

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

AGENDA

SPECIAL MEETING – MARCH 16, 2021 – 5 P.M.

BOARD OF EDUCATION

**KATE BISHOP • LESLIE RAY BUNKER • EDUARDO REYES, Ed.D.
FRANCISCO TAMAYO • LUCY UGARTE**

**FRANCISCO ESCOBEDO, Ed.D.
SECRETARY/SUPERINTENDENT**



THIS MEETING IS BEING RECORDED

In accordance with the Brown Act, all public Board meeting recordings are available for review for 30 days following the meeting, after which they are recycled. Due to current conditions, Board meeting recordings will be made available once Governor Newsom lifts the stay-at-home order and will remain available for the 30-day period after the order has been lifted. If you wish to review a recording, please contact 619-425-9600, x1311 after the order is lifted. Audio recordings are available on the District website at www.cvesd.org.

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IF YOU WISH TO ADDRESS THE BOARD OF EDUCATION

The meeting will be live streamed. For access, [please click here \(English\)](#) and [click here \(Spanish\)](#) or on the links at the bottom of this page). Persons wishing to address the Board of Education on any special meeting agenda item should call 619-679-9001. No action or discussion shall be undertaken on any item not appearing on the posted agenda, except the Board of Education or 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 must limit remarks to three minutes (generally, statements of 390 words may be spoken out loud within three minutes). The Board shall limit the total time for public input on each topic to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation depending on the subject and the number of persons wishing to be heard.

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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 on our website by clicking on the following link: http://cvesd.org/board_of_education/board_meetings.

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EQUAL OPPORTUNITY EMPLOYER

The Chula Vista Elementary School District prohibits discrimination, harassment, intimidation and bullying based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender 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 in any program, practice, or activity it conducts. 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. Any individual who believes they have been a victim of unlawful discrimination in employment, contracting or in an education program or activity may file a formal complaint.

- To watch the live stream of the Board Meeting: https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODc0NTc2Y2ltOTNhZS00YzM4LWI3YTgtMjQwNzYwZGUwOWY5%40thread.v2/0?context=%7b%22Tid%22%3a%22e87a6e0c-c08e-46b2-bb73-45dd072baa33%22%2c%22Oid%22%3a%22af92a27c-ab25-47cd-bce4-2b08102509e6%22%2c%22IsBroadcastMeeting%22%3atruer%7d&btype=a&role=a
- To watch the live stream of the Board Meeting in Spanish click on the link below: https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTBkMDIjNWEtNjIjYy00MmM1LTk0MjgtYTk1NmIwYjZlZmJi%40thread.v2/0?context=%7b%22Tid%22%3a%22e87a6e0c-c08e-46b2-bb73-45dd072baa33%22%2c%22Oid%22%3a%22af92a27c-ab25-47cd-bce4-2b08102509e6%22%2c%22IsBroadcastMeeting%22%3atruer%7d&btype=a&role=a

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

84 EAST "J" STREET • CHULA VISTA, CALIFORNIA 91910 • (619) 425-9600
EACH CHILD IS AN INDIVIDUAL OF GREAT WORTH

AGENDA BOARD OF EDUCATION

NOTICE OF SPECIAL MEETING

Written notice is hereby given, in accordance with Education Code Section 35144 and Government Code Section 54956, that a special meeting of the Board of Education of the Chula Vista Elementary School District will be held as follows:

March 16, 2021

5 P.M.

Dr. Lowell J. Billings Board Room, Education Service and Support Service
Streamed Online

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. ORAL COMMUNICATIONS

*Oral
Communications*

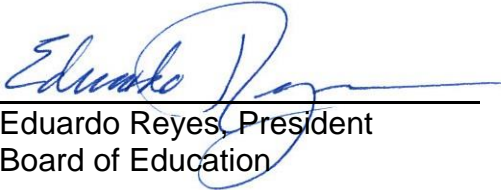
The Oral Communications portion of this special meeting provides the public with information regarding addressing the Board, as follows: The public has the opportunity to be heard on any items included in the agenda. Speakers are requested to limit their remarks to three minutes (approximately 390 words). Community members wishing to comment should call (619) 679-9001. The Board shall limit the total time for public input on each topic to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation depending on the subject and the number of persons wishing to be heard. No Board action can be taken.

