



“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”

GOVERNING BOARD AGENDA- Regular Board Meeting

Meeting of Friday, July 29, 2022 at 5:30PM

5465 El Cajon Blvd., San Diego, CA 92115 (Library)

Mission: Iftin Charter School provides students in grades TK-8 an academically rigorous, common core aligned curriculum, supplemented with a technology intensive program in a student centered, safe and caring learning environment. ICS addresses the needs of a diverse group of students, their families and communities by building on the strengths of the students’ cultural heritage and life experiences. ICS students are educated and enlightened to become successful, lifelong learners and valuable members of the global community.

Approval of Agenda: Dr. Joseph Johnson

WELCOME GUESTS / CALL TO ORDER 5:30PM

Roll Call

Faisal Ali	President
Rahmo Abdi	Secretary
Mulki Hersi	Treasurer
Dr. Joseph Johnson	Member
Ibrahim Hassan	Member
Shuayb Mumin	Member
Rashid Mursal	Member

PUBLIC COMMENT

PUBLIC COMMENT— Anyone wishing to address the Board on agenda, non-agenda, and/or Closed Session items may do so. Individual speakers will be limited to three (3) minutes. Total public input on any one subject may be limited to fifteen (15) minutes, and may be extended at the discretion of the Board Chairperson. Comments on an agenda item may be taken when the agenda item is discussed by the Board. Comments on non-agenda items will be heard before the Consent Motion.

Consent Items

- A) Approve meeting minutes of 5/27/2022

Discussion Items

- A) CEO Report
- B) BEUTMOST 2022-23 Contract
- C) SDSU Student Teaching and field experience Agreement
- D) Board Retreat
- E) Board Calendar 2022-23

Action Items

- A) Approve BeUtmost 2022-23 contract.
- B) Approve Board Calendar 2022-23
- C) Approve Student teaching and field experience agreement

Closed Session

N/A

Report to Open Session

Reportable Action:

Advanced Planning

The next regularly scheduled Governing Board Meeting is to be held on Friday, August 19, 2022 at 5:30PM

ADJOURN

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Iftin Charter School at (619)265-2411. Notification of 48 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accessibility to that meeting (28 CFR 35.102.35.104) If you would like to request any attachments or other public documents, contact Abdi Mohamud at: Mohamud@iftincharter.net



GOVERNING BOARD MINUTES - Regular Meeting

Meeting of Friday, May 27, 2022 at 5:30PM

5465 El Cajon Blvd., San Diego, CA 92115 (Library)

“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”

Mission: Iftin Charter School provides students in grades TK-8 an academically rigorous, common core aligned curriculum, supplemented with a technology intensive program in a student centered, safe and caring learning environment. ICS addresses the needs of a diverse group of students, their families and communities by building on the strengths of the students’ cultural heritage and life experiences. ICS students are educated and enlightened to become successful, lifelong learners and valuable members of the global community.

Approval of Agenda: Faisal Ali

WELCOME GUESTS / CALL TO ORDER 5:30 PM

Roll Call

Faisal Ali	President present
Rahmo Abdi	Secretary present
Mulki Hersi	Treasurer present
Dr. Joseph Johnson	Member present
Ibrahim Hassan	Member present
Shuayb Mumin	Member present
Rashid Mursal	Member present

Call to Order and Establishment of Quorum

- Mr. Faisal Ali called the meeting to order at 5:30 p.m.

PUBLIC COMMENT

PUBLIC COMMENT— Anyone wishing to address the Board on agenda, non-agenda, and/or Closed Session items may do so. Individual speakers will be limited to three (3) minutes. Total public input on any one subject may be limited to fifteen (15) minutes, and may be extended at the discretion of the Board Chairperson. Comments on an agenda item may be taken when the agenda item is discussed by the Board. Comments on non-agenda items will be heard before the Consent Motion.

No Public Comments

CONSENT ITEMS

Approve meeting minutes of 3/25/2022, 4/8/2022 and 4/22/22

A motion was made to approval of meeting minutes of 3/25/2022, 4/8/2022 and 4/22/22, as presented.

