



## AGENDA

### BOARD OF DIRECTORS MEETING AVESON CORPORATION

**Zoom Virtual Meeting [Zoom Link](#)**

Meeting ID: 635 876 1750

Password: aveson

**August 12, 2021 | 6:00 P.M.**

#### **INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS**

Aveson Corporation (“Aveson”), which operates Aveson School of Leaders and Aveson Global Leadership Academy, welcomes your participation at the Aveson’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of Aveson in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our schools. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. During normal operations, agendas are available at the door to the meeting. Note that the order of business on this agenda may be changed without prior notice. For more information on this agenda, please contact: Aveson Charter Schools, 1919 Pinecrest Dr., Altadena, CA 91001. Telephone: 626-797-1440. During the period of remote operations, agendas will be available in the Zoom meeting upon arrival. Agendas and board packets are also posted at [aveson.org](http://aveson.org)
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.” You may specify that you wish to speak on an agenda item by completing the form before the meeting is called to order.
3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not engage in discussion or take action. The Board may give direction to staff to respond to your communication or you may be offered the option of returning with a citizen-requested item. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes.
4. You will be given an opportunity to speak for up to five (5) minutes on agenda items when the Board discusses that item.

5. During remote operations, please keep your microphone muted, except when you are called upon by the Board. The chat may not be used by the public during online meetings. It shall only be used by the board to post public materials for the public.
6. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.
7. You may request that a topic related to school business be placed on a future agenda in accordance with the guidelines in Board Policy. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.
8. In compliance with the Americans with Disabilities Act (ADA) and upon request, Aveson may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact Aveson's main office.

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by the Board Chair at \_\_\_\_\_.

**B. ROLL CALL**

	Present	Absent
Bridgette Brown	_____	_____
Rob Dell Angelo	_____	_____
Javier Guzman	_____	_____
Trinity Jolley	_____	_____
Jeiran Lashai	_____	_____
James Perreault	_____	_____
Elsie Rivas Gómez	_____	_____
Kat Ross	_____	_____

Core Practice

Guiding Principle: Everyone's time is valuable.

**II. COMMUNICATIONS**

- A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

### **III. PUBLIC SESSION AGENDA**

#### **A. CONSENT AGENDA ITEMS**

#### **B. DISCUSSION ITEMS**

1. COVID Safety Protocols Checklist ASL + AGLA
2. COVID Weekly Testing Program ASL + AGLA

#### **C. ACTION ITEMS**

1. Approve Policy Changes to ACIS (Ian)
2. Approve revised bell schedule, and instructional minutes calculation for the 2021/22 academic year(Ian)
3. Approve Vendor Contracts for FY 2021-22:
  - a) Contract with Medify Air for new air filters at ASL
  - b) Contract with Fusion Media Group (Kelly Finley) for communications services
  - c) Contract with JC Ornamental Iron Works (Francisco Juarez) for shade structure at AGLA
  - d) Contract with JC Ornamental Iron Works (Francisco Juarez) for fencing contract ASL
  - e) Contract with Lopez Tree and Landscape Inc. for tree trimming at ASL
  - f) Contract with Edgenuity for AGLA online curricular materials
  - g) Contract with Powerschool for student information systems
  - h) Contract with iReady for digital assessment tool.

### **IV. ADJOURNMENT**

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ORDER OF THE HEALTH OFFICER**



- (3) Measures to optimize infection control
- (4) Communication with employees, students and families of students and the public
- (5) Measures to ensure equitable access to critical services.

These five key areas contain numerous strategies that your school may choose to implement as your facility develops a plan to provide a safe environment for all employees, students, and visitors. Although some preventive and protective measures are currently required in all schools and are clearly indicated as such in the following protocol, most measures are optional and voluntary. Nevertheless, it is still appropriate for schools to implement multiple layers of COVID-19 mitigation strategies while fully re-opening to limit cases and transmission on the school campus. **All measures** in the associated [School Exposure Management Plan](#) **must** be implemented and are applicable to all on-site personnel. Additional resources for K-12 Schools can be found in the [TK-12 School COVID-19 Toolkit](#).

**General Reopening Guidance for All Schools**

**At this time, all schools are permitted to reopen for all students in any grades TK – 12.**

Schools that have not yet reopened **or not reopened fully** and are planning to implement full in person instruction for the first time during the Summer or Fall of 2021 should refer to the [LACDPH Safe Schools for All](#) site for complete instructions on the reopening process and documents to complete.

**Note for child care programs located in schools.** LEAs and schools that offer day care services for children on school campuses should refer to DPH [Guidance for ECE Providers](#).

**TK to Grade 12 Reopening Checklist  
of space open to faculty and/or  
students:**

**Institution name:**

**Address:**

**Maximum Occupancy, per Fire  
Code:**

**Approximate total square footage**

Aveson Charter Schools

1919 Pinecrest Dr. Altadena, CA  
91001

**Estimated total number of administrators, teachers, and other employees that will be returning to support resumption of in person services for students:**

**Estimated total number of students that will return per grade (if none, enter 0):**

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**NOTE:** The terms “employees” and “staff” are used in these protocols to refer to individuals who work in a school facility in any capacity associated with teaching, coaching, student support, provision of therapies or personal assistance to individual students, facility cleaning or maintenance, administration, or any other activity required for the school to function. “Employees” or “staff” may include individuals who are: paid directly by the relevant school system, paid by entities acting as contractors to the school, paid by outside entities acting in collaboration with the school to serve students, paid by third parties to provide individual student services, or unpaid volunteers acting under school direction to carry out essential functions. The term “parents” is used in these protocols to refer to any persons serving as caregivers or guardians to students.

**A. WORKPLACE POLICIES AND PRACTICES TO PROTECT STAFF (“EMPLOYEES”) AND STUDENTS  
(CHECK ALL THAT APPLY)**

The school **must have** a COVID-19 Containment, Response and Control Plan that describes the school’s comprehensive approach to preventing and containing the spread of COVID-19 on campus. The Plan includes, but is not limited to the following elements:

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- A designated COVID-19 Compliance Team that is responsible for establishing and enforcing all COVID-19 safety protocols and ensuring that staff and students receive education about COVID-19. One member of this team is designated as a liaison to DPH in the event of an outbreak on campus.

x

- A plan or protocol, for steps that will be taken immediately upon notification of school officials that any member of the school community (faculty, staff, student, or visitor) tests positive for COVID-19. x

- The plan addresses:

- Immediate separation of the case from the school community to self-isolation at home if notification occurs while the case is on-site. The plan must allow for temporary, on-site isolation of the case if arrangements are needed for the person’s return to their home.
- Fact sheets or other informational materials that are to be given to the case (or appropriate family member/s if the case is a child) covering regulations governing self-isolation and links to sites with further information.

- A plan or protocol to initiate a [School Exposure Management Plan](#) consistent with DPH guidance that outlines

x

procedures for:

- Isolation of case(s);
- Identification of persons exposed to cases at school;
- Quarantine of exposed unvaccinated employees and/or students; and
- Assurance of access to testing for all exposed individuals within the school, **regardless of vaccination status**, as the basis for further control measures.
- Notification to DPH of all confirmed cases of COVID-19 disease among employees and children who

had been at school at any point within 14 days prior to the illness onset date. The illness onset date is the COVID-19 test date or Symptom Onset Date of the infected person, whichever is earlier. Reporting of cases should be done within 1 business day of the school's notification of the case. This can be completed online using the secure web application: <http://www.redcap.link/lacdph.educationsector.covidreport> or by downloading and completing the [COVID-19 Case and Contact Line List for the Education Sector](#) and sending it to [ACDC-Education@ph.lacounty.gov](mailto:ACDC-Education@ph.lacounty.gov).

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A plan to immediately report a cluster of cases (3 or more cases within 14 days) to the Department of Public Health. This can be done using the same reporting options described above: (1) submitting the report online at <http://www.redcap.link/lacdph.educationsector.covidreport> or (2) completing the [COVID-19 Case and Contact Line List for the Education Sector](#) and emailing it to [ACDC-Education@ph.lacounty.gov](mailto:ACDC-Education@ph.lacounty.gov). The Department of Public Health will work with the school to determine whether the cluster is an outbreak that will require a public health outbreak response.

Contingency plans for full or partial closure of in-person school operations if that should become necessary x

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based on an outbreak in the school or community.

A plan or protocol for incorporating COVID-19 testing into regular school operations.

x

- At a minimum the plan should describe the strategy for ensuring access to testing for students or employees who are symptomatic or have known or suspected exposure to an individual infected with SARS-CoV-2. Note that current Cal/OSHA COVID-19 Prevention Emergency Temporary Standards ([Cal/OSHA ETS](#)) requires employers to offer testing at no cost to employees during paid time for:
  - o Symptomatic unvaccinated employees, regardless of whether there is a known exposure.
  - o Unvaccinated employees after an exposure.
  - o Vaccinated employees after an exposure if they develop symptoms.
  - o Unvaccinated employees in an outbreak (3 or more employee cases).
  - o All employees in a major outbreak (20 or more employee cases).
- In addition, the school may consider a strategy for periodic testing for asymptomatic individuals with no known exposure. The California Department of Public Health (CDPH) is not requiring any particular frequency or procedure for asymptomatic testing at this time. However, the state has put into place support for specific testing cadences through supplemental testing supplies, shipment, laboratory capacity, enrollment and reporting technology, training, and assistance with insurance reimbursement. Schools are advised to access information and resources regarding school-centered testing at the state's [Safe Schools for All hub](#). In times of high rates of community transmission, LA County recommends that periodic testing include fully vaccinated individuals where resources allow.
- The plan must provide that all testing results will be reported to the Department of Public Health. • Please note: Screening testing is not recommended for **persons who have recovered from laboratory confirmed COVID-19 within the past 90 days and are asymptomatic.**

x

Consider assigning vulnerable employees (employees not yet fully vaccinated who are above age 65 and/or with chronic health conditions that would place them at high risk if infected) work that can be done from home when feasible. Employees in this category should discuss any concerns with their healthcare provider or occupational health services to make appropriate decisions on returning to the workplace.

x

Consider reconfiguration of work processes to the extent consistent with academic requirements and student needs to increase opportunities for employees to work from home.

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All employees have been told not to come to work if sick or if they have been exposed to a person who has COVID-19. School officials have provided information to employees regarding [employer or government sponsored leave benefits](#), including their right to paid sick leave as guaranteed by the [2021 COVID-19 Supplemental Paid Sick Leave Law](#).

Use of school facilities for non-school purposes (community meeting or events, on-site clinic visits by people

x

who are neither students nor staff, etc.) is permitted. Use of indoor school facilities provides more risk of contamination of indoor air and surfaces and care should be taken to avoid unnecessary exposure for regular school employees and students. Routine cleaning after use of indoor facilities by non-school groups is recommended. Use of outdoor athletic fields by non-school youth sports teams, leagues, or clubs is permitted as long as care is taken to avoid unnecessary exposures for regular school employees and students.

[Employee screenings](#) are recommended to be conducted before employees may enter the workspace. Entry

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screening should include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and if the employee is currently under isolation or quarantine orders. Temperature checks are recommended if feasible.

- These screenings can be done in-person upon arrival at the site or remotely before arrival using a digital app or other verifiable approach.
- Note that current [Cal/OSHA ETS](#) requires employers to exclude employees from the workplace who have COVID-19 symptoms and/or are not fully vaccinated and have had a close contact. Cal/OSHA does not prescribe any particular method of employee screening but implementing some method as

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recommended will assist in compliance with the current ETS.

Masking is required for anyone entering school buildings or transports (school buses as well as school

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buildings) who has contact with others (students, parents, or other employees).

