

Warner Unified School District

*P.O. Box 8, 30951 Highway 79, Warner Springs, CA 92086
Phone (760) 782-3517 - FAX (760) 782-9117*



BOARD OF TRUSTEES MEETING

REGULAR SESSION

AGENDA

TUESDAY

October 13, 2020

6:00 P.M.

LOCATION: Join Zoom

<https://zoom.us/j/3046344158?pwd=SlZvT2syEFRpOEh1bUw3YUM2Z1J6QT09>

Meeting ID: 304 634 4158

Passcode: 2s2gDx

BOARD OF EDUCATION

JEANNEAN ROMBAL-PRESIDENT

MELISSA KROGH-VICE PRESIDENT

CAROLYN AUDIBERT-CLERK

PJ STONEBURNER-MEMBER

MELODY SEES-MEMBER

STUDENT MEMBER - None

Welcome to the Monthly Board of Trustees

Meeting PUBLIC INPUT

Persons wishing to address the Board on any item except personnel are invited to do so at this time. In the interest of time and order, presentations from the public are limited to (3) minutes per topic. If you wish to speak, complete a blue card located at the sign-in desk and present it to the Secretary of the Board prior to the start of the meeting. When the Board President invites you to the podium, state your name, address, and organization before making your presentation. By law, complaints or charges against an employee are not permitted in an open meeting of the Board of Trustees.

In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information; 2) refer to staff for further study; or 3) refer the matter to the next agenda.

CONSENT AGENDA

All matters listed under Consent Agenda are those on which the Board has previously deliberated or which can be classified as routine items of business. An administrative recommendation on each item is contained in the agenda supplements. There will be no separate discussion on these items prior to the time the Board of Trustees votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent Agenda items.

CLOSED SESSION

The Board will meet in Closed Session to consider qualified matters of litigation, employee negotiations, student discipline, employee grievances, personnel qualifications, or real estate negotiations which are timely.

AMERICANS WITH DISABILITIES ACT

"In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Governing Board, please contact the office of the District Superintendent at (760) 782-3517. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability."

A. CLOSED SESSION – [With Superintendent at 5pm]

B. CALL TO ORDER

C. ROLL CALL

D. ACCEPTANCE OF CLOSED SESSION AGENDA

E. CLOSED SESSION

1. PERSONNEL MATTERS - The Governing Board will recess to closed session to consider personnel matters pursuant to Government Code Section 54957, 54957(b)(1), and 54957.6.
2. CONFERENCE WITH LABOR NEGOTIATORS(Gov. Code section 54957.6) Represented Employees: CSEA, AWE. Agency Negotiators: David MacLeod and Andrea Sissons.

F. CONVENE TO OPEN/ REGULAR SESSION [Zoom meeting at 6pm]

G. CALL TO ORDER

H. ROLL CALL

I. FLAG SALUTE

J. ACCEPTANCE OF OPEN AGENDA

K. REPORT OF ACTION TAKEN IN CLOSED SESSION

L. WELCOME-BOARD PRESIDENT

M. GENERAL BUSINESS

N. PUBLIC HEARINGS

Resolution 2020-2021-002 for the Williams Settlement Legislation Resolution on Sufficiency of Instructional Materials.

O. APPROVAL OF MINUTES

1. Minutes of Regular Board Meeting, September 8, 2020
2. Minutes of the Special Board Meeting, September 16, 2020

P. REPORTS

1. STUDENT BODY REPRESENTATIVE
2. ASSOCIATION OF WARNER EDUCATORS
3. CALIFORNIA SCHOOL EMPLOYEE ASSOCIATION
4. PARENT TEACHER COMMUNITY CLUB
5. SUPERINTENDENT'S REPORT
 - i. RECOGNITION:
Student : Yahir Meza
Staff : Kelcy Sutton
 - ii. DISTRICT BRIEFING
 - iii. CHARTERS
 - iv. INDIAN ADVISORY COMMITTEE
6. BUSINESS MANAGER'S REPORT
7. BOARD REPORT

Q. PUBLIC HEARINGS-HEARING OF PUBLIC ON NON-AGENDA ITEMS

Non-agenda items: No individual presentation shall be for more than three (3) minutes, and the total time for this purpose shall not exceed thirty (30) minutes. If you have comments, please submit your request to be heard card prior to this section being discussed. No Governing Board action can be taken on items that are not on the agenda.

R. SPECIAL PRESENTATION

S. ACTION ITEMS

1. Consider approval of the employment of Naomi Valverde as a full time Instructional Aide, pending pre-employment screening.
2. Consider approval of the District Stipend Positions.
3. Discussion and possible action to re-evaluate the reopening of in-person school.
4. Consider approval of Resolution 2020-2021-002 for the Williams Settlement Legislation Resolution on Sufficiency of Instructional Materials.
5. Consider approval of the Memorandum of Understanding between Warner Springs School District and the California School Employees Association and it's Chapter 842 ("CSEA") Regarding Return Impacts and Effects on the CSEA Bargaining Unit.

T. CONSENT AGENDA

All matters listed on the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. Superintendent/Principal recommends approval of all Consent Agenda Items.

1. Commercial Warrants
2. Purchase Orders
3. Consider approval of the ROP Contract Proposal - Agreement for Participation in the San Diego County Career Technical Education (CTE), for the 2020-2021 school year.

