	Chamber of Commerce First Friday Breakfast Meeting	Chula Vista	08/02/19	08/02/19	$20	District Admin	Supt/Board Member
Humphrey, L	2019 CSBA Annual Education Conf and Delegate Assembly	San Diego	12/04/19	12/07/19	$938	District Admin	Supt/Board Member
Reyes, E	2019 CSBA Annual Education Conference	San Diego	12/05/19	12/07/19	$853	District Admin	Supt/Board Member
Tamayo, F	2019 CSBA Annual Education Conference	San Diego	12/05/19	12/07/19	$839	District Admin	Supt/Board Member
Faddis, T	Program Redesign (Wallace Foundation Activities)	Santa Rosa	07/30/19	07/31/19	$957	Wallace Fndtn	Supt/Principal Spc Assgn
Clark, J	California Spanish Assessment Standard Setting Meeting	Sacramento	08/05/19	08/08/19	$366	Sacramnto COE	Valley Vista
Holguin, M	2019 PCORI Annual Meeting and Poster Session	Washington, DC	09/17/19	09/21/19	$400	Univ of Miami	Vista Square/FRC
Lopezdenava, C	2019 PCORI Annual Meeting and Poster Session	Washington, DC	09/17/19	09/21/19	$825	Univ of Miami	Vista Square/FRC
Ruano, G	2019 PCORI Annual Meeting and Poster Session	Washington, DC	09/17/19	09/21/19	$825	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.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Approve and/or Ratify Requests for Use of District Facilities

____X____Action **_____Information**

BACKGROUND INFORMATION:

Site	Requested by	Facility/Time/Date/Purpose	Fees per Hour
Allen	549 Sports fka One on One Basketball	Basketball Court Fridays, 1:45-2:45 pm August 16 – October 18,2019 After School Basketball	$13.50
Camarena	549 Sports fka One on One Basketball	Basketball Court Wednesdays, 2:45-3:45 pm August 14 – October 16,2019 After School Basketball	$13.50
EastLake	549 Sports fka One on One Basketball	Basketball Court Fridays, 1:15-2:15 pm August 16 – October 18,2019 After School Basketball	$13.50
Hedenkamp	549 Sports fka One on One Basketball	Basketball Court Fridays, 2:00-3:00 pm August 16 – October 18,2019 After School Basketball	$13.50
Hilltop Drive	549 Sports fka One on One Basketball	Basketball Court Fridays, 1:30-2:30 pm August 16 – October 18,2019 After School Basketball	$13.50
Tiffany	549 Sports fka One on One Basketball	Basketball Court Mondays, 3:15-4:15 pm August 12 – October 14,2019 After School Basketball	$13.50

Site	Requested by	Facility/Time/Date/Purpose	Fees per Hour
Wolf Canyon	549 Sports fka One on One Basketball	Basketball Court Tuesdays, 3:15-4:15 pm August 13 – October 15,2019 After School Basketball	$13.50
Discovery	Sing and Speak Spanish	Classroom Mon/Tues/Thurs, 3:00-4:00 pm August 13, 2019 – June 1, 2020 After School Language Class	$ 9.00
EastLake	Sing and Speak Spanish	Library Wednesdays, 2:45-3:45 pm August 14, 2019 – May 13, 2020 After School Language Class	$18.50
Halecrest	Sing and Speak Spanish	Classroom Mondays, 2:45-3:45 pm Wednesdays 3:15-4:15 pm Fridays 2:00-3:00 pm August 5, 2019 – June 1, 2020 After School Language Class	$ 9.00
Olympic View	Sing and Speak Spanish	Classroom Tues/Wed, 2:45-3:45 pm August 15 – December 19, 2019 After School Language Class	$ 9.00

ADDITIONAL DATA:

Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

Facilities use permit fees are deposited into the District's General Fund.

STAFF RECOMMENDATION:

Recommend approval and/or ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

Report on 2019-20 State Budget and Approve Revisions to the 2019-20 District Adopted Budget

____X____ Action **_____ Information**

BACKGROUND INFORMATION:

On June 27, 2019, Governor Newsom signed into law the 2019-20 State Budget (Budget Act). Education Code Section 42127(h) requires that school districts make available any budget revisions within 45 days after the Governor signs the annual Budget Act. The District is proposing a revised 2019-20 District Budget based on the Budget Act, and will submit it to the San Diego County Office of Education.

ADDITIONAL DATA:

Tonight, staff will report on the 2019-20 State Budget and its effect on the District adopted 2019-20 Budget.

FISCAL IMPACT/FUNDING SOURCE:

The major changes in the Budget Act that will have a direct impact on District revenue are noted below.

- Special Education Early Intervention Preschool Grant. Estimated at $8,975 per pupil for 3-5 year-olds with IEPs (Individualized Education Programs), resulting in an approximately $5.6 Million increase in the District's Special Education funding. Due to the uncertainty of future funding, the San Diego County Office of Education is recommending the funding be treated as one-time for 2019-20.

- Special Education Equalization funding. Estimated increase of approximately $98,506 in Special Education funding.

STAFF RECOMMENDATION:

Recommend approval.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

(1) Conduct the Second Reading of Ordinance Dissolving Community Facilities District No. 2 and Directing Related Actions by Title Only; and

(2) Adopt Ordinance Dissolving Community Facilities District No. 2

____X____Action **_____Information**

BACKGROUND INFORMATION:

In 1987, the Board of Education, acting as the legislative body of Community Facilities District No. 2 (CFD No. 2), formed CFD No. 2, and on February 23, 1989, recorded a Notice of Special Tax Lien for CFD No. 2 in the Official Records of the County of San Diego.

The Mello-Roos Community Facilities Act establishes a process for the cessation of special taxes, dissolving the affected CFD and the lien of its special taxes, and providing related notices. Pursuant to Government Code Section 53338.5, the legislative body of a CFD may adopt an ordinance to dissolve the CFD if: (i) the CFD is not obligated to pay any outstanding debt; and (ii) the CFD has no authorization to levy special taxes. Section 53338.5 provides for the recording of an addendum to the notice of special tax lien that gives appropriate notice.

The District's special tax consultant has determined that: (i) as of June 30, 2018, the owners of property within CFD No. 2 were no longer obligated to pay special taxes of CFD No. 2, because the authorization to levy such taxes had expired; and (ii) CFD No. 2 is not obligated to pay any outstanding debt.

Therefore, District staff requests that the Board adopt the attached Ordinance to thereby dissolve CFD No. 2 and the lien of its special taxes, and direct that an Addendum to the Notice of Special Tax Lien for CFD No. 2 be recorded. The Addendum, when recorded, will give notice of the cessation of the CFD No. 2 special taxes and that CFD No. 2 and the associated liens have been dissolved.

A first reading by title only of the proposed Ordinance was conducted at the July 17, 2019, Board meeting. A Notice of Intention to Adopt Ordinance was duly posted immediately thereafter, and published in The Star News on July 26, 2019. The Ordinance will take effect thirty days after adoption.

ADDITIONAL INFORMATION:

Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend conduct second reading of the proposed Ordinance by title only and thereafter adopt the Ordinance.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

ORDINANCE NO. _____

Ordinance Dissolving Community Facilities)
District No. 2 and Directing Related Actions)

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

WHEREAS, the Board of Education of the Chula Vista Elementary School District ("Board of Education"), the governing board of what then was referred to as the Chula Vista City School District and is now referred to as the Chula Vista Elementary School District ("District"), previously formed Community Facilities District No. 2 ("CFD No. 2") and, acting as the Legislative Body of CFD No. 2, authorized the special taxes of CFD No. 2 ("Special Taxes") and bonded indebtedness of CFD No. 2, all pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2, Title 5 of the California Government Code ("Mello-Roos Act"); and

WHEREAS, the Board of Education, acting as the Legislative Body of CFD No. 2: (i) caused that certain Boundary Map of Community Facilities District No. 2 to be recorded on November 25, 1987, in Book 21, Page 45, of Maps of Assessment and Community Facilities Districts, as document number 87-658021 in the Official Records of the County of San Diego, California ("Boundary Map"); and (ii) caused that certain Notice of Special Tax Lien relating to CFD No. 2 to be recorded on February 23, 1989, as document number 89-092567, in the Official Records of the County of San Diego, California ("Notice of Special Tax Lien"); and

WHEREAS, the Board of Education, acting as the Legislative Body of CFD No. 2, hereby determines as follows in regard to CFD No. 2:

(i) CFD No. 2 has no bonds or securities currently outstanding and is not obligated to pay any outstanding debt;

(ii) CFD No. 2 is no longer authorized to levy any Special Taxes;

(iii) The obligation of owners of parcels within CFD No. 2 to pay the Special Taxes ceased effective as of June 30, 2018;

(iv) The funds of CFD No. 2 remaining as of the date the Board of Education adopted this Ordinance, if any, have all been allocated for expenditure on authorized costs; and

(v) The School District shall be liable for any outstanding debt of CFD No. 2 discovered to exist after the dissolution of CFD No. 2; and

WHEREAS, the Board of Education, acting as the Legislative Body of CFD No. 2, hereby determines that it is appropriate at this time, and in accordance with the Mello-Roos Act, to dissolve CFD No. 2 and the lien of the Special Taxes, and to take related actions.

