



**Governing Board of Trustees**  
**AGENDA**  
**Thursday, April 25, 2013, 4:30 PM**

**Ledyard Hakes ♦ Brenda Kracht ♦ Dawn Ovrom ♦ Bruce Shepherd ♦ Maria Simon**  
**Student Board Representative: Emily Kob**  
**Superintendent/Secretary: Dr. Jeffrey Felix                      Recording Secretary: Maria Johnson**

*Times Indicated are Anticipated and Serve as Guidelines for Discussion*

**1.0 CALL TO ORDER ..... 4:30**

1.1 Call to Order

**2.0 OPEN SESSION.....4:30**

2.1 Pledge to the American Flag

2.2 Approval of the Agenda: Any changes for either the full agenda or the consent calendar must be made at this time

2.3 Board Recognition

- Classified Employees of the Year: Katie King, Sherry Powell, Kathy Redding; and Nancy McRae
- CIF Champions CHS Boys' Soccer Team

2.4 Coronado High School Student Report

2.5 Shareholder Reports

**3.0 COMMENTS FROM THE AUDIENCE (Agenda and Non-agenda items) .....5:00**

Anyone wishing to address the Board on agenda, non-agenda, and/or Closed Session items may do so. Individual speakers will be limited to three minutes. Total public input on any one subject will be limited to twenty minutes, and may be extended at the discretion of the Board President. Comments on an agenda item will be taken when the agenda item is discussed by the Board. Comments on non-agenda items will be held before the Consent Motion if there are three yellow cards or less per topic. If there are more than three yellow cards per topic then the comments from the audience will be held until the end of the agenda.

**4.0 APPROVAL OF CONSOLIDATED MOTION FOR CONSENT CALENDAR.....5:15**

The purpose of the consolidated motion is to expedite action on routine agenda items. All agenda items, which are not held for discussion at the request of a member of the Board, will be approved as written as part of the consolidated motion. Items designated or held for discussion will be acted upon individually. Any member of the audience who wishes to speak to an agenda item should **complete a yellow card** and present it to the Recording Secretary **before the agenda is approved.**

4.1 Approve the Regular Meeting Minutes of March 7 and Special Meeting Minutes of March 21 (Budget Study Committee Meeting) and March 21 Board Study Meeting, 2013 .....4

4.2 Accept Donation to the Coronado Unified School District .....9

4.3 Approve/Ratify Purchase Orders ..... 10

4.4 Approve/Ratify Contracts for Services..... 11

4.5	Uniform Complaint Quarterly Report.....	12
4.6	Brian Bent Memorial Aquatics Complex Update .....	13
4.7	Approve Certificated Personnel Register .....	15
4.8	Approve Classified Personnel Register .....	16
4.9	Approve Out-of-State Conference .....	17
4.10	Approve the Coronado Unified School District Strategic Plan for 2013-14 .....	18
<b>5.0</b>	<b>REPORTS.....</b>	<b>5:15</b>
5.1	Human Resources Report (25 minutes).....	32
	• Certificated Evaluation Process	
	• Classification and Compensation Study	
5.2	Learning Report (written) .....	38
	• Mathematics	
	• Transition to the Common Core State Standards and Smarter Balanced Assessment	
5.3	Student Services Report (written) .....	40
	• Special Education	
	• Section 504 of the Rehabilitation Act	
	• Guidance and Counseling	
	• School Safety and Security	
5.4	Business Services Report (written) .....	43
	• Business Services Update	
	• Update on Governor’s Budget Proposal 2013-2014	
<b>6.0</b>	<b>ACTION ITEMS/PUBLIC HEARINGS .....</b>	<b>5:45</b>
6.1	Award Bid for the CUSD 2012/13 Various Site Improvements at the Early Childhood Development Center (25 minutes).....	44
6.2	Adopt New Board Policy/Administrative Regulation/Exhibit 1313, Civility (15 minutes).....	45
6.3	Approve: (A) Tentative Agreements with ACT regarding Article XIV and Article XV; (B) Memorandum of Understanding between Coronado Unified School District and ACT; and (C) Resolution #13-04-02 Rescinding Resolution #13-03-01 (25 minutes).....	51
<b>7.0</b>	<b>ORGANIZATIONAL BUSINESS .....</b>	<b>6:50</b>
7.1	Superintendent’s Management of Board Goals for 2012-2013 .....	62
7.2	Proposed List of Agenda Items for Future Board Meetings (5 minutes) .....	65
7.3	Comments from Board Members	
7.4	Special Board Meeting is May 2, 2013, 4:30 PM (Financial Philosophy and Superintendent’s Evaluation)	
	Special Board Meeting is May 16, 2013, 3:45 PM (Budget Study Committee Meeting)	
	Next Regular Board Meeting is May 16, 2013, 4:30 PM	

- 8.0 CLOSED SESSION** ..... 7:00
  - 8.1 Superintendent’s Evaluation, Government Code 54957
  - 8.2 Conference With Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.0  
of the Government Code
- 9.0 RECONVENE TO OPEN SESSION** (no action anticipated) ..... 8:00 approximately
- 10.0 ADJOURN**

Individuals who require special accommodation (American Sign Language Interpreter, accessible seating, documentation in accessible formats, etc.) should contact the Superintendent or designee at least two days before the meeting date. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 201 Sixth Street, Coronado, CA 92118, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Maria Johnson, Executive Assistant to the Superintendent/Board, at (619) 522-8900, ext. 1025.

**AGENDA – April 25, 2013**

**4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**DISTRICT ORGANIZATION AND BOARD OPERATION**

4.1 Approve the Regular Meeting Minutes of March 7 and Special Meeting Minutes of March 21 (Budget Study Committee Meeting) and March 21 Board Study Meeting, 2013 (Action)

**Background Information:**

Presented for Board Approval:

- March 7, 2013, regular meeting minutes;
- March 21, 2013, special meeting minutes: Budget Study Committee Meeting; and
- March 21, 2013, special meeting minutes: Board Study Meeting

---

**Superintendent's Recommendation:**

*JPF*

That the Board approve the attached minutes with any necessary modifications.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Student \_\_\_\_\_

CORONADO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
UNADOPTED MINUTES  
March 7, 2013, at 4:30 PM

Ledyard Hakes ♦ Brenda Kracht ♦ Dawn Ovrom ♦ Bruce Shepherd ♦ Maria Simon  
Student Board Representative: Emily Kob  
Superintendent/Secretary: Jeffrey Felix ♦ Recording Secretary: Maria Johnson

**Order of Business**

**1.0 CALL TO ORDER**

President Ovrom called the meeting to order at 4:00 PM at Coronado Unified School District, 201 Sixth Street, Coronado, CA.

**Roll Call**

The following Board Members were present: Ledyard Hakes, Bruce Shepherd (via teleconference), Dawn Ovrom, Brenda Kracht and Maria Simon. Also present were Jeffrey Felix, Superintendent, Keith Butler and Richard Erhard, Assistant Superintendents. Student Board Representative Emily Kob was absent.

**2.0 CONVENE TO CLOSED SESSION**

**3.0 RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 4:29 PM and reported the following: the Board took action and voted unanimously pursuant to Education Code Section 44929.21(b) to issue a notice of non-reelection to a probationary certificated employee, #496240, who serves as a credentialed teacher, effective at the end of the 2012-2013 school year, and directed the Superintendent or designee to send out appropriate legal notices.

**3.1 Pledge of Allegiance**

**3.2 Approve the Agenda** **#43**  
Staff asked to pull the Crown Preschool Teacher's Assistant Job Description from the Agenda Motion: Kracht Second: Hakes Vote: 5-0.

**3.3 Presentation of California Interscholastic Federation and Mission Federal Credit Union of all Academic Teams and Cymer Scholars**

**3.4 Student Report** – None this month

**3.5 Stakeholder Reports**

- Kathleen Lennard updated the Board on the activities of CSF
- Rich Brady updated the Board on the activities of SAFE and CoSA

**4.0 COMMENTS FROM THE AUDIENCE ON NON-AGENDA AND AGENDA ITEMS**

- Laura Noonan, ACT President, addressed the Board and said ACT Membership appreciated their time and dedication to the community, and shared some thoughts and feelings from the ACT Executive Board and membership.
- Jennifer Landry addressed the Board regarding the Certificated Layoff Notices and asked the Board to go back to the drawing board and find a way to balance the budget in a fair and caring way that does not strike out against one group of people.

**5.0 APPROVAL OF CONSENT AGENDA**

Motion: Simon Second: Hakes Vote: 5-0 **#44**

- 5.1 Approve the Regular Meeting Minutes of February 21 and Special Meeting Minutes of February 7, 2013
- 5.2 Approve/Ratify Contracts for Services
- 5.3 Approve Certificated Personnel Register

- 5.4 Approve Classified Personnel Register
- 5.5 Approve New Job Descriptions for Crown Preschool Teacher
- 5.6 Approve Proposal for Negotiations Presented by Association of Coronado Teachers to the Coronado Unified School District
- 5.7 Approve Proposal for Negotiations Presented by the Coronado Unified School District to the Association of Coronado Teachers
- 5.8 Approve Coronado Unified School District 2013 School Site Strategic Plans

**6.0 ACTION ITEMS/PUBLIC HEARINGS**

- 6.1 **Authorize District Certification of Second Period Interim Budget State Report for Period Ending January 31, 2013 #45**

Motion: Simon Second: Hakes Vote: 5-0

- 6.2 **Consideration and Action upon Resolution Regarding Commencement of Certificated Layoff: Discontinuances of Particular Kinds of Services (As Listed In Exhibit A To The Resolution); Direction To Notify Affected Employee of Recommendation of Layoff; and Related Actions #46**

The following individuals raised concerns about the layoffs and asked the Board to reconsider the layoffs of specialized teachers and classes; these layoffs would degrade the diverse quality of educational curriculum: Kathryn Meyer, Ken Uyesugi, Linda Litrenta, Patty Cowan, Ellen Cody, Susan Larson and Virginia Bayer.

Motion: Hakes Second: Simon Vote: 3-2: Hakes, Simon, and Shepherd – yes; Ovrom and Kracht – no. Motion passes

**7.0 PROPOSALS/FIRST READINGS**

- 6.1 **Adopt New Board Policy and Administrative Regulation 1313, Civility (First Reading)**

**8.0 ORGANIZATIONAL BUSINESS**

- 8.1 Proposed List of Agenda Items for Future Board Meetings
- 8.2 Future Agenda Items/Additional Comments
- 8.3 Board Meetings
  - Special Board Meeting (Budget Study Committee Meeting) is March 21, 2013, 3:45 PM followed by Board Study Session, 4:30 PM
  - Special Board Meeting, April 18, 2013, 4:30 PM
  - Regular Board Meeting, April 25, 2013, 4:30 PM
  - Special Board Meeting, May 2, 2013, 4:30 PM, Annual Superintendent’s Evaluation
  - Regular Board Meeting, May 16, 2013, 4:30 PM

**2.0 RECONVENE TO CLOSED SESSION**

That Board reconvened to Closed Session at 6:42 PM

**9.0 RECONVENE TO OPEN SESSION/ADJOURN MEETING**

The Board reconvened to Open Session at 7:05 PM. No action was reported, and the Meeting was adjourned at 7:05 PM.

Approved:

\_\_\_\_\_  
 Jeffrey Felix, Ed. D.  
 Secretary to the Board of Education

CORONADO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES

**SPECIAL BOARD MEETING**  
UNADOPTED MINUTES  
March 21, 2013

Ledyard Hakes ♦ Brenda Kracht ♦ Dawn Ovrom ♦ Bruce Shepherd ♦ Maria Simon  
Student Board Representative: Emily Kob  
Superintendent/Secretary: Jeffrey P. Felix ♦ Recording Secretary: Maria Johnson

**Order of Business**

**1.0 CALL TO ORDER**

Vice President Brenda Kracht called the meeting to order at 3:45 PM at Coronado Unified School District, 201 Sixth Street, Coronado, CA.

**Roll Call**

The following Board members were present: Bruce Shepherd, Brenda Kracht, Ledyard Hakes, Dawn Ovrom (arrived at 3:46 PM) and Maria Simon. Also present were Jeffrey Felix, Superintendent; Keith Butler and Richard Erhard, Assistant Superintendents.

**2.0 OPEN SESSION**

2.1 Pledge of Allegiance

2.2 **Approve the Agenda**

**#47**

Motion: Kracht Second: Hakes Vote: 5-0

**3.0 COMMENTS FROM AUDIENCE NON-AGENDA ITEMS**

None

**4.0 BUDGET STUDY COMMITTEE MEETING**

4.1 **Coronado High School Building 400**

Assistant Superintendent Keith Butler presented an overview and answered questions from the Committee and Board on the Second Interim Budget.

**5.0 ORGANIZATIONAL BUSINESS**

5.1 Future Agenda Items/Board Member Comments

5.2 Next Board Workshop, Thursday, April 18, 2013, 4:30 PM

Next Regular Board Meeting will be Thursday, April 25, 2013, 4:30 PM

**6.0 ADJOURNED**

The meeting was adjourned at 4:31 PM

**Approved:**

\_\_\_\_\_  
Jeffrey Felix, Ed. D.  
Secretary to the Board of Education

CORONADO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES

**SPECIAL BOARD MEETING**  
UNADOPTED MINUTES  
March 21, 2013

Ledyard Hakes ♦ Brenda Kracht ♦ Dawn Ovrom ♦ Bruce Shepherd ♦ Maria Simon  
Student Board Representative: Emily Kob  
Superintendent/Secretary: Jeffrey P. Felix ♦ Recording Secretary: Maria Johnson

**Order of Business**

**1.0 CALL TO ORDER**

President Ovrom called the meeting to order at 4:35 PM at Coronado Unified School District, 201 Sixth Street, Coronado, CA.

