



Governing Board Agenda

August 26, 2020

Welcome

Welcome to the meeting of the National School District Governing Board. Your interest in our school district proceedings is appreciated.

Our Governance Team

Our community elects five Board members who serve four-year terms. The Board members are responsible for the overall operation of the school district. Among its duties, the Board adopts an annual budget, approves all expenditures, establishes policies and regulations, authorizes employment of all personnel, approves curriculum and textbooks, and appoints the Superintendent. The Superintendent serves as the secretary to the Governing Board.

Barbara Avalos, President

Ms. Avalos was first elected to the Governing Board in November 2008 and her present term expires December 2020.

Maria Betancourt-Castañeda, Member

Ms. Betancourt-Castañeda was first elected to the Governing Board in November 2014 and her present term expires December 2022.

Leighangela Brady, Secretary

Dr. Brady was first appointed as Superintendent in August 2016.

Brian Clapper, Clerk

Mr. Clapper was first elected to the Governing Board in November 2012 and his present term expires December 2020.

Maria Dalla, Member

Ms. Dalla was first elected to the Governing Board in November 2014 and her present term expires December 2022.

Alma Sarmiento, Member

Ms. Sarmiento was first elected to the Governing Board in November 1992 and her present term expires December 2022.

This meeting may be recorded

In accordance with Board Policy, audio recordings of Governing Board meetings are available for review for 30 days following the meeting. Please contact the Superintendent's Office at 619-336-7705 if you wish to listen to the recording.

From time-to-time, writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Superintendent located at 1500 N Avenue, National City, California, 91950.

Speaking to the Board

If you wish to speak to the Board, please fill out a “Request for Oral Communications” card located on the table at the entrance to the Board Room and give it to the Recording Secretary. Board policy and state law stipulate that no oral presentation shall include charges or complaints against any employee of the District, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. California law requires that all charges or complaints against employees be addressed in Closed Session unless the employee requests a public hearing. All such charges or complaints, therefore, must be submitted to the Board under the provision of the District’s policy. At the appropriate time, the Board President will invite speakers to approach the podium. Please use the microphone and state your name and address. This information is necessary in order to maintain accurate records of the meeting. Speakers are requested to limit their remarks to three minutes.

Compliance with Americans with Disabilities Act

The National School District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact the Superintendent’s Office at 619-336-7705 at least 48 hours in advance of the meeting for information on such accommodation.

Translation Services

Members of the public who require translation services in order to participate in the meeting should contact the Superintendent’s Office at 619-336-7705 at least 48 hours in advance of the meeting for information on such services.

Equal Opportunity Employer

The National 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 official who monitors compliance is the Assistant Superintendent--Human Resources, 1500 N Avenue, National City, California, 91950, at 619-336-7722. Individuals who believe they have been a victim of unlawful discrimination in employment, contracting, or in an educational program may file a formal complaint with the District’s Human Resources Office.



**NATIONAL
SCHOOL DISTRICT**

CORE VALUES



We Believe...
Children first.
Relationships matter.
Whatever it takes!

VISION

Our Promise...
Exceptionally Prepared Learners;
Innovative and Compassionate World Citizens



MISSION

Creating Successful Learners... Now.
Each student in the National School District receives an exemplary, world-class education in a safe and nurturing environment. By collaborating with educators, staff, parents and our diverse community, all students attain the skills essential to succeed and thrive in a competitive, global society.





REGULAR MEETING OF THE GOVERNING BOARD

The public may view the meeting by accessing the following link:

<http://meet.google.com/iew-dqgu-spg>

To listen to the meeting, please call (US) +1 609-800-2260 PIN: 633 624 363#

National School District employees can also use the live stream link to view the meeting:

<http://stream.meet.google.com/stream/158249d4-21c8-4fb2-af94-47c2f8b640df>

(If you are having trouble with any of the above links, please try copying and pasting the links to the address bar in your browser.)

Wednesday, August 26, 2020

Open Session -- 6:00 p.m.

NOTICE

This meeting will be conducted in accordance with Governor Newsom's Executive Order 28-20 relating to the COVID-19 pandemic. Due to applicable Public Health Orders issued by the County Health Officer, the National School District will not be open to the public.

AGENDA

If you wish to speak to the Governing Board, comments will be accepted in writing only. You may submit your comment to vcenesa@nsd.us no later than 12:00 p.m. Wednesday, August 26, 2020. All timely received comments will be read to the Governing Board by the Recording Secretary at the time the Board President calls the item. Comments are not to exceed three (3) minutes (Approx. 450 words) for one matter up to a maximum of five (5) minutes for all matters. There shall be a limit of twenty (20) minutes for any matter. Any time limits may be waived by a majority vote of the Board. If you have special needs because of a disability and have difficulty submitting comments via email, please contact the Superintendent's office by noon Wednesday, August 26, 2020 at (619) 336-7701.

NATIONAL SCHOOL DISTRICT

1500 'N' Avenue • National City, CA 91950 • (619) 336-7500 • Fax (619) 336-7505 • <http://nsd.us>

Creating Successful Learners... Now

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PRESENTATIONS

4.A. Recognize district and grade level winners of the August Summer Sizzle reading and math challenges.

Dr. Sharmila Kraft,
Assistant
Superintendent,
Educational Services

5. PUBLIC COMMUNICATIONS

If you wish to speak to the Governing Board, comments will be accepted in writing only. You may submit your comment to vcesena@nsd.us no later than 12:00 p.m. Wednesday, August 26, 2020. All timely received comments will be read to the Governing Board by the Recording Secretary at the time the Board President calls the item. Comments are not to exceed three (3) minutes (Approx. 450 words) for one matter up to a maximum of five (5) minutes for all matters. There shall be a limit of twenty (20) minutes for any matter. Any time limits may be waived by a majority vote of the Board. If you have special needs because of a disability and have difficulty submitting comments via email, please contact the Superintendent's office by noon Wednesday, August 26, 2020 at (619) 336-7701.

Barbara Avalos,
Board President

6. AGENDA

6.A. Accept Agenda.

Barbara Avalos,
Board President

7. APPROVE CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered routine and will be acted upon in one action by the Board. It is understood that the Superintendent has recommended approval for these items. There will be no discussion 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. All items approved by the Board will be deemed as considered in full and adopted as recommended.

Barbara Avalos,
Board President

7.A. Minutes

7.A.I. Approve the minutes of the Regular Board Meeting held on August 12, 2020.

Dr. Leighangela
Brady, Superintendent

7.B. Administration- None

Dr. Leighangela
Brady, Superintendent

7.C. Human Resources

7.C.I. Ratify/approve recommended actions in personnel activity list.

Dr. Leticia Hernandez,
Assistant
Superintendent,
Human Resources

7.D. Educational Services- None

Dr. Sharmila Kraft,
Assistant
Superintendent,
Educational Services

7.E. Business Services- None

Dr. Leighangela
Brady, Superintendent

8. GENERAL FUNCTIONS

8.A. Updates and discussion on the Coronavirus (COVID-19) pandemic.

Dr. Leighangela
Brady, Superintendent

9. POLICIES, REGULATIONS, BYLAWS

9.A. Second reading and adopt Exhibit 4112.9, 4212.9, 4312.9-Employee Notifications and Board Policy 4113-Assignment.

Dr. Leighangela
Brady, Superintendent

9.B. First reading and adopt Exhibit 9270-Conflict of Interest.

Dr. Leighangela
Brady, Superintendent

9.C. Adopt Board Policies and Administrative Regulations as listed on attached maintenance service checklist.

Dr. Leighangela
Brady, Superintendent

10. EDUCATIONAL SERVICES

10.A. Presentation on Rady Children's Hospital School Health Assistants and Nursing Program.

Dr. Sharmila Kraft,
Assistant
Superintendent,
Educational Services

10.B. Conduct a public hearing for the 2020-2021 Learning Continuity and Attendance Plan.

Dr. Sharmila Kraft,
Assistant
Superintendent,
Educational Services

11. HUMAN RESOURCES

11.A. Approve Memorandum of Understanding with the California School Employees Association (CSEA) and its National Chapter 206 and the National School District (NSD) and its negotiable impacts and effects of the working environment during the COVID-19 pandemic for the 2020-2021 school year.

Dr. Leticia Hernandez,
Assistant
Superintendent,
Human Resources

12. BUSINESS SERVICES

12.A. Accept gifts.