NOW, THEREFORE, the Board Of Education of the Chula Vista Elementary School District, acting as the Legislative Body of Community Facilities District No. 2, hereby finds, orders, and ordains as follows:

Section 1. The recitals set forth above in this Ordinance are true and correct, and the Board of Education hereby adopts such recitals as findings of the Board of Education.

Section 2. The Board of Education is authorized by the Mello-Roos Act to adopt this Ordinance in accordance with Government Code Sections 53316, 53330.5, and 53338.5.

Section 4. CFD No. 2 and all liens imposed by CFD No. 2 shall be dissolved effective as of the date this Ordinance takes effect.

Section 5. The Board of Education hereby authorizes and directs the Deputy Superintendent of the District, promptly following the date this Ordinance takes effect, to cause to be executed and recorded an addendum to the Notice of Special Tax Lien that provides notice of the cessation of the Special Taxes and dissolution of CFD No. 2 and all liens imposed by CFD No. 2.

Section 6. All actions heretofore taken by officers and agents of the District and CFD No. 2 with respect to the subject matter of this Ordinance are hereby approved, confirmed and ratified, and the Board of Education hereby authorizes and directs the Superintendent, Deputy Superintendent, and other appropriate officials of the District to take any and all such actions, including, without limitation, executing and delivering documents and expending funds, as reasonably may be necessary to achieve the intent and goals of this Ordinance.

Section 7. The Deputy Superintendent of the District shall cause notice of the adoption of this Ordinance to be given in accordance with applicable law, and this Ordinance shall take effect on the date that is thirty days following adoption by the Board of Education.

ORDAINED, ENACTED, AND ADOPTED by the Board of Education of the Chula Vista Elementary School District, County of San Diego, State of California, this 14th day of August, 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 an ordinance duly adopted by said Board at its regular meeting thereof on the date and by the vote set forth above, which ordinance is on file and of record in the main administrative offices of the District.

Francisco Escobedo
Secretary to the Board of Education,
Chula Vista Elementary School District

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Revision: Board Policy 3440, Business and Noninstructional Operations, Inventories

____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 3440, Business and Noninstructional Operations, Inventories; is being proposed to enhance the District's inventory policies and practices. These revisions will ensure District procedures are in accordance with State and Federal guidelines and requirements. While reviewing CSBA's BPs and ARs, the District felt these revisions would provide clarification regarding current practices while ensuring alignment to applicable laws.

ADDITIONAL DATA:

A copy of BP 3440 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 Non instructional Operations

INVENTORIES

In order to provide for the proper control and conservation of District property, the Superintendent/designee shall maintain an inventory in a manner authorized by the State Board of Education for the following:

1. All items currently valued in excess of $500.

2. All items purchased with federal funds or matching non-federal funds and currently valued in excess of $~~3~~**5**00.

3. All electronic and computer technology items currently valued in excess of $300.

~~(cf. 3270 - Sale and Disposal of Books, Equipment, and Supplies~~)
(cf. 3290 - Gifts, Grants, and Bequests)
(cf. 3400 - Management of District Assets/Accounts)
(cf. 3512 - Equipment)

In addition, the Superintendent/designee may maintain a list of specific items which may be inventoried for internal control purposes regardless of their initial cost or current value.

The inventory shall contain a record of the following information: (Education Code 35168; 5 CCR 3946)

1. **Name and description of the property**
2. **Identification number**
3. **Original cost of the item of equipment or a reasonable estimate if the original cost is unknown**
4. **Date of acquisition**
5. **Location of use**
6. **The date and method of disposal**

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

Business and Non instructional Operations

INVENTORIES (continued)

In addition to the information specified in items #1-6 above, the following information shall be recorded for equipment acquired with state and/or federal categorical funds unless otherwise specified in law: (5 CCR 3946; 2 CFR 200.313)

1. Source of the property (funding source)

2. Titleholder

3. Use and condition of property

(cf. 3230 – Federal Grant Funds)

At the time of purchase, the Superintendent/designee shall affix a label to the equipment containing the identification number and the District name.

Whenever an equipment item is moved to a new location, the new location shall be recorded in the inventory.

A copy of the inventory shall be kept at the District office and at the appropriate school site.

(cf. 3580 - District Records)

Physical Inventory

At least once every two years, a physical inventory of equipment shall be, conducted and the results reconciled with the property records. (2 CFR 200.313)

Business and Non instructional Operations

INVENTORIES (continued)

Legal Reference:

EDUCATION CODE
35168 Inventory of equipment
CODE OF REGULATIONS, TITLE 5
~~16023 Class 1 - Permanent records~~
16035 ~~- 16036~~ Historical inventory of equipment
~~CARL D. PERKINS VOCATIONAL EDUCATION ACT, Public Law 98-524, 99-159~~
~~34 CODE OF FEDERAL REGULATIONS, 74.132-74.140~~
~~Office of Management and Budget, Circular A-102, Attachment N, Property Management Standards~~
3946 Control, safeguards, disposal of equipment purchased with consolidated application funds
16022-16023 Classification of records
UNITED STATES CODE, TITLE 20
2301-2414 Strengthening Career and Technical Education for the 21st Century Act
CODE OF FEDERAL REGULATIONS, TITLE 2
200.0-200.521 Federal uniform grant guidance

Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California School Accounting Manual
WEB SITES
California Association of School Business Officials: http//www.casbo.org
California Department of Education: http://www.cde.ca.gov
School Services of California, Inc.: http://www.sscal.com
Office of Management and Budget: https://www.whitehouse.gov/omb

Policy
Adopted: 11/13/90
Revised: 05/21/96
Revised:

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Chula Vista, California

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

(1) First Reading/Possible Revision: Board Policy 3512, Business and Noninstructional Operations, Equipment; and

(2) First Reading/Possible Approval: Administrative Regulation 3512 (New), Business and Noninstructional Operations, Equipment

___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.

Revision of BP 3512, Business and Noninstructional Operations, Equipment; is being proposed to update the information and improve the District's practices. AR 3512, Business and Noninstructional Operations, Equipment is being proposed to ensure that District procedures are aligned with state and federal guidelines concerning the handling of District equipment. While reviewing BPs and ARs created by the CSBA, the District determined that information previously contained in the corresponding BP 3512 is now incorporated in proposed AR 3512.

ADDITIONAL DATA:

Copies of the proposed revisions to the BP and the proposed AR with exhibit 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

EQUIPMENT

School equipment may be used by staff members and/or students only for school-related tasks. District equipment may not be used for personal reasons.

The Superintendent ~~or~~ ***/*** designee shall ensure that all employees understand that personal use of **D**istrict property is prohibited and that violation may be cause for disciplinary action.

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5144 - Discipline)

When school equipment is not being used by students or staff, school-connected organizations may be granted reasonable use of the equipment for school-related matters **as long as it does not interfere with the use by students or employees or otherwise disrupt District operations**. ~~Actual costs of services such as copying shall be paid by the group rather than by the district.~~

(cf. 1230 - School-Connected Organizations)
(cf. 1330 - Use of School Facilities)

~~The written approval of the principal is required if district-owned equipment is removed from the school site.~~

~~When any equipment is taken off-site, the borrower is responsible for its safe return and shall be fully liable for any loss or damage.~~

~~*(cf. 3440 - Inventories)*~~

Legal Reference:
EDUCATION CODE
35160 Authority of governing boards

Policy
Adopted: 11/13/90 CHULA VISTA ELELMENTARY SCHOOL DISTRICT
Revised: Chula Vista, California

Business and Noninstructional Operations

EQUIPMENT

The Superintendent/designee shall approve the transfer of any District equipment from one work site to another and the removal of any District equipment for off-site use. When any equipment is taken off site, the borrower is responsible for its safe return and shall be fully liable for any loss or damage. Exhibit 3512 (District Form #814090) may be used as a means for tracking equipment taken off site.

Employees transferred to another work site shall take with them only those personal items that have been purchased with their own funds unless otherwise authorized by the Superintendent/designee or applicable Board Policy.

The Superintendent/designee shall maintain an inventory of all equipment currently valued in excess of $500. (Education Code 35168; 5 CCR 3946)

(cf. 3440 - Inventories)

When equipment is unusable or is no longer needed, it may be sold, donated, or disposed of in accordance with Education Code 17540-17555 or 2 CFR 200.313, as applicable.

