Regular Board Meeting

03/02/2021 04:00 PM
921 Fox Lane
San Jose, CA 95131
Zoom Meeting
AGENDA

Please submit public comments to wgudalewicz@orchardsd.org before the scheduled meeting time.

Topic: Regular Board Meeting - 3/2/2021
Time: Mar 2, 2021 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://orchardsd-org.zoom.us/j/82262191286

1. Call to Order/ Roll Call

2. Pledge of Allegiance

3. Approval of the Agenda

4. Communication - Employee Organizations (OTA/SEIU)

5. Public Comments
   Any member of the public may address the Board of Trustees on a non-agenda item. Discussion is limited to three (3) minutes per speaker, and twenty (20) minutes in total. The Board of Trustees may ask questions or give direction to the staff, but may not make comments, discuss or take action.

6. Consent Agenda
   All the items listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Agenda.

   a. Approve Minutes from the Regular Board Meeting on February 9, 2021
   b. Approve Minutes from the Special Board Meeting on February 12, 2021

7. School Opening Preparedness & Planning Discussion

8. Future Meetings and Agenda Items
   • Next Regular Board Meeting Tuesday, March 9, 2021
   • Next Regular Board Meeting Tuesday, March 23, 2021
Next Regular Board Meeting Tuesday, April 20, 2021
Topics for Future Meetings

9. Principal's Report

10. Superintendent's Report

11. Board Reports

12. Public to Address the Board on Closed Session Agenda

Any member of the public may address the Board of Trustees on the Closed Session Agenda. Discussion is limited to three (3) minutes per speaker, and twenty (20) minutes in total.

a. Convene to Closed Session
   i. Public employee discipline/dismissal/release/complaint Government code 54957
   ii. Superintendent Evaluation

b. Announcements - Report on Closed Session

13. Adjournment
1. Call to Order / Roll Call
2. Pledge of Allegiance
3. Approval of the Agenda

**Type**

Action  
Procedural

**Recommendation**

It is recommended that the Board of Trustees approve the Agenda agenda as it stands.
4. Communication - Employee Organizations (OTA/SEIU)
5. Public Comments

Quick Summary / Abstract

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6. Consent Agenda

Type
Action
Consent

Quick Summary / Abstract
All the items listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Agenda.

Recommendation
It is recommended that the Board of Trustees approve the Consent Agenda as it stands.
6. a. Approve Minutes from the Regular Board Meeting on February 9, 2021

**Type**
- Action
- Consent

**Supporting Documents**

- [2-9-21 Meeting Minutes](#)
1. Call to Order/ Roll Call

2. Pledge of Allegiance

3. Organizational Meeting of the Board of Trustees

   Ms. Nazari resigned as Board President. The Board elected Stephanie Hill as the new Board President.

   a. Elect Board President

      Motion made by: Karl Jacobson  
      Motion seconded by: Nida Spetter  
      Voting:  
      Unanimously Approved

4. Approval of the Agenda

   Motion made by: Diana Nazari  
   Motion seconded by: Karl Jacobson  
   Voting:  
   Unanimously Approved

5. Student Council Report / School Activities Report

   Students from the Orchard student council presented information on events and activities held virtually for students. They emphasized Thanksgiving and Winter holiday events, as well as an upcoming spirit week in January.

6. Communication - Employee Organizations (OTA/SEIU)
Ms. McCarthy thanked the students for their presentations. She also emphasized that Teachers are excited to listen to the Facilities discussion tonight. Especially, with information in regard to the field, outdoor seating, and table overhangs. She also urged the Board to revisit the purchasing of campus cameras as costs for security personnel increases.

7. Public Comments

There were no requests from members of the public to address the Board.

8. Consent Agenda

Motion made by: Karl Jacobson  
Motion seconded by: Nida Spetter  
Voting:  
Unanimously Approved

   a. Approve Minutes from the Regular Board Meeting on January 12, 2021
   b. Approve Payroll & Vendor Warrants for January 2021

9. Facilities Discussion

Ms. Moreno brought forward information and a project list for Facilities projects. The Board had the opportunity to discuss and prioritize the projects. The Board gave staff direction on some immediate projects to begin before the start of the school year.

10. Future Meetings and Agenda Items

There was a request to move the February 23rd meeting to March 2nd. There was a request to create an open discussion item for reopening for each meeting going forward. There was a request for information on under and overachieving kids.

11. Principal’s Report

There was no report from the Principal, but the item will be brought back at a future meeting.

12. Superintendent’s Report

Superintendent thanked PTA and Staff for hosting an online spelling bee for the students. She also discussed working with the My Red Shoes company in order to get free shoes to students who need them. She also discussed bringing information from the reopening committee to a future meeting.

