

Pacific View Charter School

A California Public School and Nonprofit 501 (c) (3) Corporation

3670 Ocean Ranch Blvd., Oceanside, California 92056

Phone # (760) 757-0161

AGENDA

Board of Trustees' Meeting – Tuesday, May 16, 2017

5:00pm

1.0 Call to Order/Roll Call

2.0 Approval of Agenda

Action

3.0 Pledge of Allegiance

4.0 Introductions

5.0 Executive Director's Report

Information

6.0 Treasurer's Report

Information

7.0 Consent Calendar

These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

7.1 Minutes from Board Meeting of April 18, 2017

Resolution # 1 Resolution Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education

Resolution #2 Payment Order Resolution

Resolution #3 resolution Authorizing the County Office of Education Credentials Department to Release Credential Held Warrants to Employees

Resolution #4 resolution Designating Authorized Agent to Sign School Orders (Commercial Warrants)

Resolution #5 Resolution Authorizing the Replacement of Warrants

Action

8.0 Action/Discussion Items

8.1 Annual review of the Pacific View Charter School Injury & Illness Prevention Program for Oceanside and Moreno Valley sites.

Action

8.2 2017-18 Palomar Counseling Independent Contractor Agreement

Action

8.3 2016/17 Safety Film Project- Moreno Valley

Action

8.4 Annual Review of the Crisis Plan

Action

9.0 Personnel

9.1 Temporary Full-Time or Part-Time Supervisory Teacher Job Description

This item amends the current language under salary	Action
9.2 2017-18 Certificated Salary Schedule	Action

10.0 Curriculum

10.1 Study Skills Course Outline	Action
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10.2 Edgenuity Probability & Statistics A&B Course Outlines	Action
Staff is requesting approval of these new courses	

10.3 Curriculum Policy #3 Graduation Requirements	Action
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11.0 Board/Staff Discussion

12.0 Adjournment

7.1

Pacific View Charter School

A California Public School and Nonprofit 501 (c) (3) Corporation
3670 Ocean Ranch Blvd., Oceanside, California 92056
Phone # (760) 757-0161

Board of Trustees' Meeting –Tuesday, April 18, 2017 Board Minutes

9.0 Call to Order/Roll Call

President Brown called the meeting to order at 5:01pm. Present Trustee Nichole Taylor, Trustee Eve Meyer
President Martha Brown present via phone from 1200 Bromberg St #215 Mineola, TX 75773 Absent : Vice President Jon Walters

10.0 Approval of Agenda

Moved by President Brown & seconded by Trustee Taylor to remove item 6.0 Treasurer's Report and approve the agenda as amended.

AYES: Brown, Taylor, Meyer
NOES: None
ABSTAIN: None
ABSENT: Walters

11.0 Pledge of Allegiance

The Pledge of Allegiance was let by Executive Director, Gina Campbell

12.0 Introductions

Erin Gorence, Director of Curriculum, Gayl Johnson, Director of Student Services, Kathy Cohen, Lead High School Teacher; Kathy Meck, Lead Elementary Teacher; Kira Fox, Director of Central Office & Finance

13.0 Executive Director's Report

- ✚ 10 students participated in the ECAP- Early College Acceptance Placement at MiraCosta
- ✚ Interquest Canines swept the campus without incident
- ✚ Over Spring Break our facility carpets were cleaned
- ✚ Our total enrollment is at 488 – Moreno Valley has 93 – Oceanside has - 395

6.0 Treasurer's Report

Pulled from agenda

7.0 Consent Calendar

These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

7.1 Moved by Trustee Taylor & seconded by President Brown to approve the Consent Calendar as presented.

AYES: Brown, Taylor & Meyer
NOES: None
ABSTAIN: None
ABSENT: Walters

8.0 Action/Discussion Items

8.1 Moved by President Brown and seconded by Trustee Taylor to approve the Declaration to Obtain Substitute of Lost or Destroyed Warrant as presented.

AYES: Brown, Taylor, Meyer
NOES: None
ABSTAIN: None
ABSENT: Walters

8.2 Moved by President Brown and seconded by Trustee Taylor to approve the 2017-18 School Calendar as presented.

AYES: Brown, Taylor, Meyer
NOES: None
ABSTAIN: None
ABSENT: Walters

9.1 Moved by President Brown and seconded by Trustee Taylor to approve the site Supervisor Job Description and Salary Schedule as presented.

AYES: Brown, Taylor, Meyer
NOES: None
ABSTAIN: None
ABSENT: Walters

10.0 Board/Staff Discussion

President Brown informed the board that she would be here for the May Board Meeting.

