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

Agenda for Under Construction Education Network
(*includes materials furnished to Board Members)
UCEN Board Meeting of Directors

Tuesday Nov. 29, 2022
Time: 5:15pm
Place:
Oasis Charter School
1135 Westridge Parkway
Salinas, CA 93907
Office Board Table
Or
via Zoom/hybrid Teleconference

Join Zoom Meeting

https://zoom.us/j/95951088531?pwd=YitJhbHdiVW9TSkd3ZDNcTINzTnJJZz09

Meeting ID: 959 5108 8531
Passcode: AVXZ71

+16699009128,,95951088531#,,,,*440320# 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 entregúelo 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

That the Governing Board approve the agenda as presented.

6.0 APPROVAL OF THE MINUTES

That the Governing Board approve the minutes of the Regular Meeting October 25, 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 Closed Session

10.0 Reconvene to Open Public Session
11.0 Acknowledgements

11.1 Teacher Presentation: Alexica Ortiz, First Grade Presentation

12.0 CONSENT CALENDAR

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

12.1 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas

That the Governing Board approve the board policy on Leaves and Personal Time off (PTO), Section IV: Personnel Services, Article XII.

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

That the Governing Board approve the Declaration of Need for Fully Qualified Educators.

13.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

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

That the Governing Board review, with possible action, to move forward to terminate the contract with Robert Half Employment Agency.

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

That the Governing Board review, with possible action, splitting the administration and adding the office staff salary schedule to the classified salary schedule.

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

That the Governing Board discuss and receive an update on student enrollment.

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

That the governing Board review with possible action the recruitment committee recommendations.

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

That the governing Board review with possible action the Behavior Interventionist job description and salary schedule.
13.6 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas
That the Governing Board review with possible action, the 403b Partners proposal.

13.7 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas
That the Governing Board review with possible action, the Annualized Hourly Salary proposal.

13.8 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas
That the Governing Board review with possible action, an update on facilities update.

13.9 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas for OCC
That the Governing Board review and approve the OCC request to use $2,300, from their account for the months of November to January.

13.10 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas
That the Governing Board review with possible action the proposal for Docusign.

13.11 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas
That the Governing Board review with possible action a proposal for Winter Around the World.

14.0 STAFF REPORTS

"Focus on Learning"

14.2 Receive Oral Report from Oasis Charter School Executive Director Dr Natalie Zayas
An update on school-wide activities undertaken by the Executive Director.

15.0 FUTURE AGENDA ITEMS

16.0 NEXT MEETING DATE

16.1 Next Board Meeting on Tuesday, December 13, 2022

17.0 ADJOURNMENT
Oasis Charter Public School

1135 Westridge Parkway, Salinas, CA 93907

T: (831) 424-9003  F: (831) 424-9005

Agenda for Under Construction Education Network

(*includes materials furnished to Board Members)

UCEN Board Meeting of Directors

Tuesday Oct 25, 2022

Time: 5:15pm
Place:
Oasis Charter School
1135 Westridge Parkway
Salinas, CA 93907
Office Board Table
Or
via Zoom/hybrid Teleconference

Join Zoom Meeting

https://zoom.us/j/95951088531?pwd=YitJbHdiVW9TSkd3ZDNCTINzTnJJZz09

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1.0 REGULAR AGENDA

1.1 Call Meeting to Order: President at 5:23 pm

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President: Yes X Absent___

Margie Wiebusch-Vice President: Yes ___ Absent X___

Maria Alvarez - Member: Yes X Absent___
Steve Duran - Treasurer: Yes _Absent_ X__
Jamie Stracuzzi- Member: Yes X Absent____

3.0 PLEDGE OF ALLEGIANCE

Ms. Julie Campisi, PE Teacher

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.”

Board President Jackie Vasquez reminded attendees that this law is going to change coming January, once new guidelines are provided there will be a meeting for all Board members to go over new guidelines and protocols.

Motioned by President Jackie Vasquez 2nd by Board Member Maria Alvarez

Vote on Motion: 3-0 Motion: PASSED

5.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.

Motioned by President Jackie Vasquez 2nd by Board Member Jamie Stracuzzi

Vote on Motion: 3-0 Motion: PASSED

6.0 APPROVAL OF THE MINUTES, motion and vote

That the Governing Board approve the minutes of the Regular Meeting September 27, 2022.
Motioned by President Jackie Vasquez  2nd by Board Member Jamie Stracuzzi

Vote on Motion: 3-0  Motion: PASSED

7.0 BOARD OF TRUSTEE COMMENTS

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

No Comments made by Governing Board Members

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).

Teachers and Parents made public comments in support of the one time bonus for all staff and faculty.

9.0 Closed Session

9.1 None

10.0 Reconvene on Open Public Session

11.0 Acknowledgements

11.1 Teacher Presentation: Teacher Julie, Physical Education program

Teacher explained the different types of exercise and activities she has included depending on grade level.

All Board members praised Ms. Julie for the great job she's doing with the kids in PE. Board is happy to see kids involved and engaged. Blessed to have a teacher so involved, caring and has passion for physical education

12.0 CONSENT CALENDAR

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

12.1 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas
That the Governing Board approve the Free and Reduced-Price Meals Policy Section III Business; Article XX.