- Employees who have contact with others are offered, at no cost, an appropriate face mask that covers the nose and mouth. The mask must be worn by the employee at all times during the workday when indoors and is in contact or likely to come into contact with others. Employees who have been instructed by their medical provider that they should not wear a face mask must wear a face shield with a drape on the bottom edge, as long as their condition permits it. A drape that is form fitting under the chin is preferred. Masks with one-way valves must not be used.
- Employees who are exempt from wearing a mask while indoors, **must** undergo COVID-19 testing at least twice per week, unless the employee provides proof of full vaccination status against COVID 19. In times of high rates of community transmission, LA County recommends that periodic testing also include fully vaccinated individuals where resources allow.
- Employers are required to provide, upon request, respirators to any unvaccinated employee along with instructions on how to ensure the mask fits appropriately.
- Employees that are in a setting where they are in close contact with other people who may not be fully vaccinated should be offered and should consider wearing higher level of protection, such as wearing two masks (“double masking”) or a respirator (e.g., KN95 or N95). This is particularly important if the employee is not fully vaccinated and is working in an indoor or crowded outdoor setting.
- All staff **must** wear a face mask at all times when indoors, except: when working alone in private

offices with closed doors; when they are the **only** individual present in a larger open workspace for **multiple employees**; or when eating or drinking.

- For the most updated LACDPH guidance and information on masking, refer to our [COVID-19 Masks](#) page.
  - A medical grade mask is provided to any employee who cares for sick children or who has close contact with any child with a medical condition that precludes the child's use of a clothface mask. • Alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and who have medical reasons why they cannot use or tolerate a face mask. **Students who present appropriate documentation demonstrating a disability or condition that does not allow them to safely wear a mask should wear a face shield with drape at the bottom if their condition allows it. Students with documented conditions that do not accommodate the face shield and drape may request a reasonable accommodation from the school or district.**
- **It is strongly recommended that any student who is exempt from wearing a mask indoors be tested for COVID-19 at least twice a week, unless they provide proof of full vaccination status against COVID-19.** In times of high rates of community transmission, LA County recommends that periodic testing also include fully vaccinated individuals where resources allow.
- **Public schools should be aware of the requirements in AB 130 to offer independent study programs for the 2021-22 school year.**

x

- It is recommended that employees be instructed to wash or replace their face masks daily and parents be instructed to ensure that children have clean face masks.

x

- To ensure that masks are worn consistently and correctly, staff are discouraged from eating or drinking except during their breaks when they are able to safely remove their masks and increase their physical distance from others. Eating or drinking outdoors is best but eating or drinking at a cubicle or workstation indoors is preferred to eating in a breakroom if eating in a cubicle or workstation permits greater distance from and barriers between staff.

xx

- Consider increasing space between employees in any room or area used by staff for meals and/or breaks, especially when space will be shared by employees who are not fully vaccinated or whose vaccination status

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is unknown.

- All employees, on-site contractors, vendors, and delivery personnel have been provided instructions

x

regarding required use of face masks when around others indoors.

- Break rooms, restrooms, classrooms, and other common areas used or visited by staff are cleaned at the

x

frequency listed below. Routine cleaning is recommended at a frequency no less than once per day during periods of operation but may be done more frequently.

Daily

- Break rooms \_\_\_\_\_ Daily
- Restrooms \_\_\_\_\_ Daily
- Classrooms \_\_\_\_\_ Daily
- Laboratories \_\_\_\_\_ Daily
- Nurse's office \_\_\_\_\_ Daily
- Counseling and other student support areas \_\_\_\_\_



Daily

- Front office \_\_\_\_\_ Daily
- Other offices \_\_\_\_\_ Daily
- Other (auditorium, gymnasium, library if in use) \_\_\_\_\_ x

High touch areas in staff breakrooms are recommended to be cleaned at least once per day.  
x

It is recommended that hand sanitizer effective against COVID-19 be made available to all employees in or near the following locations (check all that apply):

- Building entrance/s, exit/s \_\_\_\_\_ x
- Central office \_\_\_\_\_ x
- Stairway entrances \_\_\_\_\_
- Elevator entry (if applicable) \_\_\_\_\_
- Classrooms \_\_\_\_\_ x
- Faculty breakroom \_\_\_\_\_ x
- Faculty offices: \_\_\_\_\_ x

It is recommended that employees be offered frequent opportunities to wash their hands with soap and water.  
x

Copies of this Protocol have been distributed to all employees.

Optional—Describe other measures:

**B. MEASURES TO ALLOW FOR RECOMMENDED PHYSICAL DISTANCING AND REDUCE CROWDING BY STAFF, STUDENTS AND VISITORS (CHECK ALL THAT APPLY)**

**NOTE:** LACDPH recommends that measures be implemented to create physical distancing when doing so will not interfere with the full-time attendance of all enrolled students. This is especially important during times that groups of students are outside the classroom (e.g. hallway transitions) and/or anytime masks must be removed in a group setting (e.g., lunch time, recess) where increased physical distance is preferred. For situations when physical distancing may not be feasible (e.g. very full classrooms), the importance of 100% mask adherence is critical.

- Maximum number of employees permitted in facility, is: . x
- Face masks are required at all times on school buses and vans.
- Consider maintaining measures to promote physical distancing of students on school busses since many students remain unvaccinated. These measures may include (check all that apply):

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- Seating one child per bus seat. \_\_\_\_\_
- Use of alternating rows. \_\_\_\_\_
- Open windows as air quality and rider safety concerns allow. \_\_\_\_\_

Additional measures that may be considered to promote physical distancing and reduce rider density on

school buses (Check all that apply):

- Staggered school start times to permit more than one trip per bus at school start and close. \_\_\_\_\_
- Implementation of measures that make it easier for parents to drive students to school, such as availability of early opening with staff presence, expanded short-term parking at schools, and presence of staff at drop-off areas to assure safe movement of students from drop-off to school entry. \_\_\_\_\_
- Implementation of measures that facilitate safe and age-appropriate student travel to school including Safe Routes to School walking groups, use of school crossing guards, bicycle safety and bike route programming. \_\_\_\_\_
  - Parents have been engaged in working with school personnel to assure that alternative transportation options are appropriately supervised and have incorporated strategies for physical distancing and use of face masks.
  - Building infrastructure is adapted to maximize support for bicycle commuting and capacity for bike storage is increased if possible.
- Other: \_\_\_\_\_ x

Consider implementing measures to reduce crowding as students, parents or visitors enter and move through the school building. These may include (check all that apply):

- Schedules are adjusted to avoid crowding in common spaces and when possible, allow single classrooms or small groups to move through common spaces (such as hallways and bathrooms) at a given time. \_\_\_\_\_
- School employees are deployed in hallways to promote physical distancing and reduce loitering and crowding as students enter and proceed to classrooms. \_\_\_\_\_  
yes
- Elevator capacity, if applicable, is limited to reduce crowding. All riders are required to wear face masks. \_\_\_\_\_
- The following measures may be implemented to avoid crowding on stairways:
  - Designation of up and down stairways \_\_\_\_\_ x
  - Staggering of breaks between classes \_\_\_\_\_ x
  - Monitoring of stairways by school staff \_\_\_\_\_ x
  - Other: \_\_\_\_\_

Consider adopting a school-wide approach to creating and maintaining stable groups, in which supervising

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adults and children stay together for as many activities as possible (e.g., meals, recreation, etc.), and avoid inter-mingling with people outside of their group in the setting, throughout the school day. Stable groups are considered a best practice at all grade levels and therefore recommended but not required.

- Students with IEP or 504 plans who require specialized services may be pulled out of their general education classroom and grouped with other students requiring similar services as needed to provide appropriate level of instruction and care.
  - Specialized staff who serve students with IEP or 504 plans and/or provide specialized services will need to work with different stable groups during the school day and this should be accommodated. Staff that are not fully vaccinated should consider wearing a face shield in addition to the required mask if entering multiple classrooms for this purpose. All staff should be encouraged to wash or sanitize hands after leaving a classroom and before entering another classroom with a different group



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of students.

x

- Consider implementing measures that allow for recommended physical distancing within classrooms when possible without interfering with essential operations. These may include the following measures (check all that apply):
- Classroom furniture is set up to maximize distance between students and between students and teachers. Where distancing is not feasible consider other safety measures including Focus on high mask adherence—
  - Consider enhancing other mitigation layers, such as stable groups or improved ventilation; • Maintain an increased distance as much as possible during times when students or staff are not masked (e.g., due to eating or drinking, napping)
  - Nap or rest areas in classrooms have students placed an increased distance apart and alternating feet to head.
- Other: \_\_\_\_\_  Consider offering physical education class outdoors as much as possible and select activities that allow for

x

physical distancing. Physical education classes held indoors requires all present to wear masks except when drinking water.

- Consider implementing school policies that promote physical distancing in locker rooms. Policies may include:
- Offering access to locker rooms only when staff supervision is possible. Staggering locker room access.
  - Creating alternative options for storage of student clothing, books, and other items. x
- Consider implementing measures to increase physical distancing during school meals when students will be unmasked. These may include (check all that apply):
- Meals are eaten in classrooms or outdoors, without mingling of stable groups from different classrooms. \_\_\_\_\_  
yes
  - If students line up to pick up food, tape or other markings are used to promote distance between students. \_\_\_\_\_ yes
  - Staff are deployed during meals to maintain distancing and prevent mixing of students from different stable groups. \_\_\_\_\_ yes
  - If meals take place in a cafeteria, mealtimes are staggered to reduce the number of groups in the cafeteria at any one time. \_\_\_\_\_ yes
  - If meals take place in a cafeteria, space between all tables/chairs has been increased to maintain distance between students while eating. Barriers between tables and/or chairs may be used as an alternative when distancing is not possible. \_\_\_\_\_ yes

x

- Consider implementing measures to promote physical distancing in school areas used for student support services.
- Student support staff, including school employees (nurses, guidance counselors, therapists, etc.) and employees of adjunct support programs (clinicians, health educators, etc.) are encouraged to maintain when feasible physical distance while engaging in student support activities.
  - Furniture and equipment in school areas used for student support services are arranged to promote distancing between any two students and/or between students and staff.

- Sharing of equipment and supplies is avoided where possible.
- Staff offering student support services are provided with appropriate Personal Protective Equipment (PPE) per Cal OSHA requirements.

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**C. MEASURES THAT ENSURE INFECTION CONTROL (CHECK ALL THAT APPLY TO THE FACILITY)**

Symptom screening is recommended to be conducted before students, visitors and staff enter the school.

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Screening should include a check-in concerning symptoms consistent with possible COVID-19 and any other symptoms the individual may be experiencing. These checks can be done remotely (using a digital app ) or in person upon arrival. A temperature check with a no-touch thermometer at entry can be included as part of the screening, if feasible, especially for visitors who may not be part of a systematic at-home screening process.

- Students, staff, and visitors who screen positive at entry or who report symptoms at any point during the school day should be reported to the COVID-19 Compliance Team (see Section A). The COVID 19 Compliance Team will determine whether the individual should be excused from the facility according to DPH guidance on [Symptom and Exposure Screening Pathways](#) at Educational Institutions. Students who screen positive are given a surgical mask and accompanied to a pre selected isolation space where they can remain while a determination is made on exclusion and arrangements are made for their return home, where indicated.
- Per the DPH Symptom and Exposure Screening Pathways, students, staff, and visitors who have had close contact with an individual who has screened positive for symptoms consistent with possible COVID-19 are notified of the potential exposure. These individuals are not required to quarantine unless the exposure has been confirmed through a positive COVID-19 diagnostic viral test or a clinical diagnosis from a medical provider. Students who have a confirmed exposure are accompanied to preselected quarantine space where they can remain until arrangements are made for their return home. This space is apart from the one set aside for symptomatic students. It may be a separate room or an area within the same room that is set apart by a barrier. Once they return home, they are instructed to self-quarantine as required by Health Officer Quarantine Order.
- The preceding quarantine instructions do not apply to an individual who has a confirmed exposure but demonstrates proof of full vaccination against COVID-19 and is asymptomatic. Those individuals are not required to quarantine but are strongly recommended to be tested for COVID-19 as a result of their exposure *regardless of their vaccination status.*

Screening of adults and of middle and high school age students should include a question about close contact

x

with anyone at home, school or elsewhere in the past 10 days who has tested positive for COVID-19. • Any adult who is screened for exposure and reports close contact with an infected person is instructed to leave the school, return home to initiate self-quarantine, and get testing for COVID-19. • Any middle or high school student who is screened for exposure and reports close contact with an infected person is provided with a surgical mask and accompanied to a predetermined space in the school while arrangements are made for them to be picked up by parents in order to initiate quarantine at home. Parents are advised to seek testing for the child.