11.0 **Adjournment** – President Brown adjourned the meeting at 5:18 p.m

RESOLUTION # 1-2017/2018
RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL
AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION

Pacific View Charter School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (**one person only**) to receive mail from the Accounting/Payroll Sections is Kira Fox.
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are:

Aori Bentley
Gina Campbell

- | | mail | hold | consortium | |
|--------------|-------------------------------------|--------------------------|--------------------------|---|
| 3. Check one | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Monthly payroll warrants each and every month. |
| Check one | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Daily/Hourly payroll warrants each and every month. |

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on 5/16/2017 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Gina Campbell, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

RESOLUTION # 2 - 2017/2018
PAYMENT ORDER RESOLUTION

Pacific View Charter School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title I of the Government Code (**all districts**), the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Sari Bentley or _____.

IT IS FURTHER RESOLVED AND ORDERED that, in accordance with the payroll procedure provided in Education Code Section 45310 (**merit system districts only**), no warrant shall be drawn by or on behalf of the governing board of this district for the payment of any salary or wage to any employee in the classified service unless the assignment bears the certification of the following person:

_____, Personnel Director

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on 5/16/2017 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, _____, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp) Gov Code Sec. 5501

RESOLUTION # 3 - 2017/2018
RESOLUTION AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS
DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES

Pacific View Charter School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that, The County Office of Education Credentials Department is authorized to release credentials held warrants to employees who have provided the required credential paper work.

PASSED AND ADOPTED by said Governing Board on 5/16/2017 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Gina Campbell Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

RESOLUTION # 4-2017/2018
RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)

Pacific View Charter School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Gina Campbell or Kira Fox be and is hereby authorized to sign any and all orders in the name of said District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on 5/16/2017 by the following vote: (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Gina Campbell, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

Pacific View Charter SCHOOL DISTRICT
RESOLUTION #XX AUTHORIZING THE REPLACEMENT OF WARRANTS

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

WHEREAS, during the course of business, this School District issues payroll and commercial warrants for the payments of goods and services received by the District; and
WHEREAS, payroll and commercial warrants are lost, stolen, mutilated, or expire upon occasion; and
WHEREAS, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802.
NOW, THEREFORE BE IT RESOLVED by the governing Board of the Pacific View Charter School District of San Diego County, California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

	Manual Signature	Facsimile Signature
Superintendent	_____	_____
Assistant Superintendent, Business Services	_____	_____
Assistant Superintendent, Employer/Employee Relations	_____	_____
Assistant Superintendent, Educational Services	_____	_____
Director of Accounting	_____	

PASSED AND ADOPTED by said Governing Board on _____

AYES:

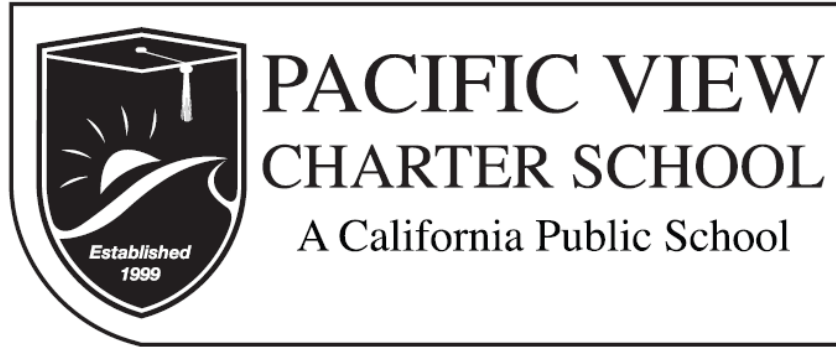
NOES:

ABSENT:

I, Gina Campbell Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Governing Board at a regularly called and conducted meeting held on said date.

Clerk of the Governing Board

8.1



PACIFIC VIEW CHARTER SCHOOL INJURY & ILLNESS PREVENTION PROGRAM

Pacific View Charter School is committed to providing and maintaining a safe and healthful work environment. To achieve this, an Injury & Illness Prevention Program (IIPP) has been developed. We also believe that safety is every employee's responsibility and expect all employees to use safe work practices and report any unsafe condition that they observe. Supervisors shall consistently promote safety and shall correct unsafe conditions and/or work practices through education, training and enforcement.

GENERAL INFORMATION

Name of facility: Pacific View Charter School
Address: 3670 Ocean Ranch Blvd., Oceanside, CA 92056
Phone: (760) 757-0161

DESIGNATED PERSON(S)

Lori Bentley / Kira Fox

EMPLOYEE COMPLIANCE

All employees are responsible for complying with safe and healthful work practices. Our system of ensuring that all employees comply includes:

- Informing employees of the provisions of our IIPP.
- Evaluating the safety performance of all employees.
- Employee recognition.
- Providing retraining to employees whose safety performance is deficient.