U. SECOND READING AND APPROVAL OF GOVERNING BOARD POLICIES, NEW ADMINISTRATIVE REGULATIONS, AND EXHIBITS.

MAY

Policy - BP0430, AR0430, BP1312.3, AR1312.3, E(1) 1312.3, E(2) 1312.3, AR 1312.4, E(3) 1312.4, E(4) 1312.4, BP 1340, AR 1340, AR 3231, BP 4112.9, BP 4212.9, BP 4312.9, E 4112.9, E 4212.9, E 4312.9, BP 4113, AR 4113, BP 4119.42, BP 4219.42, BP 4319.42, AR 4119.42, AR 4219.42, AR 4319.42, E 4119.42, E4219.42, E 4319.42, BP 4119.43, BP 4219.43, BP 4319.43, AR 4119.43, AR 4219.43, AR 4319.43, BP 4151, BP 4251, BP 4351, BP 5141.5, BP 5145.3, AR 5145.3, BP 6020, AR 6020, BP 6115, AR 6115, AR 6173.4

JULY

Policy - BP 3555, E 3555, AR 4030, BP 4119.11, BP 4219.11, BP 4319.11, AR 4119.11, AR 4219.11, AR 4319.11, AR 4119.12, AR 4219.12, AR 4319.12, BP 5141.22, AR 5141.22, AR 5145.3, BP 5145.6, E 5145.6, BP 5145.7, AR 5145.7, AR 5145.71, BP 6142.7, AR 6142.7, BP 6159, AR 6159, BP 6159.1, AR 6159.1, BP 6159.2, AR 6159.

V. INFORMATION ITEMS AND DISCUSSION

1. District Enrollment 2020-2021:

Preschool	August	September	October	November	December
	4	9	9		
January	February	March	April	May	June

Class	August	September	October	November	December
Elementary	118	124	118		
Middle School	33	35	35		
High School	58	56	55		
Total	209	215	208		

Class	January	February	March	April	May
Elementary					
Middle School					
High School					
Total					

Class	June
Elementary	
Middle School	
High School	
Total	

2. Inter-District Attendance Permits: None

- i.** New In – 0
- ii.** New Out – 0
- iii.** Renew In – 0
- iv.** Renew out - 0

3. Williams Complaints: 0

4. Activities Calendar: October Calendar

W. BOARD COMMUNICATION

X. ANNOUNCEMENT OF NEXT MEETING AND ADJOURNMENT

November 10, 2020

Warner Unified School District

*P.O. Box 8, 30951 Highway 79, Warner Springs, CA 92086
Phone (760) 782-3517 - FAX (760) 782-9117*



Public Hearing Notice

Posted October 6, 2020

This notice is to advise that a Public Hearing will be held on Tuesday, October 13, 2020 at the regular Board meeting of the Governing Board, by way of a Zoom meeting at 6 pm., regarding the Resolution for Sufficiency of Instructional Materials required by Education Code Section 60119. Copies of the resolution are available for your inspection in the District Office during normal business hours.

Join Zoom Meeting

<https://zoom.us/j/3046344158?pwd=SlZvT2syeFRpOEh1bUw3YUM2Z1J6QT09>

Meeting ID: 304 634 4158

Passcode: 2s2gDx

Minutes

Regular Meeting, September 8, 2020

Special Meeting of the Board, September 16, 2020

WARNER UNIFIED SCHOOL DISTRICT
MINUTES OF REGULAR MEETING OF THE GOVERNING BOARD

September 8, 2020

- A. CLOSED SESSION - [With Superintendent at 5pm] - Zoom meeting**
- B. CALL TO ORDER:** The meeting was called to order at 5pm by Jeannean Rombal, President of the Governing Board.
- C. REGULAR SESSION: [Zoom Meeting at 6pm]**
- D. ROLL CALL:** Members present: Rombal, Krogh, Stoneburner, Audibert, Sees
- E. ACCEPTANCE OF CLOSED SESSION AGENDA:** Passed by unanimous vote, (5-0).
- F. CLOSED SESSION**
 - 1. Conference with Labor Negotiators(Gov. Code section 54957.6) Represented Employees:
CSEA. Agency Negotiators: David MacLeod and Andrea Sissons.
 - 2. Conference with Labor Negotiators(Gov. Code section 54957.6) Represented Employees:
AWE. Agency Negotiators: David MacLeod and Andrea Sissons.
- G. CONVENE TO OPEN/REGULAR SESSION [Zoom meeting at 6pm]**
- H. CALL TO ORDER:** The meeting was called to order at 6:04 pm by Jeannean Rombal, President of the Governing Board.
- I. ROLL CALL:** Members present:Audibert, Krogh, Rombal, Stoneburner and Sees . Absent: None
EMPLOYEES PRESENT: MacLeod, Sissons and Hill.
VISITORS: Kevin Ogden, Tiffany Lenfers, Sabrina Finn, Jenny Rudloff, Karla Willis, Chermaine Osuna, Holly Pawlicki, Julia Grigorian, Christi Feezell, Kelcy Sutton, Jan Krasowski, Michelle Mahood, Bob Krasowski, Galaxy S10, Galaxy Note 9.
- J. FLAG SALUTE**
- K. ACCEPTANCE OF OPEN AGENDA:** Motion to accept Open Agenda passed by unanimous vote, (5-0).
- L. WELCOME- BOARD PRESIDENT:**Jeannean Rombal
- M. GENERAL BUSINESS**
- N. PUBLIC HEARINGS:** Learning Continuity and Attendance Plan (LCP)
- O. APPROVAL OF MINUTES:** There was an error in the August minutes. Melody Sees was in attendance during closed session on August 11, 2020. Motion to accept amended minutes passed by unanimous vote, (5-0).
 - 1. Minutes of the Regular Board meeting, August 11, 2020
- P. REPORTS**
 - 1. Student Body Representative: N/A
 - 2. Association of Warner Educators: None
 - 3. California School Employees Association: Sabrina Finn voiced her concern about the lack of communication between Administration and classified employees with regard to the reopening of schools.
 - 4. Parent Teacher Community Club: Karla Willis
 - 5. Superintendent's Report:
 - i. **RECOGNITION:** Student of the month was Hatteppa Christman and Employee of the month was Patrick Humphrey.
 - ii. **DISTRICT BRIEFING:**
 - iii. **CHARTERS:**
 - iv. **INDIAN ADVISORY COMMITTEE:** IAC voted to meet every other month.
 - 6. **BUSINESS MANAGER'S REPORT:** Andrea Sissons presented the unaudited actuals.
 - 7. **BOARD REPORT:** Vice President Krogh would like more classroom updates from the teachers. Melody Sees gave recognition to Kelcy Sutton, the school counselor.
- Q. PUBLIC HEARINGS-HEARING OF PUBLIC ON NON - AGENDA ITEMS:** Jenny Rudloff spoke on the use of iReady.
- R. SPECIAL PRESENTATION:** None
- S. ACTION ITEMS:**
 - 1. Consider approval of the Learning Continuity and Attendance Plan for the 2020-2021 school year for the Safe Reopening and Operation of Schools Agreement. This item was tabled until a Special meeting of the Board could be held; not less than 72 hours following the Public Hearing.
 - 2. Consider approval of the EL Waiver for Patrick Humphrey, for the 2020-2021 school year. Motion passed by