Motion Hassan Second Johnson Ayes Mumin, Johnson, Hersi, Ali, Hassan, Abdi Nays N/A Abstain N/A Absent N/A



GOVERNING BOARD MINUTES - Regular Meeting

Discussion Items

- A) CEO Report
- B) Monthly Financial Board Report
- C) LCAP 2021-22
- D) New Board Training
- E) Staff Retention and Recognition Incentive
- F) Board Calendar revision

CEO/Principal Report:

Maslah Yussuf, CEO:

Good evening. I will start with our quote of the month, visit our mission and vision, governance structure, our strategic plan overview, challenges and successes and finally questions and comments

Quote of the Month: “Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results.” — Andrew Carnegie.

This is what drives us, to work as a team and do something which we could not do as individuals, to reach our goals and vision.

Our vision is that our children are educated through a collaborative effort among stakeholders. Our goal is to meet each child’s needs academically, socially and emotionally. To do so we are obligated to work together to create a positive challenging educational environment that is centered at teaching and learning.

I would like to share a short video created by our parent liaison Mr. Nur to welcome new families to Iftin Charter School.

Governance structure: According to our petition and governing bylaws, you are responsible for the overall organizational policies, budget and contractual agreements. However, for the day-to-day operations, academic performance, school climate and everything related to administration responsibilities delegated to me as the CEO. Under my leadership, we have team leadership as well. As such, I do appreciate you unwavering support and likewise I do appreciate my leadership team, our staff, our students and our parents and our community. Without your oversight responsibilities, without your support, I don’t think we can make any progress and reach our goals. So, we really appreciate your time, your insights and advise. We are welcoming whatever support; we really appreciate it.

Our strategic Plan Overview (Handout)

Our strategic plan consists of following three main components in order to reach our lofty and primary goal of becoming one of the best and highest performing schools in the whole world.

- Create and maintain positive school climate:
 - We envisioned and committed to creating and maintaining a positive school climate that meets the cognitive, academic, social-emotional and physical needs of each and every student and staff.
 - I’m pleased to inform you that our school’s positive climate is premise is built on caring, loving-kind, trusting, inclusive and respectful relationships among students, staff and families.



GOVERNING BOARD MINUTES - Regular Meeting

- We provided our parents as they requested classes, monthly meeting and access to technology as well as parent resource room where they have been receiving all kinds of supports. Students were given opportunities to have different sports activities and they were so happy once we opened our new state of the art soccer field.
- Improve Student Achievement: In order to support effective strategies to improve student performance, we are committed to building our school capacity for teaching and learning.
 - We are partnered with NCUST and the reading center of SDSU and provided to our teachers ongoing professional developments in the core subjects as well as reading strategies such as guided and close reading, and we also conducted ongoing review of common assessments, curriculum, instruction and interventions when students don't master materials.
 - We adopted pathways to progress where we set high expectations for all students; hold ourselves accountable for students' performance; provide safe learning environment, recruit and retain the high-quality educators; train leadership team in school operations and educational programs; provide ongoing training to teachers in instruction and curriculum; support students with extra help and time and involve parents and the community in school and schooling.
- Plan effective and intensive learning loss recovery programs: Implement intervention programs such as push-in/pullout during instructions, one-to-one tutoring programs, before and after school programs, summer school programs, and extended school days for the upcoming school year. We are committed in doing everything in power to providing our students the time, resources and everything they need to succeed in their educational journey as their parents entrusted them in us and we are taking this responsibility very seriously.

Dr. Joseph Johnson: I would like to just say two things;

In terms of the strategic plan, the issues that you have highlighted are very important issues and I think that if those issues are addressed well, then Iftin will make progress toward the mission and vision that you articulated.

One thing that I would encourage to think about is for each of those components; positive school climate, improve student achievement, plan effective and learning loss recovery programs. The question is what data might be indicators of problems, indicators of effectiveness. I think that identifying those before the beginning of a school year. What could be indicators before the program begins to help the board know, this is where the administration is moving the school, this is what we expect to see progress. If you identify those indicators that you share with the community.