Dr. Leighangela
Brady, Superintendent

13. BOARD WORKSHOP

14. BOARD/CABINET COMMUNICATIONS

15. ADJOURNMENT

Agenda Item: **1. CALL TO ORDER**

Agenda Item: **2. PLEDGE OF ALLEGIANCE**

Agenda Item: **3. ROLL CALL**

Quick Summary /
Abstract:

Board:

Ms. Barbara Avalos

Ms. Maria Betancourt-Castañeda

Mr. Brian Clapper

Ms. Maria Dalla

Ms. Alma Sarmiento

Staff:

Dr. Leighangela Brady, Superintendent-Administration

Dr. Leticia Hernandez, Assistant Superintendent-Human Resources

Dr. Sharmila Kraft, Assistant Superintendent-Educational Services

Agenda Item: **4. PRESENTATIONS**

Agenda Item: **4.A. Recognize district and grade level winners of the August Summer Sizzle reading and math challenges.**

Speaker: Dr. Sharmila Kraft, Assistant Superintendent, Educational Services

Quick Summary / Abstract: In an effort to encourage continued learning during the summer, all students Transitional Kindergarten through fifth grade students were invited to participate in a second Summer Sizzle reading and math challenge during the month of August.

The second Summer Sizzle ran from August 1-13, 2020. The 14 students who earned 100% on the most English Language Arts or Math lessons in iReady Reading and iReady Math will be recognized by the Governing Board to honor their hard work and initiative.

Comments: Students in National School District were challenged to complete English Language Arts lessons in iReady Reading, and Math lessons in iReady Math; two digital learning programs available on student devices.

Top students were identified at each of the following levels:

- Top District of English Language Arts
- Top Grade Level English Language Arts in TK/K, 1, 2, 3, 4, 5
- Top District Mathematician
- Top Grade Level Mathematician in TK/K, 1, 2, 3, 4, 5

Each grade level winner will get a goody basket. The top district level winner will get a \$50 gift card and a goody basket.

All prizes were provided by our community partner, Mission Federal Credit Union.

Agenda Item: **5. PUBLIC COMMUNICATIONS**

Speaker: Barbara Avalos, Board President

Quick Summary / Abstract: If you wish to speak to the Governing Board, comments will be accepted in writing only. You may submit your comment to vcesena@nsd.us no later than 12:00 p.m. Wednesday, August 26, 2020. All timely received comments will be read to the Governing Board by the Recording Secretary at the time the Board President calls the item. Comments are not to exceed three (3) minutes (Approx. 450 words) for one matter up to a maximum of five (5) minutes for all matters. There shall be a limit of twenty (20) minutes for any matter. Any time limits may be waived by a majority vote of the Board. If you have special needs because of a disability and have difficulty submitting comments via email, please contact the Superintendent's office by noon Wednesday, August 26, 2020 at (619) 336-7701.

Agenda Item: **6. AGENDA**

Agenda Item: **6.A. Accept Agenda.**

Speaker: Barbara Avalos, Board President

Recommended
Motion: Accept Agenda

Agenda Item: **7. APPROVE CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

Speaker: Barbara Avalos, Board President

Quick Summary / Abstract: All items listed under the Consent Calendar are considered routine and will be acted upon in one action by the Board. It is understood that the Superintendent has recommended approval for these items. There will be no discussion 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. All items approved by the Board will be deemed as considered in full and adopted as recommended.

Recommended Motion: Approve Consent Calendar

Agenda Item: **7.A. Minutes**

Agenda Item: **7.A.I. Approve the minutes of the Regular Board Meeting held on August 12, 2020.**

Speaker: Dr. Leighangela Brady, Superintendent

Attachments:
Board minutes 08/12/20

**NATIONAL SCHOOL DISTRICT
Minutes of the Regular Meeting
GOVERNING BOARD**

August 12, 2020

6:00 PM

Virtual

https://drive.google.com/file/d/1RX9QhLuTWmsSeemeGuCXYajkuLS_qdpi/view?usp=sharing

1. CALL TO ORDER

Board President, Barbara Avalos called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

Board President, Barbara Avalos, led the Pledge of Allegiance.

3. ROLL CALL

Attendance taken at 6:01 p.m.:

Present:

Ms. Barbara Avalos

Ms. Maria Betancourt-Castañeda

Mr. Brian Clapper

Ms. Maria Dalla

Ms. Alma Sarmiento

Mrs. Jocelyn Gomez took roll call.

4. PUBLIC COMMUNICATIONS

Ms. Christina Benson, NCETA President submitted a public comment regarding Board and Union communication.

5. PRESENTATIONS

5.A. Recognize district and grade level winners of the Summer Sizzle reading and math challenges.

Recognized the district and grade level winners of the Summer Sizzle reading and math challenges.

6. AGENDA

6.A. Accept Agenda.

Motion Passed: Acceptance of Agenda passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

7. APPROVE CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

Motion Passed: Approval of Consent Calendar passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

7.A. Minutes

7.A.I. Approve the minutes of the Special Board Meeting held on July 2, 2020.

7.A.II. Approve the minutes of the Regular Board Meeting held on July 8, 2020.

7.A.III. Approve the minutes of the Special Board Meeting held on July 16, 2020.

7.A.IV. Approve the minutes of the Special Board Meeting held on July 21, 2020.

7.B. Administration

7.C. Human Resources

7.C.I. Ratify/approve recommended actions in personnel activity list.

7.C.II. Accept the employee resignations/retirements.

7.D. Educational Services

7.D.I. Ratify Individual Services Agreement #CT3634 with Aseltine School for student #3709915 extended school year distance learning program.

7.D.II. Ratify Individual Services Agreement #CT3639 with Aseltine School for student #3711706 extended school year distance learning program.

7.D.III. Ratify Individual Services Agreement #CT3641 with San Diego Center for Children Academy for student #3706533 extended school year distance learning program.

7.D.IV. Ratify Individual Services Agreement #CT3676 with Banyan Tree Educational Services for student #3705001 extended school year distance learning program.

7.D.V. Ratify Individual Services Agreement #CT3703 with Stein Education Center for student #3712441 extended school year distance learning program.

7.D.VI. Approve Individual Service Agreement #CT3750 with Aseltine School to provide an educational program for student #3711706 for the 2020-2021 school year.

7.D.VII. Approve Individual Service Agreement #CT3751 with Stein Education Center to provide an educational program for student #3712441 for the 2020-2021 school year.

7.D.VIII. Approve Individual Service Agreement #CT3752 with Banyan Tree Educational Services to provide an educational program for student #3705001 for the 2020-2021 school year.

7.D.IX. Approve Individual Service Agreement #CT3753 with San Diego Center for Children Academy to provide an educational program for student #3706533 for the 2020-2021 school year.

7.D.X. Approve Individual Service Agreement #CT3757 with Aseltine School to provide an educational program for student #3709915 for the 2020-2021 school year.

7.E. Business Services

7.E.I. Ratify/approve purchase orders, contracts and warrants as summarized and detailed in Exhibit A.

8. POLICIES, REGULATIONS, BYLAWS

8.A. First reading and adopt revision to Board Bylaw 9123-Clerk.

Motion Passed: Following discussion, adoption of revision to Board Bylaw 9123-Clerk passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Betancourt-Castañeda.

No Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
No Ms. Alma Sarmiento

9. GENERAL FUNCTIONS

9.A. Updates and discussion on the Coronavirus (COVID-19) pandemic.

Dr. Brady, along with Executive Cabinet, updated the Governing Board on District-wide collaboration during the COVID-19 pandemic.

10. EDUCATIONAL SERVICES

10.A. Authorize the Superintendent to submit the Consolidated Application for Funding Categorical Aid Programs 2020-2021.

Motion Passed: Following discussion, authorization for the Superintendent to submit the Consolidated Application for Funding Categorical Aid Programs 2020-2021 passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.B. Approve adoption of Benchmark Advanced/Adelante for English Language Development grades K-6. (Exhibit B)

Motion Passed: Following discussion, approval of adoption passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.C. Approve the purchase of digital subscription for American Reading SchoolPace Connect for all National School District sites.

Motion Passed: Following discussion, approval of the purchase passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.D. Approve the purchase of 200 additional hotspot devices from T-Mobile for distance learning for the 2020-2021 school year.

Motion Passed: Following discussion, approval of the purchase passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.E. Approve the purchase of 400 iPads for National School District preschool students and staff to use during distance learning.

Motion Passed: Approval of the purchase passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.F. Amend contract #CT3045 with South Bay YMCA for Before and After School program for the 2020-2021 school year.

For the record, the amended contract #CT3045 should not exceed the total as written: \$1,948, 583.80.

Motion Passed: Following discussion, amendment of contract #CT3045 passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.G. Amend contract #CT3045 with YMCA of San Diego County for After School Education & Safety (ASES) Program to extend the grant funds from the 2019-2020 school year through December 31, 2020.

