Oasis Charter Public School
1135 Westridge Parkway, Salinas, CA 93907
T: (831) 424-9003 F: (831) 424-9005

Agenda for Under Construction Educational Network Inc. (UCEN) Governing Board
(*includes materials furnished to Board Members)

UCEN Board Meeting of Directors
Tuesday Sept 27, 2022

Time: 5:15pm
Place: via Zoom/hybrid Teleconference

Join Zoom Meeting

https://zoom.us/j/97383648657?pwd=Q2NnaFIvIVmL091clp1R2Y4RWc5QT09

Meeting ID: 973 8364 8657
Passcode: 8ZxLg
One tap mobile
+16699009128, 97383648657#, *658718# US (San Jose)

***PERSONS WISHING TO ADDRESS THE BOARD OF DIRECTORS***
INFORMATION TO THE PUBLIC: All persons are encouraged to attend and participate (where designated) in meetings of the Under Construction Educational Network (UCEN) Board. Please fill out the form available at the door, and submit to the Secretary of the Board of Trustees prior to the meeting and you will be called during the comment period. For virtual meetings, members of the public are welcome to make comments during the virtual meetings when the Board chair opens the item on the agenda for the public. When the President of the Board recognizes a member of the public for oral comment, such comment will be limited to (3) minutes in accordance with law. Your comments will be heard (with no action taken) under the designated section of this agenda. For the record: state your name, title, whom you represent, and the agenda item you are addressing. The Board will not respond to your comments at this time. Your questions, concerns and/or input will be referred to the appropriate person.

Note: The Oasis Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Dr. Natalie Zayas at (831) 424-9003 at least 72 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)

*PARA TODAS AQUELLAS PERSONAS QUE DESEAN HABLAR O DIRIGIRSE A LOS MIEMBROS DE LA MESA DIRECTIVA *

INFORMACIÓN PARA EL PÚBLICO: El público está invitado a asistir y participar en las juntas (donde se indica en la agenda) de la Mesa Directiva de Oasis. Rellene el formulario disponible en la puerta y entregue al Secretario de la Mesa Directiva antes de que comience la reunión y lo llamarán durante el período de comentarios. Sus comentarios serán escuchados (sin tomar acción) durante la sección correspondiente de esta agenda. Cuando el Presidente de la Mesa Directiva reconoce a un miembro del público para comentarios orales, dicho comentario se limitará a (2) minutos de acuerdo con la ley. Para el archivo, diga su nombre, título, a quien representa y el artículo de la agenda a que se quiere referir. Los miembros de la Mesa Directiva no responderán a sus comentarios en ese momento. Sus preguntas, preocupaciones y comentarios serán referidas al departamento correspondiente.

Nota: La Mesa Directiva de Oasis anima a las personas con discapacidades a participar plenamente en el proceso de reuniones públicas. Toda persona con necesidades especiales que requiera alguna modificación o arreglo especial puede llamar a la Dr Natalie Zayas al (831) 424-9003 dentro de 72 horas de una junta regular, o dentro de 24 horas de una junta especial para hacer todo nuestro mejor
esfuerzo razonable para satisfacer sus necesidades. (Código Governmental § 54954.2; Americanos con Discapacidades de 1990, § 202 (42 U.S.C. § 12132).

1.0 REGULAR AGENDA

1.1 Call Meeting to Order - President

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President: Yes ___ Absent ___
Margie Wiebusch-Vice President: Yes ___ Absent ___
Maria Alvarez - Member: Yes ___ Absent ___
Steve Duran - Treasurer: Yes ___ Absent ___
Jamie Stracuzzi- Member: Yes ___ Absent ___

3.0 PLEDGE OF ALLEGIANCE

4.0 DISCUSSION/ACTION/RESOLUTION

1.2 Board findings pursuant to Government Code Section 54953(e)
The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION/ACTION: UCEN President
“That the Board of Directors adopts the finding as written and approves to continue to have virtual meetings via Zoom.”

5.0 ADOPTION AGENDA

6.0 APPROVAL OF THE MINUTES
"That the Governing Board approve the agenda as presented and the Governing Board approve the minutes of the Regular Meeting: August 30, 2022.

7.0 BOARD OF TRUSTEE COMMENTS
Board Members wishing to address agenda items, and/or other items may do so at this time,

8.0 PUBLIC COMMENT
Individuals wishing to address agenda items, and/or other items, may do so at this time, or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

9.0 RECESS TO CLOSED SESSION

The public may comment on closed session items prior to the Board’s recess to Closed Session

9.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Elementary Teacher

9.2 PUBLIC EMPLOYMENT
Title: Operations Manager/Office Manager

10.0 Reconvene on Open Public Session Agenda Items

11.0 Report action taken in closed session

12.0 Acknowledgements

12.0 Teacher Presentation Teacher Ms. O’Connor 6th grade teacher

13.0 CONSENT CALENDAR

Board members may withdraw an item(s) for further discussion from the consent calendar after a motion and second has been made.

13.1 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas
That the Governing Board approve the request for $1800.00 for the OCC parent group.

13.2 RECOMMENDATION/ACTION: Administration
That the Governing Board take action to provide the Executive Director with a district credit card
13.3 RECOMMENDATION/ACTION: Administration

That the Governing Board take action to add the Executive Director to the bank for the Oasis accounts.

13.4 RECOMMENDATION/ACTION: Administration

That the Governing Board take action on the Comprehensive Safety Plan

13.5 RECOMMENDATION/ACTION: Administration

That the Governing Board take action on the Remote Work Policy

13.6 RECOMMENDATION/ACTION: Administration

That the Governing Board take action on the Wellness Program Policy, Section V, Article XVIII.

13.7 RECOMMENDATION/ACTION: Administration

That the Governing Board take action on the School Food Safety Program, Section III, Article XIX

14.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

14.1 DISCUSSION/RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas

That the governing board will place on the certificated salary schedule the counselor position at an annual salary of Column F level 2 of $58,867.50 which will incorporate additional counseling and social emotional counseling strategies.

14.2 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas

That the Governing Board review and accept the recommendations of the committee composed of a Board member, teacher, parent and Executive Director to not participate in the 2022-2023 Universal Pre-K program.

14.3 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas

That the Governing Board discuss an updated school enrollment and class size caps with possible action
14.4 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas

That the Governing Board report on committee’s progress on the Taylor program funds

14.5 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas

That the Governing Board discuss with possible action on a teacher substitute plan.

14.6 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas

The the Governing Board discuss with possible action the Visitor Policy, Section III, Article V: Campus Visitors and the COVID-19 Mitigation Plan Section III, Article VI

15.0 STAFF REPORTS

15.1 Receive Oral Report from Oasis Charter School Curriculum Coordinator Katelyn Gaines

An update on school-wide activities undertaken by the Curriculum Coordinator

15.2 Receive Oral Report from Oasis Charter School Executive Director Dr Natalie Zayas

An update on school-wide activities undertaken by the Executive Director

16.0 FUTURE AGENDA ITEMS

17.0 NEXT MEETING DATE

12.1 Next Board Meeting on Tuesday October 25, 2022 at 5:15 PM

18.0 ANNOUNCEMENTS

19.0 ADJOURNMENT
UNAPPROVED MINUTES

Oasis Charter Public School
1135 Westridge Parkway, Salinas, CA 93907
T: (831) 424-9003 F: (831) 424-9005

Minutes for Under Construction Educational Network Inc. (UCEN) Governing Board

(*includes materials furnished to Board Members)

UCEN Board Meeting of Directors

Tuesday August 30 2022

Time: 5:15pm
Place: via Zoom/hybrid Teleconference

Main Office
1135 Westridge Parkway Salinas CA 93907

Join Zoom Meeting

https://us02web.zoom.us/j/85143852391?
pwd=bTUxVlpuK3ZkWkNKZnNtTEVuRzdZZz09

Meeting ID: 851 4385 2391
Passcode: 593644

***PERSONS WISHING TO ADDRESS THE BOARD OF DIRECTORS***
INFORMATION TO THE PUBLIC: All persons are encouraged to attend and participate (where designated) in meetings of the Under Construction Educational Network (UCEN) Board. Please fill out the form available at the door, and submit to the Secretary of the Board of Trustees prior to the meeting and you will be called
during the comment period. For virtual meetings, members of the public are welcome to make comments during the virtual meetings with the Board chair opens the item on the agenda for the public. When the President of the Board recognizes a member of the public for oral comment, such comment will be limited to (3) minutes in accordance with law. Your comments will be heard (with no action taken) under the designated section of this agenda. For the record: state your name, title, whom you represent, and the agenda item you are addressing. The Board will not respond to your comments at this time. Your questions, concerns and/or input will be referred to the appropriate person.

Note: The Oasis Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Dr. Natalie Zayas at (831) 424-9003 at least 72 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)

*PARA TODAS AQUELLAS PERSONAS QUE DESEAN HABLAR O DIRIGIRSE A LOS MIEMBROS DE LA MESA DIRECTIVA *

INFORMACION PARA EL PUBLICO: El público está invitado a asistir y participar en las juntas (donde se indica en la agenda) de la Mesa Directiva de Oasis. Rellene el formulario disponible en la puerta y entreguelo al Secretario de la Mesa Directiva antes de que comience la reunión y lo llamarán durante el periodo de comentarios. Sus comentarios serán escuchados (sin tomarse acción) durante la sección correspondiente de esta agenda. Cuando el Presidente de la Mesa Directiva reconoce a un miembro del público para comentarios orales, dicho comentario se limitará a (2) minutos de acuerdo con la ley. Para el archivo, diga su nombre, título, a quien representa y el artículo de la agenda a que se quiere referir. Los miembros de la Mesa Directiva no responderán a sus comentarios en ese momento. Sus preguntas, preocupaciones y comentarios serán referidas al departamento correspondiente.