COMMUNICATIONS

All managers and supervisors are responsible for communicating with employees about matters related to occupational safety and health. We encourage all employees to report hazardous acts and conditions without fear of reprisal. We accomplish this through the following:

- Reviewing the IIPP, safety and health policies and procedures, etc., during new employee orientation.
- Training programs.
- Safety meetings.
- Posted and/or distributed safety literature.
- A system for employees to anonymously notify management of hazards.

HAZARD IDENTIFICATION

Periodic inspections to identify hazards will be completed in the following areas:

- | | |
|--------------------------|----------------------|
| ▪ Administrative Offices | ▪ Computer Lab |
| ▪ Biology Lab | ▪ Student Study Hall |
| ▪ Classrooms | ▪ Warehouses |

Inspections are performed:

- When new substances, equipment, processes, etc., are introduced.
- When new or previously unidentified hazards are recognized.
- On-going on an Annual Basis

ACCIDENT INVESTIGATION

Occupational injuries and illnesses are to be investigated by the immediate supervisor as soon as possible after the incident. The purpose of the investigation is to determine the cause so that appropriate corrective action can be taken to prevent recurrence.

HAZARD CORRECTION

Unsafe or unhealthy acts or conditions will be addressed as soon as possible after receiving notification. Those hazards considered most severe will be dealt with first.

TRAINING & INSTRUCTION

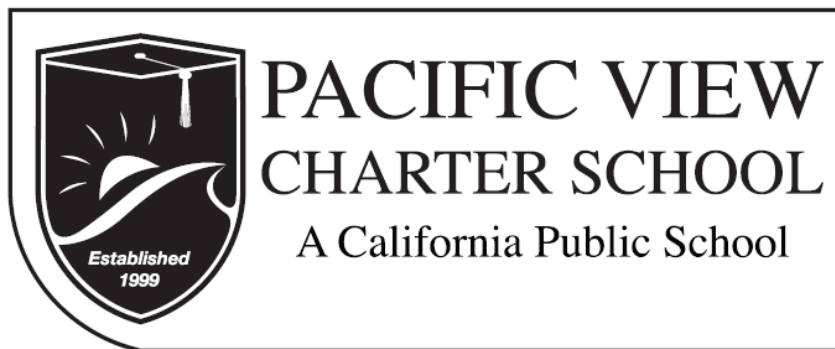
All employees will be provided with safety and health training in general safe work practices and with respect to the hazards unique to their specific job assignment. Training will be provided:

- When the program is first established.
- To all new employees.
- To all employees given new job assignments for which training has not previously been received.
- Whenever new substances, procedures, processes, equipment, etc., are introduced and represent a new hazard.
- Whenever the employer is made aware of a new or previously unrecognized hazard.
- For supervisors to familiarize themselves with the hazards to which the employees under their immediate direction may be exposed.

This Injury and Illness Prevention Program (IIPP) has been reviewed and approved.

Gina Campbell, Executive Director
Signature and Title

Date



PACIFIC VIEW CHARTER SCHOOL INJURY & ILLNESS PREVENTION PROGRAM

Pacific View Charter School is committed to providing and maintaining a safe and healthful work environment. To achieve this, an Injury & Illness Prevention Program (IIPP) has been developed. We also believe that safety is every employee's responsibility and expect all employees to use safe work practices and report any unsafe condition that they observe. Supervisors shall consistently promote safety and shall correct unsafe conditions and/or work practices through education, training and enforcement.

GENERAL INFORMATION

Name of facility: Pacific View Charter School
Address: 22695 Alessandro Blvd., Moreno Valley, CA 92553
Phone: (951) 697-1990

DESIGNATED PERSON(S)

Site Supervisor

EMPLOYEE COMPLIANCE

All employees are responsible for complying with safe and healthful work practices. Our system of ensuring that all employees comply includes:

- Informing employees of the provisions of our IIPP.
- Evaluating the safety performance of all employees.
- Employee recognition.
- Providing retraining to employees whose safety performance is deficient.

COMMUNICATIONS

All managers and supervisors are responsible for communicating with employees about matters related to occupational safety and health. We encourage all employees to report hazardous acts and conditions without fear of reprisal. We accomplish this through the following:

- Reviewing the IIPP, safety and health policies and procedures, etc., during new employee orientation.
- Training programs.
- Safety meetings.
- Posted and/or distributed safety literature.
- A system for employees to anonymously notify management of hazards.

HAZARD IDENTIFICATION

Periodic inspections to identify hazards will be completed in the following areas:

- Administrative Offices
- Classrooms
- Computer Lab
- Student Study Hall
- Storage Areas

Inspections are performed:

- When new substances, equipment, processes, etc., are introduced.
- When new or previously unidentified hazards are recognized.
- On-going on an Annual Basis

ACCIDENT INVESTIGATION

Occupational injuries and illnesses are to be investigated by the immediate supervisor as soon as possible after the incident. The purpose of the investigation is to determine the cause so that appropriate corrective action can be taken to prevent recurrence.