Motioned by President Jackie Vasquez  2nd by Board Member Jamie Stracuzzi

Vote on Motion: 3-0  Motion: PASSED

12.2 RECOMMENDATION/ACTION: Executive Director Dr. Natalie Zayas

That the Governing Board approve the board policy on Leaves and Personal Time off (PTO), Section IV: Personnel Services, Article XII

Removed for future Agenda item; lawyer making minor changes

13.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

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

That the Governing Board review, with possible action, landscaping, building, and playground improvements.

President Jackie Vasquez mentioned their main concern was safety and compliance which by improving specific things will help in maintaining the children safe and within budget of spending $8,000 to cover the safety and compliance issues.

Motioned by President Jackie Vasquez  2nd by Board Member Maria Alvarez

Vote on Motion: 3-0  Motion: PASSED

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

That the Governing Board discuss and receive update on student enrollment and balancing classes

ED Natalie Zayas updated Board on current enrollment of 162. Kinder and 1st grade classes both have 26 students per class. In November the Recruitment Committee will meet and will bring ideas at the next Board Meeting.

No Action Taken—Informational Only

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

That the governing Board review with possible action on committees’ recommendation on the Kitchen Infrastructure Grant

Motioned by Board Member Jamie Stracuzzi  2nd by President Jackie Vasquez
Vote on Motion: 3-0 Motion: PASSED

13.4 RECOMMENDATION/ACTION: Committee Chair, Jackie Vasquez

That the governing Board review with possible action on the committees’ recommendation on the Taylor Funds Donation.

Board President Jackie Vasquez explained what the Taylor Farm Fund Committee had discussed and plans for the money given. Spoke about the one time bonus to staff, using monies for intervention teachers to improve math and english test scores.

Recommendation by President Jackie Vasquez was to increase the one time bonus from $1000 to $1250.

Motioned by Board Member Jamie Stracuzzi 2nd by President Jackie Vasquez

Vote on Motion: 3-0 Motion: PASSED

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

That the Governing Board review with possible action the committees’ recommendation on the ELO-P grant.

Motioned by President Jackie Vasquez 2nd by Board Member Jamie Stracuzzi

Vote on Motion: 3-0 Motion: PASSED

13.6 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas & Instructional Coordinator, Katelyn Gaines

That the Governing Board discuss and approve two job descriptions, Literacy Intervention teacher and math intervention teacher fined from a new state grant The Learning Recovery Emergency Block Grant.

Motioned by Board Member Jamie Stracuzzi 2nd by President Jackie Vasquez

Vote on Motion: 2-0 Motion: PASSED

13.7 RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas and Steve Duran, Board Treasurer

That the Governing Board review the 2022-2023 Budget

No Action Taken-Informational Only

13.8: RECOMMENDATION/ACTION: Executive Director, Dr. Natalie Zayas
That the Governing Board review and accept the Williams October report.

President Jackie Vasquez commended staff, faculty and especially Salvador Guerra for an amazing job and going above and beyond to be ready for the Williams Visit.

No Action Taken-Informational Only

14.0 STAFF REPORTS


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

Conference Week-Book Fest- Harvest Feast- Book Fair- AVID Night- LAS Play

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

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

Harvest Feast held on Nov 16 at the Salinas Rodeo Grounds

Brighter Bites-Thank you Parent Volunteers

15.0 FUTURE AGENDA ITEMS

-Review Payscale for all employees; comparison within other charter schools

-Student to do Pledge of Allegiance on next Board Meeting

16.0 NEXT MEETING DATE

16.1 Next Board Meeting on Tuesday November 29, 2022 at 5:15 PM

17.0 ADJOURNMENT at 6:38 pm
Leaves - General
The UCEN Board recognizes that employees may be entitled to paid sick leave benefits in accordance with the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA). The UCEN Board also recognizes that as of January 1, 2021 that both laws require the Oasis Charter Public School (OCPS) to permit each eligible employee to take up to (12) workweeks, or (26) twenty six workweeks that is provided for in FMLA and/or CFRA leave in any (12) twelve month period as defined in the legislation.

Employees who work in California on or after July 1, 2015 and work for 30 or more days within a year are entitled to paid sick leave. The sick leave days for Part-time and temporary employees may be used beginning on the 90th day of their employment.

All employees who are contracted for a minimum of .75FTE (Full Time Equivalent) to 1.0FTE shall receive 5 days of sick leave at the beginning of each year commensurate with their first day of paid service and whose contract is based on a full time work year. Sick Leave does not accrue beyond 5 days and there is no cash-out provision or pay out upon termination for any unused sick leave.

Paid Sick Leave
Paid sick leave may be used for an employee’s own illness or time off to care for family or dependents, which include children, parents, spouse, registered or domestic partner, grandparents, grandchildren, siblings and those related to the employee by blood or affinity equivalent. The UCEN Board recognizes that as of January 1, 202, that employees will also be able to use paid sick leave to care for a designated person as defined in statute. Sick leave may also be used when an employee needs to manage matters surrounding domestic violence, sexual assault, stalking or when their worksite or their child’s school or daycare closes due to public emergencies.
Leaves and Personal Time Off (PTO)

In the event an employee exhausts available sick leave, the employee may be eligible for additional leave through FMLA and/or CFRA. The employee should notify administration/human resources for additional information.