Motion Passed: Amendment of contract #CT3045 passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.H. Approve contract #CT3451 with Rady Children's Hospital - San Diego for the provision of student health services.

Ms. Christina Benson, NCETA President submitted a public comment regarding agenda item 10.H.

Motion Passed: Approval of contract #CT3451 passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.I. Amend contract #CT3707 to GigaKOM for Internal Connections Firewall for District Network for the 2020-2021 school year.

Motion Passed: Following discussion, amendment of contract #CT3707 passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.J. Ratify contract #CT3759 between PowerSchool Group LLC and National School District for a 36-month subscription with Schoology Learning Management System (LMS). (Exhibit C)

Motion Passed: Following discussion, ratification of contract #CT3759 passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Dalla.

No Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.K. Approve contract #CT3760 with PresenceLearning to be used by special education and support staff to deliver services via distance learning for the 2020-2021 school year.

Motion Passed: Approval of contract #CT3760 passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.L. Approve contract agreement #CT3761 with PresenceLearning, a Health Insurance Portability and Accountability Act (HIPPA) and Family Educational Rights and Privacy Act (FERPA) compliant, teletherapy service to provide contracted services for special education students for the 2020-2021 school year. (Exhibit D)

Motion Passed: Approval of contract agreement #CT3761 passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10.M. Approve San Diego Quality Preschool Initiative (SDQPI) Agreement #CT3762 with the San Diego County Office of Education (SDCOE) for the purpose of receiving preschool enhancement funding to support early childhood education programs for children three and four years of age. (Exhibit E)

Motion Passed: Approval of agreement #CT3762 passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

11. HUMAN RESOURCES

11.A. Authorize the Assistant Superintendent of Human Resources to hire temporary employees.

Motion Passed: Authorization for the Assistant Superintendent of Human Resources to hire temporary employees passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

11.B. Approve Memorandum of Understanding with the National School District and the National City Elementary Teachers Association (NCETA) for negotiable impacts and effects of the working environment during the distance learning COVID-19 pandemic during the 2020-2021 school year.

Motion Passed: Approval of the Memorandum of Understanding passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

12. BUSINESS SERVICES

12.A. Presentation and acceptance of the GASB No.75 Actuarial Valuation Report for the National School District Other Post-Employment Benefits.

Mr. John Mallows and Mr. James Burns from Nyhart gave a presentation on the GASB No. 75 Actuarial Valuation Report for the National School District Other Post-Employment Benefits.

Motion Passed: Acceptance of the GASB No.75 Actuarial Valuation Report passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

12.B. Conduct a public hearing for Resolution #20-21.26 to establish temporary interfund transfers of special or restricted fund monies.

Board President, Barbara Avalos, opened the public hearing at 9:03 p.m.

There were no speakers.

Board President, Barbara Avalos, closed the public hearing at 9:03 p.m.

12.C. Adopt Resolution #20-21.26 to establish temporary interfund transfers of special or restricted fund monies.

Motion Passed: Adoption of Resolution #20-21.26 passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

12.D. Approve the Estimated Actual Budget for 2019-2020, and adopt the Revised 2020-2021 Proposed Budget for all funds. (Exhibit F)

Motion Passed: Approval of the Estimated Actual Budget for 2019-2020, and adoption of the Revised 2020-2021 Proposed Budget for all funds passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

13. BOARD WORKSHOP

13.A. Review and discuss suggested revisions and updates to Board Bylaws, Board Policies and Administrative Regulations. (Exhibit G)

Due to the high quantity of policies to review, Board members conducted a workshop to discuss suggestions in more detail.

Policy clarifications or changes were suggested for the following policies:

- Exhibit 4112.9, 4212.9, 4312.9 Employee Notifications
- Board Policy 4113 Assignment

14. BOARD/CABINET COMMUNICATIONS

Ms. Sarmiento wished everyone good luck on what we're about to embark this new school year.

Ms. Betancourt-Castañeda congratulated the winners of the Summer Sizzle reading and math challenges. She thanked Ms. Tina Fuentes, Mission Federal Credit Union, for her continued support. She shared that she can provide principals the contact information for Office Depot store manager. She expressed that she was happy Board Bylaw 9123-Clerk was adopted. She referenced a letter she previously sent to Ms. Avalos and asked the board to be mindful and respectful of one another.

Ms. Dalla congratulated the winners of the Summer Sizzle reading and math challenges. She thanked teachers, support staff and administrators for all the hard work during these times. She thanked Ms. Tina Fuentes, Mission Federal Credit Union, for her continued support. She wished everyone a good weekend, and to stay healthy and safe.

Mr. Clapper congratulated the winners of the Summer Sizzle reading and math challenges. He thanked Ms. Tina Fuentes, Mission Federal Credit Union, for her continued support. He also thanked the District's administration for their work on the plan in place. He expressed that he is honored to be a Board member with National School District.

Dr. Hernandez welcomed back staff that returned to work today and those that will return next week.

Dr. Kraft congratulated the winners of the Summer Sizzle reading and math challenges. She shared that for now she will oversee the HH bond work. She asked the Board for their availability in holding a Board Workshop with Mr. Dale Scott for the HH bond.

Dr. Brady shared how wonderful it was to recognize the student winners of the Summer Sizzle reading and math challenges and thanked Dr. O'Connor for her work with the students. She thanked National City Elementary Teachers Association (NCETA) and California School Employees Association (CSEA) for their partnerships through these times. She wished everyone a happy first day of school that will happen before the next regular Board meeting on August 26th. She thanked Ms. Evelyn Sanchez, Administrative Secretary in Business Services for assisting during today's meeting alongside Mrs. Jocelyn Gomez. She wished a happy birthday to Ms. Luz Vicario, Principal at Kimball School.

Ms. Avalos congratulated the winners and their parents of the Summer Sizzle reading and math challenges. She shared she was happy to see some of the winners join the meeting. She thanked Mission Federal Credit Union for their continued support. She thanked Mr. Clapper and his service club in their contribution with the Kiwanis Club to provide student uniforms. She commented on the letter that Ms. Betancourt-Castañeda reference earlier.

15. ADJOURNMENT

Board President, Barbara Avalos, adjourned the meeting at 9:37 p.m.

Clerk of the Governing Board

Secretary to the Governing Board

DRAFT

Agenda Item: **7.B. Administration**

Speaker: Dr. Leighangela Brady, Superintendent

Quick Summary / None.

Abstract:

Agenda Item: **7.C. Human Resources**

Agenda Item: **7.C.I. Ratify/approve recommended actions in personnel activity list.**

Speaker: Dr. Leticia Hernandez, Assistant Superintendent, Human Resources

Quick Summary / Abstract: Background information on individuals submitted under separate cover to Board Members.

Financial Impact: See staff recommendations table.

Attachments:
Staff Recommendations

CERTIFICATED STAFF RECOMMENDATIONS
August 26, 2020

Name	Position	Effective Date	Placement	Funding Source
-------------	-----------------	-----------------------	------------------	-----------------------

Employment

1. Doris Brañes	Resource Specialist Teacher 6.58 hours per day 185 days per year Palmer Way School	August 28, 2020	Class 1, Step 1	General Fund
2. Maria Rutledge	School Counselor 6.58 hours per day 185 days per year Ira Harbison School	August 28, 2020	Class 1, Step 1	General Fund

Temporary Employment

None				
------	--	--	--	--

Additional Duties

3. Somer Bizzle	Technology Site Liaison Las Palmas School	2020– 2021 school year	\$1000 per year	Site Funds
4. Veronica Bueno	Technology Site Liaison Kimball School	2020– 2021 school year	\$1000 per year	Site Funds
5. Lourdes Cabrales	English Learner Site Liaison John Otis School	2020– 2021 school year	\$1000 per year	Site Funds
6. Kimberly Carnagey	50% Technology Site Liaison El Toyon School	2020– 2021 school year	\$500 per year	Site Funds
7. Patricia Carrillo	English Learner Site Liaison El Toyon School	2020– 2021 school year	\$1000 per year	Site Funds
8. Angelica Del Razo	50% Technology Site Liaison Lincoln Acres School	2020– 2021 school year	\$500 per year	Site Funds
9. Maria Duarte	English Learner Site Liaison Central School	2020– 2021 school year	\$1000 per year	Site Funds
10. Angela Franco	English Learner Site Liaison Kimball School	2020– 2021 school year	\$1000 per year	Site Funds
11. Martha Garcia-Gallaga	English Learner Site Liaison Las Palmas School	2020– 2021 school year	\$1000 per year	Site Funds
12. Dalilah Gil-Dang	English Learner Site Liaison Lincoln Acres School	2020– 2021 school year	\$1000 per year	Site Funds
13. Elizabeth Gonzalez	Technology Site Liaison John Otis School	2020– 2021 school year	\$1000 per year	Site Funds