- The preceding quarantine instructions do not apply to an individual who reports a close contact but demonstrates proof of full vaccination against COVID-19 and is asymptomatic. Those individuals are not required to quarantine but are strongly recommended to be tested for COVID-19 as a result of their exposure *regardless of their vaccination status.*

Consider implementing measures to limit risk of infection due to visits by individuals other than staff and

x

students. These may include (check all that apply):

- Visitors should be registered in a visitor log that includes a visitor’s name, phone number and email address in case this information is needed in the future for contact tracing purposes. If a visitor must be accompanied by another person (e.g., for translation assistance, or because the visitor is a minor, or has minor students) their information should also be captured in the visitor log. \_\_\_\_\_
- Movement of visitors within the school is best limited to designated areas such as the reception or lobby area, offices, conference or meeting rooms, and public rest rooms to the extent feasible, in order to reduce unnecessary interaction with any stable learning groups. \_\_\_\_\_

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- Visitors arriving at the school are reminded to wear a face mask at all times while inside the school. This applies to all adults and to children 2 years of age and older. Individuals who have been instructed by their medical provider that they should not wear a face mask should wear a face shield with a drape on the bottom edge, as long as their condition permits it. A drape that is form fitting under the chin is preferred. Masks with one-way valves must not be used. To support the safety of your employees and other visitors, a face mask should be made available to visitors who arrive without them. \_\_\_\_\_

x

Implementing measures to promote optimal ventilation in the school is **strongly** recommended. These may include (check all that apply):

- Movement of classroom learning, meals, and activities to outdoor space is maximized whenever feasible and weather permitting. \_\_\_\_\_  
yes
- The school HVAC system is in good, working order. Prior to school reopening, consider having the HVAC system evaluated by an appropriate engineer familiar with the Guidance for Reopening Schools as developed by the American Society of Heating, Refrigerating, and Air-conditioning Engineers (ASHRAE). \_\_\_\_\_
- HVAC systems are set to maximize indoor/outdoor air exchange unless outdoor conditions (recent fire, very high outside temperature, high pollen count, etc.) make this inappropriate. \_\_\_\_\_ • Portable, high-efficiency air cleaners have been installed if feasible. \_\_\_\_\_
- Doors and windows are kept open during the school day if feasible and if outdoor conditions make this appropriate. Existing fire codes requiring closure of fire-rated doors must be respected. \_\_\_\_\_  
yes
- Air filters have been upgraded to a higher efficiency (MERV-13 or higher rating is preferred).  
\_\_\_\_\_

yes

• Other: \_\_\_\_\_ x

It is recommended to have measures in place to promote appropriate cleaning of space, surfaces, and objects throughout the school. These may include (check all that apply).

- A cleaning schedule have been established in order to avoid both under-and over- use of cleaning products. \_\_\_\_\_ x
- Buses are thoroughly cleaned daily and disinfected after transporting any individual who is exhibiting symptoms of COVID-19. Drivers are equipped with disinfectant wipes and disposable gloves to support disinfection of surfaces as needed during a run. Frequently touched surfaces are cleaned

after every completed bus route. \_\_\_\_\_

- Common areas and frequently touched objects in those areas (tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, elevator switches and buttons, touch screens, printers/copiers, grab bars, and handrails) are cleaned at least daily and more frequently as resources allow using appropriate products (see below). \_\_\_\_\_
- Drinking fountains may be available for use. To minimize the risk of Legionnaire's disease and other diseases associated with water, take steps to ensure that all water systems and features (e.g., drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown. This includes proper flushing and may require additional cleaning steps (including disinfection). Refer to CDC Guidance for Reopening Buildings After Prolonged Shutdown or Reduced Operation: <https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>. \_\_\_\_\_
- Where individualized alternatives are not feasible, for example, in laboratories and art rooms where some equipment may have to be used by multiple students, objects and surfaces are sanitized between users. \_\_\_\_\_
- Cleaning products that are effective against COVID-19 (these are listed on the Environmental Protection Agency (EPA)-approved list "N" are used according to product instructions. When EPA

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approved disinfectants are not available, alternative disinfectants can be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions). Do not mix bleach or other cleaning and disinfection products together – this causes toxic fumes that may be very dangerous to breathe.  
x

- Custodial and other staff responsible for cleaning and disinfecting school surfaces and objects are trained on manufacturer's directions, Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable. \_\_\_\_\_
- Custodial staff and other staff responsible for cleaning and disinfecting are equipped with appropriate personal protective equipment, including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product. \_\_\_\_\_
- All cleaning products are kept out of children's reach and stored in a space with restricted access. x  
\_\_\_\_\_
- Ventilation is maximized during cleaning and disinfecting to the extent feasible. If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality. \_\_\_\_\_
- Enhanced cleaning and disinfection of school premises, when indicated, is done when students are not at school with adequate time to let spaces air out before the start of the school day. \_\_\_\_\_
- Steps are taken to ensure that all water systems and sinks are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.  
\_\_\_\_\_
- Restrooms, lobbies, break rooms and lounges, and other common areas are cleaned at the frequency listed below. Routine cleaning is recommended at a frequency no less than once per day during periods of operation but may be done more frequently.  
min. 3 times daily
  - Restrooms: \_\_\_\_\_ at least 1x daily
  - Lobbies/entry areas: \_\_\_\_\_ at least 1x daily

- Teacher/staff break rooms: \_\_\_\_\_  
at least 1x daily
- Classrooms: \_\_\_\_\_  
following each meal
- Cafeteria dining area: \_\_\_\_\_  
at least 1x daily
- Cafeteria food preparation area: \_\_\_\_\_  
at least 1x daily
- Front office: \_\_\_\_\_
- Other offices: \_\_\_\_\_
- Other areas: \_\_\_\_\_

x

Measures are in place to ensure use of appropriate face masks by all staff, students, and visitors at all times when indoors. These must include (check all that apply):

- Staff, parents, and students are informed of the requirement for face masks prior to the start of the school year and on a regular basis throughout the school year. \_\_\_\_\_
- All students 2 and older are required to wear face masks at all times while indoors on school property except while eating, drinking, or carrying out other activities that preclude use of face masks. *yes*  
\_\_\_\_\_
- Alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and who have medical reasons why they cannot use or tolerate a face mask. They should substitute a face shield with drape at the bottom if tolerated.
- Information is provided to staff, parents and students concerning proper use of face masks including *yes*  
the need to wash face masks after each day's use. \_\_\_\_\_
- Signage at the entry to the school, at the entry to the school office and throughout the school building reinforces this requirement and depicts proper use of cloth face masks. \_\_\_\_\_  
*yes*

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- As feasible, two face masks are provided to each student at the start of the school year. If that is not feasible, parents and students are given information concerning methods for making their own face masks. \_\_\_\_\_  
*yes*
- Parents of younger children are encouraged to provide a second face mask for school each day in case the one a child is wearing gets soiled; this would allow for a change of the face mask during the extra masks provided by site  
day. \_\_\_\_\_
- Staff who are deployed at school entry or in hallways or other common areas remind students of rules concerning use of face masks. \_\_\_\_\_  
*yes*
- Employees engaged in activities (such as provision of physical therapy or personal assistance to individual students) are equipped with appropriate personal protective equipment (gloves, masks, gowns, etc.), as appropriate. \_\_\_\_\_  
*yes*
- Staff taking care of a sick student are provided with a medical grade mask to wear themselves, and a medical grade mask for the student to wear (if it can be tolerated) until the student leaves the building. \_\_\_\_\_

yes

**NOTE:** Staff and students who are alone in closed offices are not required to wear face masks. Students may also remove face masks indoors when eating or napping or when wearing a face mask is otherwise impracticable (e.g., while swimming or showering). The school may consider whether it is appropriate for a teacher in the early grades to use a plastic face shield with a tucked-in drape below the chin as a substitute for a face mask to enable the youngest students to see their teacher’s face and avoid potential barriers to phonological instruction.

x

Implementing measures to promote frequent hand washing by staff, students, and visitors is recommended. These may include (check all that apply):

- Students and staff are given frequent opportunities to wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels (or single-use cloth towels) to dry hands *yes* thoroughly. \_\_\_\_\_
- Younger students are regularly scheduled for frequent handwashing breaks, including before and *yes* after eating, after toileting, after outdoor play, and before and after any group activity. \_\_\_\_\_
- Staff are instructed to model frequent handwashing, especially in lower grades where bathroom time *yes* is an opportunity to reinforce healthy habits and monitor proper hand washing. \_\_\_\_\_ • Portable handwashing stations have been placed near classrooms to minimize movement and congregations in bathrooms to the extent practicable. \_\_\_\_\_ *yes*
- Ethyl alcohol-based (contains at least 60% ethanol) hand sanitizer is made available to students and staff at strategic locations throughout the school where there is no sink or portable handwashing station (in or near classrooms, rooms in which support services are provided, music and art rooms). Ethyl alcohol-based hand sanitizer is preferred and should be used in school environments. Hand sanitizers with isopropyl alcohol as the main active ingredient are not used in the school, as it is more *yes* irritating and can be absorbed through the skin. \_\_\_\_\_
- Swallowing alcohol-based hand sanitizers can cause alcohol poisoning. Hand sanitizer is not out in the open and should be used with adult supervision for children under age 9. Faculty and staff have been made aware of the risk of ingestion and that they should call Poison Control at 1-800-222-1222 *yes* if there is reason to believe that a student has consumed hand sanitizer. \_\_\_\_\_ • Hand sanitizer, soap and water, tissues and trash cans are available at or near the entrance of the facility, at reception, and anywhere else inside the workplace or immediately outside where people *yes* have direct interactions. \_\_\_\_\_

### SPECIAL CONSIDERATIONS FOR PERFORMING ARTS

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### Music classes

x

- Any activity that requires participants to remove their face masks (e.g., playing wind instruments) may only be done as a group if the activity is held outdoors. However, individuals may practice such activities alone indoors in a studio or practice room **with the door closed**.
- For activities that generate more forceful expired respiratory droplets such as singing, increased distance between individuals and engaging in these activities outside is strongly recommended. Individual singers may practice alone indoors without a mask or with a single instructor present while



indoors in a studio or practice room if both of them are masked. Increased distance between the singer and instructor is recommended.

- Limit the exchange (or sharing) of any instruments, parts, music sheets, or any other items. • Use disposable absorbent pads or other receptacles, where possible, to catch the contents of spit valves or water keys; discard or clean properly after use.
- Consider using “bell covers” for the openings of brass instruments and specially designed bags with hand openings for woodwind instruments to minimize the generation of droplets and aerosols.

X

#### Theater classes

- Students and instructors in theater classes must wear face masks at all times when indoors. It is recommended that there be increased physical distance if the participants are enunciating (for example, those in a theater workshop).
- Limit, where possible, sharing of props, costumes, and wigs. If they must be shared, choose props, costumes and other materials that can be more easily disinfected. All props must be disinfected before first use on the set, and between uses by different actors. All shared clothing must be cleaned after each use. All wigs or other shared prosthetics must be disinfected after each use.
- Clean dressing rooms, green rooms, and production areas using a disinfectant from EPA’s List N: Disinfectants for COVID-19.
- Consider holding virtual or outdoor rehearsals and performances instead of indoor. Masks must be worn at all times for indoor activities.

#### Dance classes

- Students and instructors must wear face masks at all times while indoors. Masks may be removed briefly to drink water; during water breaks, students should be reminded to maintain an increased distance from others while masks are removed. Students should be reminded to limit their exertion to a level that is comfortable while wearing a face mask and to immediately take a break from exercise if they begin to experience any difficulty breathing. Masks may be briefly removed while a participant rests and catches their breath as long as they move an appropriate distance from all others in the space. Masks should be changed if they become wet, if they stick to a person’s face, or if they obstruct breathing.
- For activities that generate a greater volume of respiratory droplets such as heavy exertion, increasing the distance between individuals and limiting such activities to outdoor space is strongly recommended.
- Maximize use of outdoor space for practice and performance as much as possible. Masks must be worn at all times for indoor activities.