13. Board Reports

The Board expressed gratitude for the student presentations and wished for everyone to stay healthy. The Board expressed happiness towards the progress made within the facilities discussion.

14. Public to Address the Board on Closed Session Agenda

There were no requests from members of the public to address the Board on closed session.

   a. Convene to Closed Session

      i. Public employee discipline/dismissal/release/complaint Government code 54957

   b. Announcements - Report on Closed Session
There was nothing to report from closed session. Board announced that there was nothing to report out.

15. Adjournment

6:30 PM

__________________________  __________________________
Chairperson                Secretary
6. b. Approve Minutes from the Special Board Meeting on February 12, 2021

Type
Action
Consent

Supporting Documents

2-12-21 Meeting Minutes
1. **Call to Order/ Roll Call**

2. **Pledge of Allegiance**

3. **Approval of the Agenda**

   - **Motion made by:** Stephanie Hill
   - **Motion seconded by:** Diana Nazari
   - **Voting:**
     - Stephanie Hill - Yes
     - Karl Jacobson - Not Present
     - Diana Nazari - Yes
     - Nida Spetter - Yes
     - Jeff Tang - Yes

4. **Communication - Employee Organizations (OTA/SEIU)**

   There were no communications from employee organizations.

5. **Public to Address the Board on Closed Session Agenda**

   There were no requests from members of the public to address the Board.

   Jacobson entered: 2:05 PM

   a. **Convene to Closed Session**

      i. **Public employee discipline/dismissal/release/complaint** Government code 54957
b. Announcements - Report on Closed Session

There was nothing to report from the Closed Session.

6. Adjournment

3:09 PM

____________________  ______________________
Chairperson          Secretary
7. School Opening Preparedness & Planning Discussion

Type
Discussion

Summary
The Board will receive an update on the reopening plan.

Recommendation
It is recommended that the Board of Trustees Discuss School Opening Preparedness & Planning.

Supporting Documents

Reopening March 2
Orchard School District

2020-21 Reopening Plan Update - December 15, 2020
Committee Members

- Wendy Gudalewicz, Superintendent
- Jenina Moreno, CBO
- Erin McCarthy, OTA President and Art Teacher
- Nancy Vongchantha, OTA Board and Math Teacher
- Tara Ellinwood, OTA Board and 1st grade Teacher
- Michelle Mascarenas, OTA Board and 4th grade Teacher
- Kim Delapaz, SEIU President and Front Office
- Susan Loo, Front Office
- Luis Pamintuan, IT Support
- Redgee Capili, IT Support
- Dustin Carota, Special Education
- Julie Barta, School Psychologist
Possibilities

1) 100% Distance Learning

2) Hybrid - Reduced number of students on campus (groups of 12-15 in one room) and reduced amount of time on campus

3) Hybrid full day with option out to distance learning

4) Full return with social distancing, ventilation, cleaning With option for parents to choose distance learning
## CDC Guidelines

(Majority of the Country is still in RED Tier)

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Lowest Transmission</th>
<th>Low Transmission Blue</th>
<th>Moderate Transmission Yellow</th>
<th>Substantial Transmission Orange</th>
<th>High Transmission Red</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total new cases per 100,000 persons in the past 7 days**</td>
<td>Category no longer exists. It has been merged into one low transmission (blue) category.</td>
<td>0-9</td>
<td>10-49</td>
<td>50-99</td>
<td>≥100</td>
</tr>
<tr>
<td>Percentage of NAATs that are positive during the past 7 days***</td>
<td>&lt;5.0%</td>
<td>5.0%-7.9%</td>
<td>8.0%-9.9%</td>
<td>≥10.0%</td>
<td></td>
</tr>
</tbody>
</table>
Universal and correct use of masks

Physical distancing - still recommended at 6 feet

Handwashing and sanitizer

Cleaning

Contact tracing
Physical Distancing

► Attempt to maintain 6 feet separation
► Create stable cohorts
► Stagger bell schedule so all do not arrive and leave at the same time
► Physical barriers
► Limit access to campus (only students and staff)
Personal Hygiene

► Hand washing for at least 20 seconds
  ► Soap supply
  ► Paper towels - best if no touch

► No touch faucets

► Hand sanitizer with 60% alcohol for adults and older students, touchless

► No touch garbage cans (cans should have lids)
Facilities - Cleaning

► Cleaning: Regularly clean frequently touched surfaces (e.g., playground equipment, door handles, toilets, drinking fountains) within the school at least daily or between use as much as possible.

► Modified layouts: adjust physical layouts in classrooms and other settings to maximize physical space, such as by turning desks to face in the same direction.

► Physical barriers and guides: Install physical barriers and provide guides such as tape on floors and arrows to promote physical distancing and minimize crowding.