Nota: La Mesa Directiva de Oasis anima a las personas con discapacidades a participar plenamente en el proceso de reuniones públicas. Toda persona con necesidades especiales que requiera alguna modificación o arreglo especial puede llamar a la Dr Natalie Zayas al (831) 424-9003 dentro de 72 horas de una junta regular, o dentro de 24 horas de una junta especial para hacer todo nuestro mejor esfuerzo razonable de satisfacer sus necesidades. (Código Governmental § 54954.2; Americanos con Discapacidades del 1990, § 202 (42 U.S.C. § 12132)
1.0 REGULAR AGENDA

1.1 Call Meeting to Order - President

Time called to order: _5:15pm_

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President : Yes _x__Absent_____

Margie Wiebusch-Vice President: Yes ___Absent__x__

Maria Alvarez - Member: Yes ___Absent__x__

Steve Duran - Treasurer: Yes _x__Absent_____

Jamie Stracuzzi- Member : Yes _x__Absent_____ 

3.0 DISCUSSION/ACTION/RESOLUTION

3.1 Board findings pursuant to Government Code Section 54953(e) The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION/ACTION: UCEN President

“That the Governing Board adopts the finding as written and approves to continue to have virtual meetings via Zoom.”

Motion to approve Jackie 2nd Jamie  MOTION PASSED
Margie Arrived at 5:18 pm

4.0 ADOPTION/AGENDA/ACTION/RECOMMENDATION
4.1 Adoption of the Agenda & Approval of Minutes

“That the Governing Board approve the agenda as presented and the Governing Board approve the minutes of the Regular Meeting April 26, 2022, Special meeting May 21, 2022 (board working meeting). Regular meeting May 31, 2022 and the Regular Meeting July, 26, 2022”

Motion to approve Jackie 2nd Margie MOTION PASSED

5.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items, and/or other items, may do so at this time,

NO COMMENTS

6.0 PUBLIC COMMENT PERIOD (Concerning items on the agenda) Individuals wishing to address agenda items, and/or other items, may do so at this time, or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

Mona Stardig: EL teacher at Oasis. Please reconsider the pay for Substitute teachers. Currently staff with 30 day are pulled to sub in classrooms but that takes them from their regular duties.

7.0. CLOSED SESSION

7.1 Consultation with legal counsel. Potential Litigation. Government Code Section 54956.9(d)(1)- (time certain 5:30)

7.2 Public Employment code section 54957: Executive Director/wage/evaluation

7.3 Public Employment Title: District Mentor Contract

NOTHING TO REPORT

8.0 PUBLIC COMMENT PERIOD (Concerning items on the agenda)
NO PUBLIC COMMENTS

Individuals wishing to address agenda items, and/or other items, may do so at this time, or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

9.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board
9.1 RECOMMENDATION/ACTION: Administration

"Pursuant to Government Code Section 54953, the following will be publicly reported before the Board approves the item. Specifically, pursuant to the proposed employment agreement, the mentor/independent contractor Dr Fernando Elizondo will be entitled to fringe benefits in the form of mileage compensation at $.62/mile and compensation in the amount of $200.00 hourly daily rate not to exceed $5000.00 per four (4) week period. Can exceed $5000.00 through the approval of the Governing Board President. The contract is effective August 1, 2022 through January 30, 2023.

9.2 Discuss, recommend and approve the employment contract for Dr Fernando Elizondo to serve as mentor and special projects consultant for the 22/23 School Year.

Motion to approve Steve 2nd Jackie MOTION PASSED

9.3 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

"Pursuant to Government Code Section 54953, the following will be publicly reported that the Governing Board approves the proposed employment agreement, to Natalie Zayas as the Executive Director of Oasis Charter Public School and would be entitled to fringe benefits and compensation in the amount of $110,998 effective August 1, 2022 through June 30, 2023." That approval based on drafting an offer letter outlying the choosing and enrolling in an institution to obtain an administrative credential program and with periodic review evaluation.

DISCUSSION/RECOMMENDATION/ACTION: Governing Board

9.4 Discuss, recommend and approve the salary wage analysis for Natalie Zayas as Executive Director for the 22/23 School Year.
Motion to approve Jackie 2nd Margie  MOTION PASSED

Vote below: 3 Yes 1 No

Jacqueline Vasquez-President : Yes _x_
Margie Wiebusch-Vice President: Yes _X_
Maria Alvarez - Member: Yes ___Absent_x___
Steve Duran - Treasurer: Yes ____ No  _NO_____
Jamie Stracuzzi- Member : Yes _x_

9.5 Discuss, recommend and approve the Employment contract to Natalie Zayas as Executive Director for the 22/23 School Year.

Motion to approve Jackie 2nd Margie  MOTION PASSED

10.0 CONSENT CALENDAR/ADMINISTRATION/ACTION ITEMS : Allows the Governing Board to group items together and take action at one time. Governing Board members can remove items for separate discussion.

10.1 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas and Consultant Dr Fernando Elizondo

Motion to approve Jackie 2nd Steve  MOTION PASSED

That the Governing Board review and discuss the establishment of a committee to include: Board member, Teacher, Parent, Executive Director 2022-2023 Universal Pre-K grant allocation of $30,214.00
10.2 RECOMMENDATION/ACTION:

That the Governing Board review the establishment of a committee to included Board member, Teacher, Parent, Executive Director 2022-2023 Educator Effectiveness grant allocation of $61,603.00

10.3 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas and Consultant Dr Fernando Elizondo
That the Governing Board review the establishments of a committee to included Board member, Teacher, Parent, Executive Director 2022-2023 Kitchen Infrastructure grant allocation of $25000.00

*Jackie requested to add Kitchen Staff to this committee.*

10.4 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas and Consultant Dr Fernando Elizondo

That the Governing Board review the establishment of a committee composed of: Board member Jackie Vasquez Board member Jamie Stracuzzi, parent and a teacher for the distribution of 2022-2023 Taylor Farms donation of $200,000.00

10.5 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas and Consultant Dr Fernando Elizondo

That the Governing Board review the establishment of a committee for the review the 2022-23 school budget. The committee to include: Board member Steve Duran, Board member, parent and teacher.

10.6 RECOMMENDATION/ACTION: Dr. Natalie Zayas: Executive Director

That the Governing Board discuss with possible action for the 2021-2022 ELO-P funds totaling 90,484.00 and 2022-2023 funds totaling 233,547.00. These program funds could be used for before/after school activities. Some personnel costs can be drawn from these funds.

10.7 RECOMMENDATION/ACTION: Dr. Natalie Zayas: Executive Director

That the Governing Board discuss with possible action the following Board policies and Administrative Regulations:

Policy
- Section V Students
- Article XVII Administering Medication and Monitoring Health Conditions
Administrative Regulation
- Section V Students
- Article XVII Administering Medications and Monitoring Health Conditions
Policy
- Article IV Personnel
- Section XIII Exposure Control Plan for Blood-Borne Pathogens
Administrative Regulation
Section IV  Personnel
Article XIII  Exposure Control Plan Blood for Borne Pathogens

11.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

11.1 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas and Consultant Dr Fernando Elizondo

That the governing board will discuss and extend the half-time (.5) counselor position to a full time position starting no later than August 17,2022 which will incorporate additional counseling and social emotional counseling strategies as needed and a full time position be configured into a salaried position as soon as feasible.

Motion Jackie 2nd Steve  MOTION PASSED

11.2 RECOMMENDATION/ACTION: Administration
Review & Approval of HACCP Plan 2022/2023 Vended Meals

“That the Board of Directors adopt the HACCP Plan for the 2022/2023 SY

11.3 RECOMMENDATION/ACTION: Administration
Review and approve the Meal Charge Policy No Charge 2022/2023
Motion to approve with adding internal plan to this policy Jackie 2nd Steve MOTION PASSED

“That the Governing Board approve the Meal Charge Policy-No Charge 2022/2023 SY”

11.4 RECOMMENDATION/ACTION: Administration
Review and approve the Wellness Policy for 2022/2023 SY

“That the Governing Board adopt the Wellness Policy for the 2022-2023 SY”

Motion to approve Jackie 2nd Steve MOTION PASSED

11.5 RECOMMENDATION/ACTION: Administration

“That the Governing Board approve the processing of STIP permit to the State of CA for Alexcia Ortiz for the 2022/2023 SY

“That the Governing Board approve the processing of STIP permit for Alexcia Ortiz for the 2022/2023 SY”
Motion to approve Jackie 2nd Steve MOTION PASSED

11.6 RECOMMENDATION/ACTION: Administration
Review the status of infrastructure school-wide needs
That the Governing Board discuss with possible action infrastructure school wide needs not the exceed $10000.00.

Motion to approve Jackie 2nd Steve

Vote below: 3 Yes 1 abstain

Jacqueline Vasquez-President : Yes _x_

Margie Wiebusch-Vice President: Abstain _X_

Maria Alvarez - Member: Yes ___Absent_x___

Steve Duran - Treasurer: Yes _X__ Absent ___

Jamie Stracuzzi- Member : Yes _x_

11.7 RECOMMENDATION/ACTION: Curriculum Coordinator

That the Governing Board discuss with possible action the curricula and instructional needs as presented by the Curriculum Coordinator

11.8 RECOMMENDATION/ACTION: Dr. Natalie Zayas: Executive Director

That the Governing Board discuss with possible action the new Covid established school wide plans.