14. Bethzaida Johnson	Technology Site Liaison Las Palmas School	2020– 2021 school year	\$1000 per year	Site Funds
15. Jacqueline Ma	50% Technology Site Liaison Lincoln Acres School	2020– 2021 school year	\$500 per year	Site Funds
16. Michelle Manchester	Technology Site Liaison Central School	2020– 2021 school year	\$1000 per year	Site Funds
17. Elizabeth McEvoy	50% Technology Site Liaison El Toyon School	2020– 2021 school year	\$500 per year	Site Funds
18. Eulalia Nava	English Learner Site Liaison Olivewood School	2020– 2021 school year	\$1000 per year	Site Funds
19. Rochelle Rabin	50% Technology Site Liaison Palmer Way School	2020– 2021 school year	\$500 per year	Site Funds
20. Linda Vazquez	Technology Site Liaison Olivewood School	2020– 2021 school year	\$1000 per year	Site Funds
21. Thao Vo	50% Technology Site Liaison Palmer Way School	2020– 2021 school year	\$500 per year	Site Funds
22. Diana Whitaker	English Learner Site Liaison Palmer Way School	2020– 2021 school year	\$1000 per year	Site Funds
23. Jessie Yim	Technology Site Liaison Rancho de la Nación School	2020– 2021 school year	\$1000 per year	Site Funds

Contract Extension/Change

None				
------	--	--	--	--

Leave of Absence

None				
------	--	--	--	--

CLASSIFIED STAFF RECOMMENDATIONS
August 26, 2020

Name	Position	Effective Date	Placement	Funding Source
-------------	-----------------	-----------------------	------------------	-----------------------

Employment

None				
------	--	--	--	--

Temporary Employment

None				
------	--	--	--	--

Additional Duties

None				
------	--	--	--	--

Contract Extension/Change

None				
------	--	--	--	--

Leave of Absence

None				
------	--	--	--	--

Agenda Item: **7.D. Educational Services**

Speaker: Dr. Sharmila Kraft, Assistant Superintendent, Educational Services

Quick Summary / None.

Abstract:

Agenda Item: **7.E. Business Services**

Speaker: Dr. Leighangela Brady, Superintendent

Quick Summary / None.

Abstract:

Agenda Item: **8. GENERAL FUNCTIONS**

Agenda Item: **8.A. Updates and discussion on the Coronavirus (COVID-19) pandemic.**

Speaker: Dr. Leighangela Brady, Superintendent

Quick Summary /
Abstract: Administration will provide the Board with an update on actions being taken during the Coronavirus (COVID-19) pandemic. Board members will have an opportunity to ask questions and engage in deeper discussion around National School District's current and next steps in navigating this world-wide crisis.

Agenda Item: **9. POLICIES, REGULATIONS, BYLAWS**

Agenda Item: **9.A. Second reading and adopt Exhibit 4112.9, 4212.9, 4312.9-Employee Notifications and Board Policy 4113-Assignment.**

Speaker: Dr. Leighangela Brady, Superintendent

Quick Summary / Abstract: This Board Policy and Exhibit were submitted for a first reading at the July 8, 2020 Board meeting in Exhibit B and discussed by the Governing Board during a Board workshop on August 12, 2020.

Comments: The Board asked for clarification and revision as follows:

Exhibit 4112.9, 4212.9, 4312.9-Employee Notifications

Why does the Exhibit cross out a section regarding the Oath of Affirmation, if it is still a practice of the District for every new hire?

Board Policy 4113-Assignment

Why has reporting to the Board on teacher assignments and vacancies been taken out of the policy?

This second reading will discuss answers to these inquiries and revisions to these two policies before adoption.

Recommended Motion: Adopt Exhibit 4112.9, 4212.9, 4312.9 Employee Notifications and Board Policy 4113 Assignment.

Attachments:

Exhibit 4112.9, 4212.9, 4312.9-Employee Notifications
Board Policy 4113-Assignment

National SD Exhibit

All Personnel

E 4112.9(a)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees			
At the beginning of school year or upon employment	Education Code 231.5; Government Code 12950; 2 CCR 11024	AR 4119.11 4219.11 4319.11	The district's policy on sexual harassment, legal remedies, complaints
Annually to all employees, and 72 hours before pesticide application	Education Code 17612	AR 3514.2	Use of pesticide product, active ingredients, Internet address to access information
To all employees, prior to implementing year-round schedule	Education Code 37616	BP 6117	Public hearing on year-round program
To all employees, prior to implementing alternative schedule	Education Code 46162	AR-BP 6112	Public hearing on alternative schedule in secondary grades
Annually to all employees	Education Code 49013; 5 CCR 4622	AR 1312.3 BP 0460 BP 3260	Uniform complaint procedures, appeals, civil law remedies, coordinator, complaints about student fees and local control and accountability plan
Annually to all employees	Education Code 49414	AR 5141.21	Request for volunteers to be trained to administer epinephrine auto-injectors
At least once per year	Education Code 49414.3	AR 5141.21	Request for volunteers to be trained to administer opioid antagonist
To all employees	Government Code 1126	BP 4136 4236 4336	Prohibition of activities that are inconsistent, incompatible, in conflict with, or inimical to duties; discipline; appeal

E 4112.9(b)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees (continued)			
Prior to beginning employment	Government Code 3102	AR 4112.3 4212.3 4312.3	Oath or affirmation of allegiance required of disaster service workers
To all employees	Government Code 8355; 41 USC 8102; 34 CFR 84.205, 84.210	BP 4020 BP 4159 4259 4359	District's drug- and alcohol-free workplace; actions to be taken if violated; available employee assistance programs
Upon employment	Government Code 21029	None	Right to purchase PERS service credit for military service performed prior to public employment
Upon placement of automated external defibrillator (AED) in school, and annually thereafter	Health and Safety Code 1797.196	AR 5141	Proper use of AED; location of all AEDs on campus, sudden cardiac arrest, school's emergency response plan
To all employees, if the district receives Tobacco-Use Prevention Education funds	Health and Safety Code 104420	AR 3513.3	District's tobacco-free schools policy and enforcement procedures
Annually to all employees, or more frequently if there is new information	Health and Safety Code 120875, 120880	ARBP 4119.43 4219.43 4319.43	AIDS and hepatitis B, including methods to prevent exposure
To all employees, with each paycheck	Labor Code 246	AR 4161.1 4361.1 AR 4261.1	Amount of sick leave available
Upon hire, in employee handbook, and upon request for parental leave	Labor Code 1034	BP 4033	The district's policy on lactation accommodation
To covered employees and former employees	Labor Code 2800.2	AR 4154 4254 4354	Availability of COBRA/ Cal-COBRA continuation and conversion coverage; statement encouraging careful examination of options before declining coverage

To employees participating in a flexible spending account	Labor Code 2810.7	None	Deadline to withdraw funds from account before the end of the plan year
			E 4112.9(c) 4212.9 4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees (continued)			
To every new employee, either at the time employee is hired or by end of first pay period	Labor Code 3551	BPAR 4157.1 4257.1 4357.1	Workers' compensation benefits, how to obtain medical care, role of primary physician, form for reporting personal physician/chiropractor
Prior to beginning employment	Penal Code 11165.7, 11166.5	AR 5141.4	Status as a mandated reporter of child abuse, reporting obligations, confidentiality rights, copy of law
Upon employment, and when employee goes on leave for specified reasons	Unemployment Insurance Code 2613	AR 4154 4254 4354	Disability insurance rights and benefits
To all employees and job applicants	2 CCR 11023; 34 CFR 104.8, 106.9	BP 0410 BPAR 4030	District's policy on nondiscrimination and related complaint procedures
To all employees via employee handbook, or to each new employee	2 CCR 11091, 11095; 29 CFR 825.300	AR 4161.8 4261.8 4361.8	Benefits through Family and Medical Leave Act (FMLA) and California Family Rights Act(cfRA); obligation to provide 30 days' notice of need for leave when possible
Annually to all employees	40 CFR 763.84, 763.93	AR 3514	Availability of asbestos management plan; inspections, response actions, post-response actions planned or in progress
II. To Certificated Employees			
To eligible certificated employees in a timely manner, and to part-time and substitute	Education Code 22455.5	AR 4121	Criteria for membership in retirement system; right to elect membership at any time

certificated employees
within 30 days of hire

Upon employment of a retired certificated individual	Education Code 22461	AR 4117.14 4317.14	Postretirement earnings limitation or employment restriction; monthly report of compensation E 4112.9(d) 4212.9 4312.9
---	-------------------------	-----------------------	--