HAZARD CORRECTION

Unsafe or unhealthy acts or conditions will be addressed as soon as possible after receiving notification. Those hazards considered most severe will be dealt with first.

TRAINING & INSTRUCTION

All employees will be provided with safety and health training in general safe work practices and with respect to the hazards unique to their specific job assignment. Training will be provided:

- When the program is first established.
- To all new employees.
- To all employees given new job assignments for which training has not previously been received.
- Whenever new substances, procedures, processes, equipment, etc., are introduced and represent a new hazard.
- Whenever the employer is made aware of a new or previously unrecognized hazard.
- For supervisors to familiarize themselves with the hazards to which the employees under their immediate direction may be exposed.

This Injury and Illness Prevention Program (IIPP) has been reviewed and approved.

Gina Campbell, Executive Director
Signature and Title

Date

8.2

**INDEPENDENT CONTRACTOR AGREEMENT
BETWEEN
PACIFIC VIEW CHARTER SCHOOL & PALOMAR FAMILY COUNSELING SERVICES, INC.**

This Agreement is made between Pacific View Charter School ("PVCS"), a California charter school, with its principal place of business at 3670 Ocean Ranch Boulevard, Oceanside CA 92056 and Palomar Family Counseling Service, Inc. ("Independent Contractor").

It is the desire of PVCS to engage the services of Independent Contractor to serve PVCS. Such services and the relationship between PVCS and Independent Contractor shall be governed according to the following terms and conditions:

SECTION 1. SERVICES TO BE PERFORMED. Independent Contractor agrees to perform the services detailed in **Attachment A** on PVCS's behalf.

SECTION 2. PAYMENT. In consideration for the services to be performed by Independent Contractor, PVCS agrees to pay Independent Contractor the amount of \$38 per hour for services rendered to PVCS, including counseling, record keeping, supervision, and consultation. Projected schedule will be 5 hour days July 1, 2017 through August 31, 2017, and 8 hour days from September 1, 2017 to May 31, 2018. Independent Contractor will bill PVCS for services rendered by the tenth (10th) day following the month of service by submitting an invoice setting forth the nature and hours of the services. PVCS will pay Independent Contractor the amounts as stated herein specified in each monthly billing within thirty (30) days after the receipt of the bill.

SECTION 3. MATERIALS. Independent Contractor will furnish all materials, equipment and supplies used to provide the services required by this Agreement.

SECTION 4. CONDITIONS OF INDEPENDENT CONTRACTOR SERVICES. As a condition of Independent Contractor being selected to provide the services detailed in **Attachment A**, Independent Contractor shall provide PVCS with the notice that these five items have been obtained by PFCS.

- Negative TB test results;
- Completion of the live scan background checks (paid for by Independent Contractor);
- * • Copy of qualifications, including resume, credential, license(s), or certification for Independent Contractor as they relate to the services provided under **Attachment A**;
- Proof of insurance as it relates to the services provided under **Attachment A**; and
- W-9.

* **PFCS is the Independent Contractor**

SECTION 5. INTELLECTUAL PROPERTY OWNERSHIP. Independent Contractor assigns to PVCS all patent, copyright and trade secret rights in anything created or developed by Independent Contractor for PVCS under this Agreement. This assignment is conditioned upon full payment of the compensation due Independent Contractor under this Agreement. Independent Contractor shall help prepare any documents PVCS considers necessary to secure

any copyright, patent, or other intellectual property rights at no charge to PVCS. However, PVCS shall reimburse Independent Contractor for all reasonable actual expenses necessary to carry out the terms of this Section.

SECTION 6. TERM OF AGREEMENT. The term of the Agreement shall be for the period of July 1, 2017 through May 31, 2018. Either party may terminate the Agreement as provided below.

SECTION 7. TERMINATING THE AGREEMENT. During the term of this Agreement, either party may terminate the Agreement without cause at any time by providing thirty (30) days prior written notice to the other party. Those authorized to receive notice for the parties are the signatories of this Agreement.

This Agreement terminates automatically on the occurrence of any of the following events: (a) the bankruptcy or insolvency of either party; (b) sale of business of either party; or (c) the death or permanent disability of either party; (d) material breach of any term or condition of this Agreement; or (e) revocation or nonrenewal of the PVCS charter.