Motion to approve Jackie 2nd Steve  MOTION PASSED

11.9 RECOMMENDATION/ACTION: Dr. Natalie Zayas: Executive Director and Erika DelReal

That the Governing Board discuss school wide enrollment and class size caps with possible action

12.0 ADMINISTRATIVE AND STAFF REPORTS

12.1 Update on Williams Act reporting requirements : Dr. Natalie Zayas: Executive Director

12.2 Executive Director update: Dr. Natalie Zayas: Executive Director  13.0  FUTURE AGENDA ITEMS
UNAPPROVED MINUTES

Sub pay analysis
Playground/Lawn area
Recruitment
Teacher reporting/highlights

14.0 NEXT MEETING DATE

14.1 Next Board Meeting September 27, 2022

15.0 ANNOUNCEMENTS

Virtual Home Visits begin September 1st
Back to school night September 14th
Start Enrichment Harvest Feast Sept 21st

16.0 ADJOURNMENT  6:39pm
UCEN Board/Oasis Charter Public Charter  
Salinas, California

Adopted Policy:

Section III Business  
Article XVIII Comprehensive School Safety Plan

The UCEN Board/Oasis Charter Public School (OCPS) is committed to the development of a comprehensive safety plan in order to ensure safety and security to all students and staff.

The Comprehensive School Safety Plan is understood to be a working plan that may be amended to ensure that it remains consistent with the law or any changes that are necessary to ensure the safety, wellbeing and protection of students and staff.

The plan identifies strategies and plans that provide and maintain a high level of school safety and address the school's procedures related to school safety, which shall include all of the following:

A. Child Abuse Reporting Procedures - Penal Code 11164, *et seq*.

B. Disaster Procedures, routine and emergency, including:

   a. Earthquake emergency procedures that include i) a school building disaster plan, ready for implementation at any time, for maintaining the safety and care of pupils and staff; ii) a drop procedure whereby each pupil and staff member takes cover under a table or desk, dropping to his or her knees, with the head protected by the arms and the back to the windows; iii) protective measures to be taken before, during, and following an earthquake; and iv) a program to ensure that pupils and both the certificated and classified staff are aware of, and properly trained in, the earthquake emergency procedure system.

   b. Establishing a procedure to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare.

C. Suspension/Expulsion policies for pupils who commit certain acts and other school-designated serious acts that would lead to suspension or expulsion.  
   Ed Code 48915
D. Procedures to notify teachers of dangerous pupils – Ed Code 49079
E. Discrimination and Harassment Policy (include hate crime reporting procedures and policies)*
F. School-wide Dress Code (if it exists - including prohibition of gang-related apparel)
G. Procedures for safe ingress and egress of pupils, parents, and school employees to and from school site (pick-up, drop-off, maps, etc.)
H. A safe and orderly environment conducive to learning at the school
I. Rules and procedures on school discipline adopted pursuant to Education Code section 47605
J. Procedures for conducting tactical responses to criminal incidents

CHILD ABUSE REPORTING PROCEDURES

Child abuse reporting law (Penal Code Section 11164, et seq.) requires that an OCPS employee who has reason to believe that a child has been subjected to abuse, report the incident to the proper authorities.

At OCPS, protecting children from child abuse is a major priority. Each year the administration sets aside time to meet with staff to discuss child abuse indicators and to remind teachers of the procedures to follow when abuse is suspected and provide annual training regarding the required procedures for mandated reporters.

Employees of OCPS are familiar with Penal Code Section 11166 and understand the requirement that certificated and classified personnel report suspected child abuse immediately or as soon as practically possible to Children’s Protective Services by telephone. They are aware that a call must be followed within at least 36 hours by a written report to the child protective agency.

All staff is aware of the location of a Child Abuse Information Folder that is kept on file and updated regularly. It includes informational literature, guidelines for recognizing abuse and specific directions for reporting it.

Duty to Report

The determination as to who should be contacted will depend greatly upon the situation at hand. The local law enforcement agency will dispatch a unit to the school as soon as possible. Children’s services may take much longer to respond.
School personnel should always take into consideration the severity of the abuse and the extent to which the student’s safety is at risk.

Certificated employees and classified employees trained in child abuse identification and reporting shall report known or suspected child abuse to a child protective agency by telephone immediately or as soon as practically possible and in writing within thirty-six hours. The reporting duties are individual and cannot be delegated to another individual.

**Definitions**

1. “Child Abuse,” as defined by law and for purposes of this regulation includes the following:
   a. Physical abuse resulting in a non-accidental physical injury or death.
   b. Physical neglect, including both severe and general neglect, resulting in negligent treatment or maltreatment of a child.
   c. Sexual abuse including both sexual assault and sexual exploitation.
   d. Emotional abuse and emotional deprivation including willful cruelty or unjustifiable punishment.
   e. Severe corporal punishment.

2. “Mandated Reporters” are those people defined by law as “child care custodian,” “medical practitioners” and non-medical practitioners” and include virtually all school employees. The following school personnel are required to report:

   Teachers, administrators, supervisors of child welfare and attendance, certificated pupil personnel employees, employees of a child care institution, head start teachers, school psychologists, licensed nurses, counselors, presenters of child abuse prevention programs and those instructional aides or other classified employees trained in child abuse reporting.

3. “Child Protective Agencies” are those law enforcements and child protective services responsible for investigating child abuse reports, including the local police or sheriff department, county welfare or juvenile probation department and child protective services.

“Reasonable Suspicion” means that it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse.
**Reporting Procedures**

1. To report known or suspected child abuse, any employee (as defined above) shall report by telephone to the local child protective agency. The telephone report must be made immediately, or as soon as practically possible, upon suspicion. The verbal report will include:

   a. The name of the person making the report.
   
   b. The name of the child.
   
   c. The present location of the child.
   
   d. The nature and extent of any injury.
   
   e. Any other information requested by the child protective agency, including the information that led the mandated reporter to suspect child abuse.

   At the time the verbal report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Within thirty-six (36) hours of making the telephone report, the mandated reporter will complete and mail, fax, or electronically transmit a written report to the local child protective agency.

   The written report shall include completion of the required standard Department of Justice form (DOJ SS 8572).

   The mandated reporter may request and receive copies of the appropriate form either from the school or directly from the local child protective agency.

   Detailed instructions for completion of the form are on the back sheet of the form. Reporters may request assistance from the site administrator in completing and mailing the form; however, the mandated reporter is still responsible for ensuring that the written report is correctly filed.

3. Employees reporting child abuse to a child protective agency are encouraged, but not required, to notify the site administrator or designee as soon as possible after the initial verbal report by telephone. The site administration, when notified, shall inform the Executive Director or designee.
Administrators so notified shall provide the mandated reporter with any assistance necessary to ensure that the verbal or written reporting procedures are carried out according to state law and district regulations. If requested by the mandated reporter, the Executive Director or designee may assist in the completion and filing of these forms.

**Legal Responsibility and Liability**

1. Mandated reporters have absolute immunity. School employees required to report are not civilly or criminally liable for filing a required or authorized report of known or suspected child abuse.

2. A mandated reporter who fails to report an instance of child abuse, which they know to exist or reasonably should know to exist, is guilty of a misdemeanor and is punishable by confinement in jail for a term not to exceed six (6) months or by a fine of not more than one thousand dollars ($1,000) or both. The mandated reporter may also be held civilly liable for damages for any injury to the child after a failure to report.

3. When two (2) or more persons who are required to report jointly, have knowledge of suspected instance of child abuse, and when there is agreement, and a single report may be made and signed by the person selected. However, if any person who knows or should know that the person designated to report failed to do so, that person then has a duty to make the report.

4. The duty to report child abuse is an individual duty and no supervisor or administrator may impede or inhibit such reporting duties. Furthermore, no person making such a report shall be subject to any sanction.

**Release of Child to Peace Officer**

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse, the Executive Director or designee shall not notify the parent or guardian as required in other instances of removal of a child from school, but rather shall provide the peace officer with the address and telephone number of the child’s parent or guardian.

It is the responsibility of the peace officer to notify the parent or guardian of the situation. Peace officers will be asked to sign an appropriate release or acceptance of responsibility form.

**When School Employees are Accused of Child Abuse**

Regardless of who child abusers may be, the major responsibilities of mandated reporters are to (1) identify incidents of suspected child abuse, and (2) comply with laws requiring reporting of suspected abuse to the proper authorities.
Determining whether or not the suspected abuse actually occurred is not the responsibility of the school employee. Such determination and follow-up investigation will be made by a child protective agency.

Parent/guardians or members of the public accusing school employees of child abuse should be made aware of the ramifications of making false reports and should be provided with information regarding child abuse and child abuse reporting.

Pending the outcome of an investigation by a child protective agency and prior to the filing of formal charges, the employee may be subject to reassignment or a paid leave of absence.

Disciplinary action resulting from the filing of formal charges or upon conviction shall be in accordance with School policies and/or regulations. The Executive Director or designee should consult with legal.

**DISASTER PROCEDURES, ROUTINE AND EMERGENCY**

OCPS will take all necessary measures to keep students, staff and visitors safe in the event of a disaster. The following sections of this plan outline basic responsibilities for all staff for specific incidents.

OCPS has developed a Standardized Emergency Management System (SEMS) Plan that outlines in more detail, specific responsibilities for Emergency Response Teams at this school.

The plan is developed with a multi-hazard perspective to make it applicable to the widest range of emergencies and disasters, both natural and human caused. However, Administrators retain the flexibility to modify procedures and/or organization structure as necessary to accomplish the emergency response and recovery missions in the context of a particular hazard scenario.

The individual(s) responsible for implementation of this plan or to contact for any clarification is:

<table>
<thead>
<tr>
<th>Name: __________________________</th>
<th>Department: __________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone: __________________________</td>
<td>Email: __________________________</td>
</tr>
<tr>
<td>Name: __________________________</td>
<td>Department: __________________________</td>
</tr>
<tr>
<td>Phone: __________________________</td>
<td>Email: __________________________</td>
</tr>
</tbody>
</table>
Emergency Telephone Numbers

Facility Emergency Numbers

1) Emergency Operations Center
   (Managing Director's)          Insert Number

2) Alternate Location
   (Office cell phone #)          Insert Number

Local Agencies/Others

1) Local Police
2) Local Fire
3) American Red Cross
4) Electric Utility Company
5) Local Gas Company
6) Local Water Company

In the event of a major emergency or disaster, the 9-1-1 emergency systems may not function because of traffic overload. If you have a situation requiring immediate aid from police, fire or medical personnel you should try to use the 9-1-1 number first for immediate aid.