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
II. To Certificated Employees (continued)			
To certificated employees	Education Code 35171	AR 4115 BP 4315	District regulations related to performance evaluations
30 days before last day of school year for instructional staff, or by June 30 for noninstructional certificated staff, in any year in which employee is evaluated	Education Code 44663	AR 4115	Copy of employee's evaluation
To a certificated employee with unsatisfactory evaluation, once per year for probationary employee or at least once every other year for permanent employee	Education Code 44664	AR 4115	Notice and description of the unsatisfactory performance
By May 30, if district issues reemployment notices to certificated employees	Education Code 44842	AR 4112.1	Request that the employee notify district of intent to remain in service next year
To certificated employees upon employment, and to nonpermanent employees in July of each school year	Education Code 44916	AR 4112.1 AR 4121	Employment status and salary
To probationary employee, by March 15 of employee's second year of employment, in districts that grant permanent status after two years	Education Code 44929.21, 44929.23, 44948.5	BP 4116	Whether or not employee is reelected for next school year
When certificated employee is subject to disciplinary action for cause, at any time of year	Education Code 44934, 44934.1, 44936	BP 4118 AR 4118	Notice of charges, procedures, and employee rights; intent to dismiss or suspend 30 days

or, for charge of unsatisfactory performance, during instructional year

after notice

To certificated employee charged with unprofessional conduct, at least 45 days prior to suspension/dismissal notice

Education Code
44938

BP 4118

Notice of deficiency and opportunity to correct

E 4112.9(e)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
II. To Certificated Employees (continued)			
To certificated employee charged with unsatisfactory performance, at least 90 days prior to suspension/dismissal notice or prior to last quarter of school year	Education Code 44938	BP 4118	Notice of deficiency and opportunity to correct
To certificated employee charged with mandatory leave of absence offense, within 10 days of entry of judgment in proceedings	Education Code 44940.5	AR 4118	Notice of intent to dismiss 30 days from notice unless employee demands hearing
To probationary employees 30 days prior to dismissal during school year, but not later than March 15 for second-year probationary employees	Education Code 44948.3	AR 4118	Reasons for dismissal and opportunity to appeal
By March 15 when necessary to reduce certificated personnel, with final notice by May 15	Education Code 44949, 44955	BP 4117.3	Reasons for personnel reduction and employees' right to hearing; final notice of Board decision re: termination
On or before June 30, to temporary employee who served 75 percent of school year but will be released	Education Code 44954	BP 4121	District's decision not to reelect employee for following school year
To teacher, when a student engages in or is reasonably suspected of specified acts	Education Code 49079	AR 4158 4258 4358	Student has committed specified act that constitutes ground for suspension or

expulsion

To certificated employee upon change in employment status due to alleged misconduct or while allegation is pending	5 CCR 80303	AR 4117.7 4317.7	Contents of state regulation re: report to Commission on Teacher Credentialing
--	-------------	---------------------	--

III. To Classified Employees

To classified employee charged with mandatory leave of absence offense, in merit system district	Education Code 44940.5	AR 4218	Notice of intent to dismiss in 30 days
--	---------------------------	---------	--

E 4112.9(f)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. To Classified Employees (continued)			
When classified employee is subject to disciplinary action for cause, in nonmerit district	Education Code 45113	AR 4218	Notice of charges, right to hearing, timeline for requesting hearing
To classified employees at least 60 days prior to layoff, or by April 29 for specially funded program that expires at end of school year	Education Code 45117	AR 4217.3	Notice of layoff and reemployment rights
To classified employees upon employment and upon each change in classification	Education Code 45169	AR 4212	Employee's class specification, salary data, assignment or work location, duty hours, prescribed workweek
To classified permanent employee whose leave is exhausted	Education Code 45192, 45195	AR 4261.1 AR 4261.11	Exhaustion of leave, opportunity to request additional leave
To school bus drivers and school activity bus drivers prior to expiration of specified documents	13 CCR 1234	AR 3542	Expiration date of driver's license, driver's certificate and medical certificate; need to renew
To school bus drivers and school activity bus drivers upon employment and at	13 CCR 2480	AR 3542	Limitations on vehicle idling; consequences of not complying

least once per year thereafter

To school bus drivers, prior to district drug testing program and thereafter upon employment	49 CFR 382.113 , 382.601	BP AR 4112.42 4212.42 4312.42	Explanation of federal requirements for drug testing program and district's policy
--	------------------------------------	---	--

To school bus drivers, prior to operating school bus	49 CFR 382.303	AR 4112.42 4212.42 4312.42	Post-accident information, procedures, and instructions
---	-----------------------	---	--

E 4112.9(g)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
----------------------------	--------------------------------------	--	----------------

IV. To Administrative/Supervisory Personnel

To superintendent, deputy, associate, or assistant superintendent or senior manager of classified service, at least 45 days before expiration of contract	Education Code 35031	BP 2121 BP 4312.1	Decision not to reelect or reemploy upon expiration of contract or term
---	-------------------------	----------------------	---

Upon request by administrative or supervisory employee transferred to teaching position	Education Code 44896	AR 4313.2	Statement of the reasons for the release or reassignment
---	-------------------------	-----------	--

By March 15 to employee who may be released/reassigned the following school year	Education Code 44951	AR 4313.2	Notice that employee may be released or reassigned the following school year
--	-------------------------	-----------	--

V. To Individual Employees Under Special Circumstances

In the event of a breach of security of district records, to affected employees	Civil Code 1798.29	BP 3580	Types of records affected, date of breach, description of incident, and, as applicable, contact information for credit reporting agencies
---	--------------------	---------	---

Prior to placing derogatory	Education Code	AR 4112.6	Notice of derogatory
-----------------------------	----------------	-----------	----------------------

information in personnel file	44031	4212.6 4312.6	information, opportunity to review and comment
To employees who volunteer to administer epinephrine auto-injector	Education Code 49414	AR 5141.21	Defense and indemnification from civil liability by the district
To employees returning from military leave of absence, within 30 days of return	Government Code 20997	AR 4161.5 4261.5 4361.5	Right to receive PERS service credit for military service; application form
24 hours before Board meets in closed session to hear complaints or charges against employee	Government Code 54957	BB 9321	Employee's right to have complaints/charges heard in open session
When taking disciplinary action against employee for disclosure of confidential information	Government Code 54963	BP 4119.23 4219.23 4319.23	Law prohibiting disclosure of confidential information obtained in closed session
			E 4112.9(h) 4212.9 4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
V. To Individual Employees Under Special Circumstances (continued)			
Within one working day of work-related injury or victimization of crime	Labor Code 3553, 5401	BP AR 4157.1 4257.1 4357.1	Potential eligibility for workers' compensation benefits, claim form
When adverse employment action is based on DOJ criminal history information or subsequent arrest notification	Penal Code 11105, 11105.2	AR 4112.5 4212.5 4312.5	Copy of DOJ notification
To any employee with exposure to blood or other potentially infectious materials, upon initial employment and at least annually thereafter	8 CCR 3204	AR 4119.42 4219.42 4319.42	The existence, location, and availability of exposure and medical records; person responsible for maintaining and providing access to records; right to access records
To any employee assigned to a work area where hazardous chemicals are present, upon initial assignment and upon new exposure situation	8 CCR 5191	AR 3514.1	Location and availability of chemical hygiene plan, exposure limits, signs and symptoms of exposure, location of reference material

To any employee who may be exposed to hazardous substances in the work area, upon initial assignment and when new hazard is introduced into work area	8 CCR 5194	AR 3514.1	Any presence of hazardous substances in the work area, location and availability of hazard communication program, new material safety data sheet, employee rights
To employee eligible for military leave	38 USC 4334	AR 4161.5 4261.5 4361.5	Notice of rights, benefits, and obligations under military leave
Within five days of employee's request for FMLA leave, receipt of supporting information, or district's knowledge that the requested leave may qualify as FMLA leave	29 CFR 825.300; 2 CCR 11049, 11091	AR 4161.8 4261.8 4361.8	Designation of leave as FMLA or non-FMLA; if not eligible, reason not eligible; requirement to use paid leave; any requirement for fitness-for-duty certification; any subsequent changes in designation notice

E 4112.9(i)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
V. To Individual Employees Under Special Circumstances (continued)			
Whenever notice of eligibility for FMLA is provided to employee	29 CFR 825.300	AR 4161.8 4261.8 4361.8	Rights and responsibilities re: use of FMLA; consequences of failure to meet obligations

(3/17 3/20) 5/20

National SD Board Policy

Certificated Personnel

BP 4113(a)

ASSIGNMENT

In order to serve the best interests of students and the educational program, the Governing Board authorizes the Superintendent or designee to assign certificated personnel to positions for which ~~their~~ **they are qualified pursuant to their certification,** preparation, ~~certification,~~ professional experience, and aptitude ~~qualify them.~~

(cf. 4112.2 - Certification)

(cf. 4112.21 - Interns)

(cf. 4112.22 - Staff Teaching English Learners)

(cf. 4112.23 - Special Education Staff)

(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)

Teachers may be assigned to any school within the district in accordance with the collective bargaining agreement or Board policy.