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

Equipment Acquired with Federal Funds

The Superintendent/designee shall obtain prior written approval from the California Department of Education or other awarding agency before purchasing equipment with federal funds, when applicable. (2 CFR 200.48, 200.313, 200.439)

(cf. 3230 - Federal Grant Funds)
(cf. 3300 - Expenditures and Purchases)

All equipment purchased for federal programs funded through the consolidated application pursuant to Education Code 64000-64001 shall be labeled with an identification number, and name of the District. (2 CFR 200.313; 5 CCR 3946)

Business and Noninstructional Operations

EQUIPMENT (continued)

For any equipment acquired in whole or in part with federal funds, the Superintendent/designee shall develop adequate maintenance procedures to keep the property in good condition. He/she shall also develop adequate safeguards to prevent loss, damage, or theft of the property and shall investigate any loss, damage, or theft. (2 CFR 200.313)

(cf. 3530 - Risk Management/Insurance)

Equipment purchased for use in a federal program shall be used in that program as long as needed, whether or not the program continues to be supported by federal funds. The equipment may be used in other activities currently or previously supported by a federal agency when such use does not interfere with the work on the project or program for which it was originally acquired or when use of the equipment is no longer needed for the original program. (2 CFR 200.313)

Legal Reference:
EDUCATION CODE
17540-17542 Sale or lease of personal property by one district to another
17545-17555 Sale of personal property
17605 Delegation of authority to purchase supplies and equipment
35160 Authority of governing boards
35168 Inventory of equipment
64000-64001 Consolidated application process
CODE OF REGULATIONS, TITLE 5
3946 Control, safeguards, disposal of equipment purchased with state and federal consolidated application funds
4424 Comparability of services
16023 Class 1 - Permanent records
UNITED STATES CODE, TITLE 20
6321 Fiscal requirements
CODE OF FEDERAL REGULATIONS, TITLE 2
200.0-200.521 Federal uniform grant guidance

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

EXHIBIT E3512

Chula Vista Elementary School District

Off-Site Property Use Authorization

Name: _____ School/ Department: _____

Item(s): _____ District _____

_____ Asset _____

_____ Number(s): _____

_____ _____

_____ _____

_____ _____

Title of Software or Educational Materials	Number of Disks	Number of Manuals

Location of Use: _____

Telephone: _____ Email: _____

Date Property Signed Out: _____ Planned Return Date: _____

Approving Principal/Manager Name: _____

Approving Principal/ Manager Signature: _____ Date: _____

Verification of Return by Approving Principal/Manager (Signature): _____ Date: _____

I agree that the above equipment will be returned to the Chula Vista Elementary School District on or before the specified return date and in the same good condition in which it was borrowed.

Signature: _____ Date: _____

(814090)

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 3513.3, Business and Noninstructional Operations, Tobacco-Free Schools

____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 and AR 3513.3, Business and Noninstructional Operations, Tobacco-Free Schools, are being proposed to enhance the District's tobacco-free schools policies and practices. While reviewing CSBA's BPs and ARs, the District felt these revisions would provide clarification regarding current practices while ensuring alignment to applicable laws.

ADDITIONAL DATA:

Copies of revised BP and AR 3513.3 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 and review.

Business and Noninstructional Operations

TOBACCO-FREE SCHOOLS~~/SMOKING~~

The Governing Board recognizes **that** ~~the health hazards associated with the~~ **smoking and other** use**s** of tobacco **and nicotine** products, including the breathing of second-hand smoke, **constitute a serious public health hazard and are inconsistent with the district goal** ~~and desires~~ to provide a healthy environment for students and staff. Employees are encouraged to serve as models for good health practices that are consistent with the District's instructional programs. **(Health and Safety Code 104420, 104559)**

~~In accordance with state and federal law, smoking is prohibited in all District facilities and vehicles . (20 U.S.C. 6083, Labor Code 6404.5)~~

(cf. 5030 - Wellness)
(cf. 5131.62 - Tobacco)
(cf. 6143 - Courses of Study)

The Board ~~further~~ prohibits **smoking and/or** the use of tobacco products anywhere, any time on district property, in district vehicles, and in district-owned or leased buildings.

These ~~This~~ prohibition**s** appl**y**~~ies~~ to all employees, students, visitors, and other persons at any **school-sponsored instructional program,** activity**,** or athletic event **held** on **or off District** property**.** ~~owned, leased, or rented by or from the District.~~ **Any written joint use agreement governing community use of District facilities or grounds shall include notice of the District's tobacco-free schools policy and consequences for violations of the policy. (Business and Professions Code 22950.5; Education Code 48901)**

(cf. 1330 - Use of District Facilities)

Smoking means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking.

Business and Noninstructional Operations

TOBACCO-FREE SCHOOLS~~/SMOKING~~ (continued)

Tobacco products include: (Business and Professions Code 22950.5; Education Code 48901)

1. **Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff.**
2. **An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah.**
3. **Any component, part, or accessory of a tobacco product, whether or not sold separately.**

This policy does not prohibit the use or possession of prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patches or gum.

Smoking or use of any tobacco-related product or disposal of any tobacco-related waste is prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code 104495)

~~The Superintendent or designee shall inform students, parents/guardians, employees, and the public about this policy and related procedures.~~

~~*(cf. 4118 - Suspension/Disciplinary Action)*~~
~~*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*~~
~~*(cf. 5144.1 - Suspension and Expulsion/Due Process)*~~

~~Signs prohibiting the use of tobacco shall be prominently displayed at all entrances to school property.~~

~~The Superintendent or designee shall maintain a list of clinics and other resources which may assist individuals who wish to stop using tobacco products.~~

~~*(cf. 4159 - Employee Assistance Program)*~~

Business and Noninstructional Operations

TOBACCO-FREE SCHOOLS~~/SMOKING~~ (continued)

Legal Reference:

EDUCATION CODE
48900~~1~~ Grounds for suspension/expulsion
48901 Prohibition against tobacco use by students
BUSINESS AND PROFESSIONS CODE
22950.5 Stop Tobacco Access to Kids Enforcement Act; definitions
HEALTH AND SAFETY CODE
39002 Control of air pollution from nonvehicular sources
104350-104495 Tobacco use prevention
104495 Prohibition of smoking and tobacco waste on playgrounds
104559 Tobacco use prohibition
119405 Unlawful to sell or furnish electronic cigarettes to minors
LABOR CODE
3300 Employer, definition
6304 Safe and healthful workplace
6404.5 Occupational safety and health: use of tobacco products
UNITED STATES CODE, TITLE 20
6083 Nonsmoking policy for children's services
7111-7117 Safe and Drug Free Schools and Communities Act
CODE OF FEDERAL REGULATIONS, TITLE 21
1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors
PERB RULINGS
CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)
Eureka Teachers Association v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

Management Resources:

WEB SITES
~~CDE: http://www.cde.ca.gov~~
~~California Department of Health Services: http://www/dhs.ca.gov~~
California Department of Education, Alcohol, Tobacco and Other Drug Prevention: http://www.cde.ca.gov/ls/he/at
California Department of Education, Tobacco-Free School District Certification: http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp
California Department of Public Health, Tobacco Control: http://www.cdph.ca.gov/programs/tobacco
Occupational Safety and Health Standards Board: http://www.dir.ca.gov/OSHSB/oshsb.html
U.S. Environmental Protection Agency: http://www.epa.gov

Policy
Adopted: 1/20/98 CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Revised: Chula Vista, California

Business and Noninstructional Operations

TOBACCO-FREE SCHOOLS~~/SMOKING~~

Information about the District's tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students, and the community. (Health and Safety Code 104420)

The Superintendent/designee may disseminate this information through annual written notifications, District and school web sites, student and parent handbooks, and/or other appropriate methods of communication.

The Superintendent/designee shall ensure that signs stating "Tobacco use is prohibited" are prominently displayed at all entrances to school property. (Health and Safety Code 104420, 104559)

Any employee or student who violates the District's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to possible disciplinary action in accordance with Board Policy, State law, and/or applicable collective bargaining agreements.

