

# CITY HEIGHTS PREP

CHARTER SCHOOL

AGENDA

## Special Board Meeting

Friday, April 24, 2020

10:30 AM

### Teleconference Locations:

46730 Fremont Blvd, Fremont, CA, 94538  
10210 Genetic Center Drive, San Diego, CA, 92121  
1251 Via Mil Cumbres, Solana Beach, CA, 92075  
7013 Via Calafia, Carlsbad, CA, 92009  
16755 Coyote Bush Drive, San Diego, CA, 92127  
8985 Idyllwild Lane, San Diego, CA, 92119  
2891 W Canyon Ave, San Diego, CA, 92123  
7334 La Mesita Place Apt.9, La Mesa, CA, 91942

## I. Call to Order

## II. Public Comment

**AGENDA ITEMS:** Any person may address the Board concerning any item on the agenda and may, at the discretion of the Board, be granted (3) minutes to make a presentation to the Board at the time a specific item is under discussion. Additional time may be granted if circumstances permit. The total time per agenda item devoted to presentation to the Board shall be determined based on the number of speakers wishing to address the board. However, this time will not exceed one-half (1/2) hour unless additional time is granted by the Board. All presentations shall be heard by the Board prior to the formal discussion of the agenda topic under consideration.

## III. Approval of Agenda

## IV. Discussion/Action Items

- A. Approve Resolution – Concerning Measures to Address the Organizational and Educational Impacts of the COVID-19 Virus
- B. Adopt Emergency School Closure Policy

## V. Adjournment

### **NOTICES**

I, Elias Vargas, School Director, hereby certify that this agenda was posted as regulated by law on Thursday, April 23, 2020, by 10:30 a.m. City Heights Preparatory Charter School does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Dr. Elias Vargas, School Director, has been designated to receive requests for disability-related modification or accommodation in order to enable individuals with disabilities to participate in City Heights Preparatory Charter School's open and public meetings. Please notify Dr. Elias Vargas at (619) 795-3137 twenty-four (24) hours in advance, or as soon as possible, prior to disability accommodation being needed in order to participate in the meeting.

City Heights Preparatory Charter School Board of Directors

**Resolution: CONCERNING MEASURES TO ADDRESS THE ORGANIZATIONAL AND  
EDUCATIONAL IMPACTS OF THE COVID-19 VIRUS**

WHEREAS, the World Health Organization has declared COVID-19 is a global pandemic; and

WHEREAS, on March 4, 2020, the Governor of the State of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, the Governor of the State of California issued Executive Order N-33-20 requiring all California residents to “shelter in place” and all but essential functions have been halted or restricted; and

WHEREAS, the Governor of the State of California has indicated that schools may be closed for an undetermined duration; and

WHEREAS, there has been significant disruption to the instructional program for students which prevents them from complying with existing credit, hours of instruction, and graduation and/or promotion requirements; and

WHEREAS, strict compliance with various statutes and regulations would prevent, hinder, or delay appropriate action necessary for the well-being of students to mitigate the effects of COVID-19 on instruction; and

WHEREAS, it is in the best interests of students, staff, and the community to prepare for and implement measures to respond to the closure of schools; and

WHEREAS, it is necessary to ensure that a wide variety of instructional options are available, including but not limited to distance learning; and

WHEREAS, approval of this resolution would allow the School Director to immediately respond to rapidly changing health and safety concerns and the educational needs of students by modifying instructional programs and working conditions in a manner which poses the least harm to students and staff as determined by the School Director.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of City Heights Prep Charter determines that the circumstances described in this resolution herein constitute an emergency condition for which immediate action is necessary; and

BE IT FURTHER RESOLVED that City Heights Prep Charter shall remain closed until the chartering authority, or local, state or federal government officials, including, but not limited to, the County Public Health Department (“Relevant Authorities”) direct or recommend the reopening of the school; and

# CITY HEIGHTS PREP

CHARTER SCHOOL

BE IT FURTHER RESOLVED that the City Heights Prep Charter Board of Directors authorizes the School Director to exert maximum flexibility to both respond to the emergency conditions for students, and staff, including but not limited to, waiving instructional minutes, setting an end date for classes and grading periods, providing distance learning, credit recovery, and otherwise modifying graduation and promotional requirements, as well as modify working conditions for staff to support distance learning.

PASSED AND ADOPTED by the Governing Board of City Heights Prep Charter

on the \_\_Day of April, 2020, by the following vote:

AYES: \_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_ ABSTENTIONS: \_\_\_\_\_

\_\_\_\_\_  
School Director  
City Heights Preparatory Charter School

## Emergency School Closing Procedure

City Heights Prep Charter School (the “School”) values the safety of our students, staff, and families. In the case of an emergency school closing, staff will be prepared to best help students with distance learning and support for families when unable to physically attend school. City Heights Prep Charter School will take all recommendations from the San Diego Unified School District (“SDUSD”) Superintendent, SDUSD, San Diego County Office of Education (“SDCOE”), and local, state, and federal authorities regarding school closures, and hold Board meetings to discuss and assess next steps.

No matter the length or severity of school closure, City Heights Prep Charter School will conduct a meeting with the Emergency Response Team. The Emergency Response Team will include the Director, Assistant Director, and School Counselor, and may include others as needed. The Emergency Response Team will process what information they have from the SDUSD and School’s Board of Directors to conduct assembly of the following information for families before leaving campus on the day of school closure:

- Student meal pickup locations in area
- Local mental health resources
- Local medical resources
- Local clothing/food resources
- Teacher and staff contact information
- Updating all online platforms

Teachers are responsible for all distance learning opportunities for students. Students will be able to continue learning by:

- Taking books home
- Checking out computers for home use
- Receiving printed materials from City Height Prep Charter School
- Viewing uploaded assignments on Google Classroom
- Participating in video meetings with teachers
- Continued communication via email/Google classroom with teachers

City Heights Prep Charter School will take recommendations from the SDUSD Superintendent, SDUSD, SDCOE, and/or California Department of Education on next steps for:

- Grading distant learning work
- Standardized testing procedures
- Waived credits
- Curriculum modifications
- Returning back to onsite learning

All emergency school closure decisions will be reviewed and discussed by the City Heights Prep Charter School Board of Directors to approve all next steps, on a case-by-case basis.