unanimous vote, (5-0).

3. The Board Hereby Accepts 4 buses to be added to the District Fleet to be maintained per the Department of Transportation. Motion passed by unanimous vote, (5-0). Melissa Krogh requests a thank you to the donors.
4. The Board will discuss and direct Superintendent MacLeod in the disposal of retired buses in the Warner Fleet. Melissa Krogh made a motion to have two buses sent to the auto auction and made a second motion to have Superintendent MacLeod investigate sending a 3rd bus to auction. Motions passed by unanimous vote, (5-0).
5. Consider approval of Resolution Number 2020-2021-001, Resolution for Adopting the "GANN" Limit. Motion passed and adopted by unanimous vote, (5-0), by the Governing Board on September 8, 2020.
6. Consider approval of the 2019-2020 Unaudited Actuals. Motion passed by unanimous vote, (5-0).
7. Consider approval of the Pupil Transportation Information, LLC PTI School Transportation Consultation Services Agreement for Professional Services. Action item was tabled until the Special meeting of the Board to be held mid-September. Sabrina Finn voiced concern about cost and asked if it would be a one time assessment. The general consensus of the Board is to hear directly from the company representative at the Special before voting on the action.
8. Discussion and possible action regarding the Conflict of Interest Code: Local Government Agency Biennial Review. No amendments will be made to our Code of Conduct. Motion passed by unanimous vote, (5-0).
9. Discussion and possible action for future policy meetings and committees. Melissa Krogh would like to maintain meeting at the District office to pursue new and revised policies when they are released. Andrea Sissons is concerned that the policies meetings have fallen behind and that catching up may become overwhelming. Ms. Krogh believes it can be achieved in the next two meetings. The next policy meeting is scheduled for September 17, 2020.

T. CONSENT AGENDA

All matters listed on the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. Superintendent/Principal recommends approval of all Consent Agenda items. Andrea Sissons is aware of a possible problem with the CTE agreement and asks that consent agenda item 3 be struck. Board approved. Excluding item number 3, consent agenda passed by unanimous vote, (5-0).

1. Commercial Warrants
2. Purchase Orders
3. Consider approval of the Agreement for Participation in the San Diego County Career Technical Education (CTE), for the 2020-2021 school year. **STRUCK**
4. Consider approval of the contract with Howard E. Nyhart Company, Inc. (NYHART), for OPEB Actuarial Report for the 2020-2021 school year.
5. Consider approval of the Consolidated Application and Reporting System (CARS), to apply for Categorical Program Funding and to report the use of those funds, for the 2020-2021 school year.

U. FIRST READING OF GOVERNING BOARD POLICIES, NEW ADMINISTRATIVE REGULATIONS, AND EXHIBITS.

Government Code Section 87306.5 Conflict of Interest Code: Local Government Agency Biennial Review.

V. INFORMATION ITEMS AND DISCUSSION:

1. DISTRICT ENROLLMENT 2020 – 2021

Preschool	August	September	October	November	December
	4	12			
January	February	March	April	May	June

Class	August	September	October	November	December
Elementary	118	124			
Middle School	33	35			
High School	58	56			
Total	209	215			

Class	January	February	March	April	May
Elementary					
Middle School					
High School					
Total					

Class	June
Elementary	
Middle School	
High School	
Total	

2. Inter-District Attendance Permits: None

- i. New In - 2
- ii. New Out - 2
- iii. Renew In - 1
- iv. Renew Out - 0

3. Williams Complaints: None

4. Activities Calendar: Activities cancelled due to school closure.

W. BOARD COMMUNICATION: President Rombal is really happy with the breakfast and lunches that have been going home. She is also thankful for our teachers and their hard work. She wants schools to open slowly and safely. PJ Stoneburner commented on the scheduled reopening of Preschool. Vice President Krogh mentioned that a parent expressed concerns to her about cleanliness when students return to school. She also thanked school staff for their efforts during such a difficult time. Carolyn Audibert is looking forward to school returning to normalcy. Finally, Melody Sees thanked the teachers and the school Board for the job they're doing and said that she is glad we are not reopening too soon.