(cf. 4218 - Termination of Employment)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

Any other person who violates the District's policy on tobacco-free schools shall be informed of the District's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent/designee may:

1. **Direct the person to leave school property.**
2. **Request local law enforcement assistance in removing the person from school premises.**
3. **If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering District property for a specified period of time.**

(cf. 1250 - Visits to the Schools)
(cf. 3515.2 - Disruptions)

The Superintendent/designee shall not be required to physically eject a nonemployee who is smoking or to request that the nonemployee refrain from smoking under circumstances involving a risk of physical harm to the District or any employee. (Labor Code 6404.5)

Business and Noninstructional Operations

TOBACCO-FREE SCHOOLS~~/SMOKING~~ (Continued)

~~Employee Notifications~~

~~The Superintendent or designee shall notify employees of the District's Tobacco-Free Schools Policy. The notification shall also inform them of:~~

1. ~~Their need to abide by District policy as a condition of employment.~~
2. ~~The dangers of tobacco use in the workplace, including its threat to the health and safety of employees, students, and the public.~~
3. ~~Available resources which may help employees stop using tobacco.~~
4. ~~Possible disciplinary actions in accordance with Chula Vista Elementary School Board policy, state law, and applicable collective bargaining agreements.~~

~~Enforcement Procedures for Visitors~~

~~A visitor who smokes on Chula Vista Elementary School District property shall be informed of the District's Tobacco-Free Schools Policy and asked to refrain from smoking. If a person fails to comply with this request, the following actions may ensue:~~

1. ~~The matter may be referred to the Superintendent or designee responsible for the area or the event.~~
2. ~~The Superintendent or designee may direct the person to leave District property.~~
3. ~~If necessary, the Superintendent or designee may request local law enforcement assistance in removing the person from District property.~~
4. ~~If the person repeatedly violates the Tobacco-Free Schools Policy, the Superintendent or designee may prohibit him/her from entering District property for a specified period of time.~~

Legal Reference:

HEALTH AND SAFETY CODE
104420-104495 Tobacco Use Prevention
LABOR CODE
6404.5 Responsibilities and Duties of Employers and Employees

Regulation
Approved: 01/20/98 CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Reviewed: Chula Vista, California

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Revision: Board Policy 3550, Business and Noninstructional Operations, Food Service/Child Nutrition Program

___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.

Revision of BP 3550, Business and Noninstructional Operations, Food Service/ Child Nutrition Program, is being proposed to enhance the District's Child Nutrition Service food service policies and practices. These revisions will ensure District procedures are in accordance with State and Federal guidelines and requirements. While reviewing CSBA's BPs and ARs, the District felt these revisions would provide clarification regarding current practices while ensuring alignment to applicable laws.

ADDITIONAL DATA:

A copy of BP 3550 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

FOOD SERVICE/CHILD NUTRITION PROGRAM

The Governing Board recognizes that students need adequate, nourishing food in order to grow and learn and maintain good health. **The Superintendent/ designee shall develop strategies to increase student access to the District food service program and to maximize their participation in available programs.** Foods and beverages available through the District's food service program shall:

1. Be carefully selected ~~in order~~ as to contribute to students' nutritional well-being and the prevention of disease.

2. Meet or exceed nutritional standards specified in law and administrative regulation.

3. Be prepared in ways that will appeal to students, retaining nutritive quality and foster lifelong healthful eating habits.

4. Be served in age-appropriate portions.

5. Be ~~sold~~ **available to students who meet federal eligibility criteria at cost or at reduced prices, and other students** at reasonable prices.

(cf. 3312 – Contracts)
(cf. 3551 – Food Service Operations/Cafeteria Fund)
(cf. 3553 – Free and Reduced Price Meals)
(cf. 3554 – Other Food Sales)
(cf. 5030 – Student Wellness)
(cf. 5141.32 – Child Health and Disability Prevention Program)

The Superintendent/designee shall develop strategies designed to encourage the participation of students and parents/guardians in the selection of foods of good nutritional quality for school menus.

The Board desires to provide students with adequate time and space to eat meals. To the extent possible, school and transportation schedules shall be designed to encourage participation in school meal programs.

The Superintendent or designee shall periodically review the adequacy of school facilities for cafeteria eating and food preparation. School cafeterias shall comply

Business and Noninstructional Operations

FOOD SERVICE/CHILD NUTRITION PROGRAM (continued)

with the sanitation and safety requirements of the California Uniform Retail Food Facilities Law as set forth in Health and Safety Code §113700-114455.

(cf. 7110 – Determining Needs)

Professional development for food service personnel shall include nutrition education and safe food handling.

The Superintendent or designee shall annually report to the Board regarding the District's compliance with state and federal nutrition standards for foods and beverages. **In addition, the Superintendent/designee shall provide all necessary and available documentation required for the Administrative Review conducted by the California Department of Education (CDE) to ensure the food service program's compliance with federal requirements related to nutrition standards, meal patterns, provision of drinking water, school meal environment, food safety, and other areas as required by the CDE.**

(cf. 0500 – Accountability)
(cf. 3555 – Nutrition Compliance Program)

Legal Reference:

EDUCATION CODE
38080-38103 Cafeterias – establishment and use
45103.5-Contracts for management consulting services; restrictions
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
49540-49546 Child care food program
49547-49548.3 Comprehensive nutrition services
49550-49560 Meals for needy students
49565-49565.8 California Fresh Start pilot program
49570-National School Lunch Act
HEALTH AND SAFETY CODE
113700-114455 California Uniform Retail Food Facilities Law
CODE OF REGULATIONS, TITLE 5
15510-Mandatory meals for needy students
15530-15535 Nutrition education
15550-15565 School lunch and breakfast programs

Business and Noninstructional Operations

FOOD SERVICE/CHILD NUTRITION PROGRAM (continued)

15566-15569 California Fresh State Pilot Program
UNITED STATES CODE, TITLE 42
1751-1759 School lunch programs, including:
1751-Note Local wellness policy
1771-1791 Child nutrition, especially:
1773-School breakfast program
U. S. 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 PUBLICATIONS
Healthy Food Policy Resource Guide, 2003
The New Nutrition Standards: Implications for Student Wellness Policies, November 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
NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS
Fit, Healthy and Ready to Learn, 2000
U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS
Dietary Guidelines for Americans, 2005
Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000
WEB SITES
CSBA: http://www.csba.org
California Department of Education, Nutrition Services Division: http://www.cde.ca.gov/ls/nu
California Healthy Kids Resource Center: http://www.californiahealthykids.org
California Project L.E.A.N (Leaders Encouraging Activity and Nutrition): http://www.californiaprojectlean.org
Centers for Disease Control and Prevention: http://www.cdc.gov
Dairy Council of California: http://dairycouncilofca.org
National Association of State Boards of Education: http://www.nasbe.org
National School Boards Association: http://www.nsba.org
School Nutrition Association: http://www.schoolnutrition.org
U.S. Department of Agriculture, Food and Nutrition Information Center (FNIC): http://www.nal.usda.gov/fnic

Policy
Adopted: 11/13/99
Revised: 01/19/05
Revised: 02/08/05
Revised: 08/15/06
Revised:

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
CHULA VISTA, CALIFORNIA

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

(1) First Reading/Possible Revision: Board Policy 3551, Business and Noninstructional Operations, Food Service Operations/Cafeteria Fund; and

(2) First Reading/Possible Approval: Administrative Regulation 3551 (New), Business and Noninstructional Operations, Food Service Operations/ Cafeteria Fund

____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.

Revision of BP 3551, Business and Noninstructional Operations, Food Service/ Child Nutrition Program, is being proposed to enhance the District's Child Nutrition Service Cafeteria Fund policies and practices. AR 3551, Business and Noninstructional Operations, Food Service, Child Nutrition Program, is being proposed to provide clarification, and ensure District procedures are aligned with state and federal guidelines and requirements. While reviewing CSBA's BPs and ARs, the District felt the revision of BP 3551 and addition of AR 3551 would provide clarification regarding current practices while ensuring alignment to applicable laws.

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ADDITIONAL DATA:

A copy of BP 3551 and proposed AR 3551 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

FOOD SERVICE OPERATIONS/CAFETERIA FUND

The Governing Board intends that, insofar as possible, the school food services program shall be self-supporting. The Board shall review and approve of menu prices. Program financial reports shall be presented regularly for inspection by the Board.

(cf. 3100 – Budget)
(cf. 3300 – Expenditures and Purchases)
(cf. 3311 – Bids)
(cf. 3550 – Food Service/Child Nutrition Program)
(cf. 3552 – Summer Meal Program)
(cf. 5030 – Student Wellness)

Meal Sales

Adult meals may be offered to employees as a matter of convenience. Insofar as these meals may include federally donated food commodities, their price shall be set higher than that of student meals so as to reimburse the food service program for the total cost of providing adult meals **and meet the paid lunch equity guidelines under the United States Department of Agriculture (USDA).**

Meal prices, as recommended by the Superintendent/designee and approved by the Board, shall be based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760. Students who are enrolled in the free or reduced-price meal program shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.

(cf. 3553 – Free and Reduced Price Meals)

The Superintendent/designee shall establish strategies and procedures for the collection of meal payments, including delinquent meal payments. Such procedures shall conform with BP/AR 3553 – Free and Reduced Price Meals, 2 CFR 200.426, and any applicable CDE guidance. The Superintendent/designee shall clearly communicate these procedures to students and parents/guardians, and shall make this policy and the accompanying administrative regulation available to the public pursuant to Education Code 49557.5.

Business and Noninstructional Operations

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

The Superintendent/designee shall ensure that a student whose parent/guardian has unpaid school meal fees or a student who is enrolled in the free or reduced-price meal program is not overtly identified by the use of special tokens, tickets, or other means and is not shamed, treated differently, or served a meal that differs from the meal served to other students. (Education Code 49557, 59557.5)

(cf. 0410 – Nondiscrimination in District Programs and Activities)
(cf. 0415 – Equity)

Cafeteria Fund

The Superintendent/designee shall establish a cafeteria fund indendent from the District's General fund.

