



AGENDA

BOARD OF DIRECTORS SPECIAL BOARD MEETING

December 14 , 2020 5:00 p.m.

Join Zoom Meeting

<https://us04web.zoom.us/j/78875511051?pwd=QVlmN2hSWEMzRVppVkpKQXZLMEtYUT09>

Meeting ID: 788 7551 1051

Passcode: DmSbj0

This meeting will be conducted via web conference. To participate in the live meeting, click on the link above.

QUESTIONS and COMMENTS to address the Board during the meeting may be sent to:

Boardofdirectors@chicocountryday.org

Mission Statement

Chico Country Day School provides a safe, joyful environment where all learners are inspired to achieve their personal best.

2020-21 CCDS Board Members:

Jessika Lawrence, Chair
Chris Constantin, Vice Chair
Michele Mittman, Treasurer
Fawn Ruby, Secretary
Jamie Clyde, Member
Thang Ho, Member
Nicole Plottel, Member

1. CALL TO ORDER & ROLL CALL (5:00 pm)

2. SPECIAL SESSION

- 2.1 Minutes from meeting of 12/9/20
- 2.2 January 2021 Return to School
- 2.3 School Calendar Revision
- 2.4 Facility Re-Opening Procedures

3. ADJOURNMENT: Adjourn; Next Regular Meeting is February 10, 2021

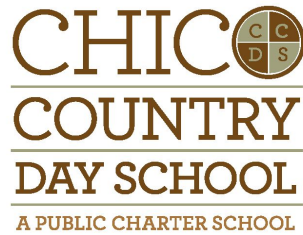
Information, Procedures and Conduct of CCDS Board Meetings:

Student Participation:

At the discretion of the Board Chair, students may be given priority to address items to the Board

Public input on specific agenda items and those items not on the agenda:

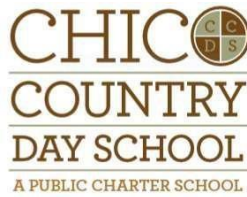
The CCDS Board of Directors welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board Chair. In the case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item. Each person who addresses the Board must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Board as a whole and not to individual board members or employees. The Board shall not take action or enter into discussion or dialog on any matter that is not on the meeting agenda, except as allowed



by law. Items brought forth at this part of the meeting may be referred to the Administration or the Board may take the item under advisement. The matter may be placed on the agenda of a subsequent meeting for discussion or action by the Board.

Special Needs: If you have special needs because of a disability or you require assistance or auxiliary aids to participate in the meeting, please contact the CCDS office at 530.895.2650. CCDS will attempt to accommodate your disability.

Copies of Agendas and Related Materials: Materials are available at the meeting, on the website at www.chicocountryday.org, or in the Main office prior to the meeting @ 102 W. 11th Street, Chico, CA 95928.



Minutes

CCDS Regular Board of Directors Meeting

Date: Wednesday, December 9, 2020

Time: 5 p.m.