#### Music Recording

- Singing in sound booths/recording booths is permitted at this time as long as face masks are worn at all times as required and increased distance between singers and from all others in the booth is strongly recommended due to the large amount of respiratory droplets released into a relatively small, confined indoor space.
- Playing of wind instruments inside a sound booth with others present in the booth is not permitted at this time due to inability to adhere to indoor masking requirements.



- Singers or musicians playing wind instruments are permitted to perform in the sound booth without masks only if they are sealed in the booth for solo recording and no other individuals are in the booth at the time.
- Other group instrumental music may be recorded using a sound booth; however, a minimum of 3 feet

of physical distance should be maintained between all musicians at all times and masks are required as for all other indoor spaces.

- Before the booth is used by another musician or group of musicians, the booth should be well ventilated (consider use of an air purifying device) to promote full air exchange and shared equipment (e.g., microphones) should be sanitized.

**Performances**

- Any performances should follow the [Best Practices for Large Events](#) recommendations to reduce the risk of spreading COVID-19. Note that all performances in schools or other supervised youth settings requires use of masks in indoor spaces by all persons present regardless of vaccination status.

**D. MEASURES THAT COMMUNICATE TO THE CAMPUS COMMUNITY AND THE PUBLIC** x

Information should be sent to parents and students prior to the start of school concerning school policies related to (check all that apply):

- Isolation and quarantine policies as they apply to students who have symptoms or may have been exposed to COVID-19 \_\_\_\_\_  
yes
- Options for COVID-19 testing if the student or a family member has symptoms or has been exposed to COVID-19 \_\_\_\_\_  
yes
- Who to contact at the school if student has symptoms or may have been exposed:  
\_\_\_\_\_ •

How to conduct a symptom check before student leaves home \_\_\_\_\_  
yes

- Required use of face masks \_\_\_\_\_  
yes
- Importance of student compliance with any physical distancing and infection control policies in place \_\_\_\_\_  
yes
- Changes in academic and extracurricular programming in order to avert risk \_\_\_\_\_ • School policies concerning parent visits to school and advisability of contacting the school remotely \_\_\_\_\_  
yes
- Importance of providing the school with up-to-date emergency contact information including multiple parent contact options \_\_\_\_\_  
yes
- Other: \_\_\_\_\_ x

A copy of this protocol is posted at all public entrances to the school and uploaded to a public facing page on the school or district website.

x

Signage has been posted throughout the school reminding staff and students of policies concerning use of face masks and importance of hand washing.

x

Signage is posted at each public entrance of the school informing visitors that they should not enter the facility if they have symptoms of COVID-19.

x

The school has developed and circulated a communication plan in case full or partial closure is required due to a possible cluster of COVID-19 cases.

x

- Online outlets of the school (website, social media, etc.) provide clear, up-to-date information about building hours, visitation policies, changes in academic and extracurricular programming, and requirements concerning use of face masks, physical distancing, and hand washing.

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X

- Online outlets instruct students, parents, and teachers on how to contact the school in case of infection or exposure.

**E. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES** x

- A plan for updating Individualized Education Plans (IEPs) and 504 Plans of students with special needs has been developed to ensure that education can continue without undue risk to the student. • This plan includes a method for proactive school contact with parents at the beginning of the school year to assure that issues related to the child's education and safety are being addressed. • Modifications to individual IEPs and 504 plans may involve remote learning, modifications to the classroom to accommodate student needs, school attendance in a separate area with few students, or a hybrid approach combining in-class and remote learning.
  - Steps taken to modify IEPs and 504 plans to assure student safety comply with relevant provisions of state and federal law.

X

- Administrative services or operations that can be offered remotely (e.g. class registration, form submission, etc.) have been moved on-line.

**Any additional measures not included above should be listed on separate pages, which the business should attach to this document.**

**You may contact the following person with any questions or comments about this protocol:**

**Business Contact**

**Name: Phone**

**Number:**

**Date Last Revised:**

x

Ian McFeat

626-797-1400

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**SUMMARY OF REQUIRED PROCEDURES CONTAINED IN THIS DOCUMENT**  The school must have a COVID-19 Containment, Response and Control Plan that describes the school's

X comprehensive approach to preventing and containing the spread of COVID-19 on campus.

X  A plan or protocol to initiate a [School Exposure Management Plan](#) consistent with DPH guidance.

X  A plan to immediately report a cluster of cases (3 or more cases within 14 days) to the Department of Public Health.

X  A plan or protocol for incorporating COVID-19 testing into regular school operations, which at a minimum should describe the strategy for ensuring access to testing for students or employees who are symptomatic or have known or suspected exposure to an individual infected with SARS-CoV-2.

• The plan must provide that all testing results will be reported to the Department of Public Health. x

All employees have been told not to come to work if sick or if they have been exposed to a person who has COVID-19.

X  Anyone entering school buildings or transports (school buses as well as school buildings) who has contact with others (students, parents, or other employees) is required to wear a face mask while indoors regardless of vaccination status.

X  All employees, on-site contractors, vendors, and delivery personnel have been provided instructions regarding required use of face masks when around others indoors.

X

Copies of this Protocol have been distributed to all employees.

X

Face masks required at all times on buses.

Information should be sent to parents and students prior to the start of school concerning school policies

X

related to COVID-19 prevention.

X

A copy of this protocol is posted at all public entrances to the school and uploaded to a public facing page on the school or district website.

X

Signage has been posted throughout the school reminding staff and students of policies concerning use of face masks and importance of hand washing.

X

Signage is posted at each public entrance of the school informing visitors that they should not enter the facility if they have symptoms of COVID-19.

X

A plan for updating Individualized Education Plans (IEPs) and 504 Plans of students with special needs has been developed to ensure that education can continue without undue risk to the student.



# Aveson Charter Schools COVID-19 Safety & Reopening Plans Town Hall

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Tuesday, August 10, 2021  
Hosted by The Aveson Community Organization  
Presented by Ian McFeat, Dr. Butler & Casey Rasmussen



**Note: This meeting will be recorded and posted on  
ParentSquare for later review.**

# Agenda:

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- ❑ COVID Safety Plan
- ❑ Long-term Independent Study/Remote Learning
- ❑ Screening & Testing
- ❑ Exposure Management Plan
- ❑ Quarantine & Continuity of Learning Plan
- ❑ Vaccinations
- ❑ Other Safety Measures
- ❑ Q & A

# Aveson Charter Schools COVID Safety Plan (CSP)

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- ❑ A plan that is required by CalOSHA's Temporary Emergency Standards for schools to reopen during the pandemic.
- ❑ The plan has been revised and updated to reflect current changes to public health guidance.
- ❑ Requires schools to have:
  - ❑ A COVID Task Force (Ian McFeat, Dr. Butler, Casey Rasmussen, Alex Alger, Jody Funes, Michelle Zvonec, Dr. Jeiran Lashai)
  - ❑ A plan that addresses:
    - ❑ Identification & Evaluation of COVID Hazards
    - ❑ Correction of Hazards
    - ❑ Investigation & Responding to positive COVID cases
    - ❑ Exposure Management Plan
- ❑ This plan will be posted on the Aveson website as well as in ParentSquare.



# Long-Term Independent Study/Remote Learning

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- ❑ Families wishing to remain in remote learning for some or all of the 2021-2022 school year have the option of applying to our Aveson Center for Independent Study.
  - ❑ Families would apply via our school application platform, SchoolMint
  - ❑ If there is space available in the program, the student will be offered the opportunity to enroll.
  - ❑ If accepted, the student will lose their enrollment with ASL or AGLA. If the family would like to return to ASL or AGLA, they would need to reapply to those programs via SchoolMint. Students would be accepted depending on space availability.
  - ❑ ACIS is a homeschool-style program and does NOT provide “distance learning” in the same sense that ASL did last year. See the Aveson website for details.

# Screening & Testing

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- ❑ Aveson Charter Schools WILL be conducting weekly testing of students and staff at both AGLA and ASL.
- ❑ Testing will be conducted on Monday mornings on site for staff and at home for students. Students will receive their test kit at school to bring home. Families will be instructed to use the test kit Monday morning before arriving at school. Tests will be collected and analyzed. Any positive cases will trigger our Exposure Management Plan protocols.
- ❑ All staff and families will need to complete a screening questionnaire via ParentSquare every morning before arriving to school.
- ❑ Students WILL be receiving temperature checks upon arrival to school each morning by an Aveson staff member.

# Exposure Management Plan

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- ❑ Per the CalOSHA required COVID Safety Plan requirements, Aveson Charter Schools must follow the current Exposure Management Plan (EMP) as set forth by the Los Angeles County Department of Public Health. The EMP is part of the CSP and can be found in that document soon to be located on our website and ParentSquare.
- ❑ The EMP details our plans for how to respond to 1, 2 or 3 or more positive cases of COVID including isolation, quarantine and communication procedures.
  - ❑ We ask that any community member coming onto campus who may have been exposed, call the Site Directors as soon as possible. This is also a required daily screening question.
  - ❑ Names of infected individuals or exposed individuals will not be released except to LCDPH as is required.

# Exposure Management Plan (cont.)

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- ❑ Positive cases will be instructed to isolate and may not return to campus until the following criteria are met:
  - ❑ 10 days from onset of symptoms
  - ❑ AND 24-hours fever free without the use of fever reducing medications
  - ❑ AND symptoms have improved
- ❑ Exposed Unvaccinated Cases
  - ❑ Quarantine for 10 days from last contact with positive case while infectious
  - ❑ If they remain asymptomatic, quarantine can end after day 10 without testing
  - ❑ If they remain asymptomatic, quarantine can end after day 7 if they test negative after day 5 of last contact with positive case while infectious
- ❑ Exposed Vaccinated Cases
  - ❑ If they are and remain asymptomatic, it is recommended that they test but do not have to quarantine

# Quarantine & Continuity of Learning Plan

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- ❑ In order to ensure continuation of learning following an exposure the following will take place:
  - ❑ A short-term independent study contract will be issued to students and their families via Docusign by day two of the quarantine.
  - ❑ Aveson advisors will conduct the class period via Zoom from day two (2) through day seven (7) or longer while ALL students are learning remotely.
  - ❑ Once students have begun to return to the classroom, online classes will be discontinued and the advisor(s) will provide asynchronous assignments in each subject area for each day that other affected students remain in self-quarantine.
  - ❑ Advisor(s) will schedule 30 minutes of “office hours” via Zoom, so that students can reach out to connect and/or ask questions about assignments.
  - ❑ In the case that an advisor is subject to self-quarantine while some or all of the students remain on campus, Aveson Directors will make a decision to **EITHER**:
    - ❑ Provide a substitute teacher to facilitate on-campus class sessions. **OR**:
    - ❑ Provide classroom supervision while the teacher provides instruction via Zoom.

# Vaccinations

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- ❑ At this time, Aveson is not requiring its staff or eligible students to show proof of vaccination in order to be on campus.
- ❑ Aveson has conducted a confidential survey asking the vaccination status of each staff member.

# Other Safety Measures...

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- ❑ Masks - to be worn by all persons while on campus indoors and out regardless of vaccination status. Exceptions: mask except individuals, while eating and/or drinking, while alone in a non-contiguous space.
- ❑ Physical Distancing - will take place where possible and especially anytime masks are off (like eating or drinking).
- ❑ Stable Grouping - (ASL) students are grouped together by advisory classes and will remain in that group for the duration of their school day, including recess and lunch.
- ❑ Ventilation & Outdoor Learning - windows and doors will remain open during the school day. Air purifiers are located in every office and soon every classroom. The highest grade HVAC filters have been installed (MERV 13). Outdoor Learning at ASL is expected to take place a majority of the time during the school day.