X. ANNOUNCEMENT OF NEXT MEETING AND ADJOURNMENT: Next meeting to be held October 13, 2020. This meeting adjourned at 8:32 pm.

Secretary of the Governing Board

Clerk

WARNER UNIFIED SCHOOL DISTRICT
MINUTES OF GOVERNING SPECIAL BOARD
September 16, 2020

- A. **CALL TO ORDER:** The meeting was called to order at 5:00 pm by Jeannean Rombal, President of the Governing Board.
- B. **FLAG SALUTE:** The Pledge of Allegiance was led by Jeannean Rombal.
- C. **ROLL CALL:** Members Present: Audibert, Krogh, Rombal, Sees and Stoneburner. Absent: None
Employees Present: David MacLeod
- D. **SPECIAL PRESENTATION:** Timothy Purvis of Pupil Transportation Information, LLC
- E. **ACCEPTANCE OF AGENDA:** **Motion passed by unanimous vote, (5-0).**
- F. **PUBLIC COMMENT ON AGENDA ITEMS ONLY:** N/A
- G. **ACTION ITEMS:**
 - 1. Consider approval of the Learning Continuity and Attendance Plan for the 2020-2021 school year for the Safe Reopening and Operation of Schools Agreement. **Motion passed by unanimous vote, (5-0).**
 - 2. Consider approval of the Pupil Transportation Information, LLC PTI School Transportation Consultation Services Agreement for Professional Services. **Motion passed by unanimous vote, (5-0).**
 - 3. Consider approval of the ROP Contract Proposal - Agreement for Participation in the San Diego County Career Technical Education (CTE), for the 2020-2021 school year. **Based on personal knowledge of this contract, Vice President Krogh advised the Board members to remove this item from the agenda. Board unanimously agreed.**
 - 4. Consider approval of K12 Strong Workforce Program Participation Agreement Career Technical Education (CTE). **Motion passed by unanimous vote, (5-0).**
- H. **INFORMATION ITEMS:** N/A
- I. **ADJOURNMENT:** 6:30 PM

Secretary of the Governing Board

Clerk

ACTION ITEM

1

TOPIC: Consider approval of the employment of Naomi Valverde as a full time Instructional Aide, pending pre-employment screening.

DESCRIPTION: Special Education, Instructional Aide.

FISCAL IMPACT: \$34,000.00/Year

RECOMMENDATION: Recommend approval.

ACTION ITEM

2

TOPIC: Consider approval of the District Stipend Positions.

DESCRIPTION: Stipend Positions for the 2020-2021 School Year.

FISCAL IMPACT: Varies

RECOMMENDATION: Recommend approval.

Stipend List

Name	Position
Tiffany Lenfers	ASB
Ricardo Lara	Athletic Director
Michelle Mahood	Testing Coordinator
TBD	Football Coach
Danielle Zurcher	FFA Advisor
Hannah Dimitrov	Senior Advisor
Danielle Zurcher	Team Leader
Holly Pawlicki	BTSA
Scott Loeffke	Yearbook Advisor
Scott Loeffke	Junior Advisor
TBD	Sophomore Advisor
Julia Grigorian	Freshman Advisor

ACTION ITEM

3

TOPIC: Discussion and possible action to re-evaluate the Reopening of in-person school.

DESCRIPTION: Discussion and possible action regarding options put forth by Superintendent MacLeod.

FISCAL IMPACT: N/A

RECOMMENDATION: Recommend approval.

TOPIC: Consider approval of Resolution 2020-2021-002 for the Williams Settlement Legislation, Resolution on Sufficiency of Instructional Materials.

DESCRIPTION: A resolution determining that every pupil, including English Learners, has sufficient textbooks or instructional materials in each of the subjects that are consistent with the content and cycles of the curriculum framework Adopted by the State Board of Education.

FISCAL IMPACT: N/A

RECOMMENDATION: Recommend approval.

Williams Settlement Legislation
Resolution on Sufficiency of Instructional Materials for 2020-2021

RESOLUTION
Warner Unified School District
Resolution #2020-2021-002

Resolution Determining Sufficiency of Instructional Materials

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

WHEREAS, in order to receive state instructional materials funds, the Governing Board is required by Education Code Section 60119 to hold a public hearing and adopt a resolution by the eighty week of the school year, determining that every pupil, including English learners, has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education: mathematics, science, history-social science, reading/language arts.

WHEREAS, as part of the required hearing, the Governing board must also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the state board for those subjects.

WHEREAS, the Governing Board shall also determine the availability of laboratory science equipment as applicable to science laboratory courses offered in grades 9 to 12 inclusive.

WHEREAS, "sufficient textbooks or instructional materials," means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each pupil.

THEREFORE BE IT RESOLVED, that the Governing Board hereby determines, as required by Education Code Section 60119, that the school district has sufficient instructional materials for each pupil in the following areas:

1. Mathematics
2. Science
3. History-Social Science
4. Reading/language arts, including the English language development component of an adopted program
5. Health
6. Foreign Language

BE IT FURTHER RESOLVED, that there is available science laboratory equipment for students in science laboratory courses offered in grades 9 to 12.

PASSED AND ADOPTED by the Governing Board on October 13, 2020 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF SAN DIEGO)

I, David MacLeod, Secretary of the Governing Board, do hereby certify that the foregoing is a full and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date: **October 13, 2020.**

Secretary of the Governing Board

TOPIC: Consider approval of the Memorandum of Understanding Between Warner Springs School District and the California School Employees Association and it's Chapter 842 ("CSEA") Regarding Return Impacts and Effects on the CSEA Bargaining Unit.