Location: Zoom Web Conference

- 1. CALL TO ORDER & ROLL CALL:** Constantin called meeting to order at 5:00 p.m.
Attendees: Chris Constantin, Michele Mittman, Thang Ho, Nicole Plottel, Jamie Clyde, Jessika Lawrence (arrived at 5:42). Absent: Fawn Ruby
- 2. CLOSED SESSION**
 - 2.1 Public Employee Evaluation**
Per Government Code §54957
Title: Director of Education, Dean of Students, Special Education Director, Chief Business Officer
- 3. REGULAR SESSION**
 - 3.1 Approval of Regular Agenda** – Plottel/Ho to approve. All in favor: Mittman, Plottel, Ho, Constantin, Clyde (5-0).
 - 3.2 Report from Closed Session** – Nothing to report.
- 4. PUBLIC COMMENTS CONCERNING ITEMS NOT ON THE AGENDA** – No comments
- 5. CONSENT CALENDAR** – Mittman/Plottel to approve. All in favor: Mittman, Plottel, Ho, Constantin, Clyde (5-0).
 - 5.1** Minutes from meeting of 10/14/20 and 10/21/20
 - 5.2** 2020 Local Plan Section B for Special Education
 - 5.3** SELPA 2021-22 Participation Agreement
 - 5.4** Local Plan Certification – Data Collection & Reporting
- 6. DISCUSSION/ACTION ITEMS**
 - 6.1 On Campus Learning Update** – Fairon presented power point of challenges and celebrations. Stop-it Screener is working well. Challenges include logistics of tracking absences, workload on teachers, COVID tracking/quarantine. Trout gave overview of attendance, September-November. Currently, 24% of students are Distance Learning.
 - 6.2 2020-21 1st Interim Budget Presentation & Revision** – Reece reported highlights including federal and state monies received, ASP and Preschool revenue. Unduplicated Pupils have increased to 146 this year.
Lawrence/Mittman to approve. All in favor: Lawrence, Mittman, Plottel, Ho, Constantin, Clyde (6-0).

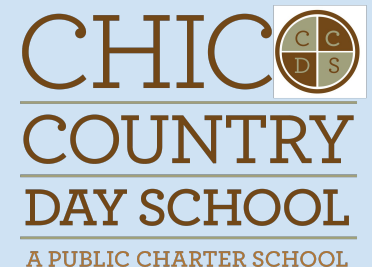
6.3 Measure K Project - Construction Schedule Update: With framing up, Reece will be scheduling a tour for board members soon. Projected finish date is June 2021.

7. ADJOURNMENT: Lawrence adjourned at 6:05 p.m. Next regular meeting is February 10, 2021.

Respectively Submitted,
Lisa Hoppe

January Return to School

December 14, 2020



Celebrations

- StopIt Screener
- Parent communication with the school, self-quarantine, switching to Distance Learning as needed
- Altitude Learning, Teacher-created curriculum
- Flexibility and continuity for at-home learning as needed
- Safety as a community effort

Challenges

Staffing - coverage in **all areas of the school** (office, classrooms, support staff, cleaning and maintenance) has been impacted with colds, other illness, and quarantine due to possible exposure

Finite staffing solutions when there is quarantine, single-site challenges

Cold and Flu season

Rising COVID Cases in our surrounding area

Logistics and staff time spent on following and tracking each absence and switches to distance learning

Challenges

Workload on teachers- each teacher has at least 3 groups of learners to support **at all times:**

- In-person learners
- off-campus learners
- full distance learning

Teachers have reported feeling inadequate in their jobs because of all they are managing. Reflection and collaboration time needed to streamline some processes.

Changed assessment methods for all grade levels

Stress level and overall well-being for our community

Questions we have been tackling

How do we come back from a two week break safely?

Where are the opportunities to increase capacity once the numbers in our area do decline?

How can we meet the needs of Distance Learners, off-campus learners, and in-person learners each day?

Proposal for Return from Winter Break

January 4th is currently a professional learning day/non-school day for students

We would like to add an additional professional learning day (January 5th)

Wednesday, Thursday, and Friday (Jan 6-8th) would be asynchronous, at-home learning days for students, Distance Learning for all students

- Morning meetings with teachers
- Work to complete independently via Altitude

Cohort A returns to campus on January 11th, Cohort B on January 14th

In order to maintain our required number of school days, move the end of school from June 3 to Friday, June 4

2020-2021 School Calendar Revision

Background information

CCDS adopted a school calendar in 2019-20 for the 2020-21 school year, prior to the COVID-19 crisis. CCDS is proposing an update to the calendar to reflect the actual situation and to add a professional development day in January:

Highlights of the proposed calendar revision:

- Removal of minimum days – they are irrelevant.
- Move the last day of school from June 3 to June 4, 2021
- Substitute the moved last day of school to January 5, 2021 so teachers can have time for professional development. This will assist our teachers in being able to best serve our students and plan for a second semester under COVID restrictions.
- This leaves 177 student days in our school calendar and we will meet the requirements for the number of school days and minutes.