**Roll Call**

The following Board members were present: Bruce Shepherd, Brenda Kracht, Ledyard Hakes, Dawn Ovrom and Maria Simon. Also present was Jeffrey Felix, Superintendent, Keith Butler and Richard Erhard, Assistant Superintendents.

**2.0 OPEN SESSION**

2.1 **Approve the Agenda**

**#48**

Motion: Simon Second: Shepherd Vote: 5-0

**3.0 COMMENTS FROM AUDIENCE NON-AGENDA ITEMS**

None

**4.0 ACTION ITEM**

4.1 **Approve New Job Descriptions for Crown Preschool Teacher's Assistant and Child Care Worker II**

**#49**

Motion: Simon Second: Kracht Vote: 5-0

**5.0 STUDY SESSION**

5.1 **Common Core State Standards**

Senior Director of Curriculum and Learning, Claudia Gallant, presented an overview of the Common Core State Standards and Smarter Balanced Assessment Basics for Board Members

**6.0 ORGANIZATIONAL BUSINESS**

6.1 Future Agenda Items/Board Member Comments

6.2 Next Regular Board Meeting will be Thursday, February 21, 2013, 4:30 PM

Next Regular Board Meeting will be Thursday, March 7, 2013, 4:30 PM

**7.0 CLOSED SESSION**

The Board convened to Closed Session at 6:00 PM

**8.0 RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 7:45 PM. No action was taken.

**9.0 ADJOURNED**

The meeting was adjourned at 7:45 PM

**Approved:**

\_\_\_\_\_  
Jeffrey Felix, Ed. D.  
Secretary to the Board of Education



**AGENDA – April 25, 2013**

**4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**DISTRICT ORGANIZATION AND BOARD OPERATION**

**4.2 Accept Donation to the Coronado Unified School District (Action)**

The following described donation to the Coronado Unified School District has been approved for acceptance.

**Report:**

Rochelle Calhoun donated a Rogers complete drum set to Coronado Middle School.

**Financial Impact:**

Positive financial impact to the District and support for our students.

The District is grateful for the above donation.

**Superintendent's Recommendation:**



That the Board approve and accept with gratitude the donation as listed.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_ Student \_\_\_\_\_

AGENDA – April 25, 2013

4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR

**BUSINESS & FISCAL MANAGEMENT**

4.3 Approve/Ratify Purchase Orders (Action)

**Background Information:**

Warrants represent invoiced payments against purchase orders previously approved. A list of all purchase orders has been submitted to the Governing Board per Education Code 39657.

**Report:**

Separate cover

**Financial Impact:**

Purchase Orders	January 1 through January 31, 2013	\$544,706.28
Purchase Orders	February 1 through February 28, 2013	\$362,280.81

*JPF*

**Superintendent's Recommendation:**

That the Board approve/ratify the purchase orders.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_ Student \_\_\_\_\_

**4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**BUSINESS AND FISCAL MANAGEMENT**

4.4 Approve/Ratify Contracts for Services (Action)

**Background Information:**

Board Policy 3312 states “The Superintendent or designee may enter into contracts on behalf of the District. All contracts must be approved or ratified by the Governing Board. No contract made under this delegation of power shall be valid until the Board approves or ratifies the contract.”

**Report:**

The following contracts need the approval/ratification of the Board:

Name	Dates	Amount	Source of Funds
<b>Accent Care</b> Student A	7/01/12-6/30/13	\$25,770.24	Special Ed
<b>Chavez and Associates, Inc.</b> DSA Inspection Services	2/22/13-5/03/13	\$10,500	Capital Facilities Fund
<b>Just for Kids</b> Student B	2/28/13-6/30/13	\$3,000	Special Ed
<b>Premier Health Care</b> Master Contract Student C	4/01/13-6/30/13 4/01/13-6/30/13	Per Fee Schedule \$22,500	Special Ed
<b>PT in Motion</b> Student D	2/08/13-6/30/13	\$1,750	Special Ed
<b>Raindrop Marketing LLC</b> Video Production for Crown Preschool	Ratification 8/24/12-6/30/13	\$1,120	General Fund
<b>San Diego Center for Vision</b> Student E Student F	12/11/12-6/30/13 7/01/12-6/30/13	\$1,331 \$800	Special Ed
<b>Tobii ATI</b> Rental of CEYE (Eye Gaze for C-12 and C-12 Kit Package)	Ratification 4/01/13-6/30/13	\$5,603.16	Special Ed

**Financial Impact:**

It is estimated that the total General Fund unrestricted contribution for Special Education services will be \$3,246,447 for the 2012-13 school year. In addition, the contracts listed above are included in the 2012-13 district budget.

**Superintendent’s Recommendation:**



That the Board approve/ratify the contracts for services.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_ Student \_\_\_\_\_

AGENDA – April 25, 2013

4.0 **CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**DISTRICT ORGANIZATION AND BOARD OPERATION**

4.5 Uniform Complaint Quarterly Report

**Background Information:**

In May 2000 the ACLU and other public interest law firms and organizations filed a lawsuit alleging that the state of California lacked equal access to instructional materials and basic resources; provided inadequate instruction; and had massive overcrowding and inadequate, unsafe and unhealthy facilities. A settlement was reached in August 2004 resulting in several pieces of legislation requiring immediate implementation. Many of the new requirements apply to low performing schools, and some apply to all school districts and schools.

The Williams Settlement requires school districts to submit quarterly reports to the San Diego County Office of Education (SDCOE) on complaints each district has received related to instructional materials, emergency facilities issues, and teacher vacancies and misassignments.

**Report:**

This is the third quarter of the 2012-2013 school year reporting period. The District has received no complaints.

**Financial Impact:**

None.

---

This report is provided to the Board for information.

The logo consists of the letters 'JPJ' in a stylized, blue, cursive font.

**AGENDA – April 25, 2013**

**4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**DISTRICT ORGANIZATION AND BOARD OPERATION**

**4.6 Brian Bent Memorial Aquatics Complex Update**

**Background Information:**

Carrie Fisher-Fernan, Director of the Brian Bent Memorial Aquatics Complex (BBMAC), provides the Board a monthly report.

**Report:**

See Attached.

**Financial Impact:**

There is no impact to the general fund as a result of this report.

---

This report is provided to the Board for information.

*JPF*



**Brian Bent Memorial Aquatics Complex Update**  
**April 25, 2013 - Board Meeting**

1. The BBMAC has been a very busy place with four rental groups here in the month of March. The groups were made up of Top Swimming, Estonian Swim Team, Ravensong Aquatics, Saskatoon Goldfins and the Victoria Swimming Academy. The groups enjoyed their stay and all promised to return; Ravensong Aquatics already booked time for March 2015. To add to our excitement, we had the silver medal winner in the 1500 meter freestyle from the 2012 Olympics, Canadian Ryan Cochran, in the water.
2. Afternoons at the BBMAC have been very busy with the additional rental of Our Lady of Peace and Saint Augustine's High School swim teams. This is their second season with us after having trained at another facility last year. At this point, they plan to return to us in 2014.
3. CNSA ran their first senior meet in March. This is an event created for faster swimmers and is currently planned to be an annual event.
4. Fall bids for swim meets have gone out to the San Diego Imperial Swimming Committee; we have selected a few weekend dates. We can accommodate meets in November 2013, January 2014, and February 2014.
5. The first weekend of March, Senior Guard Amanda Buford and I attended the AOAP Conference in Austin, Texas. We were offered a large selection of seminars to attend and learned quite a bit from the different speakers. We were very excited to come home with a flash drive with all the material from the conference. That way if there were other speakers we wanted to hear, we are able to obtain the information.
6. The Coronado High School Swim Team is in full swing with practices and home meets. We will be hosting the 2013 City Conference on May 7, 8 and 10.
7. We have been experiencing scoreboard issues on and off throughout the last three months. Colorado Timing came out on April 10 to troubleshoot the cause. The wiring is the main issue because of the salt air. The scoreboard is up and running fully with a plan for them to come back and rewire prior to City Conference.
8. Spring Programming is in full swing with private lessons filling quickly. We had a very successful Lifeguard training class with nine students. We will also be having an Aquatic Facility Operator class on April 20 and 21.

**AGENDA – April 25, 2013**

**4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**PERSONNEL**

4.7 Approve Certificated Personnel Register (Action)

**APPROVE – RESIGNATION**

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>EFFECTIVE DATE</u>
Duditch, Heather	School Psychologist Coronado High School	Personal	4/15/13
Gelso, Nikki	Special Ed. Teacher Village Elementary School	Personal	4/08/13
Marquay, Leigh	Teacher Village Elementary School	Personal	5/06/13
Rojas, Karena	Teacher Coronado Middle School	Personal	6/07/13

**APPROVE – LEAVE OF ABSENCE**

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>EFFECTIVE DATE</u>
Fancy, Jeff	Teacher Coronado Middle School	Personal	6/06/13 Extended
Silverman, Ian	Teacher Coronado High School	Personal (LOA - 40% of position, .60 FTE)	7/01/13

**Superintendent's Recommendation:**

*JPF*

That the Board approve the Certificated Personnel Register.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstained \_\_\_\_\_ Student \_\_\_\_\_

**AGENDA – April 25, 2013**

**4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**PERSONNEL**

4.8 Approve Classified Personnel Register (Action)

**APPROVE EMPLOYMENT**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>EFFECTIVE DATE</u>
Butcher, Angel	Food Service Worker II Coronado High School	Range 3, Step 1	4/11/13
Kane, Dana	Instructional Health Care Assistant - ECDC	Range 7, Step 2 Transferred from IA - PE	4/08/13
Mirtallo, Gina	Child Care Worker II Village/ECDC	Range 5, Step 3 Transferred from Child Care Worker I	4/22/13
Niedwiecki, Andrea	Instructional Health Care Assistant - VES	Range 7, Step 3	3/01/13
Roy, Staci	Instructional Health Care Assistant - CMS	Range 7, Step 3 Transferred from Food Service Worker	4/08/13
Wagner, Linda	Instructional Assistant ECDC	Range 3, Step1	6/06/13 Extended
Walton, Donald	Campus Assistant	Range 3, Step7	3/18/13
Williams, Maria	Food Service Worker II CMS and ECDC	Range 3, Step 3	4/01/13

**Superintendent's Recommendation:**

*JPF*

Subject to passage of a pre-placement physical and all pre-placement processing on all new hires, the Superintendent recommends Board approval of the Classified Personnel Register.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstained \_\_\_\_\_ Student \_\_\_\_\_



**AGENDA – April 25, 2013**

**4.0 CONSOLIDATED MOTION FOR CONSENT CALENDAR**

**BUSINESS & FISCAL MANAGEMENT**

4.9 Approve Out-of-State Conference (Action)

**Background Information:**

Board Policy 3350 requires that out-of-state travel be approved. Board Policy further establishes that the Governing Board shall authorize payment for actual and necessary expenses, incurred by any employee performing authorized services for the District.

In addition, the Board of Trustees has authority, under Education Code Sections 35044, 35172, and 44032, to reimburse employees for necessary travel expenses.

**Report:**

The following employee will be attending an out-of-state conference:

Aquatics Director Carrie Fisher-Fernan will be attending the 2013 American Swimming Coaches Association World Trade Clinic Conference in New Orleans, LA, on September 4 through September 7, 2013, as an exhibitor for the purpose of marketing.

**Financial Impact:**

The cost of this trip is approximately \$2,795 and is supported through Fund 19.

*JPF*

**Superintendent's Recommendation:**

That the Board approve the out-of-state travel for the above employee, and that the Board approve the actual and necessary expenses, including travel that will be incurred.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstained \_\_\_\_\_ Student \_\_\_\_\_

## AGENDA – April 25, 2013

### 4.0 **CONSOLIDATED MOTION FOR CONSENT CALENDAR**

#### **INSTRUCTIONAL PROGRAMS & STUDENT ACTIVITIES**

4.10 Approve the Coronado Unified School District Strategic Plan for 2013-14 (Action)

##### **Background Information:**

In 1995, the Governing Board approved the first Strategic Plan created by parents, staff, and community members. Since that time, the Strategic Plan has gone through an annual review and revision. In 2005-2006, the District Strategic Planning Team developed two new areas (communication and technology) for the Strategic Planning process to use as a guide for the next five years. At the District level, action steps in the areas addressing special education were established for the first time in March 2007. Additionally, the goal area of Increasing Revenue was added in 2008.

Since 2005-2006, the planning process has placed more emphasis on school level plans to accomplish academic and school specific expectations. Each school has developed a School Site Strategic Plan. A District Strategic Planning Update meeting was held on December 6, 2012. During the months of January and February 2013, school site annual reviews occurred to update and revise plans, which have already been approved by the Governing Board (March 7, 2013).

##### **Report:**

Board Goal areas for the 2013-14 school year are in the areas of 21<sup>st</sup> Century Learning, Fiscal management, Communication, Character Education, and Performance and Assessment. Key actions for each Board Goal (BG) are listed below:

##### **BG #1 LEARNING:**

- 1) Discern the characteristics and learning traits of 21<sup>st</sup> Century students and implement plans to educate students using online instructional techniques and digital tools.

##### **BG #2 FISCAL:**

- 2) Communicate the District's fiscal prudence and stress the need for significant financial support in order to sustain and expand student success.