DESCRIPTION: This Memorandum is agreed between Warner Springs School District and the California School Employees Association and its Chapter 842 ("CSEA") concerning the impacts and effects of resumed District operations Under COVID-19 conditions.

FISCAL IMPACT: N/A

RECOMMENDATION: Recommend approval.

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS WARNER CHAPTER 842
AND THE
WARNER SPRINGS SCHOOL DISTRICT**

REGARDING RETURN IMPACTS AND EFFECTS ON THE CSEA BARGAINING UNIT

This memorandum is agreed between Warner Springs School District and the California School Employees Association and its Chapter 842 ("CSEA") concerning the impacts and effects of resumed District operations under COVID-19 conditions.

The District and CSEA recognize the importance of maintaining safe facilities and operations, for the benefit of the students and communities served by the District and its teachers and staff. We recognize the importance of prudent measures to prevent District employees, students, their families, or other people using District facilities from being exposed to or infected with coronavirus. Care should be taken to identify potential exposure and prevent the spread of the disease. We agree that continuity of District operations should be maintained, and provisions should be made for District employees who are impacted by the pandemic.

To these ends, the District and CSEA agree as follows:

1. Safety:

- A. Reporting Unsafe Conditions: In the interest of protecting community and workplace health, any employee may report, in writing, any unsafe condition in the working environment to the immediate supervisor. The supervisor shall, within two (2) working days, respond in writing to the employee, with simultaneous copy to CSEA, stating what has been done to make the condition safe or, if no action will be taken, the reason(s) why. This method of resolving safety concerns shall not displace the right to file OSHA or other administrative complaints or to bring a grievance for violation of this agreement.
- B. Face Coverings: When physically at work, employees shall wear face coverings as required by CDPH unless Cal/OSHA standards require respiratory protection, or other exemptions apply. If a member does not have access to an appropriate face covering it shall be provided by the District.
- C. Social Distancing: The District agrees to maintain required physical distancing standards in school facilities and vehicles.
- D. Personal Protective Equipment: The District shall provide sufficient protective equipment to comply with CDPH guidance appropriate for each classification or duty. This includes but is not necessarily limited to the District implementing a plan for ongoing supply of protective equipment and purchasing a sufficient number of no-touch thermal scan thermometers for symptom screenings. The District agrees to provide

other protective equipment, as appropriate for work assignments, including but not limited to the following:

- I. For staff engaged in symptom screening, appropriate masks, face shields and disposable gloves shall be provided.
- II. For front office and food service staff, face coverings and disposable gloves shall be provided.
- III. For custodial staff, masks, and gloves appropriate for all cleaning and disinfecting shall be provided.
- IV. For deep cleaning and disinfecting appropriate PPE for COVID-19 disinfection (disposable gloves, eye protection, and face coverings) in addition to PPE as required by product instructions and/or applicable health orders.

2. Screening:

At a minimum, with prior consultation with CSEA, the District is authorized to implement to screening, testing and monitoring of staff as required by the CDPH Guidance, as amended. Bargaining unit members shall not be required to respond to screening questionnaire questions that are not based on COVID-19 symptoms.

- A. Screening records shall be kept confidential and maintained/destroyed as required by law. Screening records shall be destroyed as soon as legally permitted.
- B. Safety screenings and any necessary medical examinations shall not be used to inquire into other medical conditions.
- C. The parties agree that screening shall be considered a part of the standard workday. No employee shall be required to be screened in an unpaid status.
- D. When an employee is not permitted to work due to safety screening (e.g., high temperature or positive report of key symptom), the employee will be allowed to work from home for fourteen (14) days, if feasible and, if the employee cannot work from home, the employee will be permitted to utilize any paid leave authorized by the FFCRA and expanded FMLA in addition to any other leaves available under the CBA or Education Code
- E. All staff will be screened every other month. The screening will be conducted on site or next door at CAL-FIRE. The testing will occur during work hours or the employee will be compensated for their time. The testing cost will be covered by the county public health office.

3. Testing and Tracing:

- A. The District shall work with local health officials and/or take appropriate steps regarding testing and contact tracing when the District learns of a confirmed case of COVID-19 involving a District employee.

- B. As permitted by applicable law and regulations, the District shall notify bargaining unit employees who have been exposed to COVID-19 at work.
- C. As permitted by applicable law and regulations, the District shall notify CSEA of bargaining unit member exposure to COVID-19.
- D. The District shall work with local public health officials and health insurance providers to attempt to provide COVID-19 testing at no expense to bargaining unit employees where potential exposure has occurred.
- E. CSEA agrees to cooperate with the District in any necessary public health actions, such as contact tracing of infected individuals.
- F. Temperature taking duties shall first be offered to bargaining unit members on a voluntary basis. Participating bargaining unit members shall be trained in confidentiality and screening technique prior to screening.

4. Leaves:

- A. Employees continue to have all leave rights as provided in the CBA, which shall be construed liberally during the life of this MOU.
- B. Employees who have exhausted accumulated sick leave and require additional leave for COVID-19 illness and/or quarantine, may access extended sick leave as permitted by law.
- C. Employees continue to have the rights provided under Labor Code section 230.8 in order to address childcare and/or school emergencies caused by coronavirus-related concerns. Per Labor Code section 230.8 (b)(1), this leave is to be coordinated with leaves provided in the CBA as specified. If the employee needs additional assistance the employee shall have an interactive process meeting to attempt to reasonably accommodate the concern(s).
- D. Between April 1, 2020 and December 31, 2020, employees shall be eligible for leaves pursuant to the Federal Families First Coronavirus Response Act (FFCRA).
- E. Vacation Leave: The District recognizes it may be challenging for employees to schedule and take vacation during the 20/21 school year. The parties agree to temporarily suspend the cap outlined in the collective bargaining agreement for the 20/21 school year. Employees will have until June 30, 2022 to schedule and use earned vacation leave above the cap. Any accrued vacation leave in excess of the cap on June 30, 2022 will be paid out in cash to the employee.