Unpaid Leaves of Absence
The UCEN Board understands that under certain situations that may arise where an employee may need to temporarily leave their job. Under these certain circumstances the Board may grant leaves of absence to employees. Such requests shall include the expected duration of time the employee may need. The employee should consult with the Executive Director or designee to assess the type of request and the requirements of the employee if such a leave is granted or denied.

Personal Time Off (PTO)
Eligible full-time employees shall receive a maximum of 5 full days of PTO at the beginning of an academic school year. Employees who work less than 40 hours per week do not receive PTO.

PTO may be used for family leave, bereavement, jury duty, additional sick leave are exhausted, personal or professional workshops/development but may not be used for additional vacation time. Employees who request for PTO are required to provide a minimum of three days notice to the Executive Director or designee.

The Executive Director or designee will determine whether the PTO request qualifies as PTO paid time or unpaid leave.

PTO does not accrue beyond 5 days. Unused PTO is not paid out upon release or termination of employment.

Types of Leaves
Leaves of absence that may be granted as paid or unpaid leave of absences should consult with the Executive Director or designee to assess the type of leave being requested and determine the circumstances and requirements of granting the leave.

Pregnancy Leave
Industrial Accident or Illness
Military Leave
Drug and Rehabilitation Leave
Funeral/Bereavement Leave
Personal Leave of Absence
Leaves and Personal Time Off (PTO)

Medical Leave of Absence
Attending to Child’s Discipline Conference
Attending Child’s School Activities
Adult Literacy Programs
Serve as Election Official
Voting
Jury and Witness Duty
Victim of Domestic Violence
Victim of Crime
Civil Air Patrol
Bone Marrow and Organ Donor
Volunteer Firefighters
Reserve Peace Officer
Emergency Rescue Personnel

The specifics of all leave requests shall be shared with employees and the details of such leaves shall be outlined in the Employee Handbook. Any questions or concerns raised about leave requests shall first be addressed to the Executive Director, or designee.
RESOLUTION NO.
DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS FOR
THE YEAR ____________

WHEREAS, The Under Construction Education Network (UCEN) Board of Directors/Oasis Charter Public School makes every effort to recruit fully prepared teachers and
WHEREAS, when fully prepared teachers are not available, the school recruits candidates who qualify for an intern credential and
WHEREAS, there are teachers who have not yet completed Cross Cultural Language and Academic Development (CLAD) certification or other English Learner Authorizations, and;
WHEREAS, UCEN Board recognizes that there are an insufficient number of certificated persons who meet the schools' specific criteria and
WHEREAS, Title V California Code of Regulations Section 80026 requires that a Declaration of Need for Fully Qualified Educators and resolution by the UCEN Board of Directors be submitted by an employing agency prior to the issuance of any emergency permit and/limited assignments permit for the agency in a given school year, and
WHEREAS, said revised Declaration of Need for Fully Qualified Educators, shall not be adopted by the Board as part of a consent calendar and will be considered in a regularly-scheduled, public meeting; and
WHEREAS, all employees invest their time, energy and countless hours to provide all students with quality programs and services that support their individual needs and educational goals.

Now, therefore, be it resolved that the UCEN Board of Directors hereby request that a Declaration of Need be submitted to the Commission on Teacher Credentialing for the ____________ school year.

Passed and adopted, by the UCEN Board of Directors of Oasis Charter Public School at its regular meeting held on the day/month/year

Vote: Ayes_____ Nays_____ Abstain_____ Absent_____
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.1 Terminate Contract with Robert Half Employment Agency

BOARD MEETING DATE: November 30, 2022

INFORMATION

- In order to rapidly get the Oasis office organized and caught up, we employed Robert Half Employment Agency after a referral from Dr. Guss, Monterey County Superintendent of Schools.
- An employee of Robert Half was placed at Oasis.
- This employee has shown kindness to Board members, staff, students, and parents at a high level which is expected for this position.
- This employee has shown a high level of professionalism and competence.
- This employee’s work ethic and abilities have helped speed up compliance and forward movement at Oasis.
- This employee has worked 200 hours reducing the termination fee to $8,320.00.
- To complete the contract with Robert Half through February, it would cost $9,600.00 in the fees we pay to Robert Half on top of the employee’s salary.
- In February, the employee will meet the 500 hour benchmark when the termination fee drops to $6,240.00.
- By the end of February, we will have paid $9,600.00 in fees and still have a termination fee of $6,240.00 for a total of $15,840.00
- Therefore it is recommended that we terminate the contract December 1, 2022, paying the $8,300.00, which saves Oasis $7,520.
- Budget: This would be paid from office salaries

<table>
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<tr>
<th>Current Cost to Terminate Contract</th>
<th>Fees paid through February when the termination fee drops to $6,240.00</th>
<th>Savings if the contract is terminated by Dec. 1, 2022</th>
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<td>$6,240.00</td>
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<td>Total: $8,320.00</td>
<td>$15,840.00</td>
<td>$7,520.00</td>
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Executive Director Recommendation: Approve to terminate the Robert Half contract on December 1st at a fee of $8,320.00 to make the employee a permanent employee of Oasis Charter School.