The Superintendent/designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

(cf. Federal Grant Funds)
(cf. 3440 – Management of District Assets/Accounts)
(cf. 3460 – Financial Reports and Accountability)

~~All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law.~~

The cafeteria fund shall be used only for Board-authorized expenditures necessary for the operation of school cafeterias. These expenditures may include but are not limited to expenditures for lease, purchase or installation of additional cafeteria equipment of the central food processing plant; vending machines and their installation and housing; computer equipment and related software; construction, alteration, or improvement of a central food processing plant; and the lease or purchase of vehicles used primarily in connection with the central food processing plant. (Education Code 39891)

Business and Noninstructional Operations

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

The wages, salaries and benefits of food service employees shall be paid from the district general fund and may be reimbursed from the cafeteria fund to the general fund whenever so ordered by the Board. (Education Code 39902)

(cf. 3553 - Free and Reduced Price Meals)

To increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of food and supplies, the planning of menus, and the auditing of all food service accounts for the District.

(*cf. 3550 – Food Service/Child Nutrition Program)*

With Board approval, the District may enter into a contract for management consulting services related to food service on a year-to-year basis.

The Board believes that there are appropriate times when individuals who are not students or District employees should be able to purchase meals at school facilities. These individuals may be:

Parents and other adult classroom volunteers;
Parent, sibling, and adult participants in school site activities; or
Presenters for special programs for staff and/or students.

The cost of meals charged to these individuals shall meet the standards suggested in the guidelines provided by the California Department of Education.

Legal Reference:

EDUCATION CODE
38090-38095 Cafeterias, funds, and accounts
38100-38103 Cafeterias, allocation of charges
39891 Expenditures from cafeteria fund restricted
39900 Cost chargeable against school district funds
39902 Employment of persons, cost of wages; reimbursement to general funds
42646 Alternate payroll procedure
45103.5 Contracts for management consulting services
49490-49493 School breakfast and lunch programs
49500-49504 School meals for pupils
85260 Alternate payroll procedure

Business and Noninstructional Operations

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Management Resources:

CDE MANAGEMENT ADVISORIES

0600.94 Implementation of Education Code 45103.5, 94-111

0700.95 Final Rule for the National School Lunch Program and School Breakfast Program, 95-115

CDE PUBLICATIONS

Standards of Excellence for School Nutrition Programs: A Self-Assessment Guide for School District Fiscal Policy Teams, 1989

Business and Noninstructional Operations

FOOD SERVICE OPERATIONS/CAFETERIA FUND

Unpaid and Delinquent Meal Charges

No later than 10 days after a student's school meal account has reached a negative balance, the Superintendent/designee shall so notify the student's parent/guardian. Before sending this notification, the District shall exhaust all options and methods to directly certify the student for free or reduced-price meals. If the District is not able to directly certify the student, the notice to the parent/guardian shall include a paper copy of, or an electronic link to, an application for free or reduced-price meals and the Superintendent /designee shall contact the parent/guardian to encourage submission of the application. (Education Code 49557.5)

The District may attempt to collect unpaid school meal fees from a parent/guardian, but shall not use a debt collector. (Education Code 49557.5)

The Superintendent/designee may enter into an agreement with the student's parent/guardian for payment of the student's unpaid meal charge balance over a period of time. As necessary, the repayment plan may allow the unrecovered or delinquent debt to carry over into the next fiscal year.

The District shall not direct any action toward a student to collect unpaid school meal fees. (Education Code 49557.5)

The District's efforts to collect debt shall be consistent with the District policies and procedures, California Department of Education (CDE) guidance, and 2 CFR 200.426. The District shall not spend more than the actual debt owed in efforts to recover unpaid meal charges.

Reimbursement Claims

The Superintendent/designee shall maintain records of the number of meals served each day by school site and by category of free, reduced-price, and full-price meals. The Superintendent/designee shall submit reimbursement claims for school meals to CDE using the online Child Nutrition Information and Payment System.

Business and Noninstructional Operations

FOOD SERVICE OPERATIONS/CAFETERIA FUND

Donation of Leftover Food

To minimize waste and reduce food insecurity, the District may provide sharing tables where students and staff may return appropriate unused cafeteria food items to be made available to students during the course of a regular school meal time. If food on the sharing tables is not taken by a student, the school cafeteria may donate the food to a food bank or any other nonprofit charitable organization. (Health and Safety Code 114079)

Cafeteria Fund

All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law. The income and expenditures of any cafeteria revolving account established by the Governing Board shall be recorded as income and expenditures of the Cafeteria fund. (Education Code 38090, 38091)

(cf. 3100 - Budget)
(cf. 3300 – Expenditures and Purchases)

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

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Business Services and Support

ITEM TITLE:

First Reading/Possible Adoption: Board Policy 3552 (New), Business and Noninstructional Operations, Summer Meal Program

___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 3552, Business and Noninstructional Operations, Summer Meal Program, is being proposed for adoption to ensure that District procedures are in accordance with state and federal guidelines and requirements. While reviewing BPs and ARs, the District determined that the proposed BP would provide clarification regarding current practices while ensuring alignment to applicable laws. The District recognizes that the business and other noninstructional operations of the District support the educational program by having food available throughout the summer for students.

ADDITIONAL DATA:

A copy of the proposed BP 3552 is attached. Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None for General fund, child nutrition fund 13.

STAFF RECOMMENDATION:

Recommend adoption.

Business and Noninstructional Operations

FOOD SERVICE/SUMMER MEAL POLICY

The Governing Board recognizes that students need adequate nutrition and that child nutrition programs have a positive and direct impact upon children's well-being and achievement. To help students and other children in the community remain well-nourished throughout the summer vacation, the district shall sponsor a summer meal program as approved by the California Department of Education (CDE).

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

Legal Reference:

EDUCATION CODE
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
49547-49548.3 Comprehensive nutrition services
49550-49560 Meals for needy students
49570-National School Lunch Act
CODE OF REGULATIONS, TITLE 5
15510-Mandatory meals for needy students
15530-15535 Nutrition education
15550-15565 School lunch and breakfast programs
UNITED STATES CODE, TITLE 42
1751-1759 School lunch programs, including:
1751-Note Local wellness policy
1761 Summer Food Service Program and Seamless Summer Feeding Opinion
1771-1791 Child nutrition, especially:
U. S. CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program
225.1-225.20 Summer Food Service Program
Management Resources:
CSBA PUBLICATIONS
Providing Access to Nutritious Meals During, Summer, Policy Brief, June
CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS
USDA-SFSP-06-2008 Summer Food Service Program Outreach Requirement Clarification, October 2008

Policy Adopted: **CHULA VISTA ELEMENTARY SCHOOL DISTRICT**
Chula Vista, California

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Human Resources
Services and Support

ITEM TITLE:

First Reading/Possible Revision: Board Policy and Administrative Regulation 6162.6, Instruction, Use of Copyrighted Materials

_____X____Action **_____Information**

BACKGROUND INFORMATION:

The District continues to review and evaluate Board Policies (BPs) and Administrative Regulations (ARs). During this process, a number of current BPs and ARs have been identified for revision or deletion and others have been identified for addition.

BP and AR 6162.6, Instruction, Use of Copyrighted Materials are being presented to update and improve the District's processes and practices.

ADDITIONAL DATA:

A copy of the proposed revisions to the BP and AR is attached. Additional information is available for review in the Office of the Human Resources Services and Support.

FISCAL IMPACT/FUNDING SOURCE:

None.

STAFF RECOMMENDATION:

Recommend revision.

Instruction

USE OF COPYRIGHTED MATERIALS

The Governing Board recognizes that District staff and students may use a variety of copyrighted materials in the educational program and other District operations. When such materials have not been purchased by the District for the intended use, the Board expects staff and students to respect the protections afforded by federal law to the copyright owners of those materials and respect any limitations by the copyright holder to the license of such materials.

It is the intent of the Governing Board of the Chula Vista Elementary School District to adhere to the provisions of all copyright laws and to maintain the highest ethical standards in the use of copyrighted materials. Willful infringement of copyright laws by District employees is prohibited. The District shall provide no legal support to any employee who violates the copyright law. Infringement of the law by staff may result in disciplinary action.

(cf. 6162.7 - Use of Technology in Instruction)
(cf. 4132/4232/4332 - Publication or Creation of Materials)
(cf. 6141 - Curriculum Development and Design)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6163.1 - Library, Media Centers)

Any literary, musical, dramatic, choreographic, pictorial, graphic, sculptural, audiovisual or motion picture, sound, architectural, or other original work shall be assumed to be a copyrighted work, regardless of whether the work appears in print, audio, video, electronic, or other fixed and tangible form.