SECTION 8. INDEPENDENT CONTRACTOR STATUS. Independent Contractor is an independent contractor, not an employee of PVCS. Independent Contractor's employees or subcontractors are not PVCS's employees. Independent Contractor and PVCS agree to the following rights consistent with an independent contractor relationship:

- (a) Independent Contractor has the right to perform services for others during the term of this Agreement.
- (b) Independent Contractor has the sole right to control and direct the means, manner and method by which the services required by this Agreement will be performed to the extent the provision of Independent Contractor's services are consistent with the responsibilities set forth herein at **Attachment A** as dictated by the Board.
- (c) Independent Contractor has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Agreement.
- (d) Independent Contractor or Independent Contractor's employees or subcontractors shall perform the services required by this Agreement; PVCS shall not hire, supervise or pay any assistants to help Independent Contractor.
- (e) Neither Independent Contractor nor Independent Contractor's employees or subcontractors shall receive any training from PVCS in the skills necessary to perform the services required by this Agreement.
- (f) PVCS shall not require Independent Contractor or Independent Contractor's employees or subcontractors to devote full time to performing the services required by this Agreement.

- (g) Neither Independent Contractor nor Independent Contractor's employees or subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay or other fringe benefit plan of PVCS.

SECTION 9. WORKERS' COMPENSATION. PVCS shall not obtain workers' compensation insurance on behalf of Independent Contractor or Independent Contractor's employees. If Independent Contractor hires employees to perform any work under this Agreement, Independent Contractor will obtain workers' compensation insurance for those employees to the extent required by law.

SECTION 10. LOCAL, STATE AND FEDERAL TAXES. Independent Contractor shall pay all income taxes and FICA (Social Security and Medicare taxes) incurred while performing services under this Agreement. PVCS will not:

- (a) Withhold FICA from Independent Contractor's payments or make FICA payments on Independent Contractor's behalf;
- (b) Make state or federal unemployment compensation contributions on Independent Contractor's behalf; or
- (c) Withhold state or federal income tax from Independent Contractor's payments.

If Independent Contractor is required to pay any federal, state or local sales, use, property, or value added taxes based on the services provided under this Agreement, the taxes shall be separately billed to PVCS. Independent Contractor shall not pay any interest or penalties incurred due to late payment or nonpayment of any taxes by PVCS.

SECTION 11. CONFIDENTIALITY. Independent Contractor acknowledges that during the engagement it will have access to and become acquainted with various trade secrets, inventions, innovations, processes, information, records and specifications owned or licensed by PVCS and/or used by PVCS in connection with the operation of its business including, without limitation, PVCS's business and product processes, methods, pupil/personnel record information, accounts and procedures.

SECTION 12. EXCLUSIVE AGREEMENT. This is the entire Agreement between Independent Contractor and PVCS. All previous agreements between the parties, if any, whether written or oral, are merged herein and superseded hereby.

SECTION 13. MODIFYING THE AGREEMENT. This Agreement may be supplemented, amended, or modified only by the mutual agreement of both parties. No modification of this Agreement shall be binding unless in writing and expressing an intent to modify the Agreement and signed by both parties.

SECTION 14. DISPUTE RESOLUTION. If a dispute arises under this Agreement, the parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator in San Diego County. Any costs and fees other than attorneys' fees associated with the mediation shall be shared equally by the parties. If it proves impossible to arrive at a mutually satisfactory

solution through mediation, the parties agree to submit the dispute to a mutually agreed-upon arbitrator in San Diego County. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction to do so. Costs of arbitration, including attorneys' fees, will be allocated by the arbitrator.

SECTION 15. LIMITED LIABILITY. This provision allocates the risks under this Agreement between Independent Contractor and PVCS. Independent Contractor's pricing reflects the allocation of risk and limitation of liability specified below. However, Independent Contractor shall remain liable for bodily injury or personal property damage resulting from grossly negligent or willful actions of Independent Contractor or Independent Contractor's employees or agents while on PVCS's premises to the extent such actions or omissions were not caused by PVCS. NEITHER PARTY TO THIS AGREEMENT SHALL BE LIABLE FOR THE OTHER'S LOST PROFITS, OR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE PARTY HAS BEEN ADVISED BY THE OTHER PARTY OF THE POSSIBILITY OF SUCH DAMAGES.

SECTION 16. NOTICES. All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

- (a) When delivered personally to the recipient's address as stated on this Agreement;
- (b) Three days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated on this Agreement, or
- (c) When sent by fax to the last fax number of the recipient known to the person giving notice.

Notice is effective upon receipt provided that a duplicate copy of the notice is promptly given by first class mail, or the recipient delivers a written confirmation of receipt.

If to Independent Contractor:
Lisa Turner, LCSW
1002 East Grand Ave.
Escondido, CA 92025

If to PVCS:
Gina Campbell
3670 Ocean Ranch Boulevard
Oceanside CA 92056

SECTION 17. NO PARTNERSHIP. This Agreement does not create a partnership relationship. Neither party has authority to enter into contracts on the other's behalf.

SECTION 18. INTERPRETATION AND OPPORTUNITY FOR COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.

SECTION 19. APPLICABLE LAW. This Agreement will be governed by the laws of the State of California.