Intrusion and/or Fire Alarms

If an intrusion or fire alarm goes off the company responsible for monitoring the system is (name of company), (phone number).

Plan Implementation

A key component to this plan is the Incident Command System (ICS). The five basic functions of: Management, Operations, Logistics, Planning/Intelligence and Finance/Administration must remain consistent, but the formation of the teams within those sections can be flexible to meet each school's needs.

To properly complete, the school needs to:

(1) Assign roles for Management staff and Section Chiefs

(2) form the site emergency teams.
(3) provide the appropriate training for all staff

(4) conduct exercises to test the plan, and

(5) update the plans as needed.

Employees shall be offered training on the specifics of this plan when it is initially developed and when new employees are hired. Employees should be retrained when the plan changes due to a change in the layout or design of the facility, when new equipment, hazardous materials, or processes are introduced that affect evacuation routes, or when new types of hazards are introduced that require special actions. It would also be helpful to provide annual awareness training as a reminder. General training for employees should address the following:

- Individual roles and responsibilities.
- Threats, hazards, and protective actions.
- Notification, warning, and communications procedures.
- Emergency response procedures.
- Evacuation, shelter, and accountability procedures.
- Location and use of common emergency equipment.
- Emergency shutdown procedures.

Additional training may also need to be provided (i.e., first-aid procedures, portable fire extinguisher use, etc.) depending on the responsibilities allocated to employees in the plan.

Once the emergency action plan has been reviewed with employees and everyone has had the proper training, it is a good idea to hold practice drills as often as necessary to keep employees prepared. Include outside resources such as fire and police departments when possible. After each drill, gather management and employees to evaluate the effectiveness of the drill. Identify the strengths and weaknesses of your plan and work to improve it.

Education Code section 32282(a)(2)(B)(i) requires schools to establish an earthquake emergency procedure system in every public school building having an occupant capacity of 50 or more pupils or more than one classroom. The school may work with the Office of Emergency Services and the Seismic Safety Commission to develop and establish the earthquake emergency procedure system.
Earthquake Emergency System

Requires schools to establish an earthquake emergency system:

- Develop a disaster plan
- Conduct periodic drop and cover drills, evacuation procedures and emergency response actions—once each quarter in elementary schools and once each semester in secondary schools
- Provide training to students and staff in emergency response procedures
- Be prepared to have the charter school serve as a possible public shelter
- Take mitigation measures to ensure the safety of students and staff such as securing equipment and furniture.

Post Disaster Shelters

Schools are required by both federal statute and state regulation to be available for shelters following a disaster.

- The American Red Cross has access to schools to set up shelters
- Local governments have access to schools to set up shelters
- Plan and make arrangements in advance to assure that you are prepared.

THE EMERGENCY OPERATIONS CENTER

During an emergency, the Management Section gathers together in an area/room to set-up a “command center” also known as the Emergency Operations Center (EOC). In the EOC, the Management Section makes decisions affecting response activities based upon information coming in from the Section Chiefs.

Unified Command

The control of and response to emergencies is the sole responsibility of the site teams until first responders arrive. Once the first responders arrive, incident command transitions to “Unified Command” and is immediately facilitated by an on-site briefing of first responders by the Management Staff and assigned staff. Following the initial briefing, the site’s Incident
Commander will begin to work closely with representatives of each response agency to plan and carry out response activities. Other employees may be asked to participate as well, depending upon the incident at hand and the available staffing of emergency responders. All staff should be prepared to participate if necessary.

In the EOC, this means that first responder representatives will essentially be running response activities in consultation with the organization’s Management Staff and Section Chiefs. In the field, Team Leaders and Team Members will work alongside first response teams, unless the EOC Director/Incident Commander has deemed it is too dangerous or unsafe for them to do so. Remember, first responders are professionals. Work with them and take your cues from them.

**The Dual Role of the School Office**

- The School must organize to respond to incidents that occur at their location
  - Ensure that the School has a functional Emergency Action Plan
  - Ensure that School staff are trained and well prepared

- The School office must also organize to provide support when the incident happens at school sites within the organization
  - Provide leadership
  - Provide assistance with response and recovery, when needed
  - Ensure that school staff are trained and well prepared
  - Ensure that each school has a functional Emergency Operations Plan

**INCIDENT COMMAND SYSTEM AND DIVISION OF LABOR**

![Diagram](image-url)

**Divisions of Labor**

- Operations
- Logistics
- Planning/Intelligence
- Finance/Administration
UCEN Board/Oasis Charter Public School
Salinas, California

Adopted Policy:

Section IV Personnel
Article XX Working Remotely

The UCEN Board/Oasis Charter Public School recognizes that working remotely at home or another location may be necessary at times when widespread illnesses, natural disasters, or other emergency conditions makes the school or worksite unsafe or otherwise interrupts the school's ability to effectively conduct the education of students.

Employees working remotely are expected to conduct their work in a location that is safe and free of obstructions, hazards, and distractions. Such employees shall report to their appropriate supervisor any serious injury or lines occurring in the home workspace or in connection with their employment as soon as practically possible in accordance with Board policy.

The school shall provide to employees all supplies, materials, equipment reasonably necessary to perform their jobs, including, as needed technology devices and Internet access.

Employees should remain diligent about accessing the Internet from public locations and in accessing information from networks outside of the school in order to safeguard against exposing confidential information. Employees are expected to be responsible for maintaining and protecting equipment on loan and shall be required to adhere to the Acceptable User Agreement. If an employee wants to use their personal equipment, may only be used for district business upon approval by the Executive Director or designee.

All work done at a specified work location is considered official public business of the school. School records and communications shall be retained and safeguarded against damage or loss and shall remain confidential unless otherwise accessible to the public in accordance with law.

Employee's productivity shall be evaluated on the basis of time spent on tasks, and projects, task completion, and quality of job performance in the same manner as if the employee was working the assignment from the school.
Employees who work remotely shall not be employed by a private employer and receive pay if such employment encroaches on the hours specified in the terms and conditions of employment as specified by Oasis Charter Public School.

Employees may work remotely with the approval of the Executive Director or designee. Any request by employee to work remote must first assess whether the position is suitable for remote work, and the employee has consistently demonstrated their ability to work independently and meet performance expectations and that the work does not hinder the schools operations.

Employees who work remotely shall comply with all Board Policies, Administrative Regulations, work schedules and job assignments. All terms and conditions of employment shall not change the compensation, benefits or other terms and conditions of employment of the employee.
Policy Adopted:

Section V Students
Article XVIII Wellness Program

The UCEN Board/Oasis Charter Public School recognizes that good nutrition and physical activity are strongly correlated to the positive well being of students and their academic results. Oasis is a participant in the School Food Authority (SFA) program to provide all students the opportunities for personal and educational success throughout the school year. In order to sustain the goals of our Wellness program a Wellness Committee will be formed. The Board, school and committee are committed to the following goals;

a. Students shall have access to healthy foods throughout the school day
b. Students will have access to quality nutrition and physical activity
c. Students will be receive opportunities to remind them about quality nutrition for developing healthy choices
d. Physical activities will be provided to all students for the purpose of developing healthy physical activities to promote wellness.
e. Involve parents and community to support the efforts of the school to promote lifelong healthy foods and physical activity to promote student wellness
f. All staff will commit to the concepts of developing and modeling healthy nutrition and to act as role models for students.

School Wellness Committee (SWC):
Oasis will include in the Wellness Committee, parents/guardians, caregivers, students and a representative of the school nutrition program, physical education teacher(s), and other community health professionals.

The Executive Director or designee will convene and facilitate the SWC the meetings to ensure the compliance with goals set forth by this policy.

Wellness Coordinator
Grisela Macias, Administrative Assistant

Food Service Coordinator
Yessica Xirum
Wellness Program (cont.)

Monitoring, Accountability and Community Engagement

The SWC will develop and maintain the School Wellness Plan and coordinate the implementation of the plan. The plan will include roles, responsibilities and timelines for how the plan will be established and implemented and monitored to achieve the goals set forth in the plan.

Recordkeeping
The Wellness Committee will retain records to document compliance by the following:

a. Records for documenting that the committee is in compliance with community involvement
b. Records to evidence efforts to recruit members to the SWC.
c. Documentation of periodic review and necessary updates of the Wellness Policy
d. Documentation demonstrating compliance with public notifications including but not limited:
   - Annual progress reports
   - Triennial assessments
   - Evidence of actively notifying families of availability of the Wellness Plan

Revisions and Updates
Based on the annual progress reports and triennial assessments or by any priority changes as determined by the Federal or State Guidance standards set forth by School Food Authority.

Fund Raising
Foods and beverages that meet or exceed the United States Department of Agriculture (USDA) Small Snacks in Schools nutrition standards may be sold through fundraisers on the school campus, during the school day.
Policy Adopted:

Section: III  
Article: XIX  
School Food Safety Program

The UCEN Board/Oasis Charter Public School recognizes that food safety is integral to the wellbeing and health and safety of all students and staff by reducing hazards that can lead to food borne illnesses. Oasis Charter Public School has and continues to serve Vended Meals to students and staff.