It is requested that the Board of Directors adopt the calendar revision so that we can best serve our students and prepare our teachers for a semester of hybrid learning.

Educational Implications

The effective management of the school calendar allows CCDS to implement our mission.

Fiscal Implications

None

Chico Country Day School

2020-2021 School Event Calendar

August 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

8/19: First Day of School

9 days

September 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

9/7: Labor Day - No School

21 Days

October 2020						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

10/9: No Student Day - Conferences

21 Days

November 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

11/11: Veteran's Day

11/23-27: Thanksgiving Break

15 Days

December 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

12/18: Last day of semester

12/21-1/1: Winter Break

14 Days

January 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1/1 - Winter Break

1/4 - No Student Day

1/5 - No Student Day

1/18: MLK, Jr. Day - No School

18 Days

February 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

2/12: Lincoln's Birthday - No School

2/15: Presidents Day - No School

18 Days

March 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

3/15-19: Spring Break

18 Days

April 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

4/2: In Lieu Admissions Day - No School

4/5: Travel Day - No School

20 Days

May 2021						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

5/5-5/7: Student-led Conferences

5/31 - Memorial Day - No School

20 Days

June 2021						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

6/4: Last Day of School

6/4: Bridging Ceremony*





6/4: 8th Grade Graduation, Home of the Eagles Gym*

*dependent upon COVID regulations

3 Days

177 Days of School

Semesters end: 12/18, 6/3

-  End of Semester
-  First/Last Day of School
-  Minimum Day
-  No School



Chico Country Day School

Facility Re-Opening Expectations for In-Season and Off-Season Practices

To ensure we provide a safe and healthy environment for our students while continuing to support our co and extra-curricular opportunities, we need to [follow the most current State and County guidelines](#). In addition to this document, [more information will be coming out regarding competitions](#). The expectations/protocols outlined below must be followed to ensure we provide the safety and security our students deserve. Each Head Coach/A.D. must be prepared to provide an accounting of each session/practice plan, including names of participants, schedule of drills/activities included in the practice/session, and the sanitization/decontamination protocol utilized before/during/after each practice/session. The plan should reference the following expectations:

- Activities are for participants only-no spectators allowed. Every participant must have a completed and signed CCDS Participation Liability Waiver, on file with the school (see below).
- Each participant must be willing to verify his/her daily self-screening wellness check completion, per the [CCDS Board approved safety guidelines](#).
- Activity Supervisor will keep a daily log of participants including name and phone number.
- Activity Supervisors must wear face coverings at all times.
- Student-participants must wear face coverings at all times when not physically involved in a drill or activity.
- Every attempt must be made to avoid sharing equipment, supplies, tools, etc.
- Completely sanitize each piece of equipment at the end of each session/practice/competition.
- Provide hand sanitizer containing a minimum of 70% alcohol to all participants at common points of ingress/egress and in common areas and other locations used by participants.
- Limit the number of participants in the facility to match the [CDPH COVID-19 Blueprint Business and Activity Tiers Guidance](#).
- Where long lines can form, assign a staff member to monitor lines in order to ensure social distancing (6 feet) is maintained.
- Provide contactless payment systems or, if not feasible, sanitize payment systems frequently, depending on volume of use, and wear gloves at point of collection.
- Provide disinfecting wipes containing an EPA-registered disinfectant or other disinfection measure(s) for any staff member for use where appropriate.
- Discontinue the use of shared food and beverage equipment, including water stations and large-volume beverage containers (Gatorade coolers, etc.).
- Discourage participants from bringing their own reusable items from home. Participants should bring individual disposable hydration containers (water bottles, Gatorade, etc.).

By signing below I agree to implement/enforce all expectations and protocols described above.