► Shared objects: Discourage any sharing, particularly those that are difficult to clean.
► Communal spaces: Close communal use of shared spaces, such as dining halls, if possible; otherwise, stagger use and clean between use. Consider use of larger spaces such as dining halls for academic instruction, to maximize physical distancing.

► Food service: Avoid offering any self-serve food or drink options such as hot and cold food bars, salad or condiment bars, and drink stations.

► Ventilation: Improve ventilation to the extent possible such as by opening windows and doors to increase circulation of outdoor air to increase the delivery of clean air and dilute potential contaminants. Restrooms need to have proper ventilation.
  ► Open outside air dampers beyond suggested level
  ► Take HVAC off of auto mode to ensure air flow is constant
  ► Replace filters frequently
  ► Purchase portable high-efficiency particulate air (HEPA) fan/filtration systems to help enhance air cleaning
$604,205 estimated for one-time Expanded Learning Time and Academic Intervention Grant

- Governor Newsom’s 2021-22 Budget Proposal
- Must complete a new addendum to 2021-22 LCAP by June 1, 2021
- May be used March 2021 - June 2022 for various strategies to accelerate learning and address student needs, such as extended learning time, professional development, programs to address social-emotional learning, and access to school meals

$373,510 estimated Federal Elementary and Secondary School Relief II

- Can be used in previous manner (LEA COVID preparedness, sanitation supplies, meal service, technology, etc.) and new uses including facilities enhancements to reduce transmission, support student health, improve HVAC and air quality, window and door replacement, etc.

$ not available yet Governor’s Emergency Education Relief II (GEER I = $30k)
Orchard Facilities

► Touchless faucets will be in place (completed, $42k)
► Need location for students who get ill at school (no nurse’s office)
► Need to upgrade ventilation
  ► Screens on windows (in progress, $16k)
  ► Purchase portable HEPA filters for all rooms, including restrooms ($800-1,000/unit)
► Trash cans - No touch with lids ($20-100/unit)
► Touchless sanitizing stations ($40-150/unit plus cartridges)
► Signs need to be purchased to ensure social distancing throughout the facility, including playground
► Increase supplies - soap, sanitizer, paper towels, tissues, cleaning supplies
► Single desks and physical barriers ($40-100 each)
► Microphones for teachers due to masks and sound systems functional
► MPR/Cafeteria upgrade (remove wall, change flooring).
► Additional lunch tables ($1,500 ea)
► Shade structure ($25,000 outside cafe), tables for outdoor learning spaces and lunch
Personnel Needs

- Nurse or LVN ($100-130,000 with benefits for 180 days)
- Custodial ($34-58,000 with benefits for 180 days)
- Additional Counselor ($85-140,000 with benefits for 180 days)
- Facilities coordinator ($50 - 60,000)
- Supervision staff ($12-18,000 3 hours or $30-48,000 8 hours with benefits for 180 days)
- Keep cohorts under 13 and class sizes, if returning to full, as small as possible ($130,000 avg)
- MOUs with OTA and SEIU
Physical Return-Instructional Needs

- Additional week of school for student entering first and second grade ($25,000)
- Longer school day for students significantly below grade level ($50-100,000)
- Summer program in math and ELA for student significantly below grade level ($50,000)
- Social/emotional curriculum and professional development for the entire staff ($80-90,000)
Estimated Costs

► Available estimated $604,205 for one-time Expanded Learning Time and Academic Intervention Grant
  
  ➤ ESTIMATED Expenditures - $515,000

► Available estimated $373,510 Federal Elementary and Secondary School Relief II for COVID preparedness
  
  ➤ ESTIMATED Expenditures - $369,000 (Does not include MPR flooring or wall removal)

► $ not available yet Governor's Emergency Education Relief II (GEER I = $30k)
Community Concerns

- Health and safety is number one
  - COVID variants are an unknown
  - Ventilation is not adequate
  - Monitoring students so they maintain social distancing will be difficult, especially in lower grades

- Some staff will not be able to return due to medical concerns
- We need an MOU to return.
- Children cannot be vaccinated
## Student Participation
### January 5 - February 22

<table>
<thead>
<tr>
<th></th>
<th>Elementary (561)</th>
<th>Middle (276)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-4 days absent</td>
<td>19</td>
<td>9-12 period absences</td>
</tr>
<tr>
<td>5-6 days absent</td>
<td>11</td>
<td>13-18 period absences</td>
</tr>
<tr>
<td>10-15 days absent</td>
<td>5</td>
<td>19+ period absences</td>
</tr>
<tr>
<td>16+ days absent</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>
8. Future Meetings and Agenda Items

Quick Summary / Abstract

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