4. APPROVE CONSENT CALENDAR*Consent Calendar*

- A. Approve and/or Ratify Human Resources Items A Through C
- B. Authorize the District to Recruit and Hire Temporary Teachers for Hybrid Learning for Campus Support
- C. Approve Temporary Increase of Daily Rates for Certificated Substitute Employees
- D. Ratify Third Amendment to the Agreement with South Bay Family YMCA for the Dynamic After-School Hours Program for the Period of March 1 Through June 30, 2021

5. BOARD WORKSHOP*Board Workshop*

- A. Update Regarding Chula Vista Elementary School District's Preparation for the Hybrid Model and Conditions Meeting the November 13 and December 16, 2020, Memorandums of Understanding with Chula Vista Educators
- B. Overview of the District's Budget Development Process and District Budget

6. ADJOURNMENT*Adjournment*

Eduardo Reyes, President
Board of Education

ER/FE:smn
March 12, 2021

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 C

 X Action

 Information

BACKGROUND INFORMATION:

A. PROMOTION

Jessica Mascareno, from Administrative Secretary I to Administrative Assistant for Instructional Services and Support, 8 hours per day, 5 days per week, Confidential Range 26, Step 4, effective May 17, 2021

Nancy Teahan, from Administrative Assistant to Assistant to the Superintendent and the Board of Education, 8 hours per day, 5 days per week, Confidential Range 30, Step 6, effective May 17, 2021

B. JOB DESCRIPTION

Administrative Assistant for Instructional Services and Support

C. RETIREMENT

Patricia Fox, Instructional Assistant-Special Education, effective March 9, 2021

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.

CONFIDENTIAL JOB DESCRIPTION

ADMINISTRATIVE ASSISTANT FOR INSTRUCTIONAL SERVICES AND SUPPORT

JOB SUMMARY:

Serves as personal and confidential secretary to the Assistant Superintendent of Innovation and Instruction. Provides service to all District schools by performing challenging administrative support, often of a confidential nature, in the office of the Instructional Services and Support Division.

ESSENTIAL JOB FUNCTIONS:

- Prepares documents and related materials for District negotiations from the Instructional Services and Support Division.
- Coordinates and assembles information for presentations by the Instructional Services and Support Division. Provides assistance and materials as needed. Conducts follow-up.
- Provides support to District schools by answering questions and/or providing information related to the various phases of work in the school system.
- Initiates steps required for completion of priority items when necessary.
- In specific situations, coordinates activities of other Division staff members in order to attain a specific goal. May supervise clerical staff and maintain an even distribution and flow of work.
- Communicates with parents, community, and others. Provides information needing judgment, knowledge, and interpretation of District policies, regulations, and procedures.
- Screens parent concerns and keeps a record. Acts as the liaison between Spanish-speaking parents and the District; participates in meetings to assist in translations as necessary.
- Prepares, generally confidential, materials for the Board of Education. Includes drafting and typing of agenda items for Board meetings, assisting in the preparation of the weekly report, and typing other documents.
- Screens and schedules appointments.
- Opens and sorts mail received in the Division from inside and outside the District. Includes handling bargaining materials and other confidential documents.
- Prepares confidential materials for personnel evaluations.
- Makes arrangements for business/conference travel for staff in the office of Instructional Services and Support.
- Assists other District staff members in various tasks such as proofreading, doing translations, and other administrative and technical support as necessary.
- Keeps absence records for heads of departments within the Division.