SIGNATURES

ON BEHALF OF PVCS:

Gina Campbell

Title: Executive Director

Date: _____

INDEPENDENT CONTRACTOR:

PALOMAR FAMILY COUNSELING SERVICE,
INC.

Lisa Turner, LCSW, Executive Director

Taxpayer ID Number: 33-0629248

Date: _____

Attachment A
Scope of Services

Responsibilities shall include:

Independent Contractor will provide counseling, record keeping, supervision and consultation for five 5-hour days per week, July 1, 2017 through August 31, 2017 and five 8-hour days per week from September 1, 2017 through May 31, 2018. PVCS shall refer students with behavioral, social, and emotional concerns to Independent Contractor, Palomar Family Counseling Service, Inc.

The hours of work will be determined by Executive Director.

8.3



2016-17 Safety Film Project – Moreno Valley Campus Board Presentation of Bid

Pacific View Charter School has determined in the interest of student and staff safety 3M Ultra S800 window safety film needs to be installed at our Moreno Valley Facility.

Pacific View entered into a Competitive Bid Process by issuing Invitations to Bid on April 4, 2017.

Three (3) 3M authorized installation firms were invited to provide bids for this project. Two (2) bidders failed to attend the required Pre-Bid Conference and declined to submit bids.

Bidder Information	Campbell Window Film
Bid Total	\$27,700.00
Bidder Reputation / Past performance	Bidder provided a full complement of trade references. Each reference was contacted and we received strong positive feedback: <ul style="list-style-type: none">• Large Contracts• Excellent Work Product• Long-Term On-going Vendor relations.
Quality of Service	Trade References reported excellent service.
Bid Information	This bid \$2,700 in excess of the project budget.

STAFF RECOMMENDATION:

Due to health and safety nature of this project Staff would recommend awarding contract to Campbell Window Film.

9.1



Certificated Position

Job Description:

TEMPORARY FULL-TIME or PART-TIME SUPERVISORY TEACHER

DESCRIPTION OF POSITION:

Provides an educational program for students in grades K-12 or a combination thereof, and assists in other school programs as assigned.

DUTIES:

1. Develop a Personalized Learning Plan encompassing the expected standards of each particular student's progress and communicating the expectation of high standards and learning goals.
2. Assess each student's academic and social growth, and communicate with parents on the individual student's progress.
3. Maintain professional competence through participation in in-service educational activities provided by the School and/or self-directed professional growth activities.
4. Meet with the K-5th grade student and parent every three weeks; the 6-8th grade every two weeks and the 9-12th grade every week to:
 - Collect, review, and grade work
 - Discuss the current work samples
 - Complete lesson plans for upcoming week
 - Complete attendance record
 - Distribute educational material when appropriate
 - Notify parents and students of school-related updates
5. Suggest appropriate instructional techniques that involve and motivate students.
6. Administer group standardized tests in accordance with state testing program.
7. Follow-up with students who are not meeting expectations and with students who require more challenging material through the Student Success Team Process (SST).
8. Become knowledgeable of the PVCS Menu of Services to provide students and parents additional support through PVCS and other community resources.
9. Be a contributing member of the staff and work as part of a team toward school goals.
10. Stay up-to-date on curriculum content and "best practices".

11. May serve on at least one committee throughout the school year.
12. Supervise students on field trips.
13. Complete requisitions for instructional supplies as needed.
14. Other duties as assigned.

QUALIFICATION REQUIREMENTS:

A valid California Teaching Credential.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate a computer keyboard.

Sitting or standing for extended periods of time.

Hearing and speaking to exchange information and making presentations.

Seeing to read a variety of materials.

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

WORK ENVIRONMENT:

School office environment.

Constant interruptions.

Evening or variable hours.

SALARY:

~~\$26.25 per hour~~ Per Certificated Salary Schedule
PT/FT Temporary Supervisory Teacher