I would strongly argue that there are many good strong data points about school safety and behaviors of students. The more data points connected to the strategic plan; I think it could be a good tool for everybody on the team. Students, Teachers, Administrators, Board, a common sense of where we are headed.

Maslah Yussuf: Thank you Dr. Johnson. In terms of the academic performance, we will share with you benchmark assessments, ELPAC and CAASPP data. In terms of the Intervention plans, as Faisal indicated, we need to come up with the Pre and Post assessments. Here is where they are now and where they are after the program, to see the fruits of our efforts. We will consider all.

Monthly Financial Board Report:

Joshua Eng: Presented 2021-22 Estimated Actuals, the 2022-23 Preliminary Budget and the variance. We still have one month into the school year, so a lot can change. Summary pages were displayed for the public to see.

We project ending the school year with a deficit of (100,405), a lot can change until the end of the year for better or worse.



GOVERNING BOARD MINUTES - Regular Meeting

BEGINNING FUND BALANCE 2,253,133
ENDING BALANCE 2,152,728

TOTAL ENROLLMENT 2021-22 **404** 2022-23 **425** VARIANCE **21**

AVERAGE DAILY ATTENDANCE **376** 2022-23 **399** VARIANCE **22.6**

2022-23 Preliminary Budget SURPLUS(DEFICIT) \$ 24,683

Faisal Ali: How much of the ESSER funds remain and what are the deadlines to recognize these funds?

Joshua Eng: We have recognized all of ESSER I and II and some of III this year. ESSER III: \$325k
You have until 9/30/2024 to recognize these funds.

Dr. Joseph Johnson: The 2022-23 preliminary budget does not include the additional governors proposed increases, is that correct?

Joshua Eng: None of the governors proposed COLA increases are reflected in these estimates.

LCAP 2021-22:

Abdi Mohamud: The LCAP is working document, the living and breathing document of Iftin Charter School. We have three overarching goals and objectives. What we anticipated of doing and what actually happened and future plannings for upcoming year.

The LCAP is an acronym for the Local Control and Accountability Plan. the document that communicates to internal and external stakeholders and how the LEA plans to operationalize equity.

- Communicate goals and actions that improve student outcomes and address any gaps
- Measuring and Reporting Results and Stakeholder Engagement

Stakeholder Engagement: Describes the process for conferring with the stakeholder groups and articulating the impact of their feedback on the development of the LCAP.

Annually we publish our LCAP survey to gather input from a wide range of stakeholders: Parents, staff, students and the community to inform actions, programs and services in our LCAP.

Monthly parent meetings to update parents on school process and procedures, safety guidelines, academic plans as well as current state of the school year. Parents have an opportunity at each meeting to have their voices heard. School Site Council and

ELAC: Iftin holds six meetings each year to discuss the educational plans of the school as well as to review the LCAP and LCFF funding.

LCAP Survey to provide their input on student outcomes, engagement, and conditions of learning. Iftin communicated the survey to all stakeholders through emails, mass phone calls, and posting the survey to our school website.

Iftin School Board Meetings: Iftin holds monthly board meetings to update the board on operations, instruction, and school needs.



GOVERNING BOARD MINUTES - Regular Meeting

Communication • Ongoing monthly meetings with stakeholders • LCAP survey • Share LCAP draft highlights with SSC/ELAC committee

Mr. Ali Hori: Thank you Iftin Community. I really appreciate your time; this is a great conversation in our strategic plans for implementation next school year. After we analyze our data and see our school needs. As a leadership team, our primary goal is for every child to be successful in their education.

New Board Training:

Faisal Ali: We have new board members, we wanted offer an additional training opportunity. California Charter Development Center online modules. All new members can benefit and a refresher for all of us.

Online Governance Academy: Series of on-demand learning modules designed to provide board members with the information needed to oversee schools

Staff Retention and Recognition Incentive:

This retention bonus agreement establishes the terms of your continued employment with Iftin Charter School, in response to retention and staffing needs.

Board Calendar Revision:

Does the board have preference to adding a special meeting on June 10th or 17th?