##### **BG #3 COMMUNICATION:**

- 3) Improve the content and frequency of communications with and among stakeholders by using written, digital, and face-to-face methods.

##### **BG #4 CHARACTER:**

- 4) Promote character education community-wide and encourage all shareholders to model the Six Pillars of Character.

##### **BG #5 ASSESSMENT:**

- 5) Encourage a culture where all shareholders seek the highest level of performance and develop assessments that evaluate progress toward this goal.

The District Strategic Planning Team, comprised of community members, staff members, student members, and Board members met this year on December 6, 2012. The outcomes for the meeting were:

- Provide input to the Board as to the priorities for the current Board Goals, strategies, and key actions by looking through the lens of the new CUSD Technology Plan.
- Participants will validate that the new CUSD Technology Plan will deliver an integrated technology system for learning for all CUSD students.
- Consider ideas in preparation for a future study of Board Goals.

Dr. Felix and Mrs. Gallant presented an overview of CUSD's vision for an outstanding 21<sup>st</sup> Century education. The 2012-13 themes of all District shareholders being **unified, reflective, and aware** were discussed. Ramona Loiselle, CUSD Technology Coordinator, presented an overview of the new CUSD Technology Plan's vision, structure, and goals. After a brief review of the five CUSD Board Goals, participants spent time posting comments and feedback of any kind for each of them.

Group work focused on table talks related to CUSD Board Goal 1 and the related Technology Plan goals for these areas. The District Strategic Planning Team members were assigned to specific tables on the following 21<sup>st</sup> Century topics: digital textbooks, online courses, digital literacy, safe internet access, and devices for 1:1 access. Each workgroup consisted of parents, community members, students and staff to provide an opportunity for diverse collaborative discussions on progress in each area. District staff provided background data and charted the discussion on progress and considerations for the future. Other work focused on table talks for CUSD Board Goals 3-5 and the related Technology Plan goals for these areas. Five CUSD students (4 from CHS and 1 from CMS) participated in a fishbowl discussion facilitated by Dr. Felix. Students discussed how CUSD Board Goals and the new Tech Plan meet their learning needs. Parents, community members, and teachers listened to their conversation and debriefed after students were dismissed. Dr. Felix presented information about the continuing focus on 21<sup>st</sup> Century education in CUSD. He also presented timeline scenarios for the Governing Board's review of the current Board Goals. The entire Strategic Planning committee gave input to the Board to begin the process in this calendar year to review the current five goals. Input from all shareholders were used to revise the current District Strategic Plan. The District Strategic Plan and Site/Department Level Strategic Plans will be available on the District website [www.coronadousd.net](http://www.coronadousd.net), Educational Services link, pending Board approval.

The plans will guide the work of the District staff for the next school year and beyond. Next year's District Strategic Planning meeting will take place in January 2014 before other updates. Student Services and site updates will follow the District update so that all department and site plans are better aligned to the District plan.

Claudia Gallant and Dr. Jeff Felix facilitated the District annual meeting.

The 2013-14 District Strategic Planning Team members included:

- Bruce Shepherd, CUSD Governing Board
- Dawn Ovrom, CUSD Governing Board
- Brenda Kracht, CUSD Governing Board
- Ledge Hakes, CUSD Governing Board
- Maria Simon, CUSD Governing Board
- Patty Cowan, CSF CEO
- Emily Bosworth, VES parent
- Jill Proctor, VES parent
- Jennifer McKenzie, VES parent
- Stephanie Mayes, CMS/CHS parent
- Kristen Treider, Strand parent
- Kelly Dudley, CHS parent
- Kellee Hearther, CMS parent
- Rhonda Sund, CHS parent
- Serge Dedina, CHS parent
- Scott Barr, VES parent
- Kelly Donahue, Military Student Liaison Officer
- Andrea Webster, Coronado SAFE
- Whitney DeSantis, VES Principal
- Bill Cass, Silver Strand Principal
- Shane Schmeichel, CHS AP and CoSA Director
- Ruben Sanchez, VES Psychologist
- Crystal Garner, VES teacher
- Renee Cavanaugh, Strand teacher
- Ellen Cody, Strand teacher
- Laura Noonan, CMS teacher and ACT president
- Brian Schumeyer, CMS teacher and ACT vice president
- Grace Kim, CHS teacher
- Suzie Fore, CHS teacher
- Maribel Kastlunger, CHS/CSEA representative
- Emily Kob, student rep, CHS ASB president, 12th grade
- Sydney Loveall, student rep, CHS 11th grade
- Max McKee, student rep, CHS 10th grade
- Mary Grace Braun, student rep, CHS 12th grade
- Siobhan Homan, student rep, CMS ASB president, 8th grade

**Financial Impact:**

None for this item.

*JPF*

**Superintendent's Recommendation:**

That the Board approve the Coronado Unified School District Strategic Plan for 2013-14.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_ Student \_\_\_\_\_

## Learning Action Plan for Board Goal #1

**Board Goal:** Discern the unique characteristics & learning traits of 21st century students and implement plans to educate students employing best practices with emphasis on using online instructional techniques and digital tools.

**Strategy:** We will integrate critical thinking, problem solving, and collaboration in preparation of 21st Century Learners by defining and implementing an integrated education technology system for all students.

Goal/Step	Action Steps	Who's Responsible	Who's Involved	Resources (\$, People, Time)	Timeline	Evidence of Implementation
1.1	Implement the Science Technology Education Plans = Success (STEPS) Grant.	Superintendent Director of Learning and Instruction (L&I)	Superintendent Director of L&I Principals Site Faculty/Staff IT Staff TRTs	Staff Time Grant funding for professional development, curriculum development, online curriculum and assessment, hardware, and software	2012-2015	Quarterly and annual evaluation as required by grant; site STEPS grant implementation plans fully implemented; student achievement in math for below proficient students; STEM education for K-5; personalized education plans for CUSD students
1.2	Develop a STEAM (science, technology, engineering, arts, and mathematics) course of study for all K-12 students.	Superintendent Director of L&I STEAM Leadership Team Principals	Superintendent Director of L&I Principals Site Faculty/Staff CSF	CSF Funding for courses, professional development, extra-curricular activities, materials	2012 ongoing	STEAM courses and pathways defined for all sites; STEAM 3-year strategic plan developed
1.3	Offer more CHS students learning opportunities by lengthening school hours, increasing course offerings, and supporting online learning at Palm Academy.	Director of L&I CHS Principal Palm Academy Principal	Director of L&I CHS Administrators Palm Academy Principal Faculty/Staff	Credit recovery, unit recovery and online learning courses	2012 ongoing	CHS/Palm Master Schedule; Multiple Pathways Flowchart; Expanded course offerings at Palm Academy; Student transcripts; Palm and CHS Strategic Plans

Goal/Step	Action Steps	Who's Responsible	Who's Involved	Resources (\$, People, Time)	Timeline	Evidence of Implementation
1.4	Improve one to one (1:1) student computing by introducing digital textbooks in middle and high school science courses.	Superintendent Director of L&I	Superintendent Director of L&I CMS Administrators CMS Science faculty CHS Administrators CHS Science faculty	Purchase of personal computing devices to access online text; staff time to develop online CA standards-based course text/resources; professional development	2012 ongoing	Students in some CMS & CHS science courses use online textbooks during class and have access to online content at home via BYOD (Bring Your Own Device) philosophy.
1.5	Emphasize an environment of student-centered thinking whereby the student believes he/she is personally in charge of his/her education and therefore motivated to be responsible for the outcomes of learning.	Superintendent Director of L&I	Superintendent Administrators Faculty Students	Staff time; professional development; consistent formative assessments in core areas; development of Personalized Education Plan (PEP)	2011 (benchmark) ongoing	Every student has a PEP as part of their permanent record; PEP used in goal-setting conferences with students; PEP used at parent-teacher conferences; PEP evidence in site plans; utilize frequently measured outcomes. This is required in the STEPS grant for military students deficient in math.
1.6	Oversee Coronado Pathways Charter School to ensure the development of the PEP philosophy, online/hybrid learning, enrichment and remediation practices, and a focus on STEAM.	Superintendent Director of L&I	Superintendent Administrators Faculty Principals Students Board	Staff time; new staffing needs; MOU agreements with charter/district	2012 ongoing	Charter operation Fall 2013, with 65 students enrolled

## Fiscal Action Plan for Board Goal #2

**Board Goal:** Communicate the District’s fiscal prudence and stress the need for additional significant financial support in order to sustain and expand student success.

**Strategy:** We will demonstrate operational efficiencies, ensure learning drives the budget, and actively pursue new funding by communicating the impact that each dollar makes on the whole child.

Goal/Step	Action Steps	Who’s Responsible	Who’s Involved	Resources (\$, People, Time)	Timeline	Evidence of Implementation
2.1	Continue work on building “dashboard” access to data retrieval for improved decision-making to target academic, financial, and personnel resources.	Superintendent Asst. Supt. of Business Services	Superintendent Asst. Supt. of Business Services Business Services staff	Staff time; professional development SDCOE staff assistance	2012 ongoing	Dashboards used first by CUSD business staff, administrators, teachers, Governing Board, and then finally the public.
2.2	Create a public awareness about the potential for less funding to our District as a result of the proposed Local Control Funding Formula (LCFF).	Superintendent Board	Superintendent Board Staff & Faculty	Staff Time	2013 ongoing	Various communication methods used to create the awareness including District website, Coronado Communiqué (newsletters), email/phone blasts, digital surveys, community forums, and community and/or group calendars.

### Communication Action Plan for Board Goal #3

**Board Goal:** Improve the content and frequency of communications with and among shareholders by using written, digital, and face to face methods.

**Strategy:** We will reach consensus on effective school and community communication tools to access information, increase understanding, and improve relationships.

Goal/Step	Action Steps	Who's Responsible	Who's Involved	Resources (\$, People, Time)	Timeline	Evidence of Implementation
3.1	Implement various methods of communication in order to achieve the awareness desired.	Superintendent Administrators Staff & Faculty	Superintendent District Administrators Faculty Parents Students	Staff time Some software apps	2012 ongoing	Digital and physical evidence that communication is consistently and clearly posted on District website, Coronado Communiqué (newsletters), email/phone blasts, digital surveys, community forums, community or group calendars  Investigate and implement social networking methods such as Facebook and Twitter
3.2	Inform shareholders of communication methods and how to view or create these methods via trainings	Superintendent District Administrators	Superintendent District Administrators Faculty Parents Students	Staff time	2012 ongoing	Professional development times/days for staff; Parent and student trainings or forums for Haiku, SchoolConnects, new websites, Cloud Portal, DCP, & Synergy Parent Portal.
3.3	Assess the communication methods using multiple measures	Superintendent District Administrators	Superintendent District Administrators Faculty Parents Students	Staff time to review assessments on an ongoing basis	End of each year and ongoing as needed	Survey data Qualitative data Shareholder feedback



## Character Education Action Plan for Board Goal #4

**Board Goal:** Promote character education community-wide and encourage all shareholders to model the Six Pillars of Character.

**Strategy:** We will provide a safe and healthy school climate that celebrates the worth and strengths of each person.

Goal/Step	Action Steps	Who's Responsible	Who's Involved	Resources (\$, People, Time)	Timeline	Evidence of Implementation
4.1	Character Education will be delivered to K-6 through specific lessons via integrated instruction or approved curriculum.	Director of L&I Principals	Director of L&I Principals Site Counselors Military Family Life Counselors (MFLCs) CUSD Faculty and Staff	Staff time to develop lessons and collaborate with colleagues	2012 ongoing	Student work samples as evidence of character education lessons; fewer behavior referrals; qualitative data reports from sites; Character Counts assemblies; Character Counts posted throughout campuses embedded into site implementation plans
4.2	Character Education in grades 7-12 will also be delivered through actual life experiences via Project Based Learning or community service.	Director of L&I Principals	Director of L&I Principals Site Counselors Military Family Life Counselors (MFLCs) CUSD Faculty and Staff Student Organizations	Staff time to develop lessons, collaborate with colleagues, and network with community-based resources	2012 Ongoing	Student work samples as evidence of character education projects; examples of student projects and experiences posted on website and promoted on CHS and CMS campuses (i.e., broadcasts, announcements, website, etc.) fewer behavior referrals; qualitative data reports from sites; embedded into site implementation plans
4.3	Continue to assess the effectiveness of character education via site based reports and surveys.	Director of L&I Principals	Director of L&I Principals Counselors CUSD Faculty and Staff Students	Staff time to develop site assessment	2012 ongoing	Qualitative and quantitative data from each site; annual Board Report (June 2012 benchmark); results communicated to shareholders; embedded into site implementation plans

## Assessment Action Plan for Board Goal #5

**Board Goal:** Encourage a culture where all shareholders seek the highest level of performance and develop assessments that evaluate progress toward this goal.

**Strategy:** We will design a comprehensive plan to continuously monitor and evaluate student and staff performance using multiple forms of assessment.

### **READING/ WRITING/MATH SMART GOALS (June 2013):**

**Reading:** By June 2013, **81%** of students will perform at proficient or above status as measured by the Reading Comprehension (non-fiction), Literary Response and Analysis (fiction), and Vocabulary/Word Analysis clusters on the English Language Arts (ELA) portion of the California Standards Test (CST) (grades 2-11), and at grade level benchmark as measured by the DRA2 (K-1). This will be a 3% gain over 2012 levels.

**Writing:** By June 2013, **81%** of students will perform at proficient or above status as measured by District *Write On!* writing assessment on the common genre of narrative in grades K-1, and by the Written Conventions, Writing Strategies, and Writing Applications (grade 4 and 7 only) of the California Standards Test (CST) (grades 2-11). This will be a 3% gain over 2012 levels.

