

**AGENDA- (Special Board Meeting)**  
**KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT**  
**BOARD OF TRUSTEES**  
 Board Room 1900 18th Avenue 5:15 p.m.  
 Kingsburg, CA 93631  
 August 17, 2020

1. **CALL TO ORDER** \_\_\_\_\_

2. **SALUTE TO THE FLAG**

3. **ROLL CALL AND ESTABLISHMENT OF A QUORUM**

Members Present \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Members Absent \_\_\_\_\_

\_\_\_\_\_

4. **OTHERS PRESENT** \_\_\_\_\_

5. **APPROVAL OF AGENDA**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

6. **PUBLIC COMMENT**

A special meeting of the Board of Trustees of the Kingsburg Joint Union High School District has been duly called at the hour of 5:15 p.m. in the board room at Kingsburg Joint Union High School District to consider the following items of business to be upon the agenda:

**Public Comment**

*The Public Comment portion of the agenda provides an opportunity for the public to address the Governing Board on items within the Board's jurisdiction and which are not already on the agenda. The Board of Education is prohibited by law from taking action on matters discussed that are not on the agenda and no adverse conclusions should be drawn if the Board does not respond to public comments made at this time. Concerns will be referred to the Superintendent's office for review and response. Speakers should limit their comments to three (3) minutes. Twenty (20) minutes per issue will be allowed. Any person who wishes to speak during this time should rise and be recognized by the President. Speakers should state their name and the subject of their remarks. These time limits may be extended by action of the Board as necessary.*

**Board Room Accessibility:** *The Kingsburg Joint Union High School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability related modification or accommodation, including auxiliary aids or services to participate in the public meeting, please contact the Administrative Assistant to the Superintendent at 897-7721 at least 48 hours before the scheduled Board of Trustees meeting so that we may make every reasonable effort to accommodate you [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132.)]*

**7. ACTION**

7.1 MOU KJUHSD & KJUHSD CTA - Distance Learning/Guidance ..... 3

**8. CLOSED SESSION – Notice to Public:** (Closed Session Items Covered by Law May Be Requested Or Called For As Per: Government Codes: 54954.3; 54956.7; 54956.8; 54956.86; 54956.9 (a), (b), (c); 54956.95; 54957; 54957.6; 54957.8 and Education Codes: 48900; 49070.)

None

**9. ADJOURNMENT** \_\_\_\_\_  
(Time)

**FOR BOARD ACTION:**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
Nagle: \_\_\_\_\_ Serpa: \_\_\_\_\_ Lunde: \_\_\_\_\_ Jackson: \_\_\_\_\_ Thomsen: \_\_\_\_\_

**ISSUE:**

Presented to the Board is the Memorandum of Understanding Agreement Between Kingsburg Joint Union High School District California Teachers Association and the Kingsburg Joint Union High School District Board of Trustees detailing distance learning/guidance.

**ACTION:**

Approve or deny the Memorandum of Understanding Agreement Between Kingsburg Joint Union High School District California Teachers Association and the Kingsburg Joint Union High School District Board of Trustees regarding distance learning/guidance.

**RECOMMENDATION:**

Recommend approval

**FOR BOARD ACTION:**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
Nagle: \_\_\_\_\_ Serpa: \_\_\_\_\_ Lunde: \_\_\_\_\_ Jackson: \_\_\_\_\_ Thomsen: \_\_\_\_\_

## Memorandum of Understanding

### **Agreement Between Kingsburg Joint Union High School District California Teachers Association and the Kingsburg Joint Union High School District Board of Trustees**

- Teachers shall be on campus 20 minutes before the school day begins and shall remain on campus until 10 minutes after the school day ends.
- Teachers shall be online and readily available for students during the entire morning AND afternoon blocks. The morning blocks (synchronous learning) shall be live, required instruction. The afternoon blocks (independent practice with teacher support) shall be utilized for student questions or further instruction in specific classes (ie: Honors, AP, etc). It is important to note that teachers shall be online the entire duration of the morning and afternoon blocks.
- Teachers shall take attendance (including tardies) on Aeries at the beginning of each morning session. Teachers shall not take attendance in Aeries during the afternoon session.
- In reference to SB 98 and to ensure student engagement, teachers shall keep up to date grades in Aeries. The minimum requirement for updating grades is once every two weeks.
- In the event of an illness (not Covid-19 related), teachers shall make every attempt to provide work for students, as usual. Teachers shall not be responsible for teaching on any online platform in this scenario. If the illness is severe and providing work cannot be accomplished, please notify your department chair for assistance.
- In the event of a Covid-19 related illness, the District shall follow the protocol set for by the Fresno County Department of Health and Families First Coronavirus Response Act (FFCRA).
- Only probationary teachers shall be evaluated during distance learning. In addition, the first evaluation shall not be done until the probationary teacher feels comfortable with distance learning. The evaluator shall keep in mind that this distance learning platform is new when evaluations occur.
- Unless previously arranged, non-probationary teachers shall not be evaluated using their online platform, but the administration is allowed to join different sessions online.
- All teachers are expected to work on-site in their classroom unless documentation provided by the District has been submitted and approved by the District Office that would allow staff to work from home due to health and safety concerns. This accommodation shall be allowed while the KJUHSD is on the State Watch list.
- Employees will be required to report to the work site when necessary due to federal and state requirements or as requested to complete compliance issues. They will be given advance notice, minimum of one day, of when they need to report to the school site.
- Teachers shall be required to complete their 18 additional hours. The district reserves the right to make this requirement less should events be canceled. Teachers shall still get paid for 18 hours if this occurs. *(Note: Currently, sports are set to begin in late December. More information shall come out as the year*