The 10th is on the con

Action Items

A) Amend Retention bonus MOU (Attachment)

Motion Abdi **Second** Hersi **Ayes**, Johnson, Mumin, Abdi, Hersi, Mursal, Ali, Hassan **Nays** N/A
Abstain N/A **Absent** N/A

B) Revision of Board Calendar to add June 10th 2022 Meeting

Motion Hersi **Second** Johnson **Ayes**, Johnson, Mumin, Abdi, Hersi, Ali, Mursal Hassan **Nays** N/A
Abstain N/A **Absent** N/A



GOVERNING BOARD MINUTES - Regular Meeting

Report to Open Session

Reportable Action: ICS board approved a one-time stipend in the amount of 66,000 for classified staff. The funds will be distributed at the discretion of the CEO and school should use objective criteria to distribute the funds.

Advance Planning

The next regularly scheduled Governing Board Meeting is to be held **on Friday, June 24, 2022** at 5:30PM.

Adjournment. 9:03 pm

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Iftin Charter School at (619)265-2411. Notification of 48 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accessibility to that meeting (28 CFR 35.102.35.104) Additional questions can be sent to Operations Manager, Abdi Mohamud, at Mohamud@iftincharter.net

Next Step A M.A.P Program Inc. Youth Fitness Program Agreement

This agreement is by and between Next Step A M.A.P Program (Next Step (DBA) Be Utmost), a California Nonprofit Corporation and Iftin Charter School (ICS), effective August 29, 2022, until June 15, 2023. This agreement services as the entire agreement between both parties.

1. Next Step is a youth-based organization that will provide its Be Utmost Youth Fitness Program to Iftin Charter School.
2. Next Step will provide its Be Utmost Youth Fitness Program with trained, qualified Youth Fitness instructors on the grounds of Iftin Charter School.

Iftin Charter School will receive its BU Youth Fitness Program starting Monday, August 29, 2022, through Thursday, June 15, 2023. All grade levels will be served Monday, Tuesday, Wednesday, and Thursday during their scheduled time.

1. Iftin Charter School will retain primary custody of and responsibility for its students at all times during the Enrichment Program hours.
2. Iftin Charter School will compensate Next Step Inc. for their BU Youth Fitness Program as follows:

- \$65,000 on the calendar year
- Iftin Charter School will be billed a flat rate of \$6,500.00 monthly
- ICS will receive weekly programing:
 - Youth Fitness (536.25 hours of PE)
 - State Fitness Testing (PFT)
 - Semester Grading for all grade levels
 - 2 Fitness Instructors

3. Next Step A M.A.P Program agrees to defend, indemnify, and save free and harmless Iftin Charter School its officers, agents and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from, or alleged to have arisen from Next Step A M.A.P Program's, its officers, employees, agents, performance or lack thereof, under this Agreement.

Next Step A M.A.P Program Inc. Youth Fitness Program Agreement

4. Iftin Charter School agrees to defend, indemnify, and save free and harmless Next Step A M.A.P Program Inc., its officers, agents and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from, or alleged to have arisen from Iftin Charter School, its officers, employees, agents, performance or lack thereof, under this Agreement.

5. For purposes of this agreement, liaisons of the parties shall be:

Next Step A M.A.P Program Inc.

Rajive Otah, President

619-471-4757

rotah@beutmost.org

Iftin Charter School

Maslah Yussuf, CEO

619-265-2411

Yussuf@iftincharter.net

Wilder Felusme, Vice President

619-634-7336

wfelusme@beutmost.org

8. This agreement shall terminate on June 15, 2023, unless extended in writing by the parties. This agreement is the entire and complete agreement between both parties (Next Step A M.A.P Program Inc & ICS), superseding all prior and contemporaneous agreement, representations and promise, whether oral or in writing. Breach of contract will result in plenty of fees charged to clients unless arranged in writing by both parties. Client will pay fifty percent of the total compensation due, minus any payments already received. Time is out of the essence, as this agreement is subject to the laws of the State of California. Next Step can be reached by mail at 4193 University Avenue, San Diego, California 92165, United States, for any documentation matters.