# Other Safety Measures...(cont.)

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- ❑ Staff and students must be symptom free and healthy to come onto campus.
- ❑ Sanitizing, Handwashing & Hand Sanitizer - classrooms and offices and other high traffic areas are cleaned and disinfected daily. Handwashing stations are installed throughout campus to aid in frequent hand washing and hand sanitizer has been provided to all classrooms and office spaces.
- ❑ Visitors and Volunteers -
  - ❑ At this time, during the school day, visitors/volunteers are restricted to essential service providers only.
  - ❑ At this time, all visitors/volunteers are permitted to be on campus during afterschool and/or weekend events.



Q & A



## **Aveson Charter Schools Independent Study Policy**

Between the two campuses (Aveson School of Leaders and Aveson Global Leadership Academy), Aveson Charter Schools operate three (3) separate independent study programs:

- Aveson Center for Independent Study at ASL (“ACIS@ASL”) for grades TK-5
- Aveson Center for Independent Study at AGLA (“ACIS@AGLA”) for grades 6-8
- Flexible Studies for grades 9-12

ACS may offer independent study to meet the short- or long-term educational needs of pupils enrolled in the Charter School. Independent study is an optional educational alternative in which no pupil may be required to participate and is designed to teach the knowledge and skills of the core curriculum. The Charter School shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully.

The following written policies have been adopted by the Aveson Governing Board for implementation at Charter School:

1. For pupils in all grade levels and programs offered by the Charter School, the maximum length of time that may elapse between the time an assignment is made and the date by which the pupil must complete the assigned work shall be:
  - a. **Twenty-five (25)** school days for ACIS@ASL and ACIS@AGLA.
  - b. **Thirty (30)** school days for Flexible Studies.
2. The **Director** or designee shall conduct an evaluation to determine whether it is in the best interests of the pupil to remain in independent study upon the following triggers:
  - a. When any pupil fails to complete **four (4)** assignments during any period of:
    - i. **Twenty-five (25)** school days for ACIS@ASL and ACIS@AGLA.
    - ii. **Thirty (30)** school days for Flexible Studies.
  - b. In the event that the Student’s educational progress falls below satisfactory levels as determined by the Charter School’s **Student Success Team (“SST”) Policy** which considers ALL of the following indicators:
    - i. The pupil’s achievement and engagement in the independent study program, as indicated by the pupil’s performance on applicable pupil-level measures of pupil achievement and pupil engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5).
    - ii. The completion of assignments, assessments, or other indicators that evidence that the pupil is working on assignments.
    - iii. Learning required concepts, as determined by the supervising teacher.

- iv. Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. The record shall be maintained for a period of three years from the date of the evaluation and, if the pupil transfers to another California public school, the record shall be forwarded to that school.

3. The Charter School shall provide content aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high school grade levels this shall include access to all courses offered by the Charter School for graduation and approved by the UC or CSU as creditable under the A-G admissions criteria.
4. The Charter School has adopted tiered reengagement strategies for all pupils who are not generating attendance for more than three (3) school days or 60% of the instructional days in a school week, or who are in violation of the written agreement pursuant to Education Code Section 51747(g). These procedures are as follows:<sup>1</sup>
  - a. Verification of current contact information for each enrolled pupil.
  - b. Notification to parents or guardians of lack of participation within one school day of the absence or lack of participation.
  - c. Outreach from the Charter School to determine pupil needs including connection with health and social services as necessary.
  - d. When the evaluation described above under paragraph (2)(b) is triggered to consider whether remaining in independent study is in the best interest of the pupil, a pupil-parent-education conference shall be required to review a pupil's written agreement and reconsider the independent study program's impact on the pupil's achievement and well-being. This conference shall be a meeting involving, at a minimum, all parties who signed the pupil's written independent study agreement.
5. The following plan shall be in place in accordance with Education Code Section 51747(e) for synchronous instruction and live interaction:<sup>2</sup>
  - a. For pupils in **transitional kindergarten through grade 5**, inclusive, the plan to provide opportunities for daily synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows:
    - i. Each student will be assigned a credentialed supervising teacher who will offer daily classroom style, small group, or one on one synchronous instruction opportunities each school day.

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<sup>1</sup> The tiered reengagement strategies shall not apply to pupils who participate in an independent study program for fewer than 15 schooldays in a school year.

<sup>2</sup> The plan for synchronous instruction and live interaction shall not apply to pupils who participate in an independent study program for fewer than 15 schooldays in a school year.

- ii. Daily synchronous instruction five (5) days per week shall be approximately 30 minutes per day (but may be longer or shorter in duration at the discretion of the supervising teacher) through a virtual platform.
    - iii. One (1) day per week, pupils are given the option to obtain daily synchronous instruction at the Charter School campus.
  - b. For pupils in **grades 6-8**, inclusive, the plan to provide opportunities for daily live interaction between the pupil and a certificated or non-certificated employee of the Charter School and at least weekly synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows:
    - i. Each student will be assigned a credentialed supervising teacher who will offer weekly classroom style, small group, or one on one synchronous instruction opportunities each school week through a virtual platform. Students will also have the option to take up to three (3) classes on campus.
    - ii. Students will be provided daily live interaction on each school day by the supervising teacher or alternative school staff for the purpose of maintaining school connectedness. Five (5) days per week for approximately 30 minutes per day (but may be longer or shorter in duration at the discretion of the supervising teacher) pupils attend an advisory class.
  - c. For pupils in **grades 9-12**, inclusive, the plan to provide opportunities for at least weekly synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows:
    - i. Each student will be assigned a credentialed supervising teacher who will offer weekly classroom style, small group, or one on one synchronous instruction opportunities each school day through a virtual platform.
6. The following plan shall be utilized to transition pupils whose families wish to return to in-person instruction from independent study expeditiously, and, in no case, later than five (5) instructional days:<sup>3</sup>
  - a. Upon written receipt of a family's wish to return to in-person instruction, ACS will provide the family with information about the Charter School's in-person options and application process for enrollment. If in-person instruction is at capacity, the Charter School staff shall inform the family of their right to return to their district of residence for in-person instruction.
  - b. If the family specifically requests additional in-person options, the Charter School will provide a list of recommended alternatives based on the student's current

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<sup>3</sup> The plan to transition pupils whose families wish to return to in-person instruction shall not apply to pupils who participate in an independent study program for fewer than 15 schooldays in a school year.

address of residence. Parents may also visit <https://www.greatschools.org/> to locate additional school options in their area.

- c. The Charter School shall not have any obligation to assist the family with enrollment in a school district or another charter school, nor can the Charter School guarantee enrollment availability in any school.
7. A current written agreement shall be maintained on file for each independent study pupil, including but not limited to, all of the following:
- a. The manner, time, frequency, and place for submitting a pupil's assignments, for reporting the pupil's academic progress, and for communicating with a pupil's parent or guardian regarding a pupil's academic progress.
  - b. The objectives and methods of study for the pupil's work, and the methods used to evaluate that work.
  - c. The specific resources, including materials and personnel, that will be made available to the pupil. These resources shall include confirming or providing access to all pupils to the connectivity and devices adequate to participate in the educational program and complete assigned work.
  - d. A statement of the policies adopted pursuant to Education Code Section 51747, subdivisions (a) and (b) regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether or not the pupil should be allowed to continue in independent study.
  - e. The duration of the independent study agreement, including the beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year.
  - f. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.
  - g. A statement detailing the academic and other supports that will be provided to address the needs of pupils who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the pupil's individualized education program or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), pupils in foster care or experiencing homelessness, and pupils requiring mental health supports.
  - h. The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class, or program pursuant to Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.

- i. Each written agreement shall be signed, before the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of Division 11 of the Family Code.
8. The Charter School shall comply with the Education Code sections 51745 through 51749.3 and the provisions of the Charter Schools Act of 1992 and the State Board of Education regulations adopted there under.
9. The Director shall establish regulations to implement these policies in accordance with the law.



## 2021-2022 ASL/ACIS Bell Schedule

### Tk-K Schedule

<b>Classes:</b>	TK - Ms. Edit E K - Ms. Bere D1 K - Ms. Evah D2		
<b>TIME</b>	<b>TUESDAY-FRIDAY</b>	<b>TIME</b>	<b>MONDAY (Minimum Day)</b>
8:00-8:15am	Drop-Off (UBT)	8:00-8:15am	Drop-Off (UBT)
8:15am	School Start Time	8:15am	School Start Time
8:15-9:30am	Content Time	8:15-9:20am	Content Time
9:30-9:50am	Recess (UBT/Field)	9:20-9:40am	Recess (UBT/Field)
9:50-11:05am	Content Time	9:40-10:40am	Content Time
11:05-11:45am	Lunch (Tk-garden/UBT; K - UBT/Field)	10:40-11:20am	Lunch (Tk - garden/UBT; K-UBT/Field)
11:45-2:35pm	Content Time	11:20-12:35pm	Content Time
2:35pm	End of School/Dismissal (UBT)	12:35pm	End of School/Dismissal (UBT)
<b>KEY</b>	UBT = Upper Blacktop		

### 1-2 Schedule

<b>Classes:</b>	2nd - Ms. Tracey D3 1st - Ms. Cid D4 1st - Ms. Jeanette D5 2nd - Ms. Molly D6 2nd/3rd - Mr. David B2		
<b>TIME</b>	<b>TUESDAY-FRIDAY</b>	<b>TIME</b>	<b>MONDAY (Minimum Day)</b>
8:00-8:15am	Drop-Off (UBT)	8:00-8:15am	Drop-Off (UBT)
8:15am	School Start Time	8:15am	School Start Time
8:15-10:00am	Content Time	8:15-10:00am	Content Time
10:00-10:20am	Recess (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)	10:00-10:20am	Recess (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)
10:20-11:55am	Content Time	10:20-11:30am	Content Time
11:55-12:35pm	Lunch (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)	11:30-12:10pm	Lunch (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)
12:35-2:50pm	Content Time	12:10-12:50pm	Content Time
2:50pm	End of School/Dismissal (D5/6 - east gate; D3/4/B2 - UBT)	12:50pm	End of School/Dismissal (D5/6 - east gate; D3/4/B2 - UBT)
<b>KEY</b>	UBT = Upper Blacktop; LBT = Lower Blacktop; SG = Secret Garden on LBT		

### 3-5 Schedule

<b>Classes:</b>	<b>3-4 Team:</b> 3rd - Ms. Cooper C4 3rd - Ms. Kipcia C6 4th - Ms. Bondsmith C1		<b>4-5 Team:</b> 4th - Ms. Jackie C4 5th - Mr. Byron C2 5th - Ms. Terry C5	
<b>TIME</b>	<b>TUESDAY-FRIDAY</b>	<b>TIME</b>	<b>MONDAY (Minimum Day)</b>	
<b>8:00-8:15am</b>	Drop-Off (east gate)	<b>8:00-8:15am</b>	Drop-Off (east gate)	
<b>8:15am</b>	School Start Time	<b>8:15am</b>	School Start Time	
<b>8:15-10:30am</b>	Content Time	<b>8:15-10:30am</b>	Content Time	
<b>10:30-10:50am</b>	Recess (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)	<b>10:30-10:50am</b>	Recess (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)	
<b>10:50-12:45pm</b>	Content Time	<b>10:50-12:20pm</b>	Content Time	
<b>12:45-1:25pm</b>	Lunch (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)	<b>12:20-1:00pm</b>	Lunch (D5/6 - UBT; D3/4/B2 - LBT/Field/SG)	
<b>1:25-3:05</b>	Content Time	<b>1:00-1:05</b>	Transition to Dismissal	
<b>3:05pm</b>	End of School/Dismissal (C1/4/5 - UBT; C2/3/5 - east gate)	<b>1:05pm</b>	End of School/Dismissal (C1/4/5 - UBT; C2/3/5 - east gate)	
<b>KEY</b>	UBT = Upper Blacktop; LBT = Lower Blacktop; SG = Secret Garden on LBT			



# Aveson Global Leadership Academy: Bell Schedule 2021-2022

## Middle School Daily Schedule

MONDAY-FRIDAY	TIME
Period 1	8:30am - 9:20am
Period 2	9:25am - 10:20am
Period 3	10:25am - 11:20am
1st Lunch	11:20am - 11:50am
Advisory	11:25am - 11:55am
Advisory	11:55am - 12:25pm
2nd Lunch	11:55am - 12:25pm
Period 4	12:30pm - 1:20pm
Period 5	1:25pm - 2:15pm