**Math:** By June 2013, **70%** of students will perform at proficient or above status as measured by end-of-year Envision Math post-tests (grades K-1) and the CST (grades 2-11). This will be a 4% increase over 2012 levels.

Goal/ Step	Action Steps	Who's Responsible	Who's Involved	Resources (\$, People, Time)	Timeline	Evidence of Implementation
5.1	Implement K-12 Common Core State Standards in ELA, Math, and Literacy for HSS, Science, and Technical Subjects for 2014-15.	Director of L&I Principals All CUSD certificated staff	Director of L&I Director of Human Resources CUSD Administration All CUSD certificated staff	Title IIA (professional development funds); general fund; district professional development for all staff; new instructional materials and curriculum supports	2011-2017 ongoing	2014-15 full CUSD transition to CCSS is evident in all instruction and is measured by new Smarter Balanced Assessment Consortium assessments. <i>See related 5.2 below.</i>
5.2	Implement Smarter Balanced Assessment Consortium (SBAC) assessments for ELA and mathematics in grades 3-8 and grade 11 by 2014-15.	Director of L&I Principals CUSD Technology Coordinator All CUSD certificated staff	Director of L&I Director of Human Resources CUSD Administration CUSD Technology Dept. All CUSD certificated staff and support staff	Title IIA (professional development funds); general fund; district professional development for all staff; new instructional materials and curriculum supports; DoDEA funds (netbooks and mice)	2011-2017 ongoing	2014-15 full CUSD transition to CCSS is evident in all instruction and is measured by new Smarter Balanced Assessment Consortium assessments. <i>See related 5.1 above.</i>
5.3	Implement a Preschool- grade 12 articulated system of professional development to support the growth of all teachers and administrators at all grade levels/departments, sites, and the District as a whole.	Director of L&I Director of Human Resources CUSD Administration CUSD Professional Development Committee	Director of L&I Director of Human Resources CUSD Administration CUSD PD Committee CUSD Leadership Teams All CUSD staff	District PD days, CUSD Leadership Teams, site PD days, Title IIA PD funds, general fund	2013-ongoing	Systems for delivery of professional development for CUSD documented, communicated, and calendared to all shareholders. CUSD Leadership Teams make recommendations to the district for PD and curricular priorities. PLCs for all grade levels and departments are established with clear expectations for best practices. Student achievement, Common Core State Standards, and 21 <sup>st</sup> C learning are the areas of focus for all PLCs. Evaluation of CUSD professional development shows positive impact on student achievement.

5.4	Refine CUSD's new evaluation for all certificated staff, including administrators, that is designed to promote effectiveness, with multiple measures of assessment using input from all shareholders.	Superintendent Director of Human Resources	Superintendent Director of Human Resources Director of L&I CUSD Administrators Association of Coronado Teachers (ACT) Leadership CUSD PD Committee CUSD Faculty	Staff time to refine evaluation instrument(s); Professional development for all CUSD faculty	2013-2014 ongoing	70 % of CUSD teacher evaluation will be based on classroom observations and 30% based on assessment of pupil progress. The evaluation process is used to support continuous growth for all CUSD faculty and administrators and informs content of professional development.
5.5	Create a new form of evaluation for all classified staff as their job performance relates to student achievement. Develop criteria for assessing the impact on student achievement as it pertains to the idea of customer service philosophy from companies such as Nordstrom.	Superintendent Director of Human Resources	Superintendent Director of Human Resources CUSD Administrators CSEA Leadership CUSD Classified Staff	Staff time to develop evaluation instrument(s); Professional development for all CUSD classified staff	2011-2016 ongoing	New evaluation instrument is approved by CSEA and the Governing Board. New evaluation instrument is used as a process for continuous growth for all CUSD classified staff
5.6	Establish a District English Learner Advisory Committee (DELAC) to advise the Governing Board and District regarding services to English Learners.	Director of L&I	Director of L&I Village ELAC president CUSD Administration CUSD EL staff CUSD parents and public	Staff time to develop agendas and conduct meetings	April 2013 (inaugural meeting)- ongoing	Meeting agendas and minutes available on CUSD website; development of revised CUSD EL Plan included as part of annual strategic planning process.
5.7	Begin to establish a framework for a district-wide Response to Intervention (RtI) system.	Assistant Superintendent of Student Services Director of L&I	Assistant Superintendent of Student Services Director of L&I CUSD Administration CUSD Intervention Team All CUSD certificated staff and support staff	Staff time to develop CUSD Intervention Team; release and planning time for Team; Professional development for all CUSD staff	2013-14 school year (benchmark)	Response to Intervention (RtI) organizational structure and plan drafted and communicated to CUSD. Site RtI structure and plans begin to be embedded into strategic plans; students receive appropriate tier interventions; improved student performance

### List of Accomplishments from Past Strategic Plans

1. Identified members of the Department; include TRT positions by list of member responsibilities
2. Set roles and responsibilities for members by creating an organizational chart and revised annually. Completed December 2008
3. Develop plan for expanding department as needed and as financially able. Completed 2008
4. Defined state and national technology standards (2007) that are essential to Coronado Unified School District including collecting a wide variety of tech standards.
5. Established roles and responsibilities (2006) for Technology Resource Teachers (TRTs) for implementing staff development plans at each site; time expanded at CMS and CHS by CSF funding.
6. The GREAT Committee was formed (2007) and much information was obtained on ways to increase revenue. The recommendation from the Committee was that the only solution was to bring a Parcel Tax Election to the voters for an amount to be determined. To begin the process, the Committee recommended that an expert be hired to conduct a survey of the community as to the likelihood of a Parcel Tax being assessed by the electorate.
7. A professional survey was conducted in 2009 by Brad Senden of The Center for Community Opinion in San Ramon, CA. The results showed a Parcel Tax election would be poorly received by the voters with less than 40% favoring even a small amount of tax being assessed. Since the state requires a 66% approval of the voters, the Board decided to not pursue a Parcel Tax at this time.
8. The Board passed a resolution in 2010 favoring a state proposition to lower the approval rate needed to pass a Parcel Tax to 55%.
9. Special groups of shareholders were either created or continued including the following: Budget, Superintendent Teacher Advisory (STAC), Parent Leadership (P/CSF), Facilities, GREAT, City Leaders, Strategic Planning Teams for Site and District, Special Ed Parent Advisory (SEPAC), Community organizations, School Site organizations, Local Partnership Council (Navy/School), SC21 (Technology), Traffic Advisory, Board Workshops once a month.
10. Communication methods were analyzed and current opportunities used for dialogue that are effective were continued. Those that were not effective were ended or combined for more efficient effectiveness. A list of individuals who will provide the messages was developed. Options to increase parent/teacher conferences at the elementary level to 2x per year were evaluated and found to be not necessary.
11. Surveyed parent community on availability of electronic communication; determined non-electronic alternatives; Analyzed webpage content and usage; Selected community websites with whom to align the District webpage; publicized simple web address; Provided Board Meeting Agendas electronically on District website.
12. Completed articles in Eagle Journal for several months on financial crisis, 21st Century Learning goals, and aquatic facility plan clarification.

## 2010-2011 Accomplishments

1. Virtualized services such as cloud computing by contracting with the San Diego County Office of Education for data storage or warehousing. This service included migration of data, onsite/offsite backup, and retrieval.
2. Supported a resolution favoring a state proposition to lower the approval rate needed to pass a Parcel Tax to 55%.
3. Established multiple opportunities for more open dialogue with all shareholders in the community
4. Promote electronic communication and provide non-electronic alternative
5. Offered more written information to the community
6. Called for an Education Summit in Coronado to begin with the District Strategic Planning session in January and February 2011.
7. Encouraged district-wide collaboration by creating four days of professional development for all district staff in 11-12.
8. Character Education promoted community-wide by Board resolution, City Council Resolution, endorsement by parent organizations, CSF, and various community groups such as Chamber of Commerce, Rotary Club, Optimist Club, etc.
9. Implemented the NWEA MAP formative assessments and made plans for continuing that implementation in 11-12.
10. Improved the performance of SATT 21 implementation and increased the number of digital devices. Made application to DODEA for continuation of SATT 21 grant.
11. Created three days of professional development in 11-12 (Board approved in June) and began making plans to implement.
12. All strategic plans were performed and the planning process was realigned.

## 2011-2012 Accomplishments

1. Strengthened virtualized services for data storage including data migration, onsite/offsite backup, and retrieval
2. Repaired and improved network infrastructure; moved Exchange 2003 services to virtual servers and upgraded to Exchange 2010
3. Supported a resolution favoring a state proposition to lower the approval rate needed to pass a Parcel Tax to 55%.
4. Established multiple opportunities for more open dialogue with all shareholders in the community, including an Educational forum and a Calendar Forum
5. Began the District Strategic Planning session in November 2011 to allow all other sites/departments to follow Board goals.
6. Encouraged district-wide collaboration by creating three days of professional development for all district staff
7. Character Education promoted community-wide by Board resolution, City Council Resolution, endorsement by parent organizations, CSF, and various community groups such as Chamber of Commerce, Rotary Club, Optimist Club, etc.
8. Implemented the NWEA MAP formative assessments to another 800 students bringing the total student count to over 1200
9. Implemented *Write On!*, a formative and summative District writing assessment for K-5
10. Conduct a needs assessment with Strategic Plan participants in November 2011 to determine the specific ways to communicate with groups.
11. Determined which communication forms work best for different groups.
12. Began to implement methods of feedback that best achieve the strategy of reaching consensus on effective school and community communication tools to access information, increase understanding, and improve relationships.
13. Developed a stronger relationship with Coronado SAFE using the Six Pillars of Character as the foundation for all learning
14. Began to explore instructional process called Response to Intervention (RtI)
15. Implemented Vertical Team structure in all school sites for sharing exemplary classroom best practices
16. Elevated the importance of professional learning communities (PLC) as a best practice to all staff

## 2012-2013 Accomplishments

1. Implemented a new CUSD evaluation process for all teachers and administrators.
2. Created a new three year technology plan that provides 21st century learning through virtual use of technology.
3. Successfully completed the Students Achieving Through Technology in the 21st Century (SATT-21) Grant.
4. Awarded a new three year funding grant from DODEA for \$1.65 million. The new grant is called Project STEPS (Students, Technology, Education Plans =Success).
5. Started Coronado Pathways Charter School with a fall of 2013 beginning.
6. Twice as many teachers utilized 1:1 learning in classrooms throughout Coronado Unified School District.
7. PEP philosophy of instruction became more prominent as a result of making it a condition of the STEPS grant.
8. Completed new websites for CoSA, Crown Preschool, and Coronado Pathways Charter School.
9. Began the process of building a new District website and then moving all content into that website by June 2013.
10. Haiku pilot was successfully begun in fall 2012 with 35 teachers and finished with almost 60 teachers.
11. SchoolConnect communication software implemented with ability to blast emails, texts, and voice automatically.
12. Coronado Communique publishes every Friday with over 1400 views per week.
13. Calendar forums, DCP parent / teacher trainings, CCSS workshops, MAP faculty trainings, & budget workshops.
14. Assessed the communication methods utilized last year using multiple measures in Strategic Planning sessions.

## AGENDA—April 25, 2013

### 5.0 PERSONNEL

- 5.1 Human Resources Report: Including (1) Certificated Evaluation Process (2) Classification and Compensation Study

#### **(1) Professional Development Committee - Certificated Evaluation Process**

ACT/District 2012-2013 negotiations resulted in refining the CUSD Evaluation Process through the inclusion of assessment of pupil progress as 30% of a teacher's evaluation. The Professional Development (PD) committee continues to meet to define 30% Assessment of Pupil Progress and 70% Classroom Observation in the Evaluation Process. See attached.

Future PD committee meetings will be held Monday, April 29 and May 13, 2013, 3:30-5:00 PM.

Topics discussed during the last PD committee meeting include:

1. Assessments: types, subjects and grade levels as well as the transition through 2015
2. ACT feedback: student and parent surveys
3. Parameters of student and parent surveys

The PD committee is reviewing the Los Angeles Unified School District Policy Bulletin <http://www.teachinla.com/forms/eerelations/BUL-5335.1.pdf> as a resource and guideline

- to determine which additional assessments and how the existing assessments may be used to measure the impact an individual teacher has on the academic growth of a student; and
- to clarify and define the transition to an evaluation process which includes assessments.

#### **(2) Classification and Compensation Study**

Ewing Consulting Inc. has prepared their preliminary findings on the classification part of this study based on input from questionnaires and interviews with classified employees. Ewing Consulting Inc. has prepared preliminary classification specifications and has allocated each employee who completed a questionnaire to a specific class. This is a preliminary recommendation.

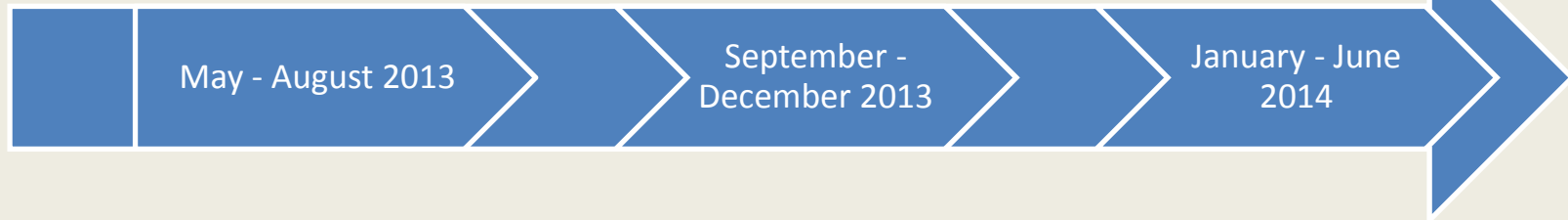
Classified employees are reviewing the job descriptions and now have the opportunity to provide feedback regarding the revised job descriptions. Feedback will be submitted to Ewing Consulting Inc. and a final review and or an interview will be completed. A meeting with the District Advisory Council for the Classification Study will be scheduled to review the final job descriptions and the salary survey with comparison districts.