Next Step A M.A.P Program Inc. Youth Fitness Program Agreement

Maslah Yussuf, CEO

Signature

Date

Name (Print):

Next Step A M.A.P Program Inc. Official

Signature

Date

Name (Print): _____

**STUDENT TEACHING AGREEMENT
BETWEEN THE
SAMPLE SCHOOL DISTRICT AND
SAN DIEGO STATE UNIVERSITY**

This Student Teaching Agreement (“Agreement”) is made this 1st day of July, 2022 by and between The Trustees of the California State University on behalf of San Diego State University, hereinafter called the (“University”) and SAMPLE SCHOOL DISTRICT, hereinafter called the (“District”) (together sometimes referred to as the “Parties”).

RECITALS

Pursuant to the provisions of Section 44320(b) of the California Education Code, postsecondary institutions that offer programs of professional preparation are encouraged to collaborate with school districts, county offices of education, and professional organizations in the design and delivery of local programs.

University is an institution of higher learning authorized pursuant to California law to offer fully accredited teaching programs and to maintain classes and such program at District for the purpose of providing training for its students in such classes.

District provides learning environments which are appropriate for University’s student teaching program (“Program”). As available, student field experiences may be offered for the student teaching program based on district capacity each year.

The maximum number of University students who may participate in the Program, the types of field experiences available during each training period, the starting date and length of each Program training period shall be mutually agreed by the Parties at least 30 days before the training period begins.

The purpose of this Agreement is to set forth the terms and conditions pursuant to which the Parties will institute the Program at the District.

In consideration of the foregoing and of the mutual promises set forth herein, the University and District agree as follows:

I. GENERAL TERMS

- A. The District shall provide teaching experience to said University students through student teaching in schools and classes of the District, and under the direct supervision and instruction of District employees, who have been recommended by site administration, have a minimum of 3 years of P-12 teaching experience, have been approved by the District, and hold valid, clear credentials in the appropriate area(s) of authorization issued by the State Board of Education and duly verified Parties. The District may, for good cause, refuse to accept for student teaching any University student assigned to student teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of the University teaching in the District. “Student Teaching” as used in this Agreement, means active participation in the duties and functions of classroom teaching under

the direct supervision and instruction of District employees holding valid clear credentials issued by the State of California's Commission on Teacher Credentialing, which authorize them to serve as classroom teachers in the schools or classes in which the student teaching is provided. Such employees are hereinafter referred to as "Guide Teachers." Site principals, in consultation with the District, will designate qualified teachers as Guide Teachers. The District will collaborate with site principals and the University to match student teachers with approved Guide Teachers.

- B. The University will assign a supervisor to work with the Guide Teachers and student teachers at District schools. The University will (1) consult and collaborate with the District to determine appropriate student teacher placements in District schools with approved Guide Teachers; (2) alert the District of student teacher placement needs 4-6 weeks prior to the beginning of the student teaching assignment; (3) notify the District of all confirmed student teacher placements and confer regularly with the site principal and Guide Teacher to discuss the student teacher's progress; (4) monitor the quality of the match between the Guide Teacher and the student teacher and notify the principal if there is a mismatch; (5) provide regular written and oral feedback to the student teacher about their progress and inform the Guide Teacher about the nature of this feedback; and (6) compile a written evaluation of the student teacher at the end of the semester or quarter.
- C. Guide Teachers agree to (1) participate in Commission on Teacher Credentialing (CTC) required training to develop the skills needed to work effectively with student teachers; (2) provide a model for the student teacher by continuously demonstrating exemplary teaching strategies; (3) adhere to a release-of-responsibility plan that progresses from observation to increased responsibility for teaching as the student teacher demonstrates enhanced skill in delivering the curriculum; (4) keep the site principal and University supervisor informed of the student teacher's progress; (5) meet with the University supervisor periodically to discuss the student teacher's progress; and (6) complete and submit documentation and evaluations as required by the University.
- D. An assignment of a University student to student teach in schools or classes of the District shall be for the time period set forth in Attachment. An assignment of a University student to student teach in District schools or classes shall be at the discretion of the District and the University, and a student teacher may be given more than one assignment by the University to student teach in such schools or classes, subject to District approval. The assignment of a University student to student teach in the District shall be deemed to be effective for purposes of this Agreement as of the date the student is paired with a Guide Teacher. Student teachers serve without pay, but receive credit from the University.
- E. The site principal will (1) introduce the student teacher to the school's faculty, philosophy, policies and procedures, and provide an orientation to the facility and school community; (2) encourage the student teacher to participate in site and District professional development opportunities; (3) observe the student teacher in the classroom and provide written and/or oral feedback regarding these observations; and (4) confer with the Guide Teacher and University supervisor.
- F. Notwithstanding any other provisions of this Agreement, details such as maximum number of students, the defined unit of time, or the distribution of assignments of said students to training levels, shall be arranged for, by and between University and District; it being understood that