*begins with ideas on how to manage ASB clubs. The district cannot predict what may take place once school opens in regards to events. The district commits to paying the additional 18 hours even if seasons are canceled.)*

- The District shall allow your (personal) school-aged children to be in class with you during distance learning. This is only allowable for your children. The District is not responsible for providing technology equipment. We expect that this does not interfere with instruction. We also ask that your kids are always in your presence in and out of the classroom and that they are practicing all safety measures already in place. If your children become too much of a distraction while teaching, the District reserves the right to not allow them on campus. If you are having your children on campus, a waiver, as required by our insurance, shall be provided by the District.
- The District shall provide teachers with Covid-19 training in dealing with public health, hygiene, cleaning and sanitation measures recommended by the department of public health.
- The District shall provide all necessary supplies for preventative sanitation measures, including Personal Protective Equipment (PPE) as described in the District Standard and Protocol Guidelines document. PPE can include the following: masks, hand sanitizer, disinfecting wipes, face shields, and other PPE as needed.
- The District shall also clean and disinfect rooms nightly. Common areas shall be wiped down and rooms to be cleaned and fogged with disinfectant nightly. Bathrooms are also to be cleaned multiple times a day.
- The District shall require the use of facial coverings (e.g., cloth, surgical style, scarf) for all students, staff, parents and community members at any school site or District building. All face coverings must follow site dress codes on site. Exceptions to this include being outside with social distancing or when alone in an office or classroom environment.
- Individuals who refuse to wear a facial covering or do not follow the site's dress code shall be offered a face mask, and if refused, access to all District buildings and rooms shall be denied. Individuals who cannot wear a mask because of a documented health issue or special education qualification based on an IEP or doctor's order shall follow the California Department of Health Guidance (CDHP).
- The District shall notify teachers as soon as possible of confirmed COVID-19 cases to the extent legally permitted according to HIPAA regulations as well as any school or building closures due to infection.
- The District shall follow and maintain all outlined protocols and COVID safety procedures referenced in the District's Standard and Protocol Guidelines document.
- Whenever possible, meetings shall be held virtually and when this is not possible, in a space where employees can be socially distant.
- It is expected that when the Governor/Health Department removes Fresno County from the Covid-19 State Watch List, this MOU shall be reevaluated.
- Teachers shall have no less than 48 hours advance notice before being required to return to in-person teaching following the removal of Fresno County from the watch list.

- This MOU resolves the negotiable effects of Distance Learning due to the COVID-19 pandemic. Parties reserve the right to negotiate any additional impacts related to COVID-19. This MOU is non-precedent setting and shall expire automatically of its own accord on June 4, 2021, unless the parties mutually agree in writing for another specified period.

## Remote Work Guidelines

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### Qualifying conditions for remote work

1. Documentation from the District Office shall be filled out in advance.
2. Teacher is age 65+
3. Teacher has a health condition defined by the Americans with Disabilities Act (ADA) or the California Fair Employment and Housing Act (FEHA) as “are at increased risk” and “might be at an increased risk”.
4. Teacher required to quarantine.
5. Teacher with other circumstances, for example, caring for a household member with a health risk, child care concerns, or personal reason with Superintendent approval.

### Remote Work Requirements

- 1) If an employee works remotely, the following responsibilities must be fulfilled.
  - a) The typical functions of the job duties must be executed remotely.
  - b) Teachers shall adhere to their site schedule and fulfill their duties as outlined in their job description.
  - c) Administrators shall be included as co-teachers on Google Classroom as requested.
  - d) Teachers shall provide access to all Google Meet and/or Zoom meetings they conduct with their students for the purposes of informal, non-evaluative walkthroughs.
  - e) Teachers shall maintain and personally provide a good internet connection for daily live instruction.
  - f) Teachers shall ensure a professional and distraction-free environment throughout the duration of the contracted work day.
  - g) Professional dress aligned to your job position shall be required at all times.
  - h) Unless approved by their administrator, teachers shall work from their primary residence.

- i) Teachers shall report to the work site in person when necessary or as requested. They shall be able to report within a reasonable amount of time based on the location of their primary residence.
  - j) Teachers shall respond to parent emails within 24 hours during the Monday-Friday work week.
- 2) Site administrators shall have the discretion to recall teachers who fail to follow the above responsibilities according to the following protocol.
- a) The first infraction shall normally lead to a verbal warning and/or collaborative discussion for improvement. Upon the second infraction a coaching opportunity may need to be scheduled by the administrator or teacher to correct any deficiencies. However, a teacher may be recalled back to the school site if determined to be appropriate by the site administrator or supervisor, in consultation with the Superintendent.
  - b) Teachers conducting personal business, or working from anywhere other than their primary residence without approval, during their job duty hours would automatically be recalled back to school site.
  - c) Upon revocation, the teacher shall have 72-hours to prepare before reporting to their school site.

We hereby agree to the above Memorandum of Understanding.

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 Kingsburg joint Union High School District  
 Board of Trustees

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 Kingsburg joint Union High School District  
 Teachers Association

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 Kingsburg joint Union High School District  
 Superintendent

\_\_\_\_\_  
 Date