---

This report is provided to the Board for information.







## Refining the CUSD Evaluation Process

### Classroom Observations – 70% of Certificated Evaluation

#### Evaluation Tool

Item	Professional Development Committee Action Steps
Refinement of Forms 1-3	Incorporate feedback and deliver new forms to staff for the 2013-2014 school year
SMART Goals, CTP, CSTP, Feedback, Reflection	Continue training for site administrator calibration regarding use of forms, observations and feedback processes

### Assessment of Pupil Progress – 30% of Certificated Evaluation

#### Professional Development Committee Action Steps

Assessment(s) 2013-2014 * Refer to charts listed below	Assessments	Subject Areas	Grade Levels
	CST, CMA, CAPA, CA PFT, MAP	English Language Arts, Physical Education, Mathematics, Science	Second through Twelfth (impacted according to test)
Assessment(s) 2014-15 * Refer to charts listed below	SBAC, CA PFT, MAP	English Language Arts, Physical Education, Mathematics	Kindergarten through Twelfth (impacted according to test)
Assessment(s) 2015-2016	Research/Access/Create additional assessments	Increase scope of assessments to include all subject areas such as Science, Social Science, Engineering, Electives, etc.	All grade levels



## Informal Formative Feedback

**Informal Formative Feedback to Positively Impact Student Classroom Experiences,  
Teacher/Student and Parent/Teacher Relationships**

**Student and Parent Surveys – Aggregated by site administrator and shared with teacher**

Item	Professional Development Committee Action Steps
Student Survey	Develop questions, use Survey Monkey, determine timeline of implementation, collaboration meeting, development of next steps
Parent Survey	Develop questions, use Survey Monkey, determine timeline of implementation, collaboration meeting, development of next steps

**Professional Development**

Item	Professional Development Committee Action Steps
Site Administrator Training	Principals' PLC
Teacher Training	PD, Site PLCs, Site Staff Meetings

# Test Acronyms and Definitions

---

**CAPA** – California Alternate Performance Assessment, The CAPA is given to students with significant cognitive disabilities whose disabilities prevent them from taking either the California Standards Tests with accommodations or modifications or the California Modified Assessment with accommodations.

**CST** – California Standards Test, The CSTs are a major component of the STAR program. The CSTs are developed by California educators and test developers specifically for California. They measure students' progress toward achieving California's state-adopted academic content standards in English–language arts (ELA), mathematics, science, and history–social science, which describe what students should know and be able to do in each grade and subject tested.

**CMA** – California Modified Assessment, In April 2007, the United States Department of Education enacted regulations for an alternate assessment based on modified achievement standards. The California Department of Education, in response to the federal regulations, is continuing to develop and implement an alternate assessment of the California content standards based on modified achievement standards for children with disabilities who have an individualized education program (IEP).

**CA PFT** – California Physical Fitness Test, The State Board of Education (SBE) designated the *FITNESSGRAM*<sup>®</sup> as the Physical Fitness Test (PFT) for students in California public schools. The *FITNESSGRAM*<sup>®</sup> is a comprehensive, health-related physical fitness battery developed by The Cooper Institute. The primary goal of the *FITNESSGRAM*<sup>®</sup> is to assist students in establishing lifetime habits of regular physical activity.

**EAP** – Early Assessment Program, The Early Assessment Program (EAP) is a collaborative effort among the State Board of Education (SBE), the California Department of Education (CDE) and the California State University (CSU). The program was established to provide opportunities for students to measure their readiness for college-level English and mathematics in their junior year of high school, and to facilitate opportunities for them to improve their skills during their senior year.

**MAP** – Measures of Academic Progress, Created by educators for educators, MAP assessments provide detailed, actionable data about where each child is on their unique learning path.

**SBAC** – Smarter Balanced Assessment Consortium, The Smarter Balanced Assessment Consortium is a multistate consortium working collaboratively to develop a student assessment system aligned with a common core of academic content standards for English language arts/literacy and mathematics. As a Smarter Balanced governing state, California is a decision-making member. Smarter Balanced assessments are designed to measure student progress toward college and career readiness.

# Assessments – Subjects and Grade Levels

---

\* 2013-2014

<i>Elementary and Middle School</i>	<p><b>English Language Arts</b> CST, CMA, CAPA: Grades 3-8, Grade 10 CAPA, Grade 11 (EAP only)</p> <p>MAP (Reading and/or Language): Grades 2-8</p>	<p><b>Physical Education</b>  CA PFT: Grades 5 and 7</p>	<p><b>Mathematics</b>  CST, CMA, CAPA: CST Grades 3-7, Algebra 1 CST and CMA (grades 7-8 only), General Math CST (grade 8 only), CAPA grades 3-8</p> <p>MAP: Grades 2-8</p>	
High School	<p><b>English Language Arts</b> CST, CAPA: Grade 10 CAPA, Grade 11 CST (EAP only)</p> <p>MAP (Reading and/or Language) Grades 9-12</p>	<p><b>Physical Education</b>  CA PFT: Grade 9</p>	<p><b>Mathematics</b> CST, CAPA: Grade 10 CAPA, Grade 11 Alg. II, HS Summative Math CST (EAP only)</p> <p>MAP: Algebra 1 Grades 9-12</p>	<p><b>Science</b>  CST, CMA, CAPA: Grade 10 Life Science</p>

\*2014-2015

<i>Elementary and Middle School</i>	<p><b>English Language Arts</b>            SBAC            Grades 3-8</p> <p>MAP (Reading and/or Language):            Grades K-8</p>	<p><b>Physical Education</b></p> <p>CA PFT:            Grades 5 and 7</p>	<p><b>Mathematics</b></p> <p>SBAC            Grades 3-8</p> <p>MAP:            Grades K-8</p>
High School	<p><b>English Language Arts</b>            SBAC            Grade 11</p> <p>MAP (Reading and/or Language)            Grades 9-12</p>	<p><b>Physical Education</b></p> <p>CA PFT: Grade 9</p>	<p><b>Mathematics</b></p> <p>SBAC            Grade 11</p> <p>MAP: Algebra 1            Grades 9-12</p>

## AGENDA – April 25, 2013

### 5.0 INSTRUCTIONAL PROGRAMS & STUDENT ACTIVITIES

5.2 Learning Report: Including: (1) Mathematics (2) Transition to the Common Core State Standards and Smarter Balanced Assessment

#### 1) **Mathematics**

##### **Background Information:**

In this monthly Learning Report, information on the progress of increasing student mathematics achievement will be reported. Three reasons for this renewed K-12 focus on this core subject area are: 1) the advent of the Common Core State Standards (CCSS) and the new Smarter Balanced Assessment (SBAC) which will measure student progress on these new standards in the 2014-15 school year, 2) the decrease in overall performance in math since 2011, and 3) that math has been CUSD's lowest performing core area for several years.

##### **Report:**

As reported in the February 2013 Learning Report, Coronado High School Algebra I students (9-12) were assessed using Measures of Academic Progress (MAP) during the winter testing window for the first time. Students were assessed in the areas of number sense; algebra and functions; measurement and geometry; statistics, data, analysis and probability; and mathematical reasoning. Results show that number sense and algebra emerged as areas of relative strength for these students, while measurement and geometry and math reasoning are areas of relative growth, logical due to the course content. Alignment with CMS regarding student placement, course alignment, MAP assessment, and performance assessment are fully underway by both CMS and CHS math departments. Math Leadership Team members and Senior Director of Learning and Instruction have begun training and professional development with K-5 and secondary math teachers on performance assessments, especially related to the Smarter Balanced Assessment. CUSD now has access to a bank of performance assessment tasks through the Silicon Valley Math Initiative. All students of mathematics will be exposed to performance tasks in mathematics following STAR testing, the results of which are not used for grades. Expectations for performance tasks as a regular part of mathematics assessment have been established for the 2013-14 school year.

#### 2) **Transition to the Common Core State Standards**

##### **Background Information:**

Along with approximately 46 other U.S. states, California adopted new national content standards for English language arts, mathematics, and literacy standards for History/Social Science, Science, and Technical Subjects in August 2010 called the Common Core State Standards (CCSS). CUSD's Governing Board officially adopted the CCSS in 2012.

CUSD began the transition to these new standards in the fall of 2011, with kindergarten and first grades throughout the District fully implementing CCSS in the 2012-13 school year. Many teachers, grade levels, and departments across CUSD are engaged in professional development in order to understand the instructional shifts needed to meet the rigors of the CCSS, which are aligned to 21<sup>st</sup> century learning skills. Full transition to the CCSS must occur by fall of 2014 in order for students to be prepared to be assessed in English Language Arts and mathematics by spring 2015 via the Smarter Balanced Assessment Consortium assessment. Fifth grade students at Silver Strand will pilot a portion of this new assessment in math.

**Report:**

Items 5.1. and 5.2 of the 2013-14 District Strategic Plan (pending Governing Board approval on April 25, 2013) establishes goals and timelines for complete transition to the CCSS. A separate, detailed strategic plan for these items has been developed in order to ensure the successful transition and align the entire K-12 curriculum and resources to the CCSS. A professional development plan, including a system and time for development of comprehensive new instructional supports, is being developed using all District resources. The CUSD Professional Development Committee will be working with, and making recommendations to, District administration to prioritize professional development and curricular work over the next several months. Ongoing communication to CUSD shareholders regarding the CCSS and new assessment will begin in May in many forms, including parent/community opportunities to learn, website information, etc.

**Financial Impact:**

None for this report.

## AGENDA – April 25, 2013

### 5.0 INSTRUCTIONAL PROGRAMS & STUDENT ACTIVITIES

- 5.3 Student Services Report: Including (1) Special Education (2) Section 504 of the Rehabilitation Act (3) Guidance and Counseling (4) School Safety and Security

#### **(1) Special Education**

Special Education staff are currently preparing for the end of the regular school year and the opening of Extended School Year (ESY) which will run this year from June 10 through July 5, 2013. On Monday, April 15, 2013, special education staff finalized the process of determining which students will be eligible and therefore receive special education services during ESY. This process includes the analysis of data that is gathered by special education teachers throughout the school year but more specifically after a break from regular instruction such as winter or spring break and/or summer recess. The term of art for the analysis performed is the Regression Recoupment Analysis.

All students experience some regression and loss over an extended break. In most cases, these skills are re-mastered (recouped) within a reasonably short period of time. However, some special needs students have disabilities which are likely to continue indefinitely or for a prolonged period, and interruption of the student's educational programming may cause regression, when coupled with limited recoupment capacity, rendering it impossible or unlikely that the pupil will attain the level of self-sufficiency and independence that would otherwise be expected in view of his or her disabling condition. However, the lack of clear evidence of such factor may not be used to deny a student and ESY program if the IEP team determines the need for ESY programming. Thus, when a student experiences more than minimal regression and he/she is not able to recoup skills within a short period of time the provision for a free appropriate public education means that instruction and/or related services must also be provided during and extended break, or for our purposes here, the summer recess.

#### **(2) Section 504**

The Section 504 training originally scheduled for March of this year is now scheduled for May 3, 2013. As reported in February of this year, the training will still be provided by Sundee Johnson, a partner in the law firm of Atkinson Andelson Loya Rudd and Romo. Mandatory attendance at this training will be required of all school counselors. Site level administrators as well as school psychologists will be strongly encouraged to attend the training as well. The rationale for having these three groups attend is due to the fact that Section 504, although a federal program addressing the needs of qualified individuals with disabilities, is actually a general education requirement that has a very close relationship with school site Student Study Teams (SSTs).



As noted in Student Service's February report, the department is currently pursuing ways to upgrade the district's Section 504 process including investigating web-based programs that will both create an Accommodation and Services Plan as well as track the process to automate and ensure compliance requirements are met in this area. During the month of March, Student Services personnel met with high-level representatives of Edupoint, the vendor for Synergy, the district's current Student Information System (SIS) to view Synergy SE, a web-based program that will create both web-based IEPs as well as Section 504 plans. The exciting aspect of this program is that for the first time, using Synergy SE, the district would have a fully interactive Student Information System and Special Education System with the added ability to align with the California Special Education Management Information System (CASEMIS).

### **(3) Guidance and Counseling**

On April 15, 2013, the District submitted an application to the City of Coronado for the *Community Organization Grant*. In previous years, generous contributions through this grant from the Coronado City Council have allowed our school district to enhance services to the children of Coronado through exemplary programs, which absent those contributions, would not be possible. This year in addition to the on-going funding the City has provided the District for a part-time Elementary Counselor, After School Homework Assistant and the Coronado Response Group, the district is requesting additional funds to cover the cost of two (2) additional Counselors/Clinical Social Worker positions.