District shall not be obligated to accept assignments of training student teachers beyond the ability of District, within its established training programs, to effectively provide services pursuant to this Agreement; and, further, University shall not be obligated to pay the District's Guide Teachers for services in any amount in excess of that provided for under the terms of this Agreement.

II. UNIVERSITY'S RESPONSIBILITIES

1. Schedule of Assignments. University shall consult and collaborate with the District to determine appropriate student teacher placements in District schools.
2. Orientation Program. University shall provide orientation to all its students and ensure that all its students receive instruction and have necessary basic skills prior to the student teaching assignment at District.
3. Records. University shall maintain all personnel records for its staff and all attendance and academic records for its students participating in the Program. University shall implement and maintain an evaluation process of the students' progress throughout the Program.
4. Discipline. University shall be responsible for counseling, controlling and disciplining its students.
5. Screening Requirements. University shall ensure that it will comply with the requirements of California Education Code sections 44237, 35021.1, and 35021.2, including, but not limited to, obtaining clearance from the California Department of Justice ("CDOJ") and tuberculosis ("TB") clearance for University's students, employees, volunteers, and independent contractors that are placed in the District if such persons have frequent and/or unsupervised contact with District students.

5.1 California Department of Justice Clearance:

University shall obtain CDOJ or equivalent clearance for any person placed on a District campus pursuant to this Agreement.

5.2 Tuberculosis Examination:

University shall ensure that all student teachers performing services under this Agreement will provide a tuberculosis ("TB") certificate of clearance prior to commencing services pursuant to this Agreement. University shall ensure that it will not place any student teacher at a school without a valid TB certificate on file showing that the student, or employee, was examined and found to be free from active tuberculosis, as defined in Education Code Section 49406.1 (a).

6. Identification. University shall provide each of its students, site directors, and any other employee(s) in contact with District students with an identification badge that exhibits the University's name, its student or employee name, and a picture of the student or employee.

7. Confidentiality. If University will have access to District student records, University agrees to also comply with the Family Educational Rights and Privacy Act of 1974 (FERPA), and all requirements imposed by or pursuant to regulation of the Department of Education and the District (including but not limited to Administrative Regulation and Procedures No. 6525 and 6527) to the end that the rights and privacy of the students enrolled in the District and of their parents are not violated or invaded. This assurance is given to obtain access to individual District student data for the purpose of using said data to fulfill contractual obligations with the District. University recognizes and agrees that such access will be extended in reliance on representations made in this assurance, and that District shall have the right to enforcement of this assurance, or revocation of such access (including return of all physical forms of such data and destruction of all such electronic data) immediately upon evidence of noncompliance by University. This assurance is binding on University and its students and such persons as may be employed by University to assist in any phase of the performance contemplated under this Agreement.
8. University Student Related Responsibilities. University shall notify its students in the Program that they are responsible for:
- Complying with District’s administrative policies, procedures, rules and regulations, including undergoing and passing any required background check;
 - Arranging for their own transportation and living arrangements if not provided by University;
 - Maintaining the confidentiality of District student information: No University student shall have access to, or have the right to receive any student record, except when necessary in the regular course of the classroom experience. The discussion, transmission, or narration in any form by University students of any individually identifiable student information, obtained in the course of the Program is forbidden except as a necessary part of the practical experience;
 - Neither University nor its employees or agents shall be granted access to individually identifiable information unless the individual or legal guardian has first given consent using a form approved by District that complies with applicable State and Federal law, including the Family Educational Rights and Privacy Act (“FERPA”), and any implementing regulations. District shall reasonably assist University in obtaining consent in appropriate circumstances;
 - In the absence of consent, University students shall use de-identified information only in any discussions about the classroom experience with University, its employees, or agents;
 - Complying with District’s dress code and wearing name badges identifying themselves as University students;
 - Attending an orientation to be provided by their University instructors;
 - Notifying District immediately of any violation of State or Federal laws by any University student; and
 - Providing services to District students only under the direct supervision of the University faculty and/or District’s professional staff.