5. Accommodations:

- A. The District explicitly acknowledges that the interactive process may be required to make work safe for employees with health conditions or age that heighten the risk of severe outcomes with COVID-19.
- B. The District agrees to maintain procedures for keeping confidential employee communications about non-COVID-19 health conditions.
- C. The District agrees to initiate the interactive process for employees whose physician designates them as “high risk” or “vulnerable” as related to exposure to COVID-19.
- D. The District agrees to initiate the interactive process for those who are exempted from face covering requirements in order to minimize exposure to COVID-19 for other unit members.
- E. The District and CSEA agree that CSEA bargaining-unit employees shall be allowed to telecommute (work from home) in order to help maintain necessary social distancing requirements for the 2020-2021 school year upon district approval.
- F. The District shall provide those working in the CSEA bargaining-unit classifications with all of the equipment needed to perform their assigned duties if telecommuting (working from home) is approved.
- G. The District shall comply with California Education code §44032.
- H. CSEA bargaining-unit employees who are telecommuting may be required to report to work at a District site periodically. Absent unforeseen needs, the District shall attempt to establish a weekly schedule for anyone telecommuting that is going to be required to report to work at a District site.
- I. While telecommuting (working from home) CSEA bargaining-unit employees are expected to be reasonably available during their normal designated working hours.

6. Workload and Staffing:

- A. The District and CSEA agree to meet to address anticipated increased workload concerns to accommodate CDC guidelines and recommendations (e.g. installation of barriers or partitions, added cleanings schedule, added bus routes, increased extended care enrollment).
- B. No staff will be disciplined due to workload issues

7. Work Hours:

- A. The parties shall meet and negotiate prior to the implementation of any proposed changes to bargaining unit work hours.

8. Duties:

- A. The District and CSEA acknowledge that California Education Code §45101(a) requires that all classified positions have set duties. However, due to the current unforeseen and unprecedented nature for the current conditions CSEA and the District recognize that some CSEA bargaining unit positions may be asked to perform duties not currently contained within their current job description.

- B. The District agrees to provide required staff training, which may address Cleaning and Disinfecting, Physical distancing, Symptom screening, including temperature checks, and State and local health requirements/standards/recommendations.

- 9. Information and Further Negotiation:** The District will reasonably share with CSEA all new information it receives from local health authorities about COVID-19 pandemic. The District will inform CSEA, in writing, prior to any changes in operations which have negotiable effects on terms and conditions of employment, including occupational health and safety.

- 10. Compliance with further governmental orders:** The parties recognize that the COVID-19 pandemic is evolving and so is governmental response. The parties will comply with further state or federal legislation or orders as they affect the terms and conditions of employment of bargaining unit employees and shall provide written notice so as to bargain as needed over the effects of such further directives.

- 11. Compliance with District Plan:** Except as amended by this agreement, the District shall follow its COVID-19 Reopening Plan (attached).

- 12. District Waiver Applications:** If the District chooses to apply for a waiver related to COVID-19, which requires the bargaining unit's position, the District shall request the CSEA position by simultaneously emailing the CSEA Labor Relations Representative and the CSEA Chapter President such request.


- 13. Duration of Agreement:** This agreement shall remain in effect through June 30, 2021.

- 14. Grievance Procedure:** Disagreements arising from the enforcement of this agreement shall be referred to the grievance procedure outlined in the parties' collective bargaining agreement.

Dated:

By: _____
For District

By: _____
For CSEA

By:  _____
For CSEA

Consent Agenda

- 1. Commercial Warrants**
- 2. Purchase Orders**
- 3. Consider approval of the ROP Contract Proposal - Agreement for Participation in the San Diego County Career Technical Education (CTE), for the 2020-2021 school year.**