## Middle School Minimum Day

(Oct 19-20, Dec. 10, Feb 18, Mar 2-3, May 27- Jun 2)

	TIME
Period 1	8:30am - 9:15am
Period 2	9:20am - 10:05am
Period 3	10:10am - 10:55am
1st Lunch	10:55am - 11:05am
Advisory	11:00am - 11:30am
Advisory	11:10am - 11:40am
2nd Lunch	11:30am - 11:40am
Period 4	11:45am - 12:30pm
Period 5	12:35pm - 1:30pm

## High School Monday/Minimum Day Schedule

	TIME
Period 1	8:30am - 9:15am
Period 2	9:20am - 10:00am
Period 3	10:05am - 10:45am
Period 4	10:50am - 11:30am
Lunch	11:30am - 12:00pm
Advisory	12:05pm - 12:35pm
Period 5	12:40pm - 1:20pm
Period 6	1:25pm - 2:05pm

## High School Tuesday-Friday Schedule

	TIME
Period 1	8:30am - 9:25am
Period 2	9:30am - 10:25am
Period 3	10:30am - 11:25am
Period 4	11:30am - 12:25pm
Lunch	12:25pm - 12:55pm
Advisory	1:00pm - 1:30pm
Period 5	1:35pm - 2:30pm
Period 6	2:35pm - 3:30pm

### AGLA Instructional Minutes Calculator 2021-2022

GRADE 6							
Day Types	A	B	C	D	TOTALS	REQUIRED	DIFFERENCE
Day Description	Regular M-F	Mon	Shortened Days				
Total Number of Days	166	0	10		176	175	1
Start Time	8:30 AM		8:30 AM				
End Time	2:15 PM		1:30 PM				
Excess Passing Time Minutes					0		
Nutrition Break		0	10	0	0		
Lunch Duration [Including Passing Time]	30		0		30		
Total Number of Hours	5:45	0:00	5:00	0:00	10:45		
Total Daily Number of Minutes	345	0	300	0	645		
Actual Daily Instructional Minutes	315	0	290	0	605		
Annual Number of Minutes	52290	0	2900	0	55190	54000	1190
GRADES 7 & 8							
Day Types	A	B	C	D	TOTALS	REQUIRED	DIFFERENCE
Day Description	Regular M-F	Mon	Shortened Days				
Total Number of Days	166	0	10		176	175	1
Start Time	8:30 AM		8:30 AM				
End Time	2:15 PM		1:30 PM				
Excess Passing Time Minutes					0		
Nutrition Break		0	10	0	0		
Lunch Duration [Including Passing Time]	30				30		
Total Number of Hours	5:45	0:00	5:00	0:00	10:45		
Total Daily Number of Minutes	345	0	300	0	645		
Actual Daily Instructional Minutes	315	0	290	0	605		
Annual Number of Minutes	52290	0	2900	0	55190	54000	1190
GRADES 9 - 12							
Day Types	A	B	C	D	TOTALS	REQUIRED	DIFFERENCE
Day Description	Regular TWThF	Mon	Shortened Days				
Total Number of Days	136	32	8		176	175	1
Start Time	8:30 AM	8:30	8:30 AM				
End Time	3:30 PM	2:04 PM	2:04 PM				
Excess Passing Time Minutes					0		
Recess Duration	0	0	0	0	0		
Lunch Duration [Including Passing Time]	30	30	30		90		
Total Number of Hours	7:00	5:34	5:34	0:00	18:08		
Total Daily Number of Minutes	420	334	334	0	1088		
Actual Daily Instructional Minutes	390	304	304	0	998		
Annual Number of Minutes	53040	9728	2432	0	65200	64800	400


**SHIPPING ADDRESS**

 Ian Mcfeat  
 1919 Pinecrest Drive  
 Altadena CA 91001  
 United States

**CUSTOMER**



 Ian Mcfeat  
 1919 Pinecrest Drive  
 Altadena CA 91001  
 United States

**PAYMENT**

Pay online

**SHIPPING METHOD**

Custom

ITEMS	PRICE	TAX	QTY	ITEM TOTAL
 MA-112 Air Purifier 1-Pack / White SKU: MA-112-W1	<del>\$800.00</del> \$595.00	\$0.00	18	\$10,710.00
 MA-112 Replacement Filter Set Single SKU: MA-112R-1	\$139.00	\$0.00	18	\$2,502.00

NOTES			
10% School Discount		Discount	-\$1,321.20
		Subtotal	\$11,890.80
		Shipping	\$838.73
		CA STATE TAX 0.0%	\$0.00
		CA COUNTY TAX 0.0%	\$0.00
		LOS ANGELES COUNTY DISTRICT TAX SP 0.0%	\$0.00
		LOS ANGELES CO LOCAL TAX SL 0.0%	\$0.00
		<b>TOTAL (USD)</b>	<b>\$12,729.53</b>

Thank you for shopping with us!

**Medify Air**

1325 SW 30th Avenue, Deerfield Beach, FL, 33442, United States

info@medifyair.com  
medifyair.com

**INDEPENDENT CONTRACTOR AGREEMENT**  
**BETWEEN**  
**AVESON CHARTER SCHOOLS & FUSION MEDIA GROUP**

This Agreement is made between Aveson Charter Schools (“ACS”), a California charter school, with its principal place of business at 1919 Pinecrest Drive, Altadena, CA 91001 and Fusion Media Group, Inc. (“Independent Contractor”).

It is the desire of ACS to engage the services of Independent Contractor to serve ACS. Such services and the relationship between ACS and Independent Contractor shall be governed according to the following terms and conditions:

**SECTION 1. SERVICES TO BE PERFORMED.** Independent Contractor agrees to perform the services detailed in Attachment A on ACS’s behalf. Independent Contractor understands and agrees that the payment for services outlined in Section 2 herein shall cover the 20 hours per week/80 hours per month Independent Contractor provides services to ACS as outlined in Attachment A.

**SECTION 2. PAYMENT.** In consideration for the services to be performed by Independent Contractor, ACS agrees to pay Independent Contractor at the monthly rate of \$4,200 in anticipation of Independent Contractor providing services for the 2021-22 school year, consistent with the Scope of Services as specified in Attachment A. Discounted hourly rate of \$40 will apply to any hours over the 20 hours/week or 80 hours/month outlined in Section 1.

**SECTION 3. EXPENSES.** However, ACS shall reimburse Independent Contractor for all reasonable and approved out-of-pocket expenses necessarily incurred in connection with the performance of services under this Agreement. Independent Contractor shall submit an itemized statement of such expenses. ACS shall pay Contractor within fourteen (14) days from the date of each statement.

**SECTION 4. MATERIALS.** Independent Contractor will furnish all equipment and supplies used to provide the services required by this Agreement. This does not include printing and copying supplies which will be provided or reimbursed by ACS.

**SECTION 5. INTELLECTUAL PROPERTY OWNERSHIP.** Independent Contractor assigns to ACS all patent, copyright and trade secret rights in anything created or developed by Independent Contractor for ACS under this Agreement. This assignment is conditioned upon full payment of the compensation due Independent Contractor under this Agreement. Independent Contractor shall help prepare any documents ACS considers necessary to secure any copyright, patent, or other intellectual property rights at no charge to ACS. However, ACS shall reimburse Independent Contractor for all reasonable actual expenses necessary to carry out the terms of this Section.

**SECTION 6. TERM OF AGREEMENT.** This agreement will become effective on August 1, 2021 and terminate on the earlier of June 30, 2022 or the date either party terminates the Agreement as provided below.

**SECTION 7. TERMINATING THE AGREEMENT.** During the term of this Agreement, either party may terminate the Agreement without cause at any time by providing 30 days written notice to the other party.

This Agreement terminates automatically on the occurrence of any of the following events: (a) the bankruptcy or insolvency of either party; (b) sale of business of either party; or (c) the death or permanent disability of either party; (d) material breach of any term or condition of this Agreement; or (e) revocation or nonrenewal of the ACS charter.

**SECTION 8. INDEPENDENT CONTRACTOR STATUS.** Independent Contractor is an independent contractor, not an employee of ACS. Independent Contractor's employees or subcontractors are not ACS's employees. Independent Contractor and ACS agree to the following rights consistent with an independent contractor relationship:

- (a) Independent Contractor has the right to perform services for others during the term of this Agreement.
- (b) Independent Contractor has the sole right to control and direct the means, manner and method by which the services required by this Agreement will be performed to the extent the provision of Independent Contractor's services are consistent with the responsibilities set forth herein at Attachment A as dictated by the ACS Executive Director and/or Board.
- (c) Independent Contractor has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Agreement.
- (d) Independent Contractor or Independent Contractor's employees or subcontractors shall perform the services required by this Agreement; ACS shall not hire, supervise or pay any assistants to help Independent Contractor.
- (e) Neither Independent Contractor nor Independent Contractor's employees or subcontractors shall receive any training from ACS in the skills necessary to perform the services required by this Agreement.
- (f) ACS shall not require Independent Contractor or Independent Contractor's employees or subcontractors to devote full time to performing the services required by this Agreement.

- (g) Neither Independent Contractor nor Independent Contractor's employees or subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay or other fringe benefit plan of ACS.

**SECTION 9. WORKERS' COMPENSATION.** ACS shall not obtain workers' compensation insurance on behalf of Independent Contractor or Independent Contractor's employees. If Independent Contractor hires employees to perform any work under this Agreement, Independent Contractor will obtain workers' compensation insurance for those employees to the extent required by law.

**SECTION 10. LOCAL, STATE AND FEDERAL TAXES.** Independent Contractor shall pay all income taxes and FICA (Social Security and Medicare taxes) incurred while performing services under this Agreement. ACS will not:

- (a) Withhold FICA from Independent Contractor's payments or make FICA payments on Independent Contractor's behalf;
- (b) Make state or federal unemployment compensation contributions on Independent Contractor's behalf, or
- (c) Withhold state or federal income tax from Independent Contractor's payments.

If the Independent Contractor is required to pay any federal, state or local sales, use, property, or value added taxes based on the services provided under this Agreement, the taxes shall be separately billed to ACS. Independent Contractor shall not pay any interest or penalties incurred due to late payment or nonpayment of any taxes by ACS.

**SECTION 11. CONFIDENTIALITY.** Independent Contractor acknowledges that during the engagement it will have access to and become acquainted with various trade secrets, inventions, innovations, processes, information, records and specifications owned or licensed by ACS and/or used by ACS in connection with the operation of its business including, without limitation, ACS's business and product processes, methods, pupil/personnel record information, accounts and procedures.

**SECTION 12. EXCLUSIVE AGREEMENT.** This is the entire Agreement between Independent Contractor and ACS. All previous agreements between the parties, if any, whether written or oral, are merged herein and superseded hereby.

**SECTION 13. MODIFYING THE AGREEMENT.** This Agreement may be supplemented, amended, or modified only by the mutual agreement of both parties. No modification of this Agreement shall be binding unless in writing and expressing an intent to modify the Agreement and signed by both parties.

**SECTION 14. DISPUTE RESOLUTION.** If a dispute arises under this Agreement, the parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator in Los Angeles County. Any costs and fees other than attorneys' fees associated with the mediation shall be shared equally by the parties. If it proves impossible to arrive at a mutually satisfactory solution through mediation, the parties agree to submit the dispute to a mutually agreed-upon arbitrator in Los Angeles County. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction to do so. Costs of arbitration, including attorneys' fees, will be allocated by the arbitrator.

**SECTION 15. LIMITED LIABILITY.** This provision allocates the risks under this Agreement between Independent Contractor and ACS. Independent Contractor's pricing reflects the allocation of risk and limitation of liability specified below. However, Independent Contractor shall remain liable for bodily injury or personal property damage resulting from grossly negligent or willful actions of Independent Contractor or Independent Contractor's employees or agents while on ACS's premises to the extent such actions or omissions were not caused by ACS. NEITHER PARTY TO THIS AGREEMENT SHALL BE LIABLE FOR THE OTHER'S LOST PROFITS, OR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE PARTY HAS BEEN ADVISED BY THE OTHER PARTY OF THE POSSIBILITY OF SUCH DAMAGES.