III. DISTRICT RESPONSIBILITIES

1. Teaching Experience. District shall accept from University the mutually agreed upon capacity, including number of University students and types of field experiences available for the Program, and provide the University's students with teaching experience during the agreed upon dates and times.
2. Implementation of Program. District agrees to cooperate with and assist in facilitating the Program at District for the benefit of University students.
3. Orientation for University Instructors. District will provide an informational orientation for the University staff who oversee students in the Program that shall include information and materials for University instructors to provide to their students during the required student orientation. Information may include hours, parking, dress code, District first aid guidelines, and other terminology specific to the District, school site confidentiality, and community resources.
4. Access to Facilities. District shall permit University students enrolled in the Program access to District facilities as appropriate and necessary for their Program, provided that the University's students' presence shall not interfere with District activities.
5. Records and Evaluations. University shall maintain complete records and reports on each of its student's performance and District staff shall provide input on student performance to University as requested. Only faculty can evaluate the University's students' performance for grading.
6. Withdrawal of Students. District may request that University withdraw from the program any University student who District determines is not performing satisfactorily, refuses to follow District's administrative policies, procedures, rules and regulations, or violates any federal or state laws. Such requests must be in writing and must include a statement as to the reason or reasons for District's request. University shall comply with the written request within five (5) days after receipt.
7. Student Supervision. University students shall train, perform assignments, participate in staff meetings and in-service educational programs at the discretion of their University faculty and/or District designated supervisors. University students are to be regarded as trainees, not employees, and are not to replace District's staff.

IV. STATUS OF UNIVERSITY AND DISTRICT

The parties expressly understand and agree that the University students enrolled in the Program are in attendance for educational purposes, and such students are not considered employees of either the District or University for any purpose, including, but not limited to, compensation for services, welfare and pension benefits.

University shall be solely responsible for any payroll taxes, withholdings, Workers' Compensation and any other insurance or benefits of any kind for University's employees and agents, if any, who provide services to the Program under this Agreement.

V. STATUS OF STUDENT

Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the University or the District.

VI. NON-DISCRIMINATION AND EQUAL OPPORTUNITY

The Parties agree that all University students receiving teaching experience pursuant to this Agreement shall be selected without discrimination on account of race, color, religion, national origin, ancestry, disability, marital status, gender, gender identity, sexual orientation, age or veteran status.

VII. INSURANCE

1. University Insurance. The State of California has elected to be self-insured for its general liability, workers' compensation, professional liability, motor vehicle liability, and property exposures through an annual appropriation from the General Fund. As a State agency, the California State University Office of the Chancellor, the Trustees, and its system of campuses are included in this self-insured program.

The Office of Risk Management in the Chancellor's Office administers the general liability, workers' compensation, property, and professional liability programs. The State Office of Risk and Insurance Management administers the motor vehicle liability program.

Under this form of insurance, the State and its employees (as defined in Section 810.2 of the Government Code) are insured for any tort liability that may develop through carrying out official activities, including state official operations on non-state owned property. Should any claims arise by reason of such operations or under an official contract or license agreement, they should be referred to the California State University, Office of Risk Management, 401 Golden Shore, 5th Floor, Long Beach, CA 90802-4210.