However, to ensure the safety of students and staff and under the direction of the Executive Director or designee, school personnel will develop a plan in accordance with the principles of Hazard Analysis Critical Control Point (HAACP) and in compliance with the National School Lunch programs. The plan will minimally ensure the following:

a. Food brought from home for consumption in the classroom must be purchased ready-to-eat and wrapped in the original. Packaging
b. Vending companies supplying foods for vending machines and other food services must document that the follow a HACCP program
c. External groups that use the school kitchen must do so under the supervision of a food services coordinator or designee and must purchase their goods from approved sources
d. When external caterers are used, the safety of food purchased is the responsibility of the caterer and parties serving such food
e. Use of kitchen facilities must be approved by the school foodservice coordinator or designee
f. Food service will be managed by an individual who has a food safety certification and foodservices employees will be certified as required by Department of Health food codes

The plan will also outline standard operating procedures for how all personnel who are responsible for food storage, supplies, and appropriate hygiene procedures are consistently followed.

Recordkeeping and accountability of food supplies, preparation, hygiene, sanitizing, proper handling, cleaning and disinfecting of body fluid spills, and where necessary equipment and equipment thermometers are properly calibrated.
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM 14.1
That the Governing Board discuss and approve the Oasis School Counselor to be placed on the Certificated Salary Schedule

BOARD MEETING DATE:
September 27, 2022

AGENDA ITEM INFORMATION
Introduction
Oasis has placed a credentialed school counselor on a classified salary schedule. Local charter schools were called to find out where they place credentialed school counselors.

Bayview Charter School, Monterey Bay Charter School, and ISM, International School of Monterey, all place their credentialed school counselors on their certificated salary schedules. All public schools do as well. Attached are the three documents showing what these three local charter schools follow for credentialed school counselors.

Staff Recommendation

Maria Tavares is the Oasis School Counselor. Maria has a BA, MS in School Counseling and her School Counseling Credential. Maria is in her second year with Oasis. She is the Oasis School Counselor and also teaches the Oasis SEL (Social and Emotional Learning) program to all classes. Maria is helpful and comes quickly, when not counseling, to assist with student behavioral concerns.

Staff recommendation is that Maria Tavares is placed on the Oasis Certificated Salary Schedule With her education she should be placed at category F MA+30 units, level 2 (for 2 years) at $58,967.50 with benefits and CalSTRS retirement.

According to CalSTRS, counseling positions fall under CalSTRS so they are to be categorized as such:

"For the Defined Benefit Program an employee must be of the California public school system, prekindergarten through community college, in a position that requires you to:

- Have a credential, certificate or permit, or
- Meet the minimum standards adopted by the Board of Governors of the California Community Colleges.
- Only activities identified as creditable service count toward years of service for CalSTRS retirement. These activities include teaching, vocational or guidance counseling, services related to school curriculum development and a variety of administrative duties.

Administration Recommendation: Approve X
Person submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public Schoo
Counselor Salary Schedule
3 messages

Natalie Zayas <nataliezayas@oasischarterschool.org>  
To: business@ismonterey.org  
Mon, Sep 12, 2022 at 4:17 PM

Hello,
I am the Exec. Director at Oasis. My board asked me to locate counselor salary scales from local charters.

Would you be able to share yours with me?
Or, do they have their own counselor salary schedule? Are they on the classified or certificated schedule?

Thank you,
Natalie

Natalie Zayas, Ed.D
Executive Director
Oasis Charter School
1135 Westridge Parkway
Salinas, CA 93907
831-424-9003
nataliezayas@oasischarterschool.org

Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world.

Harriet Tubman

CONFIDENTIALITY NOTICE: This communication, including its contents and all attachments, may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unless you are the addressee (or authorized to receive messages for the addressee), you may not use, copy, disclose, or distribute this message (or any information contained in or attached to it) to anyone. Unauthorized interception, review, use, or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act, the California Evidence Code, and the Federal Rules of Evidence. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

Scott Hirschfield <shirschfield@ismonterey.org>  
To: nataliezayas@oasischarterschool.org  
Cc: Tina Graham <tgraham@ismonterey.org>  
Tue, Sep 13, 2022 at 10:51 AM

Hi Natalie,
We have a mental health counselor, who is on the certificated salary schedule. I’d be happy to discuss further if you have additional questions. Feel free to give me a call (see contact info below) at anytime.

Best,
Scott
<table>
<thead>
<tr>
<th>Year</th>
<th>15-19 Annual Salary</th>
<th>15-19 Daily Rate</th>
<th>15-19 Hourly Rate</th>
<th>20-21 Annual Salary</th>
<th>20-21 Daily Rate</th>
<th>20-21 Hourly Rate</th>
<th>21-22 Annual Salary</th>
<th>21-22 Daily Rate</th>
<th>21-22 Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 0</td>
<td>$49,920.00</td>
<td>$254.05</td>
<td>$33.76</td>
<td>$54,080.00</td>
<td>$275.22</td>
<td>$34.40</td>
<td>$58,240.00</td>
<td>$296.39</td>
<td>$37.05</td>
</tr>
<tr>
<td>Year 1</td>
<td>$55,668.80</td>
<td>$257.86</td>
<td>$33.73</td>
<td>$59,851.20</td>
<td>$278.34</td>
<td>$34.93</td>
<td>$64,111.60</td>
<td>$300.83</td>
<td>$37.60</td>
</tr>
<tr>
<td>Year 2</td>
<td>$55,428.83</td>
<td>$261.72</td>
<td>$33.72</td>
<td>$60,714.57</td>
<td>$283.53</td>
<td>$35.44</td>
<td>$60,000.30</td>
<td>$305.35</td>
<td>$38.17</td>
</tr>
<tr>
<td>Year 3</td>
<td>$55,200.36</td>
<td>$265.65</td>
<td>$33.71</td>
<td>$62,550.29</td>
<td>$287.79</td>
<td>$35.97</td>
<td>$60,000.31</td>
<td>$309.93</td>
<td>$38.74</td>
</tr>
<tr>
<td>Year 4</td>
<td>$55,883.27</td>
<td>$269.63</td>
<td>$33.70</td>
<td>$57,198.54</td>
<td>$292.30</td>
<td>$36.51</td>
<td>$61,811.81</td>
<td>$314.57</td>
<td>$39.32</td>
</tr>
<tr>
<td>Year 5</td>
<td>$55,778.02</td>
<td>$273.68</td>
<td>$34.21</td>
<td>$58,259.52</td>
<td>$296.49</td>
<td>$37.06</td>
<td>$62,741.02</td>
<td>$319.29</td>
<td>$39.93</td>
</tr>
<tr>
<td>Year 6</td>
<td>$54,584.69</td>
<td>$277.78</td>
<td>$34.72</td>
<td>$59,133.41</td>
<td>$300.93</td>
<td>$37.62</td>
<td>$63,681.14</td>
<td>$324.08</td>
<td>$40.51</td>
</tr>
<tr>
<td>Year 7</td>
<td>$55,403.46</td>
<td>$281.95</td>
<td>$35.24</td>
<td>$60,020.45</td>
<td>$305.45</td>
<td>$38.18</td>
<td>$64,637.37</td>
<td>$328.94</td>
<td>$41.12</td>
</tr>
<tr>
<td>Year 8</td>
<td>$56,234.51</td>
<td>$286.18</td>
<td>$35.77</td>
<td>$60,520.72</td>
<td>$310.02</td>
<td>$38.75</td>
<td>$65,604.93</td>
<td>$333.88</td>
<td>$41.73</td>
</tr>
<tr>
<td>Year 9</td>
<td>$57,078.03</td>
<td>$290.47</td>
<td>$36.31</td>
<td>$61,834.53</td>
<td>$314.68</td>
<td>$39.33</td>
<td>$66,591.03</td>
<td>$338.89</td>
<td>$42.36</td>
</tr>
<tr>
<td>Year 10</td>
<td>$57,944.10</td>
<td>$294.83</td>
<td>$36.89</td>
<td>$62,762.05</td>
<td>$320.40</td>
<td>$39.92</td>
<td>$67,589.90</td>
<td>$343.97</td>
<td>$43.00</td>
</tr>
<tr>
<td>Year 11</td>
<td>$58,803.21</td>
<td>$299.25</td>
<td>$37.41</td>
<td>$63,205.48</td>
<td>$324.19</td>
<td>$40.52</td>
<td>$68,609.75</td>
<td>$349.13</td>
<td>$43.64</td>
</tr>
<tr>
<td>Year 12</td>
<td>$59,685.26</td>
<td>$303.74</td>
<td>$37.97</td>
<td>$64,859.03</td>
<td>$329.05</td>
<td>$41.13</td>
<td>$69,632.80</td>
<td>$354.97</td>
<td>$44.30</td>
</tr>
<tr>
<td>Year 13</td>
<td>$60,580.54</td>
<td>$308.30</td>
<td>$38.54</td>
<td>$65,628.93</td>
<td>$333.99</td>
<td>$41.75</td>
<td>$70,677.29</td>
<td>$359.68</td>
<td>$44.96</td>
</tr>
<tr>
<td>Year 14</td>
<td>$61,489.35</td>
<td>$312.92</td>
<td>$39.12</td>
<td>$66,613.35</td>
<td>$339.00</td>
<td>$42.37</td>
<td>$71,737.45</td>
<td>$365.08</td>
<td>$45.63</td>
</tr>
<tr>
<td>Year 15</td>
<td>$62,411.58</td>
<td>$317.62</td>
<td>$39.70</td>
<td>$67,612.55</td>
<td>$344.08</td>
<td>$43.01</td>
<td>$72,813.52</td>
<td>$370.55</td>
<td>$46.32</td>
</tr>
<tr>
<td>Year 16</td>
<td>$63,347.76</td>
<td>$322.38</td>
<td>$40.30</td>
<td>$68,626.74</td>
<td>$349.25</td>
<td>$43.66</td>
<td>$73,905.72</td>
<td>$376.11</td>
<td>$47.01</td>
</tr>
<tr>
<td>Year 17</td>
<td>$64,297.97</td>
<td>$327.22</td>
<td>$40.90</td>
<td>$69,665.14</td>
<td>$354.48</td>
<td>$44.31</td>
<td>$75,014.30</td>
<td>$381.75</td>
<td>$47.72</td>
</tr>
<tr>
<td>Year 18</td>
<td>$65,262.44</td>
<td>$332.12</td>
<td>$41.52</td>
<td>$70,700.98</td>
<td>$359.80</td>
<td>$44.98</td>
<td>$76,139.52</td>
<td>$387.48</td>
<td>$48.43</td>
</tr>
<tr>
<td>Year 19</td>
<td>$66,141.58</td>
<td>$337.11</td>
<td>$42.14</td>
<td>$71,762.50</td>
<td>$365.20</td>
<td>$45.65</td>
<td>$77,281.01</td>
<td>$393.29</td>
<td>$49.16</td>
</tr>
<tr>
<td>Year 20</td>
<td>$67,035.00</td>
<td>$342.16</td>
<td>$42.77</td>
<td>$72,837.92</td>
<td>$370.68</td>
<td>$46.33</td>
<td>$78,466.84</td>
<td>$399.19</td>
<td>$49.90</td>
</tr>
<tr>
<td>Year 21</td>
<td>$68,243.53</td>
<td>$348.70</td>
<td>$44.93</td>
<td>$74,030.49</td>
<td>$376.24</td>
<td>$47.03</td>
<td>$79,617.45</td>
<td>$405.18</td>
<td>$50.65</td>
</tr>
<tr>
<td>Year 22</td>
<td>$69,267.18</td>
<td>$355.50</td>
<td>$46.66</td>
<td>$75,030.44</td>
<td>$381.88</td>
<td>$47.74</td>
<td>$80,811.71</td>
<td>$413.26</td>
<td>$51.43</td>
</tr>
<tr>
<td>Year 23</td>
<td>$70,206.19</td>
<td>$363.79</td>
<td>$48.40</td>
<td>$76,035.04</td>
<td>$388.78</td>
<td>$49.18</td>
<td>$82,023.89</td>
<td>$420.62</td>
<td>$52.18</td>
</tr>
<tr>
<td>Year 24</td>
<td>$71,160.78</td>
<td>$368.16</td>
<td>$49.39</td>
<td>$77,207.51</td>
<td>$393.42</td>
<td>$50.18</td>
<td>$83,254.24</td>
<td>$433.69</td>
<td>$52.96</td>
</tr>
</tbody>
</table>
# 22-23 Teacher Salary Schedule