(cf. 4141/4241 - Collective Bargaining Agreement)

Assignment to Courses/Classes

The Superintendent or designee shall assign teachers ~~to courses~~ based on the grade level and subject matter authorized by their credentials.

When there is no credential authorization requirement for teaching an elective course, the Superintendent or designee shall select the credentialed teacher whose knowledge and skills best prepare ~~him/her~~ **the teacher** to provide instruction in that subject.

ASSIGNMENT (continued)

When specifically authorized by law or regulation, the Superintendent or designee may, ~~with the teacher's consent,~~ assign a teacher, ~~with his/her consent,~~ to a position outside ~~the teacher's his/her~~ credential authorization in accordance with the local teaching assignment options described in the Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual. **Such** ~~a~~ assignments ~~made pursuant to Education Code 44256, 44258.2, and 44263~~ shall be annually approved by Board resolution. In such cases, the Superintendent or designee shall reference in district records the statute or regulation under which the assignment is authorized.

(cf. 3580 - District Records)

If at any time a certificated employee is required by the district to accept an assignment which the employee believes is not legally authorized by the employee's credential, the employee shall notify the Superintendent or designee, in writing, of the misassignment. Within 15 working days, the Superintendent or designee shall notify the employee of the legality of the assignment. If no action is taken by the district, the employee shall provide written notification to the County Superintendent of Schools. No adverse action shall be taken against an employee who files a notice of misassignment. (Education Code 44258.9)

Vacancies and Misassignments

BP 4113(c)

ASSIGNMENT (continued)

~~The Superintendent or designee shall periodically report to the Board on teacher assignments and vacancies, including the number and type of assignments made outside a teacher's credential authorization through a local teaching assignment option. Whenever district misassignments and vacancies are reviewed by the County Superintendent of Schools or CTC, as applicable, the Superintendent or designee shall report the results to the Board and shall provide recommendations for remedying any identified issues.~~

Annually, the district shall review potential misassignments and vacant positions throughout the district. Upon receiving notification from CTC of the availability of data regarding potential misassignments and vacant positions in the district, the Superintendent shall review the data within 60 days. When necessary, the Superintendent or designee may respond by submitting additional documentation to the County Superintendent showing that an employee is legally authorized for an assignment and/or that a position identified as vacant was miscoded and a legally authorized employee is assigned to the position. (Education Code 44258.9)

If the district subsequently receives, within 90 days of CTC's initial notification, a notification from the County Superintendent indicating that a certificated employee in the district is assigned to a position for which the employee has no legal authorization, the district shall correct the assignment within 30 calendar days. (Education Code 44258.9)

ASSIGNMENT (continued)

The district shall serve as the monitoring authority for teacher assignments in any charter school it has authorized, in accordance with Education Code 44258.9-44258.10.

(cf. 0420.41 - Charter School Oversight)

Any complaint alleging teacher misassignment or vacancy shall be filed and addressed through the district's procedures specified in AR 1312.4 - Williams Uniform Complaint Procedures.

(cf. 1312.4 - Williams Uniform Complaint Procedures)

The school accountability report card for each school shall include any assignment of teachers outside their subject areas of competence, misassignments, including misassignments of teachers of English learners, and the number of vacant teacher positions for the most recent three-year period. (Education Code 33126)

(cf. 0510 - School Accountability Report Card)

Equitable Distribution of Qualified and Experienced Teachers

The Superintendent or designee shall ~~ensure that~~ **identify and address the equitable distribution of** highly qualified and experienced teachers ~~are equitably distributed~~ among

ASSIGNMENT (continued)

district schools, including those with higher than average levels of low-income, minority, and/or academically underperforming students. ~~He/she~~ **The Superintendent or designee** shall annually report to the Board comparisons of teacher qualifications across district schools, including the number of teachers serving under a provisional internship permit, short-term staff permit, intern credential, emergency permit, or credential waiver.

Strategies for ensuring equitable access to experienced teachers may include, but are not limited to, incentives for voluntary transfers, provision of professional development, and/or programs to recruit and retain effective teachers.

(cf. 0460 - Local Control and Accountability Plan)
(cf. 4111/4211/4311 - Recruitment and Selection)
(cf. 4114 - Transfers)
(cf. 4131 - Staff Development)
(cf. 4131.1 - Teacher Support and Guidance)
(cf. 6171 - Title I Programs)

Legal Reference: (see next page)

BP 4113(f)

ASSIGNMENT (continued)

Legal Reference:

EDUCATION CODE

33126 School accountability report card
35035 Additional powers and duties of superintendent
35186 Complaint process
37616 Assignment of teachers to year-round schools
44225.6 Commission report to the legislature re: teachers
44250-44277 Credentials and assignments of teachers
44314 Subject matter programs, approved subjects
44824 Assignment of teachers to weekend classes
44955 Reduction in number of employees

GOVERNMENT CODE

3543.2 Scope of representation

CODE OF REGULATIONS, TITLE 5

80003-80005 Credential authorizations
80020-80020.5 Additional assignment authorizations
80335 Performance of unauthorized professional services
80339-80339.6 Unauthorized certificated employee assignment

UNITED STATES CODE, TITLE 20

6311 State plan
6312 Local educational agency plans
6601-6651 Teacher and Principal Training and Recruiting Fund

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California State Plan to Ensure Equitable Access to Excellent Educators
Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Administrator's Assignment Manual - Updates and Revisions, May 2014

The Administrator's Assignment Manual, rev. September 2007

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016

Improving Teacher Quality State Grants: ESEA Title II, Part A, rev. October 5, 2006

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

(3/09 7/16) 5/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Agenda Item: **9.B. First reading and adopt Exhibit 9270-Conflict of Interest.**

Speaker: Dr. Leighangela Brady, Superintendent

Quick Summary / Abstract: Every even numbered year, local government agencies are required to review their Conflict of Interest Code to determine if it is accurate or if the code must be amended (Government Code Section 87306.5).

Comments: National School District's Conflict of Interest Code requires the following necessary amendments:

- Include new positions
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions

Recommended Motion: Adopt Exhibit 9270-Conflict of Interest.

Attachments:
Exhibit 9270-Conflict of Interest

National SD Exhibit

E 9270

Conflict of Interest

RESOLUTION ADOPTING A

CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code [87300-87313](#), requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Governing Board of the National School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR [18730](#), provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code [87300](#) and [87306](#); and

WHEREAS, the National School District has recently reviewed its positions, and the duties of each position, and has determined that (changes/no changes) to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the National School District Governing Board adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS _____ day of _____, _____ at a meeting, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Attest:

Secretary/President

Conflict of Interest Code of the

National School District

The provisions of 2 CCR [18730](#) and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Governing Board members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. Category 1: A person designated Category 1 shall disclose:

a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.

b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.

2. Category 2: A person designated Category 2 shall disclose:

a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.

b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

3. Full Disclosure: Because it has been determined that the district's Board members and/or Superintendent "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code [87200](#):

a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.

b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

Designated Positions

Designated Position Disclosure Category

Governing Board Members 1

Superintendent 1

Assistant Superintendent 1

Purchasing Supervisor 1

Director of Business Support Services 1

Director of Maintenance and Operations & Facilities 1

Director of Finance 1

Director of Literacies, Educational Technology & Innovation 1

Director of Student Support Services 1

Director of Educational Services 1

Director of Early Childhood Programs 1

Principal 2

Assistant Principal 2

Director 2

Program Coordinator of Student Support Services 2

Supervisor 2

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR [18700.3](#))

1. Approve a rate, rule, or regulation

2. Adopt or enforce a law

3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR [18704](#), subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR [18700.3](#))

Exhibit NATIONAL SCHOOL DISTRICT

version: May 11, 2011 National City, California

revised: February 22, 2017

Agenda Item: **9.C. Adopt Board Policies and Administrative Regulations as listed on attached maintenance service checklist.**

Speaker: Dr. Leighangela Brady, Superintendent

Quick Summary / Abstract: These Board Policies, Board Bylaws and Administrative Regulations were submitted for a first reading at the July 8, 2020 Board meeting in Exhibit B and discussed by the Governing Board during a Board workshop on August 12, 2020.