**SECTION 16. NOTICES.** All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

- (a) When delivered personally to the recipient's address as stated on this Agreement;
- (b) Three days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated on this Agreement, or
- (c) When sent by fax to the last fax number of the recipient known to the person giving notice.

Notice is effective upon receipt provided that a duplicate copy of the notice is promptly given by first class mail, or the recipient delivers a written confirmation of receipt.

If to Independent Contractor

Fusion Media Group, Inc.  
1740 Meridian Avenue  
South Pasadena, CA 91030

If to ACS:

Aveson Charter Schools  
1919 Pinecrest Drive  
Altadena, CA 91001

**SECTION 17. NO PARTNERSHIP.** This Agreement does not create a partnership relationship. Neither party has authority to enter into contracts on the other's behalf.



**SECTION 18. INTERPRETATION AND OPPORTUNITY FOR COUNSEL.** In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.

**SECTION 19. AVAILABILITY OF ACS EXECUTIVE LEADERSHIP.** Aveson Charter Schools executive leadership agrees to make themselves readily available to ensure that Independent Contractor has the ability to complete their services to the highest level of quality and integrity.

**SECTION 20. APPLICABLE LAW.** This Agreement will be governed by the laws of the State of California.

**SIGNATURES**

**ON BEHALF OF ACS:**

\_\_\_\_\_  
Ian McFeat, Executive Director  
Aveson Charter Schools

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

**INDEPENDENT CONTRACTOR:**

\_\_\_\_\_  
**Kelly Finley**

Taxpayer ID Number: \_\_\_\_\_

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

## **Attachment A Scope of Services**

Services to be provided by Independent Contract are as follows:

### **Critical Communication, Marketing and Branding Support**

- Provide Executive Director and Site Directors with critical/emergency communications support via crisis communications consultations, execution of communication pieces such as press releases, letters, emails, website, or other mediums necessary to address the critical situation.
- Support Executive Director and Site Directors with LCAP and rechartering research, writing and development that may include a revision of Aveson's mission, vision, and values statements.
- Work with Executive Director and Site Directors to develop communications goals and calendar for the 2021-2022 school year, identify communication channels to adequately reach internal and external communities, identify key staff to implement regular communications throughout the year.
- Support Executive Director and Site Directors to become associated with the personalized mastery learning and student-centered education community with the goal of connecting Aveson to its niche educational community and create collaborative relationships that will benefit Aveson educationally and financially.

### **Social Media: Content Management**

- Ensure that Aveson Charter Schools has a robust social media presence on a minimum of two platforms that include Instagram & Facebook.
- Develop strategies in collaboration with Executive Director, Site Directors, advisors, staff and ACO to improve social media engagement and generate quality content that clearly supports the Aveson brand, vision, mission and student recruitment.
- Engage community partners via social media to create positive connections to Aveson Charter Schools.

### **Annual Fund: Communication and Marketing**

- Collaborate with the Executive Director to produce communication and marketing strategies that support internal Annual Fund giving.
- Collaborate with the Executive Director to cultivate annual fund giving from the philanthropic community.
- Develop outreach strategies to Aveson alumni, vendors, and other community members to cultivate Annual Fund donations.
- Manage Annual Fund giving platform and serve as the staff contact for Annual Fund donors.

### **Parent Square Management & Promotion**

Serve as the primary administrator/platform expert of ParentSquare to ensure the following:

- Staff is fully trained in the effective use of Parent Square and understand/buy into the purpose for using the platform as Aveson's communications hub.
- Assign staff roles on Parent Square in consultation with the Executive Director and Site Directors and clearly communicate roles to all staff.
- Collaborate with Aveson's data administrator to ensure data is up-to-date and accurate and that the platform is properly linked to Aveson's Student Information System (SIS), PowerSchool.

- Ensure that Aveson parents/families are aware of the Parent Square platform, understand how to use it, and that the app is adopted by a large percentage of families.

**Website: Content Management**

- Support Executive Director in the branding support for a new website.
- Keep the website current and relevant by providing branding, messaging and content support.

No Separacion  
Cable  
Mesh

Alrededor  
10"

2  
height

2x6x1/2  
2 lados  
A y B.

2x6x1/2

176' long  
para  
separacion  
mesh.

Cable  
de  
1/4"

4 lados  
Alrededor  
Cable  
1/4"

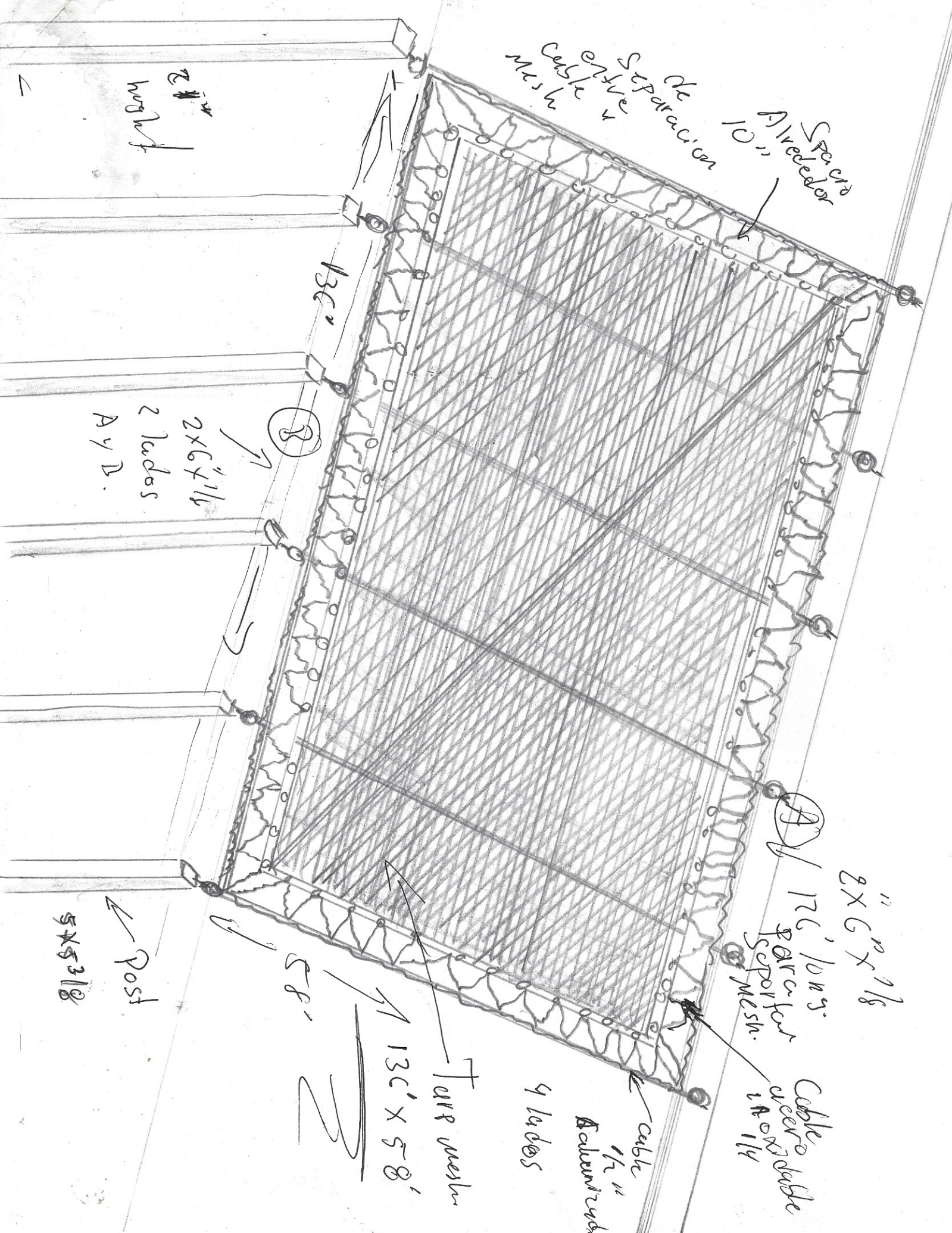
Tarp mesh

136' x 58'

58'

Post

5x5x3/8



# Materiales:

6 postes  $5 \times 5 \times 3/4 \times 25'$

8 Tubos  $8 \times 2 \times 40' \times 1/4$

450' Cable Acero de  $1/2$  1

100 Cable Acero inoxidable  $1/4$

240 Rings de 2" para sujetar mesh.

40 Perras Sujetadoras

Hacer 6 cuadros en forma de concreto

$3' \times 3' \times 3'$



Rentar 2 lifts para instalación.

$135' \times 58'$  Mesh tarp. 86% en one piece.

Precio Aproximado

~~/\$~~ 32,000

# Curriculum Associates®

**Prepared For:**

Diane Simonsen  
Aveson School of Leaders  
1919 Pinecrest Dr,  
Altadena, CA 91001

## Aveson School of Leaders Site Upgrade

7/27/2021

Dear Diane Simonsen,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and/or services included. If you have any questions or would like any changes, please contact us.

Quote ID: 254222.1    Valid through: 12/31/2021

Product	List Price	Net Price
i-Ready	\$17,750.00	\$13,358.00
i-Ready Partners Services	\$1,500.00	\$0.00
	List Total:	\$19,250.00
	Savings:	\$5,892.00
	Shipping/Tax/Other:	\$0.00
	<b>Total:</b>	<b>\$13,358.00</b>

Thank you again for your interest in Curriculum Associates.

**Sincerely**

Susan Flocco

sflocco@cainc.com

**Please submit this quote with your purchase order**

# Curriculum Associates®

Quote ID: 254222.1    Date: 7/27/2021    Valid through: 12/31/2021

**Prepared For:**  
Diane Simonsen  
Aveson School of Leaders  
1919 Pinecrest Dr,  
Altadena, CA 91001  
dianesimonsen@aveson.org

**Your Representative:**  
Susan Flocco  
  
sflocco@cainc.com

## Aveson School of Leaders Site Upgrade

### i-Ready

Product Name	Item #	Qty	List Price	Net Price	Total
i-Ready Math and Reading Upgrade to Site License 351-500 Students 1 Year	17793.0	1	\$17,750.00	\$13,358.00	\$13,358.00
i-Ready Subtotal:					\$13,358.00

### i-Ready Partners Services

Product Name	Item #	Qty	List Price	Net Price	Total
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	27939.0	1	\$1,500.00	\$0.00	\$0.00
i-Ready Partners Services Subtotal:					\$0.00

### Total

List Total:	\$19,250.00
Savings:	\$5,892.00
Merchandise Total:	\$13,358.00
Voucher/Credit:	\$0.00
Estimated Tax:	\$0.00
Estimated Shipping:	\$0.00
<b>Total:</b>	<b>\$13,358.00</b>

### Special Notes

F.O.B.: N. Billerica, MA 01862  
Shipping: Shipping based on MDSE total  
Terms: Net 30 days, pending credit approval  
Fed. ID: #26-3954988

**Please submit this quote with your purchase order**

N1

# Curriculum Associates®

## Placing an Order

**Email:** [orders@cainc.com](mailto:orders@cainc.com) | **Fax:** 1-800-366-1158

**Mail:**

ATTN: CUSTOMER SERVICE DEPT.  
Curriculum Associates LLC  
153 Rangeway Rd  
North Billerica, MA 01862-2013

Please visit [CurriculumAssociates.com](http://CurriculumAssociates.com) for more information about placing orders or contact CA's customer service department (1-800-225-0248) and reference quote number for questions.

Please attach quote to all signed purchase orders.

## Shipping Policy

Unless otherwise noted, shipping costs are calculated as follows:

Order Amount	Freight Amount
\$74.99 or less	Max charge of \$12.75
\$75.00 to \$999.99	12% of order
\$1,000 to \$4,999.99	10% of order

Order Amount	Freight Amount
\$5,000.00 to \$99,999.99	8% of order
\$100,000 and more	6% of order

Please contact your local CA representative or customer service (1-800-225-0248) for expedited shipping rates. The weight limit for an expedited order is 500lbs.