- Coordinates communication between Instructional Services and Support, Business Services and Support, Human Resources Services and Support, and the Superintendent's Office.
- Uses a wide variety of office tools and equipment in the performance of secretarial and clerical work, to include drafting and typing forms, correspondence, presentations, brochures, and other documents; maintaining files; ordering office supplies; answering phones; and planning and arranging meetings.
- Performs other duties as assigned.

ESSENTIAL JOB REQUIREMENTS - QUALIFICATIONS:

- Evidence of successful work experience at this level of at least 3 years.
- Ability to perform a variety of difficult administrative support under minimum supervision; to retain the confidentiality of the work assigned; to relate to employees and public in a positive manner; to type 55 words per minute. Excellent English and Spanish oral and written communication skills required.
- Knowledge of modern office practices and procedures, including: use various word processing, financial, spreadsheet, presentation, calendaring, and communication computer programs (e.g., Microsoft Word, Excel, PowerPoint, BusinessPLUS™, and email) in IBM and/or Mac platforms.
- Knowledge of District policies, practices, and goals.
- Graduation from business school or technical (secretarial) training school.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Human Resources
Services and Support

ITEM TITLE:

Authorize the District to Recruit and Hire Temporary Teachers for Hybrid Learning for Campus Support

 X Action

 Information

BACKGROUND INFORMATION:

Authorization is requested for the District to recruit and hire temporary teachers to provide additional support at school sites as students return to school for the Hybrid Learning, to help with the in-person instruction program. Teachers can help create additional classroom instruction due to the limited class size for in-person instruction and assist to eliminate an overload of combination classes. The teachers will be hired when the in-person Hybrid Learning begins and released at the end of the school year, which is on June 23, 2021.

ADDITIONAL DATA:

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

FISCAL IMPACT/FUNDING SOURCE:

The estimated cost per teacher to the District would be approximately \$341.69 per day. Costs will be paid by the Federal Stimulus Elementary and Secondary School Emergency Relief (ESSER II and III) funds.

STAFF RECOMMENDATION:

Recommend authorization.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Human Resources
Services and Support

ITEM TITLE:

Approve Temporary Increase of Daily Rates for Certificated Substitute Employees

 X Action

 Information

BACKGROUND INFORMATION:

In order to increase the pool of available certificated substitutes during in-person Hybrid instruction, the District requests a temporary increase to substitute daily rates for regular-term and long-term certificated substitute employees. This increase would be effective at the start of the week before the Hybrid model for in-person instruction begins (during the teacher’s five days of reporting to school sites) and conclude at the end of the school year, which is June 16, 2021.

ADDITIONAL DATA:

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

FISCAL IMPACT/FUNDING SOURCE:

Proposed daily rate increases are as follows.

<u>Certificated Substitute Position</u>	<u>Current Rate</u>	<u>New Rate</u>
Regular-Term	\$122	\$180
Long-Term	\$180	\$283 plus Step 1, Class I

The cost will be paid from the Federal Stimulus Elementary and Secondary School Emergency Relief (ESSER II and III) funds.

STAFF RECOMMENDATION:

Recommend approval

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
GOVERNING BOARD AGENDA ITEM

Prepared by: Instructional Services
and Support

ITEM TITLE:

Ratify Third Amendment to the Agreement with South Bay Family YMCA for the Dynamic After-School Hours Program for the Period of March 1 Through June 30, 2021

 X **Action**

 Information

BACKGROUND INFORMATION:

On July 15, 2020, the Board approved an agreement with South Bay Family YMCA for the Dynamic After-School Hours (DASH) Program for the 2020-21 school year. In order to support the full-day Distance Learning Support Program (DLSP) operated through the South Bay Family YMCA's licensed childcare, the District and YMCA concur to amend the agreement as follows:

- Change the weekly hours of operation and grades of students from a two-hour after-school program for Grades 1-6 to a full-day (7:30 AM-4:00 PM) Monday through Friday program for Grades K-6.
- Changing circumstances related to COVID-19 necessitate additional revisions to the Operating Agreement and First and Second Amendments to continue certain services through the remainder of the 2020-21 school year.
- Change 1 effective March 1: The District shall only pay for services actually rendered to District students as described in the Second Amendment, with the exception of cohorts that are in quarantine, which shall be funded by the District to the same extent as those receiving full services from the YMCA.
- Change 2 effective April 17: Continuation of the DLSP for the remainder of the 2020-21 school year: Adjust the total compensation for operating the program from \$770,000 to an amount not to exceed \$902,002 for services rendered April 17 to June 30, 2021.
- The Third Amendment will be in effect March 1 through June 30, 2021. The YMCA will utilize current DASH Program funds, plus additional District funds, to support DLSP.

ADDITIONAL DATA:

South Bay Family YMCA will provide distance learning support and a structured sports and recreation program for students at all DASH sites.

Participating sites include:

- Ella B. Allen
- Arroyo Vista Charter
- Enrique S. Camarena
- Joseph Casillas
- Chula Vista Hills
- Clear View
- Discovery Charter
- EastLake
- Halecrest
- Anne and William Hedenkamp
- Heritage
- Karl H. Kellogg
- Liberty
- Thurgood Marshall
- Corky McMillin
- Saburo Muraoka
- Parkview
- Olympic View
- Greg Rogers
- Rosebank
- Salt Creek
- Sunnyside
- Burton C. Tiffany
- Valley Vista
- Veterans
- Wolf Canyon

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 total cost to operate the DASH Program in support of DLSP from April 17 through June 30, 2021 is \$902,002 and will be paid from the General Fund and Coronavirus Aid, Relief, and Economic Security Act funding.

STAFF RECOMMENDATION:

Recommend ratification.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Update Regarding Chula Vista Elementary School District's Preparation for the Hybrid Model and Conditions Meeting the November 13 and December 16, 2020, Memorandums of Understanding with Chula Vista Educators

 Action

 X **Information**

BACKGROUND INFORMATION:

At its meeting on March 3, 2021, the Board of Education authorized the transition from Level 1, Distance Learning, to Level 2, Preparation Time for Hybrid Model, when all conditions described in the November 13 and December 16, 2020, Memorandums of Understanding with Chula Vista Educators (CVE) have been met. At the time, the Board requested an update about efforts underway to assemble a comprehensive school operation plan that supports the return of students to schools no earlier than April 5.

Under the District's agreement with CVE, the bargaining group that represents teachers, a key condition for reopening is that the County return to the Red Tier. San Diego County is currently in the most restrictive Purple Tier; however, it is estimated that the move to Red Tier might take place on March 16.

The transition to and implementation of the hybrid model includes staff returning to schools five days prior to students reporting for in-person instruction. Starting in a hybrid format ensures that a limited number of students are on campus at any one time, allowing protocols such as social distancing to be more easily implemented. Parents will have the option to keep their child(ren) in distance learning for the remainder of the 2020-21 school year.

This study session will highlight the District's safety guidelines that identify a series of best practices to protect the health and safety of students and staff members related to the reopening of schools. These include outlining the modification of school routines, health and safety protocols, and student transportation guidelines along with the expectation of availability of remote learning should some parents choose not to send their child back to school.

ADDITIONAL DATA:

This afternoon, District staff will provide an update on current District efforts to prepare for the Hybrid Learning Program. Also, four guests will provide additional information and answer questions from the Board.