Before reproducing a copyrighted material for instructional or other District purposes, a staff member shall determine if the material is in the public domain or if the intended use of the material meets the criteria for fair use or another exception pursuant to 17 USC 107-122. If the material is not in the public domain or no recognized exception applies, the staff member shall seek permission of the copyright holder before using the material.

Copyrighted materials, whether they be print or nonprint, may not be duplicated without first receiving written permission from the copyright holder.

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

Employees who willfully violate the District's copyright position do so at their own risk and may be required to reimburse the District in the event of a loss due to litigation.

The Superintendent/designee shall inform staff that inclusion of an attribution citing the author and source of a copyrighted material does not absolve the staff member from the responsibility to either obtain permission or satisfy criteria for fair use or another exception.

If a staff member is uncertain as to whether the intended use of the material meets the criteria for fair use or another exception, he/she shall take the safest course and seek permission from the copyright holder to use the material or, if it is impracticable to obtain permission, shall contact the Superintendent/designee for clarification and assistance.

Students shall not copy or distribute copyrighted works to others. Staff members shall take reasonable precautions to prevent copying or the use of unauthorized copies on school equipment.

~~The Superintendent or his/her designee will provide employees with guidelines that ensure compliance with all applicable copyright laws.~~

~~At the beginning of each school year, guidelines related to copying or duplicating of copyrighted materials will be distributed to all district staff.~~

All requests for permission to copy or duplicate copyrighted materials will be approved by the site administrator.

The Superintendent/designee shall ensure that staff and students receive information and training about copyright laws and the penalties for violating such laws.

(cf. 4131 - Professional Development)

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

Legal Reference:

EDUCATION CODE
35182 Computer Software
UNITED STATES CODE, TITLE 17
101-122 Subject matter and scope of copyright, especially:
102 Definitions
106 Copyright protection
107 Fair use of copyrighted works
110 Limitations on exclusive rights: Exemption of certain performances and displays
504 Penalties for copyright infringement

COURT DECISIONS

Cambridge University Press et al. v. Becker et al. (N.D. Ga. 2012) 863 F.Supp.2d 1190
Campbell v. Acuff-Rose Music, Inc., (1994) 510 U.S. 569
Marcus v. Rowley, (9th Cir., 1982) 695 F.2d 1171

Instruction

USE OF COPYRIGHTED MATERIALS

Prior to reproducing, distributing, displaying, posting, performing, or otherwise using a copyrighted material for an instructional purpose or in the course of other District business, District staff shall determine whether it is necessary to request permission of the copyright holder. Unless the staff member is reasonably certain that the material is in the public domain or the intended use meets the criteria for an exception specified in 17 USC 107-122 and this Administrative Regulation, he/she shall either obtain permission from the copyright holder or avoid use of the material. In addition, permission of the copyright holder shall be requested whenever District staff intend to publicly disseminate a copyrighted work, such as by posting on the District or school web site or using another method of communications accessible to the public.

(cf. 4132/4232/4332 - Publication or Creation of Materials)
(cf. 6141 - Curriculum Development and Design)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6162.7 - Use of Technology in Instruction)
(cf. 6163.1 - Library Media Centers)

~~When making a reproduction an employee shall first ascertain whether the copying is permitted by law based on the guidelines below. If the request does not fall under a "permitted use," the employee shall obtain written permission to reproduce the material from the copyright holder(s) in the manner described below.~~

Any reproduction or other use of a copyrighted work shall include the copyright notice.

District staff shall not reproduce and distribute copyrighted works of any type in any of the following circumstances:

1. **When the copyrighted work is a "consumable" work such as a workbook, standardized test, answer sheet, or similar material.**

2. **To substitute for the purchase of the work.**

3. **To create, replace, or substitute for anthologies or collective works.**

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

Request for Permission to Use Copyrighted Material

As necessary, District staff desiring to use a copyrighted material shall identify and contact the copyright holder to request permission to use the material. The request ~~Requests for copyright permission~~ shall include the following information ~~(See appendix for sample form letter requesting permission to copy.)~~:

1. Title, author(s), or publisher, producer(s) or distributor.
2. Edition, copyright, and/or production year.
3. Exact amount of material to be used**, such as the number of lines, pages or chapters, or percentage of the work.** ~~(i.e., chapter, lines, running time, scenes, etc.)~~

~~4. Reference in the letter to the initial contact individual, by name, if the initial contact was made by phone.~~

4. Nature of the use**, such as the course in which it will be used, the grade level of the students, the number of students, and the frequency of use**. ~~(i.e., how many times, when and with whom the material will be used).~~

5. **How the material will be reproduced and distributed.**

~~6. Number of copies to be made. How the material will be reproduced.~~

~~**Guidelines**~~

Criteria for Fair Use

In considering whether a copyrighted work may be used without the copyright holder's permission on the grounds that the intended use is "fair use" pursuant to 17 USC 107, including reproduction in copies, phonorecords, or any other reproductive form for purposes such as criticism, comment, news reporting, teaching (including multiple copies for classroom use), scholarship, or research, District staff shall consider all of the following factors: (17 USC 107)

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

1. **The purpose and character of the use, including whether the use is of a commercial nature or for nonprofit educational purposes.**
2. **The nature of the copyrighted work.**
3. **The amount and substantiality of the portion used in relation to the copyrighted work as a whole.**
4. **The effect of the use upon the potential market for or value of the copyrighted work.**

Any determination of fair use shall weigh together all the factors specified in items #1-4 above in addition to any applicable guidelines presented in this Administrative Regulation for specific types of copyrighted works.

~~Materials which do not bear notice of copyright and which are considered in the public domain may be copied in accordance with the Copyright Act. The following copyright guidelines specify which uses are permitted and which are prohibited in the use of printed material; sheet and recorded music; audio recordings - records, discs and tapes; films, video tapes, filmstrips, overhead transparencies, or slide programs; off-air taping (radio and television); rental, purchase and use of video tape; computer software; works by libraries; educational performances and displays; and emerging technologies.~~

Guidelines For Copying Text

~~1. Printed Material~~

~~a. Permitted Use - an individual educator may make:~~

Staff may reproduce text from a copyrighted work from a printed resource, the Internet, or other source, without permission from the copyright holder, under the following conditions:

~~(1) Single copies of:~~

~~(a) A chapter of a book.~~
~~(b) An article from a magazine or newspaper.~~
~~(c) A short story, short essay, or short poem whether or not from a collected work.~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~(d) A chart, graph, diagram, drawing, cartoon or a picture from a book, magazine or newspaper.~~

1. A single copy of a chapter of a book, article from a periodical or newspaper, short story, short essay, short poem, chart, graph, diagram, drawing, cartoon, or picture may be made by or for a teacher for his/her scholarly research or use in teaching or preparation to teach a class.

2. Multiple copies**,** ~~for classroom use (~~not to exceed one copy per student in a course~~)~~**, may be made by or for a teacher for classroom use or discussion, provided that:**

A. The amount to be copied does not exceed:

~~(a) a complete poem of less than 250 words.~~
~~(b) an excerpt from a longer poem, but not to exceed 250 words.~~
~~(c) a complete article, story or essay of less than 2,500 words.~~
~~(d) an excerpt from a larger printed work not to exceed ten percent of the whole or 1,000 words.~~
~~(e) one chart, graph, diagram, cartoon or picture per book or magazine issue.~~

1. **250 words for a complete poem or excerpt from a poem.**
2. **2,500 words for a complete article, story, or essay.**
3. **1,000 words or 10 percent of the whole (with a minimum of 500 words), whichever is less, for an excerpt from a larger prose work.**
4. **One illustration (e.g., chart, graph, diagram, cartoon, or picture) per book or periodical issue.**

B. The copying is for only one course in the school.

C. With the exception of newspapers and other news periodicals, not more than one work is copied from the same author per term, not more than three works are copied from the same collective work or periodical volume per term, and there are no more than nine instances of multiple copying per course per term.

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

D. A delay to request permission from the copyright holder would preclude the most effective instructional use of the material.