Commercial Warrants

Commercial Warrant Detail - September 2020

Date	Reference	Name 1	Fund	Inv Amount
9/3/2020	14706638	AZTEC FIRE & SAFETY INC	0100	670.00
9/10/2020	14708173	SHANNON STEIN	0100	49.02
9/10/2020	14708173	SHANNON STEIN	0100	100.09
9/10/2020	14708174	A-Z BUS SALES, INC.	0100	286.05
9/10/2020	14708175	SYNCB/AMAZON	0100	589.06
9/10/2020	14708175	SYNCB/AMAZON	0100	427.96
9/10/2020	14708175	SYNCB/AMAZON	0100	588.12
9/10/2020	14708175	SYNCB/AMAZON	0100	430.94
9/10/2020	14708175	SYNCB/AMAZON	1300	101.25
9/10/2020	14708176	EWING IRRIGATION PRODUCTS INC	0100	130.66
9/10/2020	14708176	EWING IRRIGATION PRODUCTS INC	0100	286.65
9/10/2020	14708177	T-MOBILE	0100	913.63
9/10/2020	14708178	WORKABILITY I REGION 1	0100	150.00
9/10/2020	14708179	SOUTHWEST SCHOOL SUPPLY	0100	1503.11
9/10/2020	14708179	SOUTHWEST SCHOOL SUPPLY	0100	184.67
9/10/2020	14708180	RANSOM PUMP & SUPPLY	0100	1143.69
9/10/2020	14708181	SCHOLASTIC, INC.	0100	316.68
9/10/2020	14708182	VERIZON WIRELESS	0100	4138.08
9/10/2020	14708182	VERIZON WIRELESS	0100	262.27
9/10/2020	14708182	VERIZON WIRELESS	0100	389.15
9/10/2020	14708183	SAN DIEGO GAS & ELECTRIC	0100	9594.16
9/10/2020	14708184	ARNTZ DISTRIBUTING COMPANY	1300	397.78
9/10/2020	14708184	ARNTZ DISTRIBUTING COMPANY	1300	220.56
9/10/2020	14708185	US FOODSERVICE	1300	1381.79
9/10/2020	14708185	US FOODSERVICE	1300	1502.78
9/10/2020	14708186	RICOH USA, INC.	0100	188.28
9/10/2020	14708187	STANDARD INSURANCE COMPANY	0100	316.28
9/10/2020	14708188	RAMONA UNIFIED SCHOOL DISTRICT	0100	3856.50
9/17/2020	14710290	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	275.00
9/17/2020	14710291	ALL STATE PROPANE	0100	47.50
9/17/2020	14710292	CARL FOCARELLI	0100	21.54
9/17/2020	14710293	SAN DIEGO COUNTY SPEECH PATHOLOGY S	0100	225.00
9/17/2020	14710294	JULIE OSUNA	0100	35.20
9/17/2020	14710295	GOLD STAR FOODS,INC	1300	2034.39
9/17/2020	14710296	DAVIS FIRE PROTECTION	0100	1350.00
9/17/2020	14710297	LORENZO RODRIGUEZ	0100	111.13
9/17/2020	14710298	SOUTHWEST SCHOOL SUPPLY	0100	125.09
9/17/2020	14710299	HOUGHTON MIFFLIN	0100	973.60
9/17/2020	14710300	OREILLY AUTOMOTIVE STORES	0100	27.10
9/17/2020	14710301	WATER SYSTEM MANAGEMENT	0100	523.75
9/17/2020	14710302	US FOODSERVICE	1300	2553.58
9/17/2020	14710303	VISTA HILL	0100	367.00
9/17/2020	14710304	RIDDELL / ALL AMERICAN	0100	953.71
9/24/2020	14712450	CALIFORNIA DEPT OF EDUCATION	0100	97202.00
9/24/2020	14712451	SAN DIEGO COUNTY SPEECH PATHOLOGY S	0100	637.50

9/24/2020 14712452	EWING IRRIGATION PRODUCTS INC	0100	252.99
9/24/2020 14712452	EWING IRRIGATION PRODUCTS INC	0100	1196.56
9/24/2020 14712453	GOLD STAR FOODS,INC	1300	2139.96
9/24/2020 14712454	BUSY BEE LOCKS & KEYS, INC	0100	38.36
9/24/2020 14712455	HOUGHTON MIFFLIN	0100	255.90
9/24/2020 14712456	STAPLES CREDIT PLAN	0100	272.21
9/24/2020 14712457	PACIFIC LAWN MOWER WORKS	0100	89.32
9/24/2020 14712458	ARNTZ DISTRIBUTING COMPANY	1300	237.92
9/24/2020 14712459	US FOODSERVICE	1300	2262.79
9/24/2020 14712460	ACSA	0100	1407.00
9/28/2020 14713209	JOHN J. POLITANO	0100	7838.19
9/28/2020 14713210	PATRICK C. HUMPHREY	0100	226.70
9/28/2020 14713211	ACSA	0100	428.33

Purchase Orders

WUSD PO LIST PERIOD COVERED 9/1/2020-9/30/2020

DATE	VENDOR NAME	PO#	AMOUNT
9/1/2020	SCHOOL OUTFITTERS	19-66159	2,651.17
9/4/2020	SDCOE	19-66160	275
9/24/2020	VIEWSONIC	19-66162	1,385.13
9/24/2020	RIDDELL	19-66163	2,675.14
9/30/2020	WAXIE	19-66164	1,616.40
9/30/2020	POLYMERSHAPES	19-66165	2,661.43

Consent Agenda

- 3.** Consider approval of the ROP Contract Proposal - Agreement for Participation in the San Diego County Career Technical Education (CTE), for the 2020-2021 school year.

AGREEMENT FOR PARTICIPATION
SAN DIEGO COUNTY CAREER TECHNICAL EDUCATION (CTE)

THIS AGREEMENT is entered into this 3rd day of September 2020, by and between the San Diego County Superintendent of Schools, hereinafter called the SUPERINTENDENT and the School District, hereinafter called the DISTRICT, for a term from July 1, 2020 to June 30, 2021.

RECITAL

- A. Pursuant to Education Code Section 52300 and following, the SUPERINTENDENT has established and maintained a Regional Occupational Program (ROP) within San Diego County for high school students, out-of-school youth, and adults; and,
- B. The SUPERINTENDENT wishes to contract with the DISTRICT for operation of certain CTE activities; and,
- C. WHEREAS, the DISTRICT wishes to participate in and cooperate with the SUPERINTENDENT in establishing and maintaining activities and expenditures; NOW THEREFORE, the parties agree as follows:

AGREEMENT

- A. Addendum A is defined as the SDCOE ROP 2021 Support.
- B. The DISTRICT shall:
 - 1. Administer, supervise, and conduct the courses and/or services.
 - 2. Provide properly credentialed and qualified employees with payment for services to be based on DISTRICT's established salary and benefit schedule.
 - 3. Provide instruction in job-seeking and job-keeping skills to every CTE student.
 - 4. Provide general safety instruction and instruction in the safe operation of equipment and safe handling of supplies and hazardous materials to every CTE student.
 - 5. Provide assurance that all students and DISTRICT personnel using equipment purchased with CTE funds will be subject to the terms of, and expected to comply with, the DISTRICT approved Acceptable Use Policy/Agreement related to the use of technology.
 - 6. Provide liability insurance or self-insurance coverage for all courses and/or services including all equipment and vehicles owned by the SUPERINTENDENT which are used by the DISTRICT in maintaining CTE courses and services.