AGENDA ITEM INFORMATION
Administration Recommendation: Approve ____ X ____ Information _______
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: 13.2 Placing office staff on the classified salary schedule

BOARD MEETING DATE: November 30, 2022

INFORMATION

- Oasis has had office staff on the administrative salary schedule.
- This has led to confusion of roles and responsibilities.
- Classified employees are those without credentials.
- Teachers are on a certificated salary schedule.
- Administration is on an administrative salary schedule.
- As MCOE and UCEN Boards requested, employees have all been returned to their job descriptions. Placing the salary schedules on the correct salary schedule gives more guidance on positions at Oasis.

Executive Director Recommendation: Office staff salaries be placed on the Classified Salary Schedule.

AGENDA ITEM INFORMATION
Administration Recommendation: Approve ☒ Information
Person Submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
### Oasis Charter Public School Classified Salary Schedule 2021-2026

<table>
<thead>
<tr>
<th>Range/Years Experience</th>
<th>Office Manager 215 Duty Days</th>
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### Oasis Charter Public School Classified Salary Schedule 2021-2026

#### Instructional Aides, Secretary, Recess Supervisor

<table>
<thead>
<tr>
<th>Range-Years of Experience</th>
<th>A</th>
<th>B- AA Degree</th>
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<th>D- BA Degree</th>
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### SPED Aide, Specialty Instructors, Program Coordinator, Community Liaison

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**UCEN BOARD APPROVED DATE:**
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.4 Recruitment Recommendations

BOARD MEETING DATE: November 30, 2022

INFORMATION
- Social Media - Family Liaison
  - Parents Square regularly
  - Facebook Posts 1x week
  - Instagram Posts 1x week
  - LinkedIn Posts 1x week
  - Ask families to reach out to friends and family; send specifics about Oasis to have them send
  - Focus on Staff: YouTube videos, up to 3 minutes, focus on specific staff each month, showing who they are, their degrees, experience, and why they love Oasis. Posted to Parents Square, Facebook, Instagram and on Website.
  - Marque updates
  - No cost
- Website: Updated
- Community Meet and Greet Events - Family Liaison to find events
- Advertising
  - Budget $28,000
  - Salinas Regional Soccer Complex: 3’6”x 8” Banner on fence $1,450/year
  - DMV: Waitlist $650/month with a 1-year contract = $7,800 - Not Recommended
  - MST Bus Banner: Back of the bus: $170/month for 1 year = $2040/year. By the month: $200 for 1 month; $190/month for 3 months = $570.00; $180/month for 6 months = $1,080; nonprofits get 2 months for 1, if they have space available for a nonprofit. Specific requirements for poster materials.
  - Movie Theaters:
    - Maya Theater: $7,000, 30 second spots for 12 weeks, all screens, all movies, three times during pre-show. Once at the beginning, middle and near the end.
    - Century 14: $7,000 30 second spot for 12 weeks onscreen, 14 screens with 4,704 spots projected to reach 79,702 people; lobby ads, video ad for 12 weeks on social media (ie Boost)
    - Creation of ads: $400.00

Total in Budget: $28,000
Total for this recommendation: $17,490
Balance in budget for spring advertising: $10,510

Executive Director Recommendation: Approve advertising options

AGENDA ITEM INFORMATION
Administration Recommendation: Approve __X____ Information __________
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: 13.5 Behavior Interventionist

BOARD MEETING DATE: November 30, 2022

INFORMATION

- Board member request
- Job description follows
- Salary would be on the classified schedule, unless the candidate is certificated. We would use our existing salary structure.
- Schools are experiencing higher than normal behaviors.
- The Instructional Coordinator and Executive Director spend a good portion of their work time handling behaviors, keeping both from moving the school forward in terms of coaching teachers and handling the business of a school, laws, policies, special programs and recruitment.
- This position would be funded through ESSR II Funding: Balance $61,000

Executive Director Recommendation: Approve for immediate hire

AGENDA ITEM INFORMATION
Administration Recommendation: Approve _____X____ Information _________
Person Submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
Oasis Charter Public School
A small school for kids with BIG ideas.
Behavior Interventionist
Job Description

JOB TITLE: Behavior Interventionist
EXEMPT: Non-exempt
REPORTS TO: Executive Director & UCEN Board

DATE: December 2022
STATUS: Full-time, 195 days
SALARY: Dependent On Education and experience

Summary:
Oasis is a school where children have the benefits of a consistent approach to teaching and learning. Oasis provides an education that is based on the Constructivist learning theory. Oasis is a place where children come together from all areas of Monterey County resulting in a better understanding of themselves and the value of diversity. Children at Oasis learn in the context of multi-age groupings and rich community experiences. Through children’s strengths, interest and curiosity, teachers create an integrated-project-based curriculum. Through this non-traditional and classical approach, all children learn the necessary skills and a love of learning.

The behavior interventionist assists students to eliminate or replace disruptive, harmful or negative behaviors with positive actions. Behavior interventionists must have a firm understanding of psychology and behavioral issues, as well as, an ability to develop plans for improving student’s learning and social conditions.