Head Coach/Organizer:

Print Name

Signature

Date

VOLUNTARY PARTICIPATION LIABILITY WAIVER

IN CONSIDERATION FOR BEING PERMITTED BY THE CHICO COUNTRY DAY SCHOOL TO PARTICIPATE IN THE ABOVE ACTIVITY, I HEREBY WAIVE, RELEASE, AND DISCHARGE ANY AND ALL CLAIMS FOR DAMAGES FOR PERSONAL INJURY, ILLNESS (INCLUDING, BUT NOT LIMITED TO, COVID-19) DEATH, OR PROPERTY DAMAGE WHICH I MAY HAVE OR WHICH MAY HEREAFTER ACCRUE AS A RESULT OF MY PARTICIPATION IN SAID ACTIVITY. THIS RELEASE IS INTENDED TO DISCHARGE IN ADVANCE THE ABOVE SCHOOL (ITS OFFICERS, EMPLOYEES, AND AGENTS) FROM AND AGAINST ANY AND ALL LIABILITY ARISING OUT OF OR CONNECTED IN ANY WAY WITH MY PARTICIPATION IN SAID ACTIVITY. I UNDERSTAND I MAY UNDERGO A WELLNESS CHECK EACH DAY OF THE ACTIVITY. I UNDERSTAND THAT THE ABOVE ACTIVITY MAY BE OF A HAZARDOUS NATURE AND/OR INCLUDE PHYSICAL AND/OR STRENUOUS EXERCISE OR ACTIVITY; AND THAT PARTICIPANTS IN THE ABOVE SPORT OR ACTIVITY OCCASIONALLY SUSTAIN MORTAL OR PERSONAL INJURIES AND/OR PROPERTY DAMAGES AS A CONSEQUENCE THEREOF. KNOWING THE RISKS INVOLVED, NEVERTHELESS, I HAVE VOLUNTARILY APPLIED TO PARTICIPATE IN SAID ACTIVITY AND I HEREBY AGREE TO ASSUME ANY AND ALL RISKS OF INJURY OR DEATH AND TO RELEASE AND HOLD HARMLESS THE ABOVE DISTRICTS, ITS OFFICERS, EMPLOYEES, AND AGENTS. IT IS FURTHER UNDERSTOOD AND AGREED THAT THIS WAIVER, RELEASE, AND ASSUMPTION OF RISKS IS TO BE BINDING ON MY HEIRS AND ASSIGNS. I FURTHER AGREE TO INDEMNIFY AND TO HOLD THE ABOVE DISTRICTS (ITS OFFICERS, EMPLOYEES, AND AGENTS) FREE AND HARMLESS FROM ANY LOSS, LIABILITY, DAMAGE, COST OR EXPENSE WHICH THEY MAY INCUR AS A RESULT OF ANY INJURY AND/OR PROPERTY DAMAGE THAT I MAY SUSTAIN WHILE PARTICIPATING IN SAID ACTIVITY. BY SIGNING THIS DOCUMENT I ATTEST MY WILLINGNESS TO CONDUCT A SELF-WELLNESS CHECK, INCLUDING A BODY TEMPERATURE CHECK EACH DAY I PARTICIPATE IN THIS ACTIVITY.

I HAVE CAREFULLY READ THE ABOVE AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE ABOVE SCHOOL AND SIGN IT OF MY OWN FREE WILL.

Participant:

Print Name_____ **Signature**_____ **Date**_____

IN CONSIDERATION FOR BEING PERMITTED BY THE CHICO COUNTRY DAY SCHOOL FOR MY DAUGHTER/SON TO PARTICIPATE IN THE ABOVE ACTIVITY, I HEREBY WAIVE, RELEASE, AND DISCHARGE ANY AND ALL CLAIMS FOR DAMAGES FOR PERSONAL INJURY, ILLNESS (INCLUDING, BUT NOT LIMITED TO, COVID-19) DEATH, OR PROPERTY DAMAGE WHICH MY DAUGHTER/SON MAY HAVE OR WHICH MAY HEREAFTER ACCRUE AS A RESULT OF HIS/HER PARTICIPATION IN SAID ACTIVITY. THIS RELEASE IS INTENDED TO DISCHARGE IN ADVANCE THE ABOVE SCHOOL (ITS OFFICERS, EMPLOYEES, AND AGENTS) FROM AND AGAINST ANY AND ALL LIABILITY ARISING OUT OF OR CONNECTED IN ANY WAY WITH MY PARTICIPATION IN SAID ACTIVITY. I UNDERSTAND MY DAUGHTER/SON MAY UNDERGO A WELLNESS CHECK EACH DAY OF THE ACTIVITY. I UNDERSTAND THAT THE ABOVE ACTIVITY MAY BE OF A HAZARDOUS NATURE AND/OR INCLUDE PHYSICAL AND/OR STRENUOUS EXERCISE OR ACTIVITY; AND THAT PARTICIPANTS IN THE ABOVE SPORT OR ACTIVITY OCCASIONALLY SUSTAIN MORTAL OR PERSONAL INJURIES AND/OR PROPERTY DAMAGES AS A CONSEQUENCE THEREOF. KNOWING THE RISKS INVOLVED, NEVERTHELESS, MY DAUGHTER/SON VOLUNTARILY APPLIED TO PARTICIPATE IN SAID ACTIVITY AND I HEREBY AGREE TO ASSUME ANY AND ALL RISKS OF INJURY OR DEATH AND TO RELEASE AND HOLD HARMLESS THE ABOVE DISTRICTS, ITS OFFICERS, EMPLOYEES, AND AGENTS. IT IS FURTHER UNDERSTOOD AND AGREED THAT THIS WAIVER, RELEASE, AND ASSUMPTION OF RISKS IS TO BE BINDING ON MY HEIRS AND ASSIGNS. I FURTHER AGREE TO INDEMNIFY AND TO HOLD THE ABOVE DISTRICTS (ITS OFFICERS, EMPLOYEES, AND AGENTS) FREE AND HARMLESS FROM ANY LOSS, LIABILITY, DAMAGE, COST OR EXPENSE WHICH THEY MAY INCUR AS A RESULT OF ANY INJURY AND/OR PROPERTY DAMAGE THAT MY DAUGHTER/SON MAY SUSTAIN WHILE PARTICIPATING IN SAID ACTIVITY. BY SIGNING THIS DOCUMENT I ATTEST MY WILLINGNESS TO CONDUCT A WELLNESS CHECK ON MY DAUGHTER/SON, INCLUDING A BODY TEMPERATURE CHECK, EACH DAY SHE/HE PARTICIPATES IN THIS ACTIVITY.

I HAVE CAREFULLY READ THE ABOVE AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE ABOVE SCHOOL AND SIGN IT OF MY OWN FREE WILL.

Parent/Guardian of Participant:

Print Name_____ **Signature**_____ **Date**_____



FACILITY COVID-19 SAFETY GUIDELINES

Chico Country Day School 2020-21

SANITATION

Hand sanitizer will be provided at common points of ingress/egress and in common areas used by participants.

Each piece of equipment must be completely sanitized at the end of each session/practice/competition.

Disinfecting wipes will be provided to Activity Supervisor to use where appropriate.

There will be no food or beverage sharing in facility. Water must be brought in individual disposable containers with name.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Activity Supervisor must wear face covering at all times.

Student participants must wear face coverings at all times when not physically involved in drill or activity.

HEALTH SCREENING

Activities are for participants only. No spectators allowed.

All groups renting facility must have a COVID-19 Health Form in place for participants to complete each day.

Activity Supervisor will keep a daily log of all participants including name and phone number.

Every participant must have completed and signed CCDS Participation Liability Waiver on file with CCDS.

SOCIAL DISTANCING

Number of participants will be based on the CDPH COVID-19 Blueprint Business and Activity Tiers Guidance.

Every attempt must be made to avoid sharing equipment, supplies, tools, etc.

Where lines are formed there will be a staff member to ensure social distancing (6 feet) is maintained.