Board Approved: September 22, 2010

Revised: February 17, 2015
May 16, 2017

9.2

DRAFT

**PACIFIC VIEW CHARTER SCHOOL
2017-18 CERTIFICATED SALARY SCHEDULE
SUPERVISORY TEACHER ~ GRADES 9 -12**

**Work Year
223 Days**

	I				II				III				IV		
	B.A.	Per Diem	Hourly		B.A. +20*	Per Diem	Hourly		B.A. +40*	Per Diem	Hourly		B.A. +60*	Per Diem	Hourly
1	50,077	224.56	28.07		52,581	235.79	29.47		55,210	247.58	30.95		57,970	259.96	32.49
2	52,080	233.54	29.19		54,684	245.22	30.65		57,418	257.48	32.19		60,289	270.36	33.79
3	54,163	242.88	30.36		56,871	255.03	31.88		59,715	267.78	33.47		62,701	281.17	35.15
4	56,330	252.60	31.58		59,146	265.23	33.15		62,104	278.49	34.81		65,209	292.42	36.55
5	58,583	262.70	32.84		61,512	275.84	34.48		64,588	289.63	36.20		67,817	304.11	38.01
6	60,926	273.21	34.15		63,973	286.87	35.86		67,171	301.22	37.65		70,530	316.28	39.53
7	63,363	284.14	35.52		66,532	298.35	37.29		69,858	313.27	39.16		73,351	328.93	41.12
8	65,898	295.51	36.94		69,193	310.28	38.79		72,652	325.80	40.72		76,285	342.09	42.76
9	68,534	307.33	38.42		71,961	322.69	40.34		75,559	338.83	42.35		79,336	355.77	44.47
10	71,275	319.62	39.95		74,839	335.60	41.95		78,581	352.38	44.05		82,510	370.00	46.25
11	74,839	335.60	41.95		78,581	352.38	44.05		82,510	370.00	46.25		86,635	388.50	48.56
16	78,581	352.38	44.05		82,510	370.00	46.25		86,635	388.50	48.56		90,967	407.92	50.99
21	80,938	362.95	45.37		84,985	381.10	47.64		89,234	400.15	50.02		93,696	420.16	52.52

Hourly Certificated Positions

PT/FT Temporary Supervisory Teacher -~~\$25.00~~ **\$26.25** per hour

Curriculum Writers - \$26.06 per hour

Curriculum Data Entry - \$20.00 per hour

Stipends

Masters \$2,000.00 annual

Doctorate \$3,500.00 annual

WASC Accreditation \$5,000.00 annual

Stipends for Longevity

11th Year 5%

16th Year 5%

21st Year 3%

***Column Advancement Criteria**

Upper division/graduate college semester units
earned from an accredited college or university

Board Approved: June 19, 2007

Board Amended: August 17, 2010

Board Amended: February 18, 2014

Board Amended: April 15, 2014

Board Amended: April 21, 2015

Board Amended: June 16, 2015

BOARD AMENDED MAY 16, 2017

DRAFT

**PACIFIC VIEW CHARTER SCHOOL
2017-18 CERTIFICATED SALARY SCHEDULE
SUPERVISORY TEACHER ~ GRADES K - 8**

Work Year
192 Days

	I				II				III				IV		
	B.A.	Per Diem	Hourly		B.A. +20*	Per Diem	Hourly		B.A. +40*	Per Diem	Hourly		B.A. +60*	Per Diem	Hourly
1	43,115	224.56	28.07		45,271	235.79	29.47		47,534	247.57	30.95		49,911	259.95	32.49
2	44,840	222.42	27.80		47,082	245.22	30.65		49,436	257.48	32.18		51,907	270.35	33.79
3	46,633	231.32	28.92		48,965	255.03	31.88		51,413	267.78	33.47		53,984	281.17	35.15
4	48,499	240.57	30.07		50,923	265.23	33.15		53,470	278.49	34.81		56,143	292.41	36.55
5	50,438	250.19	31.27		52,960	275.84	34.48		55,608	289.63	36.20		58,389	304.11	38.01
6	52,456	260.20	32.53		55,079	286.87	35.86		57,833	301.21	37.65		60,724	316.27	39.53
7	54,554	270.61	33.83		57,282	298.34	37.29		60,146	313.26	39.16		63,153	328.92	41.12
8	56,736	281.49	35.19		59,573	310.28	38.78		62,552	325.79	40.72		65,679	342.08	42.76
9	59,006	292.69	36.59		61,956	322.69	40.34		65,054	338.82	42.35		68,307	355.76	44.47
10	61,366	304.40	38.05		64,434	335.60	41.95		67,656	352.38	44.05		71,039	369.99	46.25
11	64,434	319.62	39.95		67,656	352.38	44.05		71,039	369.99	46.25		74,591	388.49	48.56
16	67,656	335.60	41.95		71,039	369.99	46.25		74,591	388.49	48.56		78,320	407.92	50.99
21	69,686	345.67	43.21		73,170	381.09	47.64		76,829	400.15	50.02		80,670	420.16	52.52

Stipends

Masters	\$2,000.00 annual
Doctorate	\$3,500.00 annual
WASC Accreditation	\$5,000.00 annual

Stipends for Longevity

11th	Year	5%
16th	Year	5%
21st	Year	3%

Hourly Certificated Positions

PT/FT Temporary Supervisory Teacher --\$25.00 **\$26.25** per hour

Curriculum Writers - \$26.06 per hour

Curriculum Data Entry \$20.00 per hour

***Column Advancement Criteria**

Upper division/graduate college semester units
earned from an accredited college or university

Board Approved June 19, 2007

Board Amended: August 17, 2010

Board Amended: February 18, 2014

Board Amended: April 15, 2014

Board Amended: April 21, 2015

Board Amended: June 16, 2015

BOARD AMENDED MAY 16, 2017

10.1

Pacific View Charter School Course Outline

Course Title: Study Skills

Course #: 1216

Department: Elective

Credits: 2.5

Course Description:

This 2.5 credit elective course is designed to help students gain study skills that will prepare them for college and career. The class focuses on developing a growth mindset and helps students learn strategies to enhance success. These strategies include: time management, note-taking, outlining, reading skills, math skills, test-taking strategies and overall self-awareness of learning. After completing this course, students will master the skills to be life-long learners with a growth mindset. They will develop the math and reading skills to reduce test anxiety, be more comfortable asking for help, and develop organizational and time management skills required to prepare for college and the workplace.