Essential Duties and Responsibilities:

- Observe and interact with students, groups and communities to assist with the healthy functioning of the people in the school setting.
- Must focus and work on eliminating or replacing specific behaviors that disrupt, exclude or otherwise negatively impact the student or the class.
- Must aim at modifying negative behaviors through treatment plans or other support systems to assist with monitoring, implementation and adjustment, as needed.
- Communicate with classroom teacher and administration student needs and behavior plans to ensure success and allocation of resources.
- Communicate with parents.
- Assist students in or out of the classroom setting to modify challenging or disruptive behaviors caused by emotional stress, learning disability or medical conditions.
- Create and communicate behavior plans to help students overcome behavioral challenges and to encourage successful and productive societal integration.
- Assess the challenges students face when functioning in the classroom and playground.
- Administer assessments, conduct observations and interviews with students, administration, families, administration and/or other support systems to gather information to develop appropriate behavioral plans.
- May also provide referral to another expert if the case and situation requires it.
- Other duties as assigned.

Qualifications, Skills and Knowledge Requirements:

- High school diploma or equivalent.
- A Bachelor’s Degree in psychology, sociology, social work, education, child development or other related field.

Updated 11/15/2022
• Experience working with a diverse population.
• Experience working with children.
• Excellent oral and written communication skills with the ability to communicate concepts and instructions clearly.
• Excellent English grammar skills.
• PBIS training and experience.
• Bilingual/biliterate skills preferred.

**Language Skills**

• Proficient level ability to effectively communicate at management/supervisory level including interpersonal, written and verbal communication skills (including presentation skills) at all levels from the Board of Directors to individual.

**Mathematical Skills**

• Ability to work with basic mathematical concepts (addition, subtraction, division, and multiplication), and apply concepts such as fractions and percentages to practical work and/or reporting situations.

**Reasoning Ability**

• Must have the ability to define problems and seek workable solutions, apply principles of logical thinking to localized tasks and projects, as well as deal with a variety of concrete and abstract variables.
• Must have demonstrated ability to spot inconsistencies and suggest appropriate courses of action.

**General Job Performance Standards**

Employees must meet the following general job performance standards:

• **Knowledge Of Work** – Posses and utilizes knowledge of the job which is essential to perform the specific functions and related work.

• **Quantity Of Work** – Accomplishes an appropriate volume of satisfactory work under normal conditions. Ability to produce results.

• **Quality Of Work** – Consistently demonstrates accuracy, thoroughness, neatness and dependability to produce work within acceptable standards.

• **Timeliness** – Completes assignments on or ahead of schedule.

• **Ability To Learn New Duties** – Interprets, learns, and responds to instructions for new situations, procedures or methods.

• **Teamwork** – Places goals of Oasis Charter Public School foremost when interacting with others at all levels. Builds an environment that fosters teamwork and enhanced task accomplishment through positive and supportive cooperation.

• **Communications** – Demonstrates relevance and clarity of written and oral expression. Expresses ideas clearly and demonstrates effective listening skills. Effective in exchanging ideas and information. Applies to communications with both coworkers and customers.

Updated 11/15/2022
• **Job Commitment** – Shows initiative in willingly accepting responsibility. Performs expected and unexpected tasks, demonstrates tenacity in completing tasks. Willingly exerts extra effort when necessary to get the job done without being directed to do so.

• **Attendance & Punctuality** – Shows daily ability to be at work at scheduled time, including being prepared to work on time after breaks, meal periods and other authorized absences from work.

• **Decision Making & Judgment** – Gathers relevant data, sets clear objectives, evaluates alternatives, makes timely decisions and commits to courses of action. Uses sound judgment: does not act impulsively in reaching decisions.

**WORKING ENVIRONMENT**

Working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Variations in conditions may occur under certain circumstances.

• Approximately 100% of the time performing job duties is spent indoors, within a standard office or classroom environment.

• Approximately 75% of the time is spent on the computer.

• Noise level in the work environment is usually moderate to loud.

• The temperature of the work environment is moderate and ranges from 65 – 80 degrees.

• The workplace is non-smoking with accommodations for smokers in outside locations.

**PHYSICAL DEMANDS**

• **Seldom (15 - 20%)**: smell, taste, drive, and reach above shoulders

• **Occasionally (6-33%)**: bend, twist, push, pull, climb, squat, crawl, kneel, and drive

• **Frequently (34-66%)**: reach with hands and arms; climb or balance; stand and walk; grasp with hands and fingers; and lift up to 20 lbs

• **Continuously (67-100%)**: sit, use hands to finger, handle or feel objects, tools, or controls; see (including close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus), hear and speak; key (i.e., computer, calculator, telephone); and lift (up to 10 lbs).

**MACHINES, TOOLS AND EQUIPMENT**

• **Seldom (5 - 8%)**: automobile

• **Occasionally (6-33%)**: copier, fax

• **Frequently (34-66%)**: computer

• **Continuously (67-100%)**: writing instruments and telephone

**TRAVEL**: negligible, normally local

Updated 11/15/2022
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.6 403B Partners

BOARD MEETING DATE: November 30, 2022

INFORMATION
- Many schools offer plans for purchase by employees for 403b retirement accounts
- For our non-STRS employees this can be an advantage
- For our STRS employees, it provides another retirement option
- 403b Partners is an independent provider of retirement plan compliance and
  administration services.
- One time fee to Oasis: $300
- Ongoing Plan Sponsor Fees $250
- Survey of Staff showed 33.3% would like this option, 20% might be interested, and
  46.7% are not interested.
- Funding for this comes from General Operating Expenses: Admin which currently
  has $7,000 in the budget.
- Balance for budget amount after this expense: $6,450

Executive Director Recommendation: Approve so that Oasis can provide a retirement
option for employees.