Rebecca Fielding-Miller, PhD, MSPH – Dr. Fielding-Miller is Assistant Professor at the University of California, San Diego (UCSD), School of Public Health, with a joint appointment in the Division of Infectious Disease and Global Public Health. She holds a Master's of Science in Public Health in International Health, Social, and Behavioral Interventions from the Johns Hopkins Bloomberg School of Public Health, and a PhD in Behavioral Sciences and Health Education from Emory University. Her research examines structural drivers of infectious disease in the United States and sub-Saharan Africa with a focus on the intersection of race, gender, and economic inequality. Dr. Fielding-Miller and her team are leading a partnership between the UCSD Herbert Wertheim School of Public Health and the County of San Diego to develop wastewater and surface monitoring strategies to detect asymptomatic COVID-19 infections in school and childcare settings before they become outbreaks. Since November 2020, two District schools (Castle Park and Lillian J. Rice Elementary) are enrolled in the partnership project, which is known as the Safer At School Early Alert.

Samer Khodor, MD – Dr. Khodor is Sharp HealthCare Chief Medical Officer. He is Board certified in Internal Medicine with extensive experience in executive healthcare leadership. At Sharp, he is responsible for the strategic and operational leadership of the employed physicians, medical group management, clinical quality and patient safety teams. Dr. Khodor is experienced with multi-billion dollar Integrated Managed Care companies, large for profit and not-for-profit health care systems, and with small and mid-sized community hospitals. His focused leadership roles include physician engagement and providing direction and leadership across the continuum of integrated delivery system teams. His executive leadership includes serving on the Sharp Board of Directors and supporting strategic and operating governing bodies within the region and system.

Shaila Serpas, MD – Dr. Serpas is Associate Director of Scripps Family Medicine Residency Program. In her role, she works to continually enhance the family medicine residency curriculum. She was instrumental in establishing and maintaining three school-based adolescent clinics as core residency teaching sites. Since 1994, she has provided care in federally qualified health centers. Dr. Serpas partners with Scripps residents to implement community-based research projects, school-based programs and advocacy activities. Her clinical interests include reducing health disparities in the areas of childhood obesity, lactation, and migrant health; also in improving access to healthy environments. Dr. Serpas completed her Master of Public Health through the University of California Berkeley School of Public Health.

Robert “Bob” Mueller – Mr. Mueller is San Diego County Office of Education (SDCOE) Duty Officer/Assistant Incident Commander, COVID-19 Emergency Operations, and Coordinator, Special Projects. In the nine years Mr. Mueller has worked for the San Diego County Office of Education, he has emerged as a key leader on efforts to improve school safety. When the pandemic began, Mr. Mueller was assigned to help lead SDCOE's COVID-19 work as their duty officer and assistant incident commander. In that role Bob has created tools and

templates to support reopening that have been used in schools all over the state. He is considered to be a local expert on the state's guidance for operating schools safely during the pandemic and serves as a regular panel member on the County of San Diego's education sector telebriefing.

FISCAL IMPACT/FUNDING SOURCE:

The District has procured personal protective equipment as well as cleaning and sanitizing supplies and equipment at an estimated cost of \$3.5 million. These expenditures were primarily funded from federal Coronavirus Aid, Relief and Economic Security Act funding.

STAFF RECOMMENDATION:

This is an information item.

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD AGENDA ITEM

Prepared by: Superintendent's Office

ITEM TITLE:

Overview of the District's Budget Development Process and District Budget

_____ **Action**

_____ **X** _____ **Information**

BACKGROUND INFORMATION:

One of the roles and responsibilities of the Board of Education is to establish an effective and efficient structure for the District. This includes establishing budget priorities and adopting the District's Budget by July 1 in accordance with Education Code 42126 and revising the budget at interim reporting periods established by Education Code 42130.

With two new Board Members elected in November 2020 and sworn in during the December 2020 organizational meeting, the District wishes to provide professional learning on this important topic.

ADDITIONAL DATA:

Today, District staff will provide an overview of the District's budget development process and District budget, including General Fund revenues and expenditures. Additional information is available for review in the Office of the Deputy Superintendent.

FISCAL IMPACT/FUNDING SOURCE:

None. The District's 2020-21 Second Interim Budget was approved by the Board of Education on March 3, 2021.

STAFF RECOMMENDATION:

This is an information item.