Credentialed Classroom teachers will receive an additional $10,000 annual stipend

<table>
<thead>
<tr>
<th>step/column (row)</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
<th>11</th>
<th>12</th>
<th>13</th>
<th>14</th>
<th>15</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>57200</td>
<td>57,772</td>
<td>58,350</td>
<td>58,933</td>
<td>59,523</td>
<td>60,118</td>
<td>60,719</td>
<td>61,326</td>
<td>61,939</td>
<td>62,559</td>
<td>63,184</td>
<td>63,816</td>
<td>64,454</td>
<td>65,099</td>
<td>65,750</td>
</tr>
<tr>
<td>2</td>
<td>58,059</td>
<td>58,639</td>
<td>59,225</td>
<td>59,817</td>
<td>60,415</td>
<td>61,020</td>
<td>61,630</td>
<td>62,246</td>
<td>62,868</td>
<td>63,497</td>
<td>64,132</td>
<td>64,773</td>
<td>65,421</td>
<td>66,073</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>58,929</td>
<td>59,518</td>
<td>60,113</td>
<td>60,714</td>
<td>61,322</td>
<td>61,935</td>
<td>62,554</td>
<td>63,180</td>
<td>63,812</td>
<td>64,450</td>
<td>65,094</td>
<td>65,745</td>
<td>66,400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>59,813</td>
<td>60,411</td>
<td>61,015</td>
<td>61,625</td>
<td>62,241</td>
<td>62,988</td>
<td>63,743</td>
<td>64,127</td>
<td>64,769</td>
<td>65,416</td>
<td>65,416</td>
<td>66,071</td>
<td>66,730</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>61,308</td>
<td>61,921</td>
<td>62,693</td>
<td>63,597</td>
<td>64,420</td>
<td>65,885</td>
<td>65,018</td>
<td>65,410</td>
<td>66,064</td>
<td>66,725</td>
<td>67,390</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>62,657</td>
<td>63,283</td>
<td>64,104</td>
<td>64,996</td>
<td>66,675</td>
<td>67,203</td>
<td>66,318</td>
<td>66,718</td>
<td>67,385</td>
<td>68,050</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>63,910</td>
<td>64,549</td>
<td>65,386</td>
<td>67,271</td>
<td>68,008</td>
<td>68,547</td>
<td>67,644</td>
<td>68,053</td>
<td>68,730</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>65,188</td>
<td>65,840</td>
<td>67,347</td>
<td>68,617</td>
<td>69,368</td>
<td>69,918</td>
<td>69,977</td>
<td>69,410</td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>66,492</td>
<td>67,157</td>
<td>68,694</td>
<td>69,989</td>
<td>70,756</td>
<td>71,316</td>
<td>70,370</td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>67,822</td>
<td>68,500</td>
<td>70,068</td>
<td>71,389</td>
<td>72,171</td>
<td>72,740</td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>69,178</td>
<td>69,870</td>
<td>71,469</td>
<td>72,817</td>
<td>73,610</td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>70,562</td>
<td>71,267</td>
<td>72,899</td>
<td>74,270</td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>71,973</td>
<td>72,693</td>
<td>74,350</td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>73,413</td>
<td>74,140</td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>74,880</td>
</tr>
</tbody>
</table>
# UCEN BOARD PROPOSED with 6% increase + 4% across & 3% down

## Certificated Salary Schedule 2021-2026

**UCEN Approved: 6/7/21**

<table>
<thead>
<tr>
<th>STEP</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Intern</td>
<td>BA+15</td>
<td>BA+30</td>
<td>BA+45</td>
<td>MA+15</td>
<td>MA+30</td>
</tr>
<tr>
<td>1</td>
<td>$47,049.00</td>
<td>$48,930.00</td>
<td>$50,888.00</td>
<td>$52,923.00</td>
<td>$55,049.00</td>
<td>$57,250.00</td>
</tr>
<tr>
<td>2</td>
<td>$48,460.47</td>
<td>$50,397.90</td>
<td>$52,414.64</td>
<td>$54,510.69</td>
<td>$56,700.47</td>
<td>$58,967.50</td>
</tr>
<tr>
<td>3</td>
<td>$49,914.28</td>
<td>$51,909.84</td>
<td>$53,987.08</td>
<td>$56,146.01</td>
<td>$58,401.48</td>
<td>$60,756.53</td>
</tr>
<tr>
<td>4</td>
<td>$51,411.71</td>
<td>$53,467.13</td>
<td>$55,606.69</td>
<td>$57,830.39</td>
<td>$60,153.53</td>
<td>$62,558.62</td>
</tr>
<tr>
<td>5</td>
<td>$55,071.15</td>
<td>$57,274.89</td>
<td>$59,565.30</td>
<td>$61,958.13</td>
<td>$64,435.38</td>
<td>$68,078.44</td>
</tr>
<tr>
<td>6</td>
<td>$56,723.28</td>
<td>$58,993.14</td>
<td>$61,352.26</td>
<td>$63,816.88</td>
<td>$66,368.44</td>
<td>$69,999.49</td>
</tr>
<tr>
<td>7</td>
<td>$58,424.98</td>
<td>$60,762.93</td>
<td>$63,192.83</td>
<td>$65,731.38</td>
<td>$68,359.49</td>
<td>$71,040.28</td>
</tr>
<tr>
<td>8</td>
<td>$60,177.73</td>
<td>$62,585.82</td>
<td>$65,088.61</td>
<td>$67,703.33</td>
<td>$70,410.28</td>
<td>$73,222.59</td>
</tr>
<tr>
<td>9</td>
<td>$61,983.06</td>
<td>$64,463.40</td>
<td>$67,041.27</td>
<td>$69,734.43</td>
<td>$72,522.59</td>
<td>$75,422.86</td>
</tr>
<tr>
<td>10</td>
<td>$63,842.55</td>
<td>$66,397.30</td>
<td>$69,052.51</td>
<td>$71,826.46</td>
<td>$74,698.26</td>
<td>$77,645.38</td>
</tr>
<tr>
<td>11</td>
<td>$65,757.83</td>
<td>$68,389.22</td>
<td>$71,124.09</td>
<td>$73,981.25</td>
<td>$76,939.21</td>
<td>$79,927.39</td>
</tr>
<tr>
<td>12</td>
<td>$67,730.56</td>
<td>$70,440.89</td>
<td>$73,257.81</td>
<td>$76,200.69</td>
<td>$79,247.39</td>
<td>$82,328.81</td>
</tr>
<tr>
<td>13</td>
<td>$69,762.48</td>
<td>$72,554.12</td>
<td>$75,455.54</td>
<td>$78,486.71</td>
<td>$81,624.81</td>
<td>$84,873.56</td>
</tr>
<tr>
<td>14</td>
<td>$71,855.35</td>
<td>$74,730.74</td>
<td>$77,719.21</td>
<td>$80,841.31</td>
<td>$84,073.56</td>
<td>$87,449.81</td>
</tr>
<tr>
<td>15</td>
<td>$74,011.02</td>
<td>$76,972.67</td>
<td>$80,050.79</td>
<td>$83,266.55</td>
<td>$86,595.76</td>
<td>$89,939.94</td>
</tr>
<tr>
<td>16</td>
<td>$76,231.35</td>
<td>$79,281.85</td>
<td>$82,452.31</td>
<td>$85,764.55</td>
<td>$89,193.63</td>
<td>$92,625.53</td>
</tr>
<tr>
<td>17</td>
<td>$78,518.29</td>
<td>$81,660.30</td>
<td>$84,925.88</td>
<td>$88,337.48</td>
<td>$91,869.44</td>
<td>$95,622.53</td>
</tr>
<tr>
<td>18</td>
<td>$80,873.83</td>
<td>$84,110.11</td>
<td>$87,473.66</td>
<td>$90,987.61</td>
<td>$94,625.53</td>
<td>$97,646.29</td>
</tr>
<tr>
<td>19</td>
<td>$83,300.05</td>
<td>$86,633.41</td>
<td>$90,097.86</td>
<td>$93,717.24</td>
<td>$97,464.29</td>
<td>$101,319.89</td>
</tr>
</tbody>
</table>

REVISED: 6/24/21
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM 14.2
That the Governing Board accept the recommendations of the committee composed of a Board member, teacher, parent and Executive Director to not participate in the 2022-2023 Universal Pre-K program.