AGENDA ITEM INFORMATION
Administration Recommendation: Approve  
Information __________

Person Submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
403b retirement accounts
15 responses

Publish analytics

Would you be interested in a 403B retirement account?

15 responses

○ Yes
○ No
○ Maybe

If you answered, "maybe" can you give more information of what you need to know to make a decision? Thank you
5 responses

I get emails and have talked to the Forthright company on this. Would this be different from what they provide?

I already have one, but maybe get an additional account to continue contributing

Is this an alternative to STRS? Or supplemental?

I would prefer to have CalPERS as I already have an account with them.

Great option for those not able to get STRS and have a retirement system in place

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Google Forms

https://docs.google.com/forms/d/18p8olbm1d_7YgVRB3HjraWIQyJZXDsBopujo0MS3oQ/viewanalytics
Oasis Charter Schools

Letter of Engagement and Proposal

Thank you for your interest in our firm and the opportunity to present the services we provide to public education, governmental employers and approved non-profit groups. This proposal has been prepared to demonstrate our desire and ability to provide comprehensive retirement plan compliance, administration, and plan document services.

403b Partners is an independent provider of retirement plan compliance and administration services exclusively for K-12, college, and public employers, and other entities eligible for Non-ERISA plans. Our firm does not market investment products or give investment advice to the employees of our clients. We have built our firm around the Advisor and the Employee. If it works for them, then it Works!

Cost of Services:

One time setup and Plan Document Fee: $300
(Billed to plan sponsor)

Ongoing Plan Sponsor Fees: $250
(Billed to plan sponsor)
Employee Paid Fees: None

Compensation Disclosure:

Through our information and revenue sharing agreements with approved vendors, we receive compensation for providing our third-party services. These fees are subsidized by the approved vendors and does not pass through to the plan sponsor or plan participant.

I appreciate the opportunity to submit this proposal for your consideration of our services.

Sincerely,

Doug Guillory
President
403b Partners is committed to providing superior plan compliance and administration services to its clients. We serve clients by providing the right solutions to fit each individual client’s needs.

Specific services include

- Comprehensive Plan Design and evaluation
- Plan document development, maintenance and ongoing required restatements
- Continuous aggregation of Plan level data as needed
- Review and authorization all plan transactions including transfers, exchanges, loans, hardship withdrawals, qualified domestic relations orders, rollovers, etc.
- Online Plan distribution transactions available 24/7
- Online Salary reduction agreement processing
- Secure common remittance services available*
- Contribution monitoring with corrective assistance for prior years if needed
- Universal Availability preparation

*Common Remittance Service

Common Remittance Service allows the Plan Sponsor to combine multiple provider remittances into one deposit via wire transfer, ACH or check and transmit remittance data utilizing a secure Web-based application. The Plan Sponsor maintains full control of remittance funds which significantly reduces administrative tasks and errors during the process.

We will make every effort to deliver an exceptional retirement plan experience for you, your staff, and your plan advisors.

Stephen D Guillory
The Role of a Financial Advisor

There is no doubt that a successful retirement outcome requires a plan, discipline, and the knowledge to make good choices that address everyone's long-term retirement goals.

The Financial Advisor is responsible for plan education and enrolling employees into the plan. They are the trusted resource with respect to proper investment selection and oversight.

In addition to providing education and enrollment support, they often act as a liaison between plan sponsor, employee, and plan vendor.

The Role of 403b Partners!

Our primary role is acting as the Third-Party Administrator for your plan. This allows us to offload most of the daily responsibilities you have regarding the operation of your plan.

This includes creation and maintaining an IRS approved plan document. Additionally, we oversee all plan operations to insure they are complying with the IRS regulations. Examples include approving all plan transactions like Loan requests, Hardship withdrawals, distributions, and plan to plan transfers.

Further, we assist employers with the ability to comply with the universal availability requirements through educational programs for employees and periodic in-depth notices to employees about their right to participate in the plan.

Should you have questions or comments regarding this proposal please don't hesitate to contact me at doug@403bpartners.com or 770-799-8002.
Doug Guillory
doug@403bpartners.com
770-799-8002
www.403bpartners.com

- Unmatched Flexibility and Customization
- Plan Document Service
- Transaction Approvals
- Compliance Oversight
- Common Remittance
- SRA Management
- Vendor Due Diligence and Oversight

Isn't it time to outsource your 403b/457 Plan Compliance? Making your employees wait for signatures is causing unwanted processing delays and unnecessary work for you!

A True, Independent 403b Retirement Plan Partner:
No Conflicts with your vendors
No Conflicts with employees

Designed to improve employee and advisor satisfaction!

Unmatched service and accessibility: Mobile Online Voice/Fax/Email

403b Partners is not affiliated with any investment provider, insurance company or brokerage firm.
Glen

Glen V Guglielmina  
Personal Portfolios, Inc.  
146 Birch St. Redwood City, CA 94062  
650-366-8418  FAX 888-763-1141  
Toll Free # 888-763-2252

Advisory services offered through Arkadius Wealth  
Securities offered through Arkadius Capital

Member FINRA/SIPC  

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Board Presentation draft.doc
28K
Hi Dr. Zayas:

It was nice to speak with you again. Thank you for allowing me time to go over the 403b Plan with you and the upgrades needed to keep your 403b Plan in compliance with the everchanging IRS and DOL regulations.