~~Note: All permitted copying must bear an appropriate reference (i.e., author, title, date, source, etc.)~~

~~b. Prohibited Uses - an individual educator may not:~~

~~(1) Copy more than one work or two excerpts from a single author during one class term.~~

~~(2) Copy more than three works from a collective work or periodical volume during one class term.~~

~~(3) Reproduce more than nine sets of multiple copies for distribution to students in one class term.~~

~~(4) Copy to create or replace or substitute for anthologies or collective works.~~

~~(5) Copy "consumable" works such as workbooks, standardized tests, answer sheets, etc.~~

~~(6) Copy the same work from term to term.~~

Guidelines for Reproducing Sheet and Recorded Music

~~2. Sheet and Recorded Music~~
~~a. Permitted Uses - an individual educator may duplicate:~~

District staff may reproduce sheet music and recorded music without permission from the copyright holder under the following conditions:

~~(1) Emergency copies for an imminent performance, provided purchased replacement copies shall be substituted in a timely manner.~~

~~(2) Multiple copies (one per student) of excerpts not constituting an entire performance unit or more than ten percent of the total work for academic purposes other than performances.~~

~~(3) Edited or simplified purchased sheet music provided the character of the work is not distorted or lyrics added or altered.~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~(4) Complete works if out of print or unavailable except in large works and used for teaching purposes.~~

~~(5) A single copy of a recorded performance by student to be retained by the institution or individual teacher for evaluation or rehearsal purposes.~~

~~(6) A single copy of recordings of copyrighted music owned by the institution for constructing exercises or examinations and retained for same.~~

1. **Emergency copies may be made when purchased copies needed for an imminent performance are not available, provided that replacement copies shall be purchased in due course.**
2. **Single or multiple copies of excerpts of works may be made for academic purposes other than performances, provided that the excerpt does not constitute an entire performable unit (e.g., a section, movement, or aria), no more than 10 percent of the total work is used, and the number of copies made does not exceed one per student.**
3. **Printed copies that have been purchased may be edited or simplified provided that the character of the work is not distorted and lyrics are not added or altered.**
4. **A single copy of a recorded performance by students may be made for evaluation or rehearsal purposes.**
5. **A single copy of recordings of copyrighted music owned by the District or individual teacher may be made for the purpose of constructing exercises or examinations.**

~~b. Prohibited Uses - an individual educator may not duplicate:~~

~~(1) In order to replace or substitute for anthologies or collections.~~

~~(2) From works intended to be "consumable."~~

~~(3) For purposes of performance except as noted in an emergency.~~

~~(4) To substitute for purchase of music.~~

~~(5) Without inclusion of copyright notice on the copy.~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

Guidelines for Performing or Displaying Copyrighted Works

In the course of face-to-face instruction in a classroom or similar place devoted to instruction, teachers or students may recite, render, play, dance, act, or show a copyrighted work either directly or by means of any device or process or, in the case of a motion picture or other audiovisual work, show its images in any sequence or to make the sounds accompanying it audible, provided that: (17 usc 101, 110)

1. **The performance or display is given by means of a lawfully obtained copy of the work.**
2. **The performance or display is made by, at the direction of, or under the actual supervision of a teacher as an integral part of a class session.**
3. **The performance or display is directly related and of material assistance to the teaching content of the transmission.**
4. **The transmission is limited to students enrolled in the course or to governing board members or employees as part of their official duties or employment.**
5. **If the work is to be digitally transmitted, the District has applied technological protections that reasonably prevent retention of the work in accessible form for longer than the class session and the unauthorized further dissemination of the work.**

Any use of a motion picture or other audiovisual work outside the curriculum, such as for entertainment, a school or class reward, or a fundraiser, shall require permission from the copyright holder or a special viewing license.

Guidelines for Recording Broadcast Programming

Teachers may make recordings of television programs for use in a classroom for educational purposes under the following conditions:

1. **Only programs provided to the public free of charge may be recorded and shown. Any use of programming from paid television services shall require permission of the copyright holder.**

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

2. **The recording may be shown only during the first 10 consecutive school days after it is made. It may be used once by an individual teacher in the course of relevant teaching activities and may be repeated once only when instructional reinforcement is necessary.**
3. **A limited number of copies may be reproduced from each recording to meet the legitimate needs of the teacher. Each copy shall be subject to all the provisions governing the original recording.**
4. **The recording may be retained for 45 calendar days after it is made and then shall be erased or destroyed. However, after the first 10 consecutive school days, the recording may only be used for purposes of determining whether or not to include the broadcast program in the teaching curriculum. If the teacher decides to keep the program for use in the curriculum, he/she shall request permission from the copyright owner.**
5. **Off-air recordings need not be used in their entirety, but the content of recorded programs may not be altered.**

Guidelines for Copying Computer Programs or Software

District staff shall observe all licensing agreements between vendors and the District, including monitoring the number of users permitted by an agreement. Unless the applicable licensing agreement authorizes multiple users of a single computer program or software, the District shall not make multiple copies.

Copies of District-owned software may be made under either of the following conditions: (17 usc 117)

1. **The copy is needed as an essential step in using the computer program with a particular machine.**
2. **The copy is used for archival or "backup" purposes only. This copy may be held only as a file copy and must be destroyed in the event that continued possession of the program ceases to be rightful, unless the copyright owner authorizes its sale, lease, or transfer as part of the sale, lease, or transfer of the original program.**

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~Audio Recordings - Records, Disks, and Tapes~~

a. ~~Permitted Uses - An individual educator may:~~

(1) ~~Make a single copy of a portion of a sound recording for a student (i.e., song from a record,) but not the entire recording. This copy can only be used in the educational context in which it was made and may not be sold or performed for profit.~~

(2) ~~Make a single copy of recordings of performances by students for evaluation or rehearsal purposes which may be retained by the educational institution or individual teachers.~~

(3) ~~Make a single copy of the entire sound recording of copyrighted music or a portion thereof from sound recordings owned by an educational institution or an individual teacher for the purposes of constructing aural exercises or examinations which may be retained by the educational institution or individual teacher.~~

b. ~~Prohibited Uses - an individual teacher may not:~~

(1) ~~Duplicate audio recordings unless reproduction rights were given at time of purchase.~~

(2) ~~Reproduce music works or convert to another format (e.g., record to tape, etc.) unless written permission is secured.~~

~~Note: Questions pertaining to making multiple copies of sound recordings should be obtained in writing from the person/agency holding the copyright.~~

4. ~~Films, Video Tapes, Filmstrips, Overhead Transparencies, or Slide Programs~~

a. ~~Permitted Uses - An individual educator may:~~

(1) ~~Allow a student to make a single copy of a small portion of a copyrighted film, video tape, or filmstrip for educational purposes if the material is owned by the school which the student is attending.~~

(2) ~~Duplicate a single copy of a small portion of a film, or filmstrip for scholarly or teaching purposes.~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~(3) Create a slide or overhead transparency series from multiple sources as long as creation does not exceed ten percent of photographs from one source (book, magazine, filmstrip, etc.) unless the source forbids photographic reproduction.~~

~~(4) Create a single overhead transparency from a single page of a "consumable" workbook.~~

~~(5) Excerpt sections of a film for a local video tape (not to be shown over cable) if excerpting does not exceed ten percent of the total nor the "essence" of the work.~~

~~(6) Reproduce selected slides from a series if reproduction does not exceed ten percent of total nor excerpting "the essence."~~

~~b. Prohibited Uses - an individual educator may not:~~

~~(1) Reproduce an audiovisual work in its entirety.~~

~~(2) Convert one media format to another (e.g., film to video tape) unless written permission is secured.~~

~~(3) Copy any portion of a film, video tape, or filmstrip sent to the school for preview or rent, or owned by another school or institution, without the expressed written permission of the copyright holder. This includes any material borrowed by the site or sent to the site for preview.~~

~~Note: The copyright of a film/video governs the performance (showing) as well as the copying of it. It is permissible to show a film to students using closed-circuit television if the system is confined to one building. Showing a film/video via closed-circuit television outside the building is not permitted.~~

~~5. Television - Off-Air Taping~~

~~The primary purpose of the federal Guidelines for Off-air Recording of Broadcast Programming for Educational Purposes is to permit short-term use of video tape recording off-air in face-to-face instruction within a specified time period. These guidelines also enable staff to preview instructionally-related materials for possible acquisition through purchase, lease, rental, or free-loan agreements by the County/District.~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~Off-air taping and long-term retention of news programs for research and academic purposes are permitted by the copyright act in Section 108 (f-3). These fair use rights and limitations are clarified below.~~

~~* See appendix for sample off-air request form and producer inquiry letter.~~

~~a. Permitted Uses - individual educators may:~~

~~(1) Record a broadcast program off-air simultaneously with broadcast transmission (including simultaneous cable retransmission) and retain for a period not to exceed the first 45 consecutive calendar days after the date of recording. Upon conclusion of the retention period, all off-air recordings shall be erased or destroyed immediately. Broadcast programs are television programs transmitted for reception by the general public without charge. Individuals who wish to retain programs beyond the 45 day period need to obtain written approval of appropriate copyright holders.~~

~~(2) Use off-air recordings once for each class in the course of relevant teaching activities during the first ten consecutive days and repeat once only when instructional reinforcement is necessary. These recordings may be shown in classrooms and similar places devoted to instruction within a single building, cluster, or campus, as well as in the homes of students receiving formalized home instruction.~~

~~(3) After the first 10 consecutive school days, use off-air recordings to the end of the 45 calendar day retention period for evaluation purposes only (i.e., to determine if the broadcast program should be purchased for the curriculum). The program may not be used for student exhibition or any other nonevaluation purpose without written authorization.~~

~~(4) Use all legal copies of off-air recordings provided that the copyright notice is included on the broadcast programs as recorded.~~

~~(5) Request that off-air recording be made for fair use. This recording can only be made by and for the use of individual teachers and not regularly recorded in anticipation of an educator's request. A limited number of additional copies may be reproduced from each off-air recording to meet the legitimate needs of teachers under these~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

guidelines. Each such additional copy shall be subject to all provisions governing the original recording. No broadcast program may be recorded off-air more than once at the request of the same teacher, regardless of the number of times the program may be broadcast.