During the District's Department of Student Services Annual Strategic Plan meeting on January 30, 2013, members of the Coronado educational community met for the sole purpose of discussing the District's Counseling Programs. This was the first time in the history of the District's Strategic Planning process and possibly, in the Districts' history that such a meeting was convened for this purpose. Members of the committee included Parents, Private Community Counseling Practitioners, Local Law Enforcement, District Counselors, School Psychologists, Social Workers, Special Education Related Services Staff, Health Services Staff as well as School Site and District Office Administrators. In addition the military community was represented by our School Liaison Officer (SLO), Military Family Life Consultants (MFLCs), as well as a Clinical Counseling Supervisor from Fleet and Family Services Navy Base San Diego.

With this broad spectrum of professionals as well as the stated and reemphasized goal of no predetermination by District Administration, the committee came to agreement in a number of areas regarding the District's current Counseling service delivery model. However, the one overshadowing area of agreement was and is that elementary counseling services need to be increased. As stated above, currently the District has one (1) half-time Counselor serving two schools and three sites: Village Elementary, Village Early Childhood Development Center and Silver Strand Elementary. To reiterate from above, this Counselor serves 1200 students. In addition, the need for a Counselor to address the transition of students from elementary school to middle school was also identified. The addition of this position will duplicate a successful service delivery model currently being implemented in Coronado addressing the transition of students from middle school to high school.

Another area of agreement by the committee is that of the relationship between District Counseling and District Safety and Security. Unfortunately, given the climate in our country today, and even more unfortunate is the fact that this includes Coronado, the relationship between counseling and security is very clear. We have young people in our schools today that may present a threat to themselves and/or others. Early identification of these individuals by the District in concert with prompt, appropriate intervention is crucial for the maintenance of safe and secure learning environments. In the Student Service's report of December 21, 2012, statement to the Coronado community following the tragic shooting at Sandy Hook Elementary School in Newtown, Connecticut, an article was shared with the district from Coronado Chief of Police Lou Scanlon. In this article, the question is asked regarding school safety and security, "How do we strike a balance between creating a safe and welcoming campus without turning it into an armed camp"? One of the answers to this question is also found within this article. "We need to be talking as much about mental detectors as metal detectors". Vigilance on everyone's part is one of the keys to everyone's safety and security. The article emphasizes the importance of "working with local police, cultivating the relationship with students and retaining a strong staff of counselors, psychologists and school resource officers". To achieve this objective, the District is respectfully requesting additional funds from the City to fund these positions.

#### **(4) Safety and Security**

During the months of March and April Student Services staff has been working closely with our security consultant Strategos in the development of a proposal for the implementation of both Proximity Card access to our district facilities as well as Closed Circuit Television (CCTV) surveillance. As you may recall, our staff ID badges, more than just picture IDs, have the capability to provide access control to any of our sites. Initial proposals are being developed for both the District office as well as Village Early Childhood Development Center (ECDC).

Prior to the end of the school year, we will finish our training for all District staff, certificated and classified, on Reportable Format procedures. Strategos is currently developing training modules utilizing electronic media for some of their future trainings. Through electronic media, staff will receive an introduction of the essential elements of a specific training module on an individualized basis, thus potentially decreasing the amount of release time required for professional development training in mass. Following this introduction of the essential elements of a given module, staff will convene together in large and small groups to check for understanding and to participate in site-level drills. The next round of training from Strategos will start down the path of emergency action principles and critical decision making, from fire drills to active shooters.

#### **Financial Impact:**

None for this report

## AGENDA – April 25, 2013

### 5.0 **BUSINESS AND FISCAL MANAGEMENT**

- 5.4 Business Services Report: Including (1) Business Services Status (2) Update on Governor’s Budget Proposal 2013-14

#### **Background Information:**

Business Services is responsible for the fiscal health and the business operations of the District. Business operations include Financial Accounting, Financial Management, Payroll, Business Information Systems, Facilities, Maintenance and Operations, Transportation and Child Nutrition Services.

#### **(1) Business Services Status**

Business Services is in the process of processing year-end purchases, handling numerous facilities items and preparing the 2013-14 budget.

Special note should be made of the excellent work done by Jim Mazurkiewicz and his team in working with the flood at Coronado Middle School.

#### **(2) Update on Governor’s 2013-14 Budget Proposal**

A draft 2013-14 budget is required by May 6<sup>th</sup> for the May 16<sup>th</sup> Board packet, thus details from the Governor’s May Revise (due approximately May 15<sup>th</sup>) will be incorporated into the final budget presented to the Governing Board at its June 20<sup>th</sup> meeting.

#### **Financial Impact:**

There is no impact to the general fund as a result of this report.

**AGENDA – April 25, 2013**

**6.0 SITES AND CONSTRUCTION**

6.1 Award Bid for the CUSD 2012/13-001 Various Site Improvements at the Early Childhood Development Center (Action)

**Background Information:**

A bid notice was placed in the *San Diego Union-Tribune* and the *San Diego Daily Transcript* on February 27, 2013, and March 6, 2013. The bids were received and opened on April 2, 2013.

**Report:**

The results of the bids will be available at the Board Meeting.

**Financial Impact:**

There is no impact to the general fund as construction is funded from the Special Reserve for Capital Projects Fund.

**Superintendent's Recommendation:**

*JPF*

That the Board award the bid for the CUSD 2012/13-001 Various Site Improvements at the Early Childhood Development Center and authorize Administration to sign all documents.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_ Student \_\_\_\_\_

**AGENDA – April 25, 2013**

**6.0 DISTRICT ORGANIZATION AND BOARD OPERATION**

6.2 Adopt New Board Policy/Administrative Regulation/Exhibit 1313, Civility (Action)

**Background Information:**

Coronado Unified School District does not currently have a policy relating to Civility.

The Governing Board believes that Coronado Unified School District staff will treat all community members with respect and will expect the same in return. The District is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

The attached Board Policy/Regulation/Exhibit, which was presented to the Governing Board for a first reading on March 7, 2013, will reinforce Coronado Unified School District's Standards for Civil Behavior that both parents and students sign upon registration.

This policy promotes mutual respect, civility, and orderly conduct among District employees, parents, and the public. This policy is not intended to deprive any person or his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe, harassment-free work place for our students and staff. In the interest of presenting District employees as positive role models to the children of this District as well as the community, Coronado Unified School District encourages positive communication, and discourages volatile, hostile, or aggressive actions. The District seeks public cooperation with this endeavor.

**Financial Impact:**

There is no impact to the general fund.

---

**Superintendent's Recommendation:**

*JPF*

That the Board adopt new Board Policy/Administrative Regulation/Exhibit 1313, Civility

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_ Student \_\_\_\_\_

**Community Relations**

**Civility Policy**

The Board of Education believes that Coronado Unified School District staff will treat all community members with respect and will expect the same in return. The district is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

This policy promotes mutual respect, civility, and orderly conduct among district employees, parents, and the public. This policy is not intended to deprive any person or his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe, harassment-free work place for our students and staff. In the interest of presenting district employees as positive role models to the children of this district as well as the community, CUSD encourages positive communication, and discourages volatile, hostile, or aggressive actions. The district seeks public cooperation with this endeavor.

*(cf. 0410. - Recognition of Human Diversity)*

**Disruptions**

1. Any individual who disrupts or threatens to disrupt school/office operations; threatens the health and safety of students or staff, willfully causes property damage; uses loud and/or offensive language, which would provide a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on school district property, will be directed to leave school or school district property promptly by the superintendent or designee.
2. If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If corrective action is not taken by the abusing party, the district employee will verbally notify the abusing party that the meeting, conference, or telephone conversation is terminated, and if the meeting or conference is on district premises, the offending person will be directed to leave promptly.
3. When an individual is directed to leave under Paragraph 1 or 2, the superintendent or designee shall inform the person that he/she will be guilty of a misdemeanor in accordance with California Education Code 44811 and Penal Codes 415.5 and 626.7 if he/she reenters any district facility within 30 days after being directed to leave, or within seven days if the person is a parent/guardian of a student attending that school. If an individual refuses to leave upon request or returns before the applicable period of time, the superintendent or designee may notify law enforcement officials. The Civility Policy Incident Report should be completed for the situations as set forth in paragraphs 1 and 2. (Exhibit 1313)

**Civility Policy** (continued)

4. If an individual wishes to contest an action under paragraph three (3) of this part, he/she may present a Notice of Complaint to the Superintendent or designee who will investigate the situation, take into account the nature of the Complaint and all necessary factors, and respond appropriately within a reasonable time.

*(cf. 5146 - Campus Disturbance)*  
*(cf. 5146(c) - Disturbing the Peace)*  
*(cf. 9323 - Meeting Conduct)*

**Safety and Security**

5. When violence is directed against an employee, or theft against property, employees shall promptly report the occurrence to their principal or supervisor and complete an Incident Report. Employees and supervisors should complete an Incident Report and report to law enforcement any attack, assault, or threat made against them on school/district premises or at school/district-sponsored activities.
6. An employee whose person or property is injured or damaged by willful misconduct of a student may ask the district to pursue legal action against the student or the student's parent/guardian.

**Documentation**

7. When it is determined by staff that a member of the public is in the process of violating the provisions of this policy, an effort should be made by staff to provide a written copy of this policy, including applicable code provisions, at the time of occurrence. The employee will immediately notify his/her supervisor and provide a written report of the incident on the attached form.

**Legal Reference:**

**EDUCATION CODE**

32210 *Disturbing School*  
44014 *Assault on Personnel*  
44810 *Person on School Grounds*  
44811 *Insults and Abuses*

**PENAL CODE**

243.5 *Arrest on School Grounds*  
415.5 *Fighting on School Grounds*  
626.8 *Entry of School by Person Not on Lawful Business*  
627.7 *Refusal to Leave School Grounds*

**Policy**  
**adopted: April 25, 2013**

**Coronado Unified School District**  
**Coronado, California**

## **Community Relations**

### **Civility Policy**

In order to keep schools and administrative offices free from disruptions and to prevent unauthorized individuals from entering school or district grounds, procedures will be established to support a safe work place for students and staff. The intent of these procedures will be to promote mutual respect, civility, and orderly conduct among district employees, parents, and the public.

### **Disruptions**

1. Members of the public who use obscenities or speak in a loud, insulting, and/or demeaning manner will be calmly and politely reminded by district employees to communicate in a civil manner.
2. Members of the public who continue to speak in a demeaning manner will be politely notified that the meeting, conference, or telephone conversation is terminated. If the meeting or conference is on district property, the offending person will be directed to leave the premises.
3. The employee(s) involved in this situation will notify the site administrator of the situation.
4. Any individual will be directed to leave district property by the school or district office administration who
  - a) Disrupts or threatens to disrupt school/office operations
  - b) Threatens school/office operations
  - c) Threatens the health and safety of students or staff
  - d) Willfully causes property damage
  - e) Uses loud and/or offensive language, which would provide a violent reaction
  - f) Has established a continued pattern of unauthorized entry on district property



**Civility Policy** (continued)

5. If an individual refuses to leave upon request, the site or district office administrator may contact law enforcement officials. The superintendent or designee will be immediately notified if this occurs.
6. The superintendent or designee will inform the individual removed from district property that he/she will be guilty of a misdemeanor in accordance with California Education Code 44811 and Penal Code 415.5 and 626.7 if he/she reenters any district facility within 30 days after being directed to leave or within 7 days if the person is a parent/guardian of a student attending that school.
7. If an individual wishes to contest an action taken by the district under this section, he/she must submit a written Notice of Complaint to the Superintendent or designee within five (5) days of the district's action. Upon receipt of the Notice of Complaint, the district will initiate the Uniform Complaint Procedures under the California Code of Regulations.
8. Employees will immediately report to site or district office administration any violence directed against the employee or an incident of property theft.
9. Additionally, a written report will be filed by completing the Civility Policy Incident Report Form E 1313. This report will be faxed to the deputy superintendent, educational services within 24 hours of the incident.
10. Law enforcement will be contacted by site or district office administration to report any attack, assault or threat made against an employee while on district premises or at district-sponsored activities.
11. An effort will be made to provide the public with a copy of the Civility Policy if a violation of this policy occurs.

*(CCR, Title 5, Sections 4600-4687)*

**Regulation**  
**Adopted: April 25, 2013**

**Coronado Unified School District**  
**Coronado, California**

Community Relations

**CIVILITY POLICY INCIDENT REPORT**

Name: \_\_\_\_\_ Site: \_\_\_\_\_

Today's date: \_\_\_\_\_

Date and time (approximate) of incident: \_\_\_\_\_

Location of incident (office, classroom, hallway, etc.): \_\_\_\_\_

Name of person you are reporting (if known): \_\_\_\_\_

Is this person a parent/guardian or relative to a student at CUSD?       Yes       No

Did you feel your wellbeing/safety was threatened?       Yes       No

Were there any witnesses to this incident?       Yes       No

Name(s) of witness(es): \_\_\_\_\_

Were the police contacted?       Yes       No

**Below, please describe what happened:**

-----

If you need additional space, please use the back of this sheet. Thank you

\_\_\_\_\_  
Signature of Person completing form

**A copy of this Incident Report should be sent to the Assistant Superintendent, Student Services**

**AGENDA – April 25, 2013**

**6.0 DISTRICT ORGANIZATION AND BOARD OPERATION**

- 6.3 Approve: (A) Tentative Agreements with ACT regarding Article XIV and Article XV; (B) Memorandum of Understanding between Coronado Unified School District and ACT; and (C) Resolution #13-04-02 Rescinding Resolution #13-03-01 (Action)

**The following are recommended for adoption, with each needing to be approved as a condition for any to be implemented:**

- 6.3 (A) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve tentative agreements with ACT regarding Article XIV (Evaluation Procedure) and Article XV (Unit Member Hours and Adjunct Duties), calendar and salary schedule, with approval and implementation conditioned upon approval of agenda items 6.3 (B) and (C).
- 6.3 (B) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Memorandum of Understanding between the District and ACT regarding pro-rata salary for certificated employees serving in specified particular kinds of services, with approval and implementation conditioned upon approval of agenda items 6.3 (A) and (C).
- 6.3(C) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution #13-04-02, which will rescind Resolution #13-03-01 dated March 7, 2013, regarding the commencement of certificated layoffs and the discontinuances of particular kinds of services, so as to terminate pending certificated layoff proceedings, with approval and implementation conditioned upon approval of agenda items 6.3 (A) and (B).