Unless otherwise expressly indicated, the shipping terms for all deliveries is FOB CA's Shipping Point (whether to a CA or third party facility). Risk of loss and title is passed to purchaser upon transfer of the goods to carrier, standard shipping charges (listed above) are added to the invoice or included in the unit price unless otherwise specified.

## Payment Terms

Payment terms are as follows:

- With credit approval: Net 30 days
- Without credit approval: payment in full at time of order
- Accounts must be current before subsequent shipments are made

To ensure payment processing is timely and environmentally conscious, CA encourages ACH or wire payments. CA's bank remittance information is:

- Account Number: 4418064408 | Account Name: Curriculum Associates, LLC
- Bank Name: Wells Fargo Bank – San Francisco, CA
- ABA Routing: 121000248
- SWIFT Code (International Only): WFBIUS6S
- Tax ID: 26-3954988

Please send any payment notifications to [payments@cainc.com](mailto:payments@cainc.com). Credit card payments are only accepted for purchases under \$50,000.

## Invoice Receipt Preference

CA is pleased to offer electronic invoice delivery. Electronic invoice delivery allows CA to deliver your invoice in a timely and environmentally friendly manner. To request electronic invoice delivery please contact the CA Accounts Receivable team at [invoices@cainc.com](mailto:invoices@cainc.com) or by fax (1-800-366-1158). Please reference your quote number, provide a valid email address where the invoice should be directed, and indicate you would like to opt into electronic invoice delivery.

## i-Ready®

Customer's use of i-Ready® shall be subject to the i-Ready Terms and Conditions of Use, which can be found at [i-ready.com/support](http://i-ready.com/support).

## Return Policy

Except for materials sold on a non-refundable basis, purchaser may return, at purchaser risk and expense, purchased materials with pre-approval from CA's Customer Service within 12 months of purchase. Please examine your order upon receipt. Before returning material, call CA's Customer Service department (1-800-225-0248) for return authorization. When returning material, please include your return authorization number and the return form found on the CA website. i-Ready®, Toolbox®, and BRIGANCE® Online Management Systems may be returned for a pro-rated refund for the remaining time left on the contract. We do not accept returns on unused i-Ready or Toolbox licenses®, materials that have been used and/or are not in "saleable condition," and individual components of kits or sets including but not limited to BRIGANCE® Kits, Ready® student and teacher sets, and Ready Classroom® student and teacher sets. For more information about the return policy, please visit [CurriculumAssociates.com/support/shipping-and-returns](http://CurriculumAssociates.com/support/shipping-and-returns).





**Lopez Tree & Landscape INC**

Arturo Lopez 541 Mountain View st Altadena CA 91001 (626)217-8035 Phone (626)298-6760 Fax Licensed & Insured State License# 997458 Certified Arborist# WE-9217A <a href="http://lopeztreeexperts.com">lopeztreeexperts.com</a> <a href="mailto:lopezlandscapeandtrees@yahoo.com">lopezlandscapeandtrees@yahoo.com</a>	For: July 26, 2021  Address: Aveson School Of Leaders 1919 E Pine Crest Dr Altadena CA 91001 Phone: (805)512-2739 E-mail: <a href="mailto:caseviasmussen@aveson.org">caseviasmussen@aveson.org</a> Fax:
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Column1	Units	Cost Per Unit	Amount
behind main office			
thinning, reduction of weight 4 chinese elm, 1 jacaranda			
1 california sycamore, 1 gold medallion			
Entrance lower black top			
thinning, reduction of weight 3 california sycamore			
thinning, reduce end weight 5 live oak, quercus agrifolia			
E Loma alta			
thinning, reduce end weight 1 live oak, quercus agrifolia, 7 liquidambar			
Behind D building			
thinning, reduce end weight 3 Eucalyptus			
thinning, reduce end weight 1 california sycamore , remove ivy from main tree trunk			
Front D building			
thinning, reduce end weight 2 live oak, quercus agrifolia			
removal 1 california sycamore tree, cut down to ground level only			
thinning, reduce end weight 1 california sycamore , remove ivy from main tree trunk			
removal 1 mulberry tree, cut down to ground level only			
removal 1 california sycamore tree, cut down to ground level only			
reduce weight 1 eucalyptus			
cleanup and disposal of all tree debris included			

*Please Make Check Payable to Lopez Tree & Landscape INC*	Invoice Subtotal	
	Tax Rate	
	Sales Tax	-
	Other	
	<b>TOTAL</b>	<b>\$ 18,600.00</b>

Thank you for your business!



Edgenuity Inc.  
 8860 E. Chaparral Road  
 Suite 100  
 Scottsdale AZ 85250  
 877-725-4257

Price Quote for Services  
 AVESON GLOBAL LEADERSHIP ACADEMY  
 PASADENA CA  
 Account Number 59212  
 Quote Number 207140  
 Total \$21,500.00  
 Date 7/08/2021

Payment Schedule				Contract Start	Contract End
				8/01/2021	7/31/2022

Site	Description	Comment	End Date	Per Unit Cost	Qty	Cost
	Digital Libraries 6-12 Comprehensive All Site License (MS and HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		07/31/2022	\$12,500.00	1	\$12,500.00
	IS Concept Coaching Site License Add-on		07/31/2022	\$3,500.00	1	\$3,500.00
	MyPath NWEA MAP Integration Annual Subscription		07/31/2022	\$500.00	1	\$500.00
	MyPath Reading and Math Site License		07/31/2022	\$3,500.00	1	\$3,500.00
	Professional Development Webinar Training		07/31/2022	\$750.00	2	\$1,500.00
1. AVESON GLOBAL LEADERSHIP ACADEMY						
					<b>Subtotal</b>	\$21,500.00
					<b>Total</b>	\$21,500.00

Edgenuity will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Edgenuity will invoice the customer for the additional usage.

This quote is subject to Edgenuity Inc. Standard Terms and Conditions ("Terms and Conditions"). These Terms and Conditions are available at <http://www.edgenuity.com/edgenuity-standard-terms-and-conditions-of-sale.pdf>, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Edgenuity's written consent.

**AVESON GLOBAL LEADERSHIP ACADEMY**

Signature: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Edgenuity Inc. Representative**

Patrick Nikolajevic  
 Account Executive, CA  
 TEL 1.877.725.4257 (ext. 1753)  
 Cell: 571.213.4200  
 EMAIL [patrick.nikolajevic@edgenuity.com](mailto:patrick.nikolajevic@edgenuity.com)

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. All order documentation can be submitted electronically at <https://edgenuity.formstack.com/forms/ar>. Alternatively you can e-mail this quote, the purchase order and order documentation to [AR@edgenuity.com](mailto:AR@edgenuity.com) or fax to 480-423-0213.

Prepared By: Elisha Michael  
 Customer Name: Aveson Charter Schools  
 Contract Term: 12 Months  
 Start Date: 5-NOV-2021  
 End Date: 4-NOV-2022

Customer Contact: Denise Almanza  
 Title: Office Manager  
 Address: 1919 Pinecrest Dr  
 City: Altadena  
 State/Province: California  
 Zip Code: 91001  
 Phone #: (323) 804-0805

Product Description	Quantity	Unit	Extended Price
Initial Term 5-NOV-2021 - 4-NOV-2022			
License and Subscription Fees			
PowerSchool SIS Hosted Subscription	700.00	Students	USD 6,797.00
PowerSchool SIS Hosting SSL Certificate	1.00	Each	USD 420.00
PD+ Subscription	700.00	Students	USD 1,575.00
PowerSchool Enrollment Charter for PS SIS	700.00	Students	USD 8,400.00

License and Subscription Totals: **USD 17,192.00**

#### Quote Total

<b>Initial Term</b>	<b>5-NOV-2021 - 4-NOV-2022</b>
<b>Payment Total</b>	<b>USD 17,192.00</b>

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at <http://www.powerschool.com/msa/>, as may be amended.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Aveson Charter Schools

Signature:

Signature:

A handwritten signature in black ink that reads "Eric Shander". The signature is written in a cursive style with a large initial "E".

Printed Name: Eric Shander

Printed Name:

Title: Chief Financial Officer

Title:

Date: 6-AUG-2021

Date:

PO Number: \_\_\_\_\_

# Curriculum Associates®

**Prepared For:**

Diane Simonsen  
Aveson School of Leaders  
1919 Pinecrest Dr,  
Altadena, CA 91001

## Aveson School of Leaders Site Upgrade

7/27/2021

Dear Diane Simonsen,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and/or services included. If you have any questions or would like any changes, please contact us.

Quote ID: 254222.1    Valid through: 12/31/2021

Product	List Price	Net Price
i-Ready	\$17,750.00	\$13,358.00
i-Ready Partners Services	\$1,500.00	\$0.00
	List Total:	\$19,250.00
	Savings:	\$5,892.00
	Shipping/Tax/Other:	\$0.00
	<b>Total:</b>	<b>\$13,358.00</b>

Thank you again for your interest in Curriculum Associates.

**Sincerely**

Susan Flocco

sflocco@cainc.com

**Please submit this quote with your purchase order**

# Curriculum Associates®

Quote ID: 254222.1    Date: 7/27/2021    Valid through: 12/31/2021

**Prepared For:**  
 Diane Simonsen  
 Aveson School of Leaders  
 1919 Pinecrest Dr,  
 Altadena, CA 91001  
 dianesimonsen@aveson.org

**Your Representative:**  
 Susan Flocco  
  
 sflocco@cainc.com

## Aveson School of Leaders Site Upgrade

i-Ready						
Product Name	Item #	Qty	List Price	Net Price	Total	
i-Ready Math and Reading Upgrade to Site License 351-500 Students 1 Year	17793.0	1	\$17,750.00	\$13,358.00	\$13,358.00	
i-Ready Subtotal:					\$13,358.00	

i-Ready Partners Services						
Product Name	Item #	Qty	List Price	Net Price	Total	
i-Ready Partners Implementation Support- Provisioning, Tech Support, Hosting, Data Management, Implementation Planning, Data Reviews, and Check ins (1 Year)	27939.0	1	\$1,500.00	\$0.00	\$0.00	
i-Ready Partners Services Subtotal:					\$0.00	

Total		
	List Total:	\$19,250.00
	Savings:	\$5,892.00
	Merchandise Total:	\$13,358.00
	Voucher/Credit:	\$0.00
	Estimated Tax:	\$0.00
	Estimated Shipping:	\$0.00
	<b>Total:</b>	<b>\$13,358.00</b>

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F.O.B.: N. Billerica, MA 01862  
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ATTN: CUSTOMER SERVICE DEPT.  
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- Account Number: 4418064408 | Account Name: Curriculum Associates, LLC
- Bank Name: Wells Fargo Bank – San Francisco, CA
- ABA Routing: 121000248
- SWIFT Code (International Only): WFBIUS6S
- Tax ID: 26-3954988

Please send any payment notifications to [payments@cainc.com](mailto:payments@cainc.com). Credit card payments are only accepted for purchases under \$50,000.

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## i-Ready®

Customer's use of i-Ready® shall be subject to the i-Ready Terms and Conditions of Use, which can be found at [i-ready.com/support](http://i-ready.com/support).

## Return Policy

Except for materials sold on a non-refundable basis, purchaser may return, at purchaser risk and expense, purchased materials with pre-approval from CA's Customer Service within 12 months of purchase. Please examine your order upon receipt. Before returning material, call CA's Customer Service department (1-800-225-0248) for return authorization. When returning material, please include your return authorization number and the return form found on the CA website. i-Ready®, Toolbox®, and BRIGANCE® Online Management Systems may be returned for a pro-rated refund for the remaining time left on the contract. We do not accept returns on unused i-Ready or Toolbox licenses®, materials that have been used and/or are not in "saleable condition," and individual components of kits or sets including but not limited to BRIGANCE® Kits, Ready® student and teacher sets, and Ready Classroom® student and teacher sets. For more information about the return policy, please visit [CurriculumAssociates.com/support/shipping-and-returns](http://CurriculumAssociates.com/support/shipping-and-returns).