(6) Request that a library record and permanently retain commercial TV news programs from local, regional or national networks, interviews concerning current events, and on-the-spot coverage of new events for academic and research purposes. (This excludes documentaries, magazine format, and public affair broadcasts.) News programs are excluded from the 10 day/45 day use and retention period.

Note: Regional providers of instructional programming in California purchase off-air duplication rights on behalf of the schools they serve. Regional ITV agencies should be consulted for clarification in the use of these programs.

b. Prohibited Uses- individual educators may not:

(1) Tape off-air programs in anticipation of an educator's requests.

(2) Request that a broadcast program be recorded off-air more than once for the same educator, regardless of the number of times the program may be broadcast.

(3) Use the recording for instruction after the ten consecutive school day use period.

(4) Hold the recording for weeks or indefinitely because:

(a) Units needing the program concepts are not taught within the ten day use period.

(b) An interruption or technical problems delayed its use.

(c) Another teacher wishes to use it, or any other supposedly "legitimate" educational reason.

(5) Record programs off-air without written permission from the author/producer/distributor when a special notice is provided specifically prohibiting reproduction of any kind.

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~(6) Alter off-air programs from their original content. Broadcast recordings may not be physically or electronically combined or merged to constitute teaching anthologies or compilations.~~

~~Note: The copying or use of subscription programs transmitted via subscription television cable services, such as HBO or Showtime, is illegal. Such programs are licensed for private/home use only and may not be used in public school. "Pay" programs received via satellite dish are subject to these guidelines.~~

~~6. Radio - Off-Air Taping~~

~~a. Permitted Uses - individual educators may:~~

~~(1) Allow a student to make a single copy of a small portion of a copyrighted radio program for educational purposes. Such a copy may not be sold or performed for profit.~~

~~(2) Copy radio broadcasts consistent with fair use guidelines established for off-air video taping for use in face-to-face instruction. Contractual rights may entitle an individual to retain/use educational programs (i.e. those aired over National Public Radio, Public Broadcasting, etc.) beyond the fair use period. Rights for extended use beyond the 10 day/45 day use/evaluation period should be obtained in writing from the agency or individual holding distribution rights. Retention (not use) of recorded programs is permitted until additional use rights are established.~~

~~7. Rental, Purchase and Use of Video Tape~~

~~a. Permitted Uses - unless precluded by county/district policy individual educators may:~~

~~(1) Use purchased or rented video tapes (i.e., feature films) as part of a systematic course of instruction. Such use shall be for face-to-face instruction and must take place in a classroom or similar area devoted to instruction.~~

~~(2) Use only lawfully-made video tapes.~~

~~b. Prohibited Uses - individual educators may not:~~

~~(1) Use rented or purchased video tapes where a written contract specifically prohibits such use in a classroom or face-to-face teaching situation.~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~* See Educational Performance and Display Section~~

~~Note: County/district agencies may wish to require approval of the principal/curriculum director/department chair prior to the showing of rented or purchased feature film or video tapes.~~

~~8. Computer Software Copyright Regulations~~

~~a. Permitted Uses - individual educators may:~~

~~(1) Make a copy of an original computer program for the purpose of maintaining the availability of the program should it be damaged during use. Either the copy or the original may be retained in archives. Only one, either the original or the copy, may be used at any one time.~~

~~(2) Make a copy of a program as an essential step in the utilization of the computer program as long as it is used in conjunction with the machine and in no other manner.~~

~~(3) Make a new copy from the archival program in the event the program in use is damaged or destroyed.~~

~~b. Prohibited Uses - an individual teacher may not:~~

~~(1) Load the contents of one disk into multiple computers for use at the same time in the absence of a license permitting the user to do so.~~

~~(2) Load the contents of one disk into local network or disk sharing systems in the absence of a license permitting the user to do so.~~

~~(3) Make or use illegal copies of copyrighted programs on school equipment.~~

~~(4) Allow any student to surreptitiously or illegally duplicate computer software or access any data base or electronic bulletin board.~~

~~Note: No employee of the county/district shall surreptitiously or illegally access any data base or electronic bulletin board.~~

~~9. Reproduction of Works by Libraries~~

~~The Copyright Act imposes extensive restrictions on reproduction of works by school libraries. Systematic duplication of multiple copies is forbidden by law with the following exceptions:~~

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

a. Permitted Uses - a librarian may:

(1) Arrange for inter-library loans, provided that copying is not done to substitute for subscriptions to or purchase of a work.

(2) Make up to six copies of a periodical article published within the last five years or excerpts from longer works.

(3) Make single copies of articles or excerpts of records or longer works for students, provided the articles become the property of the student.

(4) Make copies of unpublished works for preservation, published works to replace damaged copies, and out-of-print works which cannot be obtained at a fair price.

(5) Make a limited number of off-air tape recordings of TV news broadcasts for researchers' academic use and distribution to scholars.

(6) Selectively make a copy - for preservation or security in accordance with fair use - a musical work, pictorial, graphic, sculptural work, motion picture, or other audio visual work if the current copy owned is deteriorated, lost or stolen and it has been determined that an unused copy cannot be obtained at a fair price.

b. Prohibited Uses - a librarian may not:

(1) Make copies for students if there is reason to suspect that the students have been instructed to obtain copies individually.

(2) Copy without including a notice of copyright.

Note: To avoid liability for copyright infringement on the part of the library or an employee as a result of unsupervised duplicating, libraries must display notices to the effect that making a copy may be subject to the copyright law (i.e., the United States Copyright Act of 1976 governs the copying of copyrighted materials. The person using this equipment is liable for any infringement.)

Additional Considerations and Clarifications

Educational Performances and Displays - The Copyright Act clearly permits the showing of a motion picture, video tape, etc. without an educational performance

Instruction

USE OF COPYRIGHTED MATERIALS (continued)

~~license, if the following conditions are satisfied: 1) Use takes place in areas designated for classroom instruction. 2) Programs are shown as part of the curriculum and not for recreation or extracurricular use. 3) Materials are used in face-to-face instruction.~~

~~Any other use of copyrighted materials for entertainment or extracurricular purposes would require an educational performance license unless those rights were granted at the time of purchase.~~

~~Emerging Technologies - Newer technologies are easily changed or merged with one another. In all likelihood their potential for manipulation will result in the creation of new copyrightable forms of expression. These technologies include, but are not limited to, digital video, video disc, satellite transmission, distance learning, CD-ROM, on-line data bases (and their downloading), informational networks, and any other educational interventions which can be manipulated into new copyrightable forms of expression.~~

~~When using the new technologies, educators need to be fully aware of the potential for copyright infringement. At the time of purchase it is essential to specify the intended use of the media and understand the provisions of any contract a distributor may include with the media purchased. Educational applications may be enhanced if these purchase procedures are followed.~~

~~In the absence of clearly granted rights, it is recommended that educators contact the copyright holder in writing for permission to manipulate or use these technologies in alternative ways. This course of action will assure compliance with the spirit and intent of the copyright law as it applies to the role of electronic information and its transfer and use.~~

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 Multi-Tiered System of Supports	Instructional Services and Support	September 2019
Approve Submittal of 2018-19 Year-End Summary of Revenues, Expenditures, and Changes in Fund Balances	Business Services and Support	September 2019
Approve Report on Annual Community Facilities Districts Activity for Fiscal Year 2018-19	Business Services and Support	September 2019
Report on Howard Gardner Community Charter School for the 2018-19 School Year	Instructional Services and Support	October 2019
Report on Results of 2019 California Assessment for Student Performance and Progress, Local Measures Assessments, and English Language Proficiency Assessments for California	Instructional Services and Support	October 2019
Approve Report on Statutory Fees and Mitigation Payments for Fiscal Year 2018-19	Business Services and Support	October 2019
Report on Leonardo da Vinci Health Sciences Charter School	Instructional Services and Support	November 2019
Report on District Charter Schools: Arroyo Vista, Chula Vista Learning Community, Discovery, Mae L. Feaster, and Robert L. Mueller	Instructional Services and Support	November 2019

TOPIC	REPORT BY	TENTATIVE DATE
Report on District Resource Teachers	Instructional Services and Support	November 2019
Report on District Cohort Schools: Ella B. Allen, Joseph Casillas, Harborside, Anne and William Hedenkamp, Juarez-Lincoln, Karl H. Kellogg, and Loma Verde for the 2018-19 School Year	Instructional Services and Support	December 2019
Report on Learning Choice Academy Charter for the 2018-19 School Year	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.