Student Outcomes:

The student will be able to:

1. Learn and apply study skills in the following areas:
 - Note-taking
 - Organization
 - Time management
 - Goal setting
2. Improve oral communication
3. Demonstrate content mastery by completing projects applying the skills learned to other high school courses
4. Demonstrate the ability to appropriately use study skills

Assessment: Assessment of student outcomes will be based on student performance on assignments and projects.

Instructional Materials: Teacher created materials, instructional videos from the Mindset Works curriculum and a variety of internet resources.

Board Approval Date:

10.2

Pacific View Charter School Course Outline

Course Title: Edgenuity Probability & Statistics A

Course #: 1217

Department: Math

Credits: 5

Course Description

This high-school course provides an alternative math course for students who may not wish to pursue more advanced mathematics courses such as Algebra II and Pre-Calculus. It begins with an in-depth study of probability, with a focus on conceptual understanding. Students then move into an exploration of sampling and comparing populations. The first semester closes with units on data distributions and data analysis—including how to summarize data sets with a variety of statistics.

Course Objectives

Students will be able to:

1. Understand probability concepts, including the difference between theoretical probability and experimental outcomes
2. Express the likelihood of single and multiple events numerically
3. Understand sampling procedures, and make inferences about populations from appropriate samples
4. Compute and interpret descriptive statistics about samples, including measures of center and measures of variability
5. Apply probability concepts to a variety of situations

Assessment:

Assessment is based on student completion of projects, assignments, exams and oral presentations.

Instructional Materials:

Edgenuity, Inc. Online Curriculum. Concepts in Probability and Statistics. www.edgenuity.com

Board Approval Date:

Pacific View Charter School Course Outline

Course Title: Edgenuity Probability & Statistics B

Course #: 1218

Department: Math

Credits: 5

Course Description

This high-school course provides an alternative math credit for students who may not wish to pursue more advanced mathematics courses such as Algebra II and Pre-Calculus. Students create and analyze scatterplots and begin a basic study of regression. Then they study two-way tables and normal distributions, learning about powerful applications such as hypothesis testing. Finally, students return to probability at a more advanced level, focusing on topics such as conditional probability, combinations and permutations, and sets.

Course Objectives

Students will be able to:

1. Understand probability concepts, including the difference between theoretical probability and experimental outcomes
2. Represent data graphically in meaningful ways, including dot plots, histograms, and box plots
3. Represent and interpret the relationship between two variables using scatterplots and regression
4. Apply an understanding of normally distributed data to make and test hypotheses
5. Apply probability concepts to a variety of situations

Assessment:

Assessment is based on student completion of projects, assignments, exams and oral presentations.

Instructional Materials:

Edgenuity, Inc. Online Curriculum. Concepts in Probability and Statistics. www.edgenuity.com

Board Approval Date:

10.3

Pacific View Charter School

Curriculum and Instruction

Policy #3

GRADUATION REQUIREMENTS

The aspiration of the charter school, in partnership with the community, is to provide an exceptional education that prepares students to be successful members of our democratic society. Therefore, the graduation requirements stated below have been established. The graduation requirements encompass the knowledge, abilities, and experience necessary to develop the essential aptitudes and skills of successful participants in today's society; behavior of character, communication, citizenship, intellect, self-direction, teamwork, well-being and productivity.

Students are to be provided with assistance to tailor the requirements according to their individual needs and abilities

Students planning to graduate in the current year but still owing credits at the last day of school may walk and be considered a graduate as long as the credits are completed prior to the beginning of Track 2.

Subjects and Credits Required for Graduation

English	40 Credits
Math	30 Credits
Social Science	30 Credits
Science plus a lab	30 Credits
Foreign Language or Visual/Performing Arts	10 Credits
Health	5 Credits
Physical Education	20 Credits
Electives	45 Credits
Career/Technology	10 Credits

In addition, PVCS will issue a high school diploma using the state minimum graduation requirements to eligible students. Upon enrollment, Pacific View will conduct a credit analysis for 11th and 12th grade students to determine eligibility for modified graduation requirements.

Adopted: 11-02-04

Amended: 12-06-05
01-16-07
06-27-16
02-21-17