Comments: Board approval reflects all Policies, Administrative Regulations, Exhibits, and Bylaws submitted for first reading at the July 8, 2020, Board meeting, and discussed in a subsequent Board Workshop.

Recommended Motion: Adopt Board Policies and Administrative Regulations as listed on attached maintenance service checklist.

Attachments:
Maintenance Service Checklist

NATIONAL SCHOOL DISTRICT
Board Policies and Administrative Regulations
Maintenance Service Checklist-August 2020

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 4112.9 4212.9 4312.9	Employee Notifications		08/26/2020
AR 4113	Assignment		08/26/2020
BP 4119.42 4219.42 4319.42	Exposure Control Plan for Bloodborne Pathogens		08/26/2020
AR 4119.42 4219.42 4319.42	Exposure Control Plan for Bloodborne Pathogens		08/26/2020
E 4119.42 4219.42 4319.42	Exposure Control Plan for Bloodborne Pathogens		08/26/2020
BP 4119.43 4219.43 4319.43	Universal Precautions		08/26/2020
AR 4119.43 4219.43 4319.43	Universal Precautions		08/26/2020
BP 4151 4251 4351	Employee Compensation		08/26/2020

Agenda Item: **10. EDUCATIONAL SERVICES**

Agenda Item: **10.A. Presentation on Rady Children's Hospital School Health Assistants and Nursing Program.**

Speaker: Dr. Sharmila Kraft, Assistant Superintendent, Educational Services

Quick Summary / Abstract: Rady Children's Hospital will provide a brief presentation of the National School District's School Health Assistants and nursing support program.

Comments: Rady Children's Hospital's Barbara Ryan, Vice President of Government Affairs, and Ashley Rollins, Nursing Supervisor, will be sharing the highlights and changes of their programs during the school closures, hybrid learning, and expected reopening after the closure.

Agenda Item: **10.B. Conduct a public hearing for the 2020-2021 Learning Continuity and Attendance Plan (Exhibit A).**

Speaker: Dr. Sharmila Kraft, Assistant Superintendent, Educational Services

Quick Summary / Abstract: Learning Continuity and Attendance Plan requires that a Local Educational Agency (LEA) hold a public hearing for review and comment. The regulation requires hearing in separate meeting from the Board meeting for adoption.

Executive Order N-29-20 provides certain authorization for conducting this public meeting via teleconferencing. National School District (NSD) shall provide remote access for participation in public hearings and at the public Board meeting at which the Learning Continuity Plan and Attendance is adopted.

The attached plan is still a draft. All remaining input, including this public hearing, will be summarized and considered before Board adoption of the final plan. The Learning Continuity and Attendance Plan replaces the LCAP for the 2020–2021 school year.

Comments: The Learning Continuity and Attendance Plan adoption timeline of September 30, 2020 is intended to ensure the Learning Continuity and Attendance Plan is completed in the beginning of the 2020–2021 school year. Additionally, the timeline is intended to allow for communication of decisions that will guide how instruction will occur during the 2020–2021 school year. This includes in-person instruction, according to health guidance, and distance learning, while providing critical opportunities for stakeholder engagement.

The Learning Continuity and Attendance Plan is intended to balance the needs of all stakeholders, including educators, parents, students, and community members, while both streamlining engagement and condensing several preexisting plans. In particular, it was important to combine (1) the intent behind Executive Order N-56-20, published in April 2020, which envisioned an off cycle Local Control and Accountability Plan (LCAP) due December 15th, and (2) the ongoing need for LEA's to formally plan to return to school in the midst of the uncertainty and of COVID-19, without requiring two plans.

Recommended Motion: Conduct a public hearing for the 2020-2021 Learning Continuity and Attendance Plan (Exhibit A).

Attachments:
Exhibit A

Agenda Item: **11. HUMAN RESOURCES**

Agenda Item: **11.A. Approve Memorandum of Understanding with the California School Employees Association (CSEA) and its National Chapter 206 and the National School District (NSD) and its negotiable impacts and effects of the working environment during the COVID-19 pandemic for the 2020-2021 school year.**

Speaker: Dr. Leticia Hernandez, Assistant Superintendent, Human Resources

Quick Summary / Abstract: National School District (NSD) and the California School Employees Association (CSEA) and its National Chapter 206 and have reached a tentative agreement on the negotiable impacts and effects of the working environment during the COVID-19 pandemic during the 2020-2021 school year.

CSEA and its Chapter 206 approved the MOU on August 20, 2020.

Comments: Components of the tentative agreement include:

1. Safety
2. Leaves of Absence
3. Work Hours and Compensation
4. Temporary-Out-Job-Description Duties
5. Training

Recommended Motion: Approve Memorandum of Understanding with the California School Employees Association (CSEA) and its National Chapter 206 and the National School District (NSD) and its negotiable impacts and effects of the working environment during the COVID-19 pandemic for the 2020-2021 school year.

Attachments:
2020-21 MOU CSEA

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER 206
AND
NATIONAL SCHOOL DISTRICT**

**REOPENING SCHOOL SITES, 2020-2021
July 29, 2020**

This Memorandum of Understanding (hereinafter, "MOU") is entered by and between the National School District (hereinafter, "District") and the California School Employees Association and its Chapter #206 (hereinafter, "CSEA") regarding the negotiated effects of the District's decision to safely reopen school sites and educate students in the 2020-21 school year, in compliance with state and local health and safety guidelines.

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. The parties recognize the importance of developing and implementing prudent measures to prevent District employees, students and visitors from being exposed to or infected with COVID-19, as recommended or mandated by state and local health authorities. The parties recognize that the decision to reopen school sites in the 2020-21 school year, in compliance with local and state health guidelines, has various negotiable impacts and effects on classified unit members and that this MOU is intended to address those impacts and effects.

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

Safety

In addition to the safety requirements already set forth in the parties' collective bargaining agreement and required by state and federal laws, the District shall adhere to applicable COVID-19 guidelines issued by the California Department of Public Health ("CDPH"), including the documents titled *COVID-19 Industry Guidance: Schools and School Based Programs* and *Guidance for the Use of Face Coverings*. The District shall also adhere to any additional requirements set forth by the Health Officer of the County of San Diego. Furthermore, where not amended by this agreement, the District and CSEA agree to adhere to the National School District 2020-2021, COVID-19 Safe Reopening Plan (Exhibit A attached)

Leaves of Absence

In the event that an employee tests positive with or has symptoms known to be associated with COVID-19, the employee may use all available leaves provided by the collective bargaining agreement and state or federal laws, including paid leave provided by the Families First Coronavirus Response Act ("FFCRA"), without fear of reprisal. In addition, employees may request to use all such available leaves, upon presenting verification that a health care professional has advised the employee to self-quarantine for reasons related to COVID-19 or that

the employee is caring for a member of his or her household who has been advised by a health care professional to self-quarantine for reasons related to COVID-19. Employees seeking to use such leaves must follow standard absence reporting procedures. This paragraph does not affect an employee's right to take a leave of absence for any other reason permitted by the collective bargaining agreement and state or federal laws.

The District shall make reasonable efforts to accommodate requests by employees to care for their children whose school site or child care centers has been closed, in full or in part, due to COVID-19. Such accommodations may include, among other things, allowing the employee to work remotely or granting a leave of absence in accordance with state and federal laws, including Labor Code section 230.8 and the FFCRA.

The parties recognize that, in order to comply with CDPH guidelines, the District must conduct wellness checks on employees for possible COVID-19 symptoms. If an employee reports to work but the District directs the employee to leave the school or work site following a wellness check, the employee will promptly comply and not have any accrued leave of absence deducted for the day. Thereafter, the employee is responsible for promptly obtaining and providing the District with verification from a health care professional that he or she has tested negative for COVID-19. The District will not deduct from accrued or other available leaves of absence if the test is negative. If the test is positive, the employee may use accrued or other available leaves of absence as stated above. This paragraph does not apply to employee requests to leave work because the employee believes he or she is presenting symptoms associated with COVID-19.

Other forms of leave: Employees who have exhausted accrued sick leave may use extended sick leave.