The Oasis Board approved the adoption and sponsorship of its 403b Plan on 10/29/2012. A written Plan document along with forms and administrative processes were put in to effect to allow the individual 403b accounts with the approved investment providers to occur. My records indicate that there are still 403b accounts open under the Plan. In order for Oasis to continue to offer the voluntary tax advantaged retirement saving accounts to its current and past employees, an update to the Plan Documents must take place.

I have advised over 15 Charter Schools to update their 403b Plan with a reasonably priced solution. Plans like yours generally outsource the Plan’s administration to a Third Party Administrator, aka “TPA”. These TPA’s are responsible to keep your Plan document current. In addition, they handle all administrative transaction approvals, like distributions, transfers, rollovers, loans and hardships. They also can process your remittances securely, test for contribution limits and provide you the universal notification letters that are sent out annually.

The cost for this service is $300 for the first year upgrade and $250 thereafter. It is an annual service agreement that you may terminate at any time. The participant fee is $20/year and is paid for by the investment providers that you have already approved.

I recommend 403b Partners to be your TPA. They will send you an engagement letter that states the terms of this full service engagement.

I attached a Board Recommendation summary that you may use to secure your administrative action approval.

Once approved and the documents signed, I will be happy to present these changes to your staff and go over the benefits of the 403b account also.

Thank you again for your time and consideration.

Ps. Your old ASPIRE account may be reactivated if you’d like to resume contributions to it.

Warm Regards,
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.7 Annualized Hourly

BOARD MEETING DATE: November 30, 2022

INFORMATION

- Hourly employees are not paid during school breaks.
- Annualizing their hourly salary takes the hourly salary \( \times \) hours worked in a day \( \times \) calendar days to be worked = annualized salary.
- Paid twice per month- the annualized salary is divided by 24 = pay period amount
- ARI supports
- Benefits our hourly employees so they do not go without pay on school breaks.

Executive Director Recommendation: Approve for immediate payroll change

AGENDA ITEM INFORMATION
Administration Recommendation: Approve _____ X _____ Information _________
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: 13.8 Facilities Update

BOARD MEETING DATE: November 30, 2022

INFORMATION
- Board Member Request
- Contractor hired for interior doors, safety door
- Toilets fixed by our custodian, Sal
- Safety Gates: 1 estimate; other company has not given us an estimate in a month
- Flooring estimate: tile was put over carpet and it is pulling up.
  - Three rooms have immediate need for work on winter break
  - Four rooms can be done over summer break

Budget: for building repairs $10,000.00
Cost: Contractor already approved $5,150.00
Left in budget: $4,850.00
Safety Gates: $4,675.00
Left in budget: $179.00

Flooring is a safety concern.
Tile was placed over carpet and is now pulling up causing a trip hazard.

Flooring Estimate for 3 rooms that have trip hazards: $21,642.78

Funding can come from our reserves. We have a 44% reserve and we need to pay it down to 30-35%.

Executive Director Recommendation: Approve

AGENDA ITEM INFORMATION
Administration Recommendation: Approve X _____ Information _________
Person Submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
TO:  
Oasis Charter School  
1135 Westridge Parkway  
Salinas CA 93905  
ATTN: Cathy Dozier  
1-831-424-9003

FOR:  
Wrought Iron Pass Gates

<table>
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<tr>
<th>DESCRIPTION</th>
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<td>We propose the following:</td>
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<td>A) Repair 4 pedestrian pass gates. Install missing sheet metal. Relocate emergency push panic bars and locksets. Weld in new lock plates with latch guards. Repair and lubricate hinge points on all gates to allow for ease of use. Adjust all gates for best operation.</td>
<td></td>
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<td>$4,675.00</td>
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50% upon acceptance balance upon completion

I AGREE TO TERMS ABOVE AND AUTHORIZE WORK TO BE PREFORMED

TOTAL $4,675.00
Infinity Floors and Molding Inc.
220 North Main St
Salinas, CA 93901
(831) 204-9080
orders@infinityfloorsandmoldingsinc.com

Estimate

**ADDRESS**
Dr. Natalie Zayas
Oasis Charter Public School
1135 Westridge Parkway
Salinas, CA 93907

**SHIP TO**
Dr. Natalie Zayas
Oasis Charter Public School
1135 Westridge Parkway
Salinas, CA 93907

**ESTIMATE # 3596**
**DATE** 11/18/2022

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<td>MDF Base Board Coronado 9/16 X 5-1/4&quot;</td>
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<td>Labor Remove Floor</td>
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**SUBTOTAL** 20,760.56
**TAX** 882.22
**TOTAL** $21,642.78

Infinity Floors and Molding Inc. is not responsible for any product defects from the manufacturer or liable for any delay in the delivery. We are not responsible for the installation by a third party. All hardwood floors & transition moldings will have variation in terms of color. All special orders are final, 25% restocking fee on all other orders.
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.9 Oasis Community Council (OCC)

BOARD MEETING DATE: November 30, 2022

INFORMATION
- The Oasis Community Council (OCC) maintains their own bank account.
- They need Board approval to access their funds.
- They are requesting $2,300 for November - January.
- They currently have $3,364.10 in the account.