Provide workers' compensation insurance or self-insurance coverage for DISTRICT Employees supporting CTE courses and services.

Provide to the SUPERINTENDENT certificates of insurance and/or self-insurance covering liability and workers' compensation upon request.

NOTE:

The school DISTRICT is responsible for workers' compensation and liability coverage for their employees and CTE students while students are performing off-campus non-paid work experience while enrolled in a CTE course. Such coverage should extend to activities occurring on school DISTRICT premises or activities under the school DISTRICT employees' direct control or supervision.

7. Provide instruction to every student as per CTE course of study.
8. Comply with the provisions of Title VI of the Civil Rights Act of 1964 which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity hereunder.
9. Comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act which provides that no otherwise qualified disabled individual in the United States shall, solely by reason of the disability, be excluded from participation in, be denied the benefit of, denied access to, or be subjected to discrimination for any programs, activity receiving federal financial assistance.
10. Provide assurance that facilities provided hereunder are accessible by disabled persons or provide access to a similar alternative program.

C. The SUPERINTENDENT shall:

1. Pay to the DISTRICT an amount equal to the allocation according to the Addendum B and upon receipt of a signed Participation Agreement.

D. General Provisions:

1. Addendum A is attached as a part of this agreement.
2. Tobacco-Free Facility: The County is a tobacco-free facility. Tobacco use (smoked or smokeless) is prohibited at all times on all areas of County Office Property.
3. All funds derived from the sale of goods or services from a CTE course or service shall be abated to the CTE course or service.
4. Funding allocations to the DISTRICT for operating and capital expenditures must be used to fund district CTE programs and will be made in the following manner:

a. Fund Disbursement

The fund disbursement is reflected in Addendum B. Fund transfers will begin upon receipt of a signed Participation Agreement and will occur, beginning in September, the last working day of the month thereafter as identified in Addendum B. The final payment will be per Addendum A. No other funding for CTE/ROP will be provided after June 30,

2021.

5. Notwithstanding any of the foregoing provisions of the agreement, if at any time during the term of this agreement the State of California fails to appropriate or allocate Local Control Funding Formula funds to the SUPERINTENDENT for payments stipulated in Addendum B, the SUPERINTENDENT reserves the right to change the budget amounts in Addendum B at any time with 30 days' notice to the DISTRICT.

If the DISTRICT is unable to continue current course offerings or to maintain program support levels because of this reduced funding, the DISTRICT, in its sole discretion, may terminate in all or in part course offerings and/or support services necessary to accommodate the reduced funding level.

6. Mutual Indemnification Clause

The SUPERINTENDENT shall defend, indemnify, and hold the DISTRICT harmless from and against any and all liability, loss, expense, attorney's fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the SUPERINTENDENT, its officers, agents or employees. The DISTRICT shall defend, indemnify, and hold the SUPERINTENDENT harmless from and against any and all liability, loss, expense, attorney's fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the DISTRICT, its officers, agents or employees.

San Diego County Superintendent of Schools

Michael Simonson
Name (Type or Print)

Date _____

Name (Type or Print) _____

Date _____

Warner

SAN DIEGO COUNTY ROP

SDCOE 2020-2021 CTE/ROP Allocation

Addendum A

DISTRICT	2019-20	2020-21
	SDCOE Funded CTE	SDCOE Funded CTE
BORREGO SPRINGS	\$ 51,263	100,000
BONSALL		100,000
CARLSBAD	53,009	26,505
CORONADO	159,442	79,721
ESCONDIDO	134,285	67,143
FALLBROOK	184,075	92,038
GROSSMONT	2,325,526	1,162,763
JULIAN	98,695	49,348
MT. EMPIRE	90,583	45,292
OCEANSIDE	193,492	96,746
POWAY	106,398	53,199
RAMONA	462,277	231,139
SAN DIEGO	942,765	471,383
SAN DIEGUITO	127,028	63,514
SAN MARCOS	106,751	53,376
SWEETWATER	554,870	277,435
VALLEY CENTER	89,571	44,786
VISTA	418,356	209,178
WARNER SPRINGS	80,678	100,000
TOTAL	\$ 6,179,064	\$ 3,323,566

Addendum B

SAN DIEGO COUNTY OFFICE OF EDUCATION

ROP Program Participation Agreement 2020-2021

Schedule of cash transfer

Warner Springs Unified School District

<u>Month</u>	<u>Amount</u>		
SEP	\$ 5,520	5.52%	
OCT	6,900	6.90%	
NOV	4,000	4.00%	
DEC	15,780	15.78%	
JAN	12,540	12.54%	
FEB	9,800	9.80%	
MAR	8,110	8.11%	
APR	3,650	3.65%	
MAY	12,440	12.44%	
JUNE	21,260	21.26%	
Total	\$ 100,000		
	\$ 100,000	YTD Payment	
	100.00%	YTD Payment %	0.00%

NOTE: The transfer of cash from SDCOE to your district is dependent on the completion of the "Participation Agreement".

Calendar

SUN	MON	TUE	WED	THU	FRI	SAT
27	28	29	30	Oct 1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
	Columbus Day Indigenous Peoples' Day					
18	19	20	21	22	23	24
						9am Drive Thru Cont
25	26	27	28	29	30	31
					Election Day set up in 4pm Halloween Drive	Halloween
						>