BOARD MEETING DATE:
September 27, 2022

AGENDA ITEM INFORMATION
Introduction & Recommendation:

The State of California is offering grants to support research to develop a Universal PreK program. The Universal PreK committee recommends that Oasis does not participate this year, but considers this for the future.

Administration Recommendation: Approve X
Person submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM

That the Governing Board discuss with possible action on the Taylor Farms Donation

BOARD MEETING DATE:

September 27, 2022

AGENDA ITEM INFORMATION

Introduction

Taylor Farms Donation
$200,000

Support quality learning and teaching programs, support school personnel to enhance the instructional and support programs. Ongoing operational and educational programs. Specific interest in enrichment and tutoring in reading.

Chairperson, UCEN Board President, Jackie Vasquez
Executive Director, Natalie Zayas
Instructional Coordinator, Katelyn Gaines
Board Member, Jamie Stracuzzi
Oasis Teacher, Diego Quintero
Oasis Parent, Romina Zavala

Ideas for grant money

- Tutoring (NZ)
- Specialty classes (music, art: performing/visual, technology class) (NZ)
- Use part of funds to support salary of our intervention teacher (NZ)
- Fixing up the playground (repaint lines on basketball court and images of the animals for students to line up). (NZ)
- The field needs some attention. Our kids play and line up there for pick up. (RZ)
- I think starting some academic clubs would be a great way to get kids excited about school examples; math club, reading club, science club ect. (RZ)
- The teacher’s lounge needs some help. I want my kids teacher to have a nice area to take a break. (RZ)

The committee opted to:

- Research intervention specialist to split reading groups
- NZ reviewed 5 job descriptions from traditional and charter schools including former job descriptions from Oasis.
- Salary 47,000+ - up depends on exp.
- Oasis Draft Literacy Intervention Job Description This has not gone through legal and IS NOT to be distributed.
- Benefits package = (9/17 emailed Casee)
- Research math intervention specialist
- NZ researched math intervention job descriptions
- NZ used a former job description for intervention changing it for math
- Math Intervention Draft Job Description This has not gone through legal and IS NOT to be distributed.
- Salary and benefits math literacy intervention
- Research groups to provide "speciality" programs

Possible Programs

1. Guitars Not Guns: Natalie contacted on 9/17
2. Palenke Arts NZ contacted Juan Sanchez 9/17. 9/17 Juan contacted Natalie, Palenke serves Seaside, gave contact at Alisal Community Arts Network 408-621-5986 (Joshua Alfaro). NZ will call Monday.
   Alisal Fine Arts  NZ via email 9/17
3. Natalie contacted the director of STEM K-12 programs at Hartnell on 9/17
   Arts Council: NZ contacted via email 9/17
   Hartnell STEM: NZ emailed
   A.C.T. Koly McBride: Theater, Dance, Music. She emailed NZ. Will call her Monday. Her programs are in schools in MPUSD and Salinas City.
4. Elkhorn Slough: Better for class programs and field trips NZ will get to Katelyn
   Code with Google (would prefer in person class)
   Jennifer Colby: Music and Science (NZ contacting)
   CREEC Santa Cruz - CAN SOMEONE CONTACT?
5. Climate Reality Project - Dan Linehan, Natalie will contact (friend of Natalie)
6. Steinbeck Center - CAN SOMEONE CONTACT?

Staff Recommendation
   Continue to review and research committees recommendation and return at October Board meeting for governing board review

Administration Recommendation: Approve/Information:  X

Person submitting item
Dr. Natalie Zayas
Executive Director
Oasis Charter Public School
Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 14.5
That the Governing Board discuss with possible action on a teacher substitute plan.

BOARD MEETING DATE: September 27, 2022

AGENDA ITEM INFORMATION

Introduction
Currently Oasis Charter Public School utilizes instructional aides with 30-day permits as substitute teachers. When a qualified instructional aide works as a substitute teacher, the IA is paid their normal hourly rate. This can range from $17/hr - $25/hr. This is not an “extra” cost to Oasis as the employee is scheduled to work. Whereas this system helps save money for Oasis, the need for internal coverage then becomes a concern.

The problem with this system is that it stresses other internal coverage of the school. For example, the teacher then has no aide, intervention or ELD groups do not occur, if those in these roles are pulled for substituting in a classroom.

Current Substitute Situation Countywide
Currently there is a general teacher shortage and it is not always possible to secure a substitute teacher from the County substitute teacher list. Substitute teachers, as general education teachers, are in high demand.

Budget
Currently there is no line item in the Oasis Charter School budget for substitute teachers. However, Oasis continually advertises on Edjoin for substitute teachers and is on the MCOE substitute list at a rate of $140/day.

Current Substitute Pay from County Schools/Districts is attached for Board review

Staff Recommendation:
1. Develop a line item in the budget for substitute teachers
2. Base this on pay rates from Monterey County to be competitive. Currently Oasis offers $140/day and $220 day for 5 days or more (long-term substitute). The average of the Charter schools, including Oasis, is $146.00. At $140.00 we are close to the average for a Charter School in Monterey County.
3. Use the substitute teacher list from MCOE first prior to utilizing internal subs by contacting at least 10 substitutes from the list prior to utilizing internal subs.
4. Use internal subs when other substitutes are not available
5. When using internal subs on a 30-day permit, pay them their hourly rate. (Please see Bayview Charter and ISSM sub rates for Classified subs).

Administration Recommendation: Approve X
Person submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
DISTRICT/CHARTER SUBSTITUTE PAY RATES

ALISAL $151.00/day (1-5 days); $31.00/hourly
$158.00/day (6-25 days in a continued assignment)
$245.00/day (Long term rate over 26+ days in a continued assignment)

BAY VIEW ACADEMY $180.00/day; $90.00/half day
$210.00/day (6-30 days)
$14.00/hr. Classified Subs

BIG SUR CHARTER $120.00/day

BIG SUR UNIFIED $160.00/day; $80.00/half day; $20.00/hourly

BRADLEY $190.00/day; $225.00/day Long term (20 consecutive days)

CARMEL $145.00/day (1-5 days) $72.50/half day
$175.00/day (6-45 days)
$347.34/day (after 45th consecutive day)

CHUALAR $160.00/day (1-20 days); $80.00/half day;
$170.00/day (on 21st day)

GONZALES $200.00/day (1-20 days);
$100.00/half day
$220.00/day (6-19 days)
$240.00/day (20+ days)

GRAVES $125.00/day

GREENFIELD $200.00/day; $140.00/Half Day Rate
$240.00/day (20 days & beyond/retiree)

INTERNATIONAL SCHOOL OF MONTEREY (ISM) $140.00/day if less than a full day $17.50/hr
$200.00/day (Long term, same assignment more than 30 consecutive days)
$15.75/hr. Classified Subs

KING CITY UNION Emergency 30-Day Substitute Permit
$225.00/day (1-19 days)
$255.00/day (On the 20th day)
Fully Credentialed or Retiree
$235.00/day (1-19 days)
$265.00/day (On the 20th day).
**$25.00 Stipend for Substitute traveling more than 10-30 miles (one way)
**$45.00 Stipend for Substitute traveling more than 31+ miles (one way)
$500 Stipend for all Substitute teachers that work a minimum of 12 days in a quarter

LAGUNITA $175.00/day; $87.50/half day
MCOE $180.00/day (1-5 days)  
$210.00/day (6-20 days)  
$280.00/day (On the 21st day and beyond)  

901 Blanco Circle Post Office Box 80851 Salinas, California 93912-0851 www.montereycoe.org  
Salinas: 831.755.0300 Monterey: 831.373.2855 Fax: 831.755.6473

MISSION UNION $125.00/day; $100.00/half day

MONTEREY BAY CHARTER $150.00/day; $75.00/half day

MPUSD  
$180.00/day (1-10 days); $90.00/half day  
$250.00/day (11+ days); $125/half day  

MPUSD Retiree Daily Rates  
$225.00/day (3.75+ hours); $92.50/half Day  

Long Term Assignments  
$225.00/per day, first 1-10 days  
$270.00/per day, days 11-25  
(Requires additional responsibilities, including: grading, lesson planning, attendance at staff meetings, back to school nights, etc.)  
$500 Bonus after serving 50 days in one school year  
$500 Bonus after serving 100 days in one school year

NO.MO.COUNTY  
$225.00/day (7 hours) Certificated Sub w/cred (Please see district website for full details)  
$250.00/day (7 hours) Preferred Sub (Please see district website for full details)  
$285.00/day Extended Leave or long-term substitute (Please see district website for full details)

OASIS CHARTER $140.00/day; $220.00/day (over 5 consecutive days)