At-Risk Employees

The parties recognize that the Centers for Disease Control ("CDC") has advised that individuals are at increased risk for severe illness due to COVID-19 because of certain underlying health conditions. If an employee has such an underlying health condition and that condition qualifies as a "disability" under the Americans with Disabilities Act ("ADA") or California Fair Employment and Housing Act ("FEHA"), the District and employee will promptly engage in the interactive process to discuss whether the employee can safely and effectively perform his or her essential duties, with or without a reasonable accommodation.

If the employee's underlying health condition does not qualify as a "disability" under the ADA or FEHA, the District and employee will, upon the employee's request, discuss reasonable alternatives to the employee's current assignment with the goal of ensuring the employee can safely and effectively perform his or her essential duties. Such reasonable alternatives may include, among other things, whether the employee may effectively and safely work remotely, at a different location or in a different assignment. The parties understand that this discussion is outside of the accommodations process required by the ADA and FEHA.

As part of either of the processes above, the District reserves the right to request the employee to provide sufficient documentation to verify that he or she has an underlying health condition recognized by the CDC as increasing the employee's risk of severe illness due to COVID-19.

The District agrees to protect and support staff who are at higher risk for severe or who cannot safely distance from household contacts at higher risk by providing options such as telework or negotiated change in classification or duties.

If accommodations are not reasonable, the District should work with the employee to develop a flexible leave plan that endeavors to avoid exhausting the employee's earned leave, as long as it is financially feasible for the District.

The District shall provide reasonable accommodation for employees particularly vulnerable to COVID-19 due to a medical condition, including but not limited to:

- Providing additional or enhanced personal protective equipment (PPE);
- Placing physical barriers to separate the vulnerable employee from coworkers or the public;
- Eliminating, reducing, or substituting less critical, non-essential job functions that create more risk of exposure;
- Moving the employee workstations.

CSEA support for full funding: CSEA will support efforts to maintain funding pursuant to Education Code §§ 41422 and 46392 in the event of a closure of any District facilities due to pandemic.

No loss of pay during emergency COVID-19 related closures or curtailments: In the event any District facility must close, or any District operations are curtailed due to the coronavirus epidemic, CSEA bargaining-unit employees will not suffer any loss of pay or benefits relative to their regular schedules for the period of closure or curtailment. Thus, for example the District will continue to pay bargaining-unit employees even if they are unable to work due to coronavirus-related reduction in use of District facilities. Employees who are not ill will not be required to use paid sick leave or any other form of paid time off during such an eventuality.

Work Hours and Compensation

CSEA unit members may apply for workers compensation if they fall ill and believe that contracting COVID-19 took place at work.

Employees will be expected to report to their assigned work site and adhere to their regular work hours when school sites are open during the 2020-21 school year.

Any compensation to employees, including for any extra hours worked, will be provided in accordance with the collective bargaining agreement.

Possible School Closure

In the event any District school or worksite must be closed due to COVID-19, classified unit members will not suffer the loss of any pay or benefits relative to their regular schedules for the period of closure, provided that the District does not experience a decline in state funding during the period of closure.

If necessary to close a District school or worksite due to COVID-19, the affected unit members generally will not be required to report to their regular work locations. However, the District may direct unit members to perform work remotely or at an assigned work location during their regular work hours, to ensure that essential District services continue. If unit members are required to work remotely, the District will ensure they have access to appropriate and necessary resources to effectively complete their duties.

Hazard Pay

If any other bargaining unit receives hazard pay, the District shall offer CSEA the same percentage of hazard pay.

Workload and Staffing Ratios

The District and CSEA agree to set up a task-force to address anticipated increased workload concerns to accommodate CDC guidelines and recommendations (e.g. installation of barriers or partitions, added cleaning schedule, added bus routes, increased extended care enrollment).

Temporary Out-of-Job Description Duties

The parties recognize that, due to the unique circumstances presented by COVID-19, it may be necessary for the District to temporarily assign duties to employees that are not reasonably related to their regular duties, as authorized by Education Code section 45110. Such out-of-job description responsibilities may include, among other things, duties necessary for the District to ensure compliance with CDPH guidelines, such as cleaning surfaces and administering wellness checks.

The parties understand and agree that the assignment of these out-of-job description responsibilities will be temporary. The District will ensure, prior to assigning such out-of-job description responsibilities, that the unit member is either already qualified or will receiving appropriate training to perform those responsibilities. Out-of-job description responsibilities will not factor into a unit member's performance evaluation, nor will they factor into the determination of whether a new employee passes their initial probationary period or a promoted employee passes their trial period in the higher classification.

Examples of additional duties that may be required include:

- Instructional Aides positions being asked to help wipe down and disinfect items within the classroom on a regular basis in order to maintain cleanliness standards.

- Bus Drivers, Office Staff, and/or Secretary positions being asked to perform temperature checks on staff or visitors.
- Any CSEA bargaining unit position being asked to help with distribution of lunch and/or other meals for students.
- Transportation Student Attendants, Campus Student Supervisors, and Instructional Aide positions could be asked to perform distribution of materials, copies, and sorting of materials.

The District and CSEA agree the assigned duties will be a temporary solution to the current pandemic need and shall not be considered a waiver of CSEA's rights to negotiate the transfer of duties as required by law. This also shall not be considered precedent setting for either party. The District will notify CSEA as temporary duties are considered. All temporary transfer of duties shall be negotiated.

Training

The parties recognize that, in order to ensure compliance with CDPH guidelines and provide a safe environment for students and staff, unit members will need to receive appropriate training. The District will provide training to all classified unit members in the following areas:

- Enhanced sanitation practices
- Physical distancing guidelines and their importance
- Use of face coverings
- Screening practices
- COVID-19 specific symptom identification

The District reserves the right to provide training in additional areas as needed to ensure compliance with CDPH guidelines.

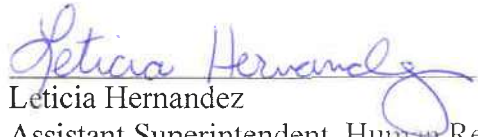
Unit members not already required to be on duty during days on which training will be provided will be paid at their regular hourly rate, unless overtime rates apply.

Miscellaneous

The MOU is being entered solely under context and circumstances of the COVID-19 pandemic and is not precedent setting. The parties agree that, except for subjects already addressed in this MOU and the collective bargaining agreement, CSEA has not waived its rights under the Educational Employment Relations Act.

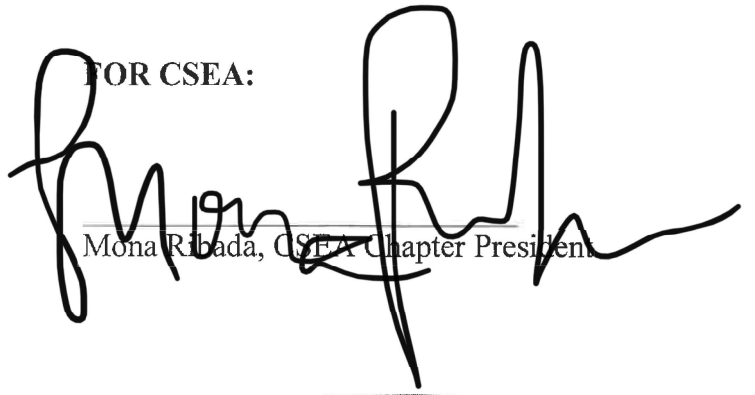
This MOU will be effective upon ratification by each party according to their internal process, and continue in effect until June 30, 2021.

FOR THE DISTRICT:

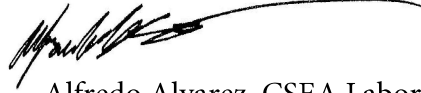


Leticia Hernandez
Assistant Superintendent, Human Resources

FOR CSEA:



Mona Ribada, CSEA Chapter President



Alfredo Alvarez, CSEA Labor Relations

Agenda Item: **12. BUSINESS SERVICES**

Agenda Item: **12.A. Accept gifts.**

Speaker: Dr. Leighangela Brady, Superintendent

Rationale: 1. \$250.00 from Mission Federal Credit Union to National School District to sponsor the 2020-2021 vision pins for all staff.

Quick Summary / Abstract: 1. Mission Federal Credit Union is a community partner with an interest in supporting local youth.

Comments: National School District appreciates the support of individuals and organizations that contribute to the enhancement of the District's educational programs. These gifts are in keeping with the criteria of Board Policy 3290.

Recommended Motion: Accept gifts.

Agenda Item:

13. BOARD WORKSHOP

Agenda Item:

14. BOARD/CABINET COMMUNICATIONS

Agenda Item: **15. ADJOURNMENT**