---

**Superintendent’s Recommendation:**

*JPF*

That the Board Approve: (A) Tentative Agreements with ACT regarding Article XIV and Article XV; (B) Memorandum of Understanding between Coronado Unified School District and ACT; and (C) Resolution #13-04-02 Rescinding Resolution #13-03-01.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_ Student \_\_\_\_\_

**Tentative Agreement  
April 9, 2013**

**ARTICLE XIV  
EVALUATION PROCEDURE**

**14.1 EVALUATIONS**

A subcommittee named the Professional Development Committee composed of certificated employees and administrators was established in September of 2011. A new evaluation tool was agreed upon in the spring of 2012 and implemented August 2012.

As a result of additional work completed by the Professional Development Committee during the 2012-2013 school year, the evaluation instrument will be modified to align with EdCode Section 44662 (Stull Act) by June 30, 2014.

If the Professional Development Committee fails to complete this task by the deadline, ACT and the district agree to use the Los Angeles Unified School District (LAUSD) and United Teachers Los Angeles (UTLA) “New Additional Evaluation Guidelines Related to Doe V. Deasy” as the structure for inclusion of student achievement in the Coronado Unified School District Evaluation Procedure.

By June 30, 2014 the Professional Development Committee will complete a review and establish the incorporation of student achievement and progress toward District –adopted and State-adopted standards, including the State-mandated California Standard Test CST program and its annual reported test results, District-adopted formative assessment (Measure of Academic Progress), and also to any future criterion-referenced State-mandated replacements or additions thereto. As determined by the Professional Development Committee, for the 2013-14 school year, the following assessments, in addition to others, may be used for this purpose:

<i>Elementary and Middle School</i>	<b>English Language Arts</b>  <i>CST, CMA, CAPA: Grades 3-8, Grade 10 CAPA, Grade 11 (EAP only)</i>  <i>MAP (Reading and/or Language): Grades 2-8</i>	<b>Physical Education</b>  <i>CA PFT: Grades 5 and 7</i>	<b>Mathematics</b>  <i>CST, CMA, CAPA: CST Grades 3-7, Algebra 1 CST and CMA (grades 7-8 only), General Math CST (grade 8 only), CAPA grades 3-8</i>  <i>MAP: Grades 2-8</i>	
High School	<b>English Language Arts</b>  <i>CST, CAPA: Grade 10 CAPA, Grade 11 CST (EAP only)</i>  <i>MAP (Reading and/or Language) Grades 9-12</i>	<b>Physical Education</b>  <i>CA PFT: Grade 9</i>	<b>Mathematics</b>  <i>CST, CAPA: Grade 10 CAPA, Grade 11 Alg. II, HS Summative Math CST (EAP only)</i>  <i>MAP: Algebra 1 Grades 9-12</i>	<b>Science</b>  <i>CST, CMA, CAPA: Grade 10 Life Science</i>

As determined by the Professional Development Committee, for the 2014-15 school year, the following assessments, in addition to others, may be used for this purpose:

<i>Elementary and Middle School</i>	<b>English Language Arts</b> SBAC Grades 3-8  MAP (Reading and/or Language): Grades K-8	<b>Physical Education</b> CA PFT: Grades 5 and 7	<b>Mathematics</b> SBAC Grades 3-8  MAP: Grades K-8
High School	<b>English Language Arts</b> SBAC Grade 11  MAP (Reading and/or Language) Grades 9-12	<b>Physical Education</b> CA PFT: Grade 9	<b>Mathematics</b> SBAC Grade 11  MAP: Algebra 1 Grades 9-12

The assessment of pupil progress will be thirty percent (30%) of the evaluation of a certificated employee in factoring the final rating determination. Observed classroom performance, using the current evaluation tool, remains the primary and controlling factor at seventy percent (70%).

Student and parent feedback annual surveys will be developed by the Professional Development committee by June 30, 2014. Results of student and parent feedback will be aggregated by the principal and shared with the teacher annually.

\_\_\_\_\_  
 ACT President

\_\_\_\_\_  
 Superintendent

Date: \_\_\_\_\_

**Tentative Agreement  
April 9, 2013**

**ARTICLE XV  
UNIT MEMBER HOURS AND ADJUNCT DUTIES**

**15.1 Unit Member Work Year**

15.1.1 For the 2013-2014 school year, the unit member work year shall revert to 185 days effective July 1, 2013. The work year includes 175 student days, six (6) Professional Development Days and four (4) Teacher Work Days. The work year of 185 work days represents 100% of the certificated salary schedule as presented in Appendix B.

15.1.1.2

Delete

\_\_\_\_\_  
ACT President

\_\_\_\_\_  
Superintendent

Date: \_\_\_\_\_

Coronado Unified School District  
Calendar for 2013-2014 Draft 11

Student Days

											<u>Student Days</u>			
											Sem 1	Sem 2		
	M	T	W	T	F		M	T	W	T	F			
<b>JULY</b>	1	2	3	4	5		<b>JAN</b>	30	31	1	2	3	0	0
	8	9	10	11	12			6	7	8	9	10	0	5
	15	16	17	18	19			13	14	15	16	17	0	5
	22	23	24	25	26			20	21	22	23	24	0	4
<b>AUG</b>	29	30	31	1	2		<b>FEB</b>	27	28	29	30	31	0	5
	5	6	7	8	9			3	4	5	6	7	0	5
	12	13	14	15	16			10	11	12	13	14	0	4
	19	20	21	22	23			17	18	19	20	21	2	4
	26	27	28	29	30			24	25	26	27	28	5	5
<b>SEPT</b>	2	3	4	5	6		<b>MAR</b>	3	4	5	6	7	4	5
	9	10	11	12	13			10	11	12	13	14	5	5
	16	17	18	19	20			17	18	19	20	21	5	5
	23	24	25	26	27			24	25	26	27	28	5	0
<b>OCT</b>	30	1	2	3	4		<b>APR</b>	31	1	2	3	4	5	5
	7	8	9	10	11			7	8	9	10	11	5	5
	14	15	16	17	18			14	15	16	17	18	3	4
	21	22	23	24	25			21	22	23	24	25	5	4
<b>NOV</b>	28	29	30	31	1		<b>MAY</b>	28	29	30	1	2	5	5
	4	5	6	7	8			5	6	7	8	9	5	5
	11	12	13	14	15			12	13	14	15	16	4	5
	18	19	20	21	22			19	20	21	22	23	5	5
	25	26	27	28	29			26	27	28	29	30	0	4
<b>DEC</b>	2	3	4	5	6		<b>JUNE</b>	2	3	4	5	6	5	4
	9	10	11	12	13			9	10	11	12	13	5	0
	16	17	18	19	20			16	17	18	19	20	4	0
	23	24	25	26	27			23	24	25	26	27	0	0
												<b>77</b>	<b>98</b>	

=Non-Student Days

=Teacher Work Days

**Total Student Days 175**

4/11/2013

**CORONADO UNIFIED SCHOOL DISTRICT**  
**Certificated Salary Schedule**  
**Effective 07/01/13**  
**185 Work Days**

STEP	Range I BA	Range II BA +15	Range III BA +30	Range IV BA + 45	Range V BA +70 OR BA +60 W/MA	Range VI Ba+75 With MA
1	\$40,000	\$41,000	\$42,000	\$43,000	\$44,000	\$45,000
2	\$41,000	\$42,000	\$43,000	\$44,000	\$45,200	\$46,200
3	\$42,200	\$43,200	\$44,200	\$45,200	\$46,400	\$47,800
4	\$43,400	\$44,400	\$45,400	\$46,400	\$47,600	\$49,800
5	\$44,600	\$45,800	\$46,600	\$48,400	\$51,100	\$53,300
6		\$47,800	\$48,600	\$51,400	\$54,100	\$56,500
7			\$51,600	\$54,400	\$57,100	\$59,700
8 New Emp. Max.			\$55,100	\$57,900	\$60,100	\$62,900
9				\$61,400	\$63,100	\$66,100
10 through year 14				\$64,900	\$67,100	\$70,600
Longevity(awarded at beginning of years noted)						
15				\$68,400	\$71,100	\$75,600
20				\$72,400	\$75,100	\$79,600
25				\$76,400	\$79,100	\$84,600
30				\$80,400	\$83,100	\$89,600
Note: *Grandfathered Step - 2007-08						
School Psychologists receive additional seven percent (7%) for specialized preparation						
Hourly rate: \$30.00		\$1,000 for earned Doctorate		Extended day rate \$1026 (Effective July 1, 2006)		
\$1,000 for National Board Certification						

Minimum salary to be paid for certificated teachers with bachelor's degree will be \$40,000 for fully credentialed teachers.

Salaries are rounded to the nearest dollar. Actual monthly salaries may differ in cents.

Maximum step placement on Salary Schedule is Step 8, based on 7 years of full-time teaching experience.



**Memorandum of Understanding between  
Coronado Unified School District  
and Association of Coronado Teachers, Inc.**

This Memorandum of Understanding is entered into between the Coronado Unified School District, by and through its Board of Education (hereinafter referred to as “District”), and the Association of Coronado Teachers, Inc. (hereinafter referred to as “ACT”).

**RECITALS**

WHEREAS, ACT is the exclusive representative for regular certificated employees of District including temporary, probationary and permanent part-time or full-time classroom teachers; and

WHEREAS, District has maintained an ongoing practice of employing certain part-time certificated employees and compensating such employees on an hourly basis; and

WHEREAS, the compensation of such part-time certificated employees on an hourly basis is less than what such part-time employees would receive if they were compensated on a pro-rata basis according to their placement on the ACT salary schedule; and

WHEREAS, a dispute currently exists between the District and part-time employees represented by ACT regarding the appropriate compensation for such employees, and

WHEREAS, District and ACT desire to fully and completely resolve any and all disputed claims concerning the appropriate salary schedule compensation for part-time certificated employees represented by ACT; and

WHEREAS, a certificated layoff process is pending and the parties desire to establish stability by resolving currently pending issues so as to allow for the halting and rescinding of the pending certificated layoff.

NOW, THEREFORE, based upon the full and valuable mutual consideration set forth in this Memorandum of Understanding, the parties agree as follows:

1. The above recitals are true and correct.
2. In executing this Agreement, no party hereto directly or indirectly admits any wrongdoing or concedes the merits of any claim or defense, existing or potential. This Memorandum of Understanding, its negotiations and contents, are not to be considered an admission of wrongdoing or liability as to any party or entity, or their representatives or agents.
3. Effective July 1, 2013, the district’s past practice regarding hourly pay for the persons serving in the particular kinds of services listed in Exhibit A, attached hereto, is modified so that all part-time certificated employees performing the certificated services specified in Exhibit A hereto who are not currently receiving pro-rata compensation shall be compensated on a pro-rata basis according to their placement on the ACT salary schedule.

**Memorandum of Understanding between  
Coronado Unified School District  
and Association of Coronado Teachers, Inc.**

4. ACT waives and releases and forever discharges District and its agents, officers, employees, successors, and Board of Education members from any and all claims that were raised or could have been raised by ACT regarding all salary and compensation issues related to part-time certificated employees and the dispute addressed in this Memorandum of Understanding. Disputes, if any, regarding salary step placement of any particular bargaining unit member are not resolved by this Memorandum of Understanding.
5. This Memorandum of Understanding constitutes the entire agreement and understanding of the parties. There are no oral understandings, terms, or conditions and neither party has relied upon any such representations, express or implied, not contained or incorporated by reference herein. All prior understandings, terms, or conditions, written or oral, express or implied, are superseded by this Memorandum of Understanding.
6. District agrees to rescind Resolution No. 13-03-01 dated March 7, 2013 regarding the commencement of certificated layoffs and the discontinuances of particular kinds of services.
7. This Memorandum of Understanding is subject to ratification by District's Board of Education.