Executive Director Recommendation: Approve so OCC can continue to put on events and pay for costs they have incurred.

AGENDA ITEM INFORMATION
Administration Recommendation: Approve _____X______ Information ____________
Person Submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
<table>
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<th>Month</th>
<th>Detail</th>
<th>Budget</th>
<th>Unused</th>
<th>Expenses</th>
<th>Revenue and Donation</th>
<th>Donations in $ amount</th>
<th>Balance as of August</th>
<th>Sept.-Oct.</th>
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</table>
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.10 Docusign

BOARD MEETING DATE: November 30, 2022

INFORMATION
- A former employee started two web accounts
- Web accounts cannot hold documents unless passwords are shared, nor can they be transferred to a Business Pro account.
- Web accounts are not secure
- Web accounts are not FERPA compliant
- Special Education documents must be FERPA compliant
- The web accounts have been used for signatures and for IEP (Special Education)
- A subscription for the Business Pro Account offers compliance for HIPPA, FERPA, and COPPA
- The Business Pro account stays with the school, not an employee
- Subscription cost $2,760.00/year
- This can be paid from the “other admin” account in the budget.

Executive Director Recommendation: Approve so that Oasis can provide a retirement option for employees.

AGENDA ITEM INFORMATION
Administration Recommendation: Approve ___ X _____ Information ____________
Person Submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School
ORDER FORM

Address Information

Bill To:
Oasis Charter Public School
1135 Westridge Parkway
1135 Westridge Parkway,
Salinas, CA, 93907
United States

Ship To:
Oasis Charter Public School
1135 Westridge Parkway
1135 Westridge Parkway,
Salinas, CA, 93907
United States

Billing Contact Name:
Natalie Zayas

Shipping Contact Name:
Natalie Zayas

Billing Email Address:
nataliezayas@oasischarterschool.org

Shipping Email Address:
nataliezayas@oasischarterschool.org

Billing Phone:
8314249003

Shipping Phone:
8314249003

Order Details

Order Start Date: Nov 30, 2022
Order End Date: Nov 29, 2023
Billing Frequency: Annual

Payment Method: Check
Payment Terms: Net 30
Currency: USD

Products

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<th>End Date</th>
<th>Quantity</th>
<th>Net Price</th>
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<td>Nov 29, 2023</td>
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<td>Nov 30, 2022</td>
<td>Nov 29, 2023</td>
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Grand Total: $2,760.00

Product Details

eSignature Envelope Allowance: 500
Form?

Please select Yes or No:

If yes, please complete the following:

PO Number:

PO Amount: $
License Summary

Subscription: Business Pro | Organizational Model

Current Account (Web Based):

- Limit of 100 Envelopes per license
- Not HIPAA/ FERPA/ COPPA compliant
- Account creator owns documents and associated data
- Unable to pay with a check or PO
- General, non-US-based, support

Organizational Account:

- Unlimited users
- Organizational Ownership
- HIPAA/ FERPA/ COPPA Compliance
- Flexible Envelope volume
- Admin Control
- DocuSign University
- Tax Exemption (if applicable)

Support

- Premier Support – 24/7 support
- Dedicated Account Management

Features:

- Real-time audit trail
- Top-rated mobile app
- Automate reminders & notifications
- Reusable templates
- Shared documents
- Comments
- Shared templates
- Team reports
- In-person eSignatures
- Signer attachments
- Collaborative fields
- Advanced fields
- Drawing fields
- Single click consent
- SMS authentication ($)
- PowerForms
- Collect Payments
- Bulk Send
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.11 Winter Around the World

BOARD MEETING DATE: November 30, 2022

INFORMATION
- Oasis has a tradition called, Winter Around the World.
- I have been told that the past few years the tradition has not been as strong as in the past.
- In this tradition, teachers work with students to select a country they want to study.
- In this study, teachers prepare mini-lessons on the country covering topics such as, traditions and holidays celebrated, music, art, food, mapping, history and other culturally relevant topics.
- This occurs for two weeks leading up to Winter Around the World.
- Students make souvenirs of the country, a paper suitcase to collect the souvenirs.
- One the Winter Around the World day, instructional assistants take students to visit the "countries," while teachers remain in their classrooms to meet the tourists and tell them a little about what students did to learn about the country they voted on. Teachers give students a passport stamp and a souvenir.
- This occurs for about 1-1.5 hours.
- Parents will be invited to help in decorating the classroom as the country and on the day to help with children moving around campus (or traveling the world), and with teachers as they greet the tourists visiting. These are made using items from the school, i.e. butcher paper.
- Teachers may need a small class budget to purchase items for the lessons and decorations.
- Winter Around the World will be evaluated by students, teachers, and parents.
- Recommend a $50 budget to each teacher (7 classes), this is a one-day event.

Executive Director Recommendation: Approve so that Oasis can have an exciting Winter Around the World program and celebratory day.

AGENDA ITEM INFORMATION
Administration Recommendation: Approve ____X____ Information _________
Person Submitting item
Dr. Natalie Zayas
Executive Director, Oasis Charter Public School