PACIFIC GROVE Emergency 30-Day Substitute Permit  
$187.00/day (1-15 days)  
$215.00/day (Long term on day 16, not retroactive)  

Fully Credentialled  
$197.00/day (1-15 days)  
$225.00/day (Long term on day 16, not retroactive)

SALINAS CITY $152.00/day (1-5 days); $76.00/half day  
$163.00/day (6-25 days)  
$248.00/day (On the 26th day)

SALINAS UNION HS $200.00/day (1-10 days)  
$250.00/day (11-24 days)  
$275.00/day for Long term (25 consecutive days worked in ONE assignment)  
$275.00/day for SPED assignments beginning on day 1  
$500 Bonus after serving 50 days in one school year  
$500 Bonus after serving 100 days in one school year  

*Limit of (2) $500 bonuses per sub teacher per year

SAN ANTONIO $175.00/day; $85.00/half-day  
$225.00/day for Long term (over 20 days in a single classroom)

SAN ARDO $185.00/day
$200.00/day/(On the 21st day)

SAN LUCAS $150.00/day
$200.00/day (On the 20th day)

SANTA RITA  
$175.00/day (1-20 days)  
$260.00/day (21+ days)  

**$10.00 mileage add-on for traveling more than 25 miles from home

SOLEDAD  
$200.00/day
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM 14.6
The the Governing Board discuss with possible action the Visitor Policy, Section III, Article V: Campus Visitors and the COVID-19 Mitigation Plan Section III, Article VI

BOARD MEETING DATE:
September 27, 2022

AGENDA ITEM INFORMATION

The Oasis COVID plan, Board approved 5/31/2022, states under “Community” While the UCEN Board recognizes the right of parents/guardians to participate in the education of their children and the critical importance of parental involvement in the education process, all non-essential visitors and non-essential volunteers are generally prohibited from school and offices, under local and state guidance.

The Visitor Policy adopted on 3/29/2022, does not state visitors can not be on campus due to COVID.

The State of California, on June 30, 2022, issued a notice that only calls for schools to consider surges of COVID for large events. The notice also advises schools not to limit access to essential direct service providers who comply with visitor policies. The State recommends schools advise people to wear masks and to stay home if they are sick or have symptoms.

Staff Recommendation:
In order to rebuild community at Oasis, it is recommended that the board add an addendum to the COVID-19 Mitigation Plan to include an updated statement that parent and family volunteers over the age of 18, are allowed back on campus for the purpose of field trips and volunteering in the classroom, attending coffee with the director and other school events, mask recommended and temperature checks required and that if someone has symptoms or are feeling sick, they remain at home. The visitor policy stays in effect.

Administration Recommendation: Approve X Information

Person submitting item: Dr. Natalie Zayas, Executive Director
Policy Adopted: 5/31/2022

Section III  Business Services  
Article VI  Covid-19 Mitigation Plan

The UCEN Board recognizes that students and staff have the right to a safe campus that protects their physical and psychological health and wellbeing. The school shall only open when allowed by local and state public health officials. Decisions to open or re-open the school in part on in full for in-person classes and before or after school programs, such decisions shall be made in consultation with state and local health officials. The UCEN Board shall evaluate its capacity to implement safety precautions and to conduct full or partial school operations, and shall consider parent/guardian, and community input.

The UCEN Board acknowledges that, due to the evolving nature of the pandemic, federal, state, and local orders impacting the school operations are subject to change without notice. Therefore, the UCEN Board will make every effort to notify parents/guardians and the community of the changing status.

To maintain a safe campus environment that allows for social distancing (6ft), the school will assess the capacity of the classrooms, cafeteria, multi-purpose room, outdoor areas and other such large gathering locations to ensure proper social distancing.

Personal Protective Equipment (PPE)  
The UCEN Board encourages students, staff, and visitors to wear required PPE while on school campus, especially in high-traffic areas and/or when social distancing is not possible. If the school requires the use of PPE as required by state or local health officials, the UCEN Board will provide it to students and staff who do not bring their own personal PPE.

Face coverings shall not be required for anyone who is exempt from wearing a face covering in compliance with exemptions listed in local and state face covering orders.

Vaccinations  
Vaccines are important to help stop the spread of COVID-19 pandemic. Teachers and staff hold jobs critical to the continued functioning of school and are a potential occupational risk of exposure. Vaccinating is one layer of prevention and protection for teachers and staff. Therefore, all employees working on-site participate in education of the current SARS-CoV-2 vaccines that are available via the Safe Schools and either opt-out to administration of the vaccine.
Oasis Charter Public school highly encourages and offers vaccinations to all employees as they are made available to the school through the Monterey County Office of Education. Effective August 12, 2021, California requires all schools to verify that all school employees, visitors and volunteers on school campus and/or serving in the school setting are fully vaccinated or they must be tested weekly according to the latest public health order.

While the pandemic remains in constant flux this policy may change and if so, the school will notify the UCEN Board, students and community of any changes in the current and upcoming federal, state or local health orders.

**Sanitation of Facilities and Equipment**
School facilities, and items such as desks, tables, sports/playground equipment, computers, door handles, light switches, and other frequently used equipment and supplies shall be cleaned and disinfected daily with appropriate cleaning agents. Cleaning agents shall be properly stored and in a manner, not accessible to students.

**Follow-Up with Infected Persons/Contact Tracing**
UCEN Board designee is expected to work with county health officials to track confirmed cases of students and staff with COVID-19, but not limited to, following up with students, their parents/guardians, and staff who exhibit symptoms while at school and those who report an absence or miss work due to illness. The UCEN Board designee should report confirmed cases to local health authorities.

**Nondiscrimination**
Individual students and staff shall not be identified as being COVID-positive, nor shall students be shamed, treated differently, because of their COVID-19 status or medical condition. Staff should be informed not to disclose confidential or privileged information, including the medical history of health information of students and staff. *(EC49450)*

**Community**
While the UCEN Board recognizes the right of parents/guardians to participate in the education of their children and the critical importance of parental involvement in the education process, all non-essential visitors and non-essential volunteers are generally prohibited from school and offices, under local and state guidance.

**Potential Re-closure of School**
The UCEN Board designee should monitor student and staff absences and date provided by local health officials to determine if there is a risk of resurgence of COVID-19 and a need to reclose the school for the protection of students, staff, and community. Plans and procedures will be developed for alternative methods of operations to the extent possible in the event of re-closure becoming necessary. UCEN Board designee shall follow local and state guidelines and recommendations for the metrics requiring closure of a classroom, school campus and/or office area.
Policy Adopted: 3/29/2022

Section: III  Business  
Article: V  Campus Visitors

The UCEN Board and Oasis Charter Public School recognize that campus safety is a priority for the welfare of all employees and students. Parents and guardians, as well as community members are encouraged to participate in the educational programs and extracurricular activities of the school.

Visitors
All individuals whether parents or guardians, volunteers, members of the community, guests and law enforcement (non-emergency purposes) or any other person must register at the main office before entering any building or grounds when school is open for business and must sign out upon leaving the campus. All individuals are expected to maintain a safe and secure environment by conducting themselves in an orderly manner. All visitors will be treated with respect and are asked to do the same for all employees and students while on campus. All visitors/guests or any member of the community must wear an identification badge while on campus at all times.

Effective 2021-2022 school year the school instituted an electronic visitor management system. The system will increase school security by taking an identification picture as well as a timestamp of whenever a visitors/guests enters the campus. In the event the management system is not functioning, the main office of registration shall require a photo identification (driver’s license or other identification that will provide full name, and date of birth) and manually record the information on the registration form.

The Executive Director or designee may refuse an individual’s request to enter the campus if the individual refuses to comply with the policy of registering at the main office before entering on to the campus. Individuals may be requested to leave the campus in the event that the individual becomes disruptive to the school operations, staff, students or disrupts or interferes with the instructional program. All individuals are not permitted to use either electronic listening or recording devices without prior written permission by the Executive Director or designee.

Emergency Access
Law enforcement officers, firefighters or other uniformed first responders may be permitted to bypass registering at the main office when responding to emergency call.
**Immigration Enforcement Officer**
Immigration-enforcement officers who have business to conduct shall be required to come to the main office and register as any other member of the community or agency. The officer will be required to show any documents, court orders, judicial warrant or other reasons to be present on campus. The officer will be then directed to consult with the Executive Director or designee prior to taking any action as required by law. After consultation with the Executive Director or designee the appropriate steps shall be taken in accordance with Administrative Regulation, Section V, Article VI.

**COVID-19 and Contagious Disease Outbreaks**
In the event that the local health department declares a community outbreak of a contagious disease such as the COVID-19 pandemic, school administrators will be required to comply with protocols called for by the local health department, state and or federal agency guidelines. If the local health department, state or federal guidelines provide for discretion, the school administrators may limit the access of visitors to the school campus and grounds. In such cases, access to the school may include the following safety protocols;

a. Provide all functions of the campus or facility through a virtual or curbside option
b. Limit visits to essential functions only
c. Require visitors to complete a self-check form prior to entering the building
d. Refuse access to any visitor with a fever greater than 100.4 and any other symptoms as defined by the local health department, state or federal agencies.
e. Show proof of vaccinations or negative COVID test within last 48 hours
f. Masks, 6ft distancing and other protocols to protect all persons may be required while on campus.

In the event that a visitor refuses to comply with local health orders or school protocols the Executive Director or designee have the authority to remove or deny the individual’s access to the building.

Due to the unpredictable nature of COVID and/or any other type of pandemic, the UCEN Board authorizes the administration to implement this section of the policy “COVID-19 and Contagious Disease Outbreaks” and any other protocols required by local health department, state or federal agencies, when such an outbreak occurs to ensure the safety of all staff and students.

To ensure safety and security signs will be posted in strategic locations as reminders for all visitors to come to the main office and register.