**ON BEHALF OF DISTRICT:**

\_\_\_\_\_  
Jeffrey P. Felix, Ed.D, District Superintendent

Date \_\_\_\_\_

**ON BEHALF OF ACT:**

\_\_\_\_\_  
ACT President

Date \_\_\_\_\_

**EXHIBIT A**

**IDENTIFICATION OF  
PARTICULAR KINDS OF SERVICES (PKSs)  
AND  
FULL TIME EQUIVALENCIES (FTEs)**

<u><b>Particular Kinds of Services (PKS)</b></u>	<u><b>Full Time Equivalent Positions</b></u>
<p>Academic Support and Enrichment (ASE) teaching services, transitional kindergarten and grades kindergarten through 5 (includes math ASE intervention teaching services, grades 4 and 5)</p>	<p>Eleven hourly positions working 19.5 hours per week, equating to 0.5145 FTE times 11 equaling to 5.6595 FTEs</p> <p align="center">Plus</p> <p>Six non-hourly positions working 0.5145 FTE, equating to 3.087 FTEs</p>
<p>Visual and Performing Arts (VAPA) teaching services, transitional kindergarten and grades kindergarten through 5 (Silver Strand Elementary School and Village Elementary School; at Village Elementary, also known as Specials Teachers (VAPA) Team teaching services)</p>	<p>Two hourly positions of 19.5 hours per week equating to 1.029 FTEs</p>
<p>Science lab enrichment teaching services, transitional kindergarten and grades kindergarten through five; also known as Specials Teachers Team teaching services, science lab</p> <p>Science lab enrichment teaching services, transitional kindergarten and grade pre-kindergarten through 5</p>	<p>One hourly position of 19.5 hours per week equating to 0.5145 FTE</p> <p align="center">Plus</p> <p>One non-hourly position of 0.2243 FTE</p>
<p>Literacy support enrichment teaching services, transitional kindergarten and grades kindergarten through 5; also known as Specials Teachers Team teaching services, literacy support</p>	<p>One hourly position of 19.5 hours per week equating to 0.5145 FTE</p>

**EXHIBIT A**

**IDENTIFICATION OF  
PARTICULAR KINDS OF SERVICES (PKSs)  
AND  
FULL TIME EQUIVALENCIES (FTEs)**

<b><u>Particular Kinds of Services (PKS)</u></b>	<b><u>Full Time Equivalent Positions</u></b>
Music (instrumental [band], choral, and enrichment) teaching services, transitional kindergarten and grades kindergarten through five; also known as Specials Teachers Team teaching services, music	One hourly position of 19.5 hours per week equating to 0.5145 FTE
Computers teaching services, transitional kindergarten and grades kindergarten through five; also known as Specials Teachers Team teaching services, computers	One hourly position of 19.5 hours per week equating to 0.5145 FTE
GATE (Gifted and Talented Education) teaching services, transitional kindergarten and grades kindergarten through five	Two hourly positions of 19.5 hours per week equating to 1.029 FTE
Early literacy teaching services, pre-kindergarten, transitional kindergarten and grades kindergarten through 5	One hourly position of 8.75 hours per week equating to 0.2309 FTE
Health teaching services, transitional kindergarten and grades kindergarten through 5	One non-hourly position of 0.5277 FTE
Before/after school academic assistance Program teaching services, pre-kindergarten, transitional kindergarten, and grades kindergarten through 5	At Silver Strand Elementary School: 6 hourly positions of 5 hours per week equating to 0.7914 FTE  plus  At Village Elementary School: 2 hourly positions of 6 hours per week equating to 0.3166 FTE
Total FTEs	14.9534

CORONADO UNIFIED SCHOOL DISTRICT

RESOLUTION RESCINDING RESOLUTION NUMBER 13-03-01  
REGARDING COMMENCEMENT OF CERTIFICATED LAYOFF AND DISCONTINUANCES  
OF PARTICULAR KINDS OF SERVICES

**Resolution Number 13-04-02**

On motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following Resolution is adopted:

WHEREAS, this Governing Board previously adopted, on March 7, 2013, Resolution Number 13-03-01 which commenced a certificated layoff and discontinued particular kinds of certificated services;

WHEREAS, a Memorandum of Understanding has been reached with the Association of Coronado Teachers, Inc. (ACT; the exclusive bargaining representative of various certificated employees of this District), that Memorandum has been agreed upon and approved, and that agreement includes as part of the consideration for its acceptance, rescinding Resolution Number 13-03-01;

NOW, THEREFORE BE IT RESOLVED that Resolution Number 13-03-01 is hereby rescinded.

IN WITNESS of the adoption of the foregoing Resolution, we, the members present and voting thereof, have hereunto set our hands this 25<sup>th</sup> day of April, 2013. Executed in Coronado, San Diego County, California.

GOVERNING BOARD OF THE  
CORONADO UNIFIED SCHOOL DISTRICT

Approval:

Dissenting:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Abstaining:

I, Jeffrey Felix, Superintendent and Secretary to the Governing Board of the Coronado Unified School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted by said Board at a meeting thereof, the vote above stated, which Resolution is on file and of record in the office of the Superintendent.

Date: April 25, 2013

\_\_\_\_\_  
Superintendent/Secretary to Governing Board  
Coronado Unified School District

**AGENDA – April 25, 2013**

**7.0 ORGANIZATIONAL BUSINESS**

**DISTRICT ORGANIZATION AND BOARD OPERATION**

**7.1 Superintendent’s Management of Board Goals for 2012-2013 (Report)**

**Report:**

The Board requested several projects that will require careful management of staff time and resources. At the August 15, 2011, Regular Board Meeting, the Superintendent provided a draft in graphic form of the first five months of those projects. The Board requested this graphic be brought back each month to use as an update and to monitor the progress of the projects.

Attached are the updated projects in graphic form.

**Financial Impact:**

There is no impact to the general fund as a result of this report.

---

This report is provided to the Board for information.

The logo consists of the letters 'JPF' in a stylized, blue, cursive font.

## Coronado Unified School District Superintendent Management of Board Goals for 2012-2013

Projects	Board Goals	August	September	October	November	December	January	February	March	April	May	June
1 <b>Calendar Forums</b>	1, 3, 5			Select Calendar Committee	Forum Discussions	Calendar Completion	Board and Bargaining Unit Approvals					
2 <b>100th Year Anniversary</b>	3, 4	Leadership Selected	Committee Selected	Plans Created			Marketing Begins		Celebration at Telethon		13-14 Events Calendar Announced	
3 <b>Charter School</b>	1.1, 1.2, 1.3					First Charter Board Meeting	Marketing Begins	Student Registration		Staff Selection		
4 <b>Academic Dashboard</b>	2.1, 3											
5 <b>Online Registration K-12</b>	3				Board Presentation	Board Presentation	Board Approval Contract Signed	Technical Preparations	Product Tests		Marketing Begins	
6 <b>Website Remodel</b>	3	Vendor Meetings	Vendor Selected	CoSA Website	Preschool Website	Charter Website	District Website				School Websites	
7 <b>Bring Your Own Device</b>	1, 2, 3, 5	Last Year for CMS Laptop Classes				Board Report						
8 <b>Tech Plan</b>	1, 2, 3, 5		Committee Meets	Committee Meets	Plan Draft Reviewed	Plan Draft Presented	Board Approval					
9 <b>TWC Channel 19 Programming</b>	1, 2, 3, 5				Collaborating with City Manager to takeover the programming responsibilities of Time Warner's Channel 19. Equipment would be purchased at City expense and programming would be provided by CUSD students.							

updated 4/19/13

## Coronado Unified School District Department Management of Board Goals for 2012-2013

Department Responsibility	Projects	Board Goals	August	September	October	November	December	January	February	March	April	May	June
1 Business Services	FAQ	3		Publish to website	Market to Community	Editing from responses	Update from Election Results	Update from Gov Proposal	Continue Updates and Editing				
2 Business Services	E-Commerce	2	Research proper e-commerce vendor for integrated one-stop website purchasing of services and supplies by community and staff				Select vendor and build into website				Market website to staff and community		
3 Business Services	Business Dashboard	2.1	Escape Software Tied to AD	Validate existing data to Escape and create parallel system of personnel requisitions			Go live with Escape in personnel requisitions		Create prototype of Dashboard			Market website Dashboard	
4 Business Services	Landscape Remodel	2		Selection of Spring Remodel	Plans for Spring Area Created	Final Review	Selection of Summer Remodel	Plans for Summer Area Created	Final Review Spring Area Prep	Spring Area Planted		Summer Area Prepared	
5 Student Services	Security Restructure	2,3,4	Staff Training	Staff Training/Order Badges/Uniforms	Staff Training Proximity Control								
6 Student Services	504 Reform	1,3,5	Consult w/legal re: training		Develop Training								
7 Student Services	Counseling Reorganization	1,3,4,5			Counselor Meetings								
8 Human Resources	Negotiations	2, 3	General CSEA / ACT Meetings	General CSEA / ACT Meetings	General CSEA / ACT Meetings	General CSEA / ACT Meetings	General CSEA / ACT Meetings	Negotiation Meetings Begin		Ongoing		Board Report	Board & Assoc Approvals
9 Human Resources	Staff Evaluation	1, 2, 3, 4, 5	Certificated Staff Initial Training	Revisions and Updates	Board Workshop	Revisions and Updates	Revisions and Updates						
10 Human Resources	Rebench Study			Contact Vendors	Contact Vendors	Receive Bids	Receive Bids	Review Process					
11 Human Resources Learning	Staff Development Days	1, 3, 5	Staff PD Day 8/20	Create Training	Staff PD Day 10/9	Review survey results	Create Training	Staff PD Day 12/21					
12 Learning	Crown Preschool	1					Staff Selection	Marketing Begins	Student Registration			Staff Selection	
13 Learning	Formative Assessments	1			Web-based MAP launch/Fall testing	Fall testing			Winter testing window			Spring testing window	
14 Learning	Common Core	1			PD	PD	SBAC Training	PD	PD	PD	PD	Update Transition Plan	All grades CCSS
15 Learning	Digital Textbook	1, 2, 5	Year 2 Biology Year 1 Big History		Planning for CMS science		Board Report	Planning with Tech Dept				PD for Science Dept	
16 Learning	Big History Project	1, 5	iPad 24/7 Deployment			Board Report			Review & Plans Made for Fall			Fall Classes Announced	
17 Learning	One To One Initiative	1.1, 1.2, 1.3					Date Selected for 3-Day Training	Group of 30 Staff Formed		3-Day Training			
18 Learning Technology	Haiku	2			Training & Automation	Site Based Work Groups	Training & Plan Phase 2	Gradebook Pilot	Train Trainer PD, all sites	Plan 13-14 Rollout	Train Trainer PD, all sites	Train Trainer PD, all sites	Communication Prep for Families
19 Technology	Automaticity of Services	2				MAP	Compass Learning	Compass Learning	Compass Learning, MAP connection	Follett, Registration	AR, AM, Registration	Destination Learning	Skills Tutor

updated 4/19/13



## AGENDA – April 25, 2013

### 7.0 ORGANIZATIONAL BUSINESS

#### **DISTRICT ORGANIZATION AND BOARD OPERATION**

##### 7.2 Proposed List of Agenda Items for Future Board Meetings (Report)

#### **Background Information:**

The Board requested that a list of topics for future Board agendas be published monthly to inform the public of proposed Board reports, items that will be discussed, and items to be voted on by the Board.

#### **Report/Information:**

To assist the Board in planning, the topics listed below are tentatively scheduled for the months indicated. Dates may vary due to the availability of necessary information. The reports are in addition to regular information and action items such as personnel and business items which appear on the agenda every month.

#### **May 2, 2013: Special Board Meeting**

- Superintendent's Annual Evaluation

#### **May 16, 2013: Regular Board Meeting**

- Board Policy Update – First Reading
- Budget Update
- 100<sup>th</sup> Year Anniversary Committee Update
- Approve Student Services Strategic Plan
- BBMAC Third Quarter Financial Report
- Coronado SAFE Annual Report
- Coronado Schools Foundation Report
- Character Education Reports from Schools
- Report on the Progress of Staff Evaluation Tool

#### **June 20, 2013: Regular Board Meeting**

- Superintendent Evaluation/Goals/Contract
- Consolidated Application
- GASB 45
- Uniform Complaint Quarterly Report
- Report on School Trips
- Board Policy Update – Approval
- 2013-2014 Budget Presentation
- Capital Facilities Plan (Green Sheet)

**June 27, 2013: Regular Board Meeting**

- Adopt Budget

**August 22, 2013: Regular Board Meeting**

- Data and Assessment Update
- NWEA MAP, STEAM
- Consolidated Application
- Human Resources Report
- Business Services Report
- Student Services Report

**September 12, 2013: Regular Board Meeting**

- BBMAC Fourth Quarter Financial Report
- Unaudited Actuals
- Williams Resolution of Sufficiency of Instructional Materials
- Resolution of Character Counts
- Assessment Report (STAR/Advanced Placement)
- CTE/Adult Ed; and CHS Graduation Rates
- Coronado Schools Foundation Report on Summer School
- Board Policy Update – First Reading

**October 3, 2013: Board Workshop**

- Staff Evaluation Update and Discussion of Next Steps

**October 17, 2013: Regular Board Meeting**

- Student Enrollment Report
- Coronado School of the Arts Report
- Uniform Complaint Quarterly Report
- Superintendent's Evaluation
- Board Policies – Approval
- Approve All Site Safety Plans

**November 21, 2013: Regular Board Meeting**

- Student Enrollment Report
- Coronado School of the Arts Report
- Uniform Complaint Quarterly Report
- Superintendent's Evaluation
- Board Policies – Approval
- Approve All Site Safety Plans

**December 12, 2013: Organizational Meeting**

- First Interim

**December 19, 2013: Regular Board Meeting**

- Islander Sports Foundation Update
- Technology Plan Presentation

**January 2014: Regular Board Meeting TBD**

- State of District Address
- Superintendent's Evaluation
- Independent Auditor's Report on Financial Statements
- Uniform Complaint Quarterly Report
- Approve District Strategic Plan
- Approve Student Services Strategic Plan
- Board Policy Update – First Reading

**February 21, 2013: Regular Board Meeting**

- California School Boards (CSBA) Delegate Assembly Election
- Interdistrict Transfer (IDT) Agreements between South County School Districts
- STEAM Report
- Summer Landscape Proposal
- Approve All Sites' Strategic Plans
- BBMAC Second Quarter Financial Report
- Board Policy Update – Approval
- Preschool Marketing Presentation
- Charter Marketing Presentation
- Approve District Strategic Plan
- Approve Student Services Strategic Plan

**Financial Impact:**

There is no impact to the general fund as a result of this report.

---

This report is provided to the Board for information.

*JPF*