2. University Student Insurance. The California State University (CSU) Risk Management Authority maintains a Student Professional Liability Insurance Program (SPLIP). Coverage is provided on a "claims-made" basis for claims which are both made against the insured during the policy period and reported to the carrier as soon as practicable, but not later than three (3) years after the policy period for claims arising from professional services which are rendered or incidents which occurred during the policy period.

Insureds include CSU students enrolled in required credited coursework in addition to employees, faculty and staff of the CSU. Affiliate institutions to which the University is obligated by written agreement to provide such coverage are included as additional insureds.

Coverage includes General, Professional, & Educator's Errors and Omissions Liability. Coverage limits are TWO MILLION (\$2,000,000.00) each loss and FOUR MILLION (\$4,000,000.00) aggregate for all covered parties and not per student.

3. District Insurance. District shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, insurance in amounts that are reasonably necessary to protect it against liability arising from any and all negligent acts or incidents caused by its employees. Coverage under such professional and commercial general liability insurance shall

be not less than ONE MILLION DOLLARS (\$1,000,000.00) for each occurrence and THREE MILLION DOLLARS (\$3,000,000.00) in the aggregate. Such coverage is to be obtained from a carrier rated A or better by AM Best or a qualified program of self-insurance. District shall also maintain and provide evidence of workers' compensation and disability coverage for its employees as required by law. District shall provide University with evidence of the insurance coverage required by this paragraph. District shall promptly notify University of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.

VIII. INDEMNIFICATION

1. University Indemnification Obligations. To the fullest extent allowable by law, University will defend, indemnify and hold harmless the District, its Board of Education members, officers, agents employees and directors (hereinafter "Indemnified Parties") from and against any claim, demand, loss or liability (hereinafter "Claim" or any nature or cause whatsoever, and whether actual or alleged, arising from or in any way connected with the performance of this Agreement, including but not limited to any Claim for personal injury, death, property damage, loss of profits, infringement upon intellectual property rights, failure to comply will all of the requirements contained in Education Code, section 45125.1 and/or disclosure of confidential information which might be obtained by University during performance of this Agreement; except where such Claim is caused by the sole negligence or willful misconduct of the Indemnified Parties. This indemnification obligation is not limited by, but is in addition to the insurance obligations contained in this Agreement.

2. District Indemnification Obligations. To the fullest extent allowable by law, District will defend, indemnify and hold harmless the University, its Board of Trustees, officers, agents employees and directors (hereinafter "Indemnified Parties") from and against any claim, demand, loss or liability (hereinafter "Claim" or any nature or cause whatsoever, and whether actual or alleged, arising from or in any way connected with the performance of this Agreement, including but not limited to any Claim for personal injury, death, property damage, loss of profits, infringement upon intellectual property rights, failure to comply will all of the requirements contained in Education Code, section 45125.1 and/or disclosure of confidential information which might be obtained by District during performance of this Agreement; except where such Claim is caused by the sole negligence or willful misconduct of the Indemnified Parties. This indemnification obligation is not limited by, but is in addition to the insurance obligations contained in this Agreement.

IX. TERM AND TERMINATION

1. Term. This Agreement shall remain in full force and effective for a term of five (5) years beginning July 1, 2022 through June 30, 2027.

2. Termination. This Agreement may be terminated at any time by written agreement or upon 30 days' advance written notice by one party to the other, provided however, that in no event shall termination take effect with respect to currently enrolled University students, who shall be permitted to complete their training for any semester in which termination would otherwise occur.

X. COMPENSATION

Within a reasonable time following the close of each semester of the University, the District shall submit an invoice to the University for payment, at the rate as set forth in Attachment A, for all units of practice teaching provided by the District under and in accordance with this agreement during said semester. The District shall attach to the invoice a certificate executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such practice teaching an amount not less than the amount of the invoice. The University will pay the amount of such invoice from moneys made available for such purpose by or pursuant to the laws of the University. In the event University terminates the assignment of a student teacher for any reason, the Guide Teacher shall receive payment on account of such student teacher for actual time spent working with the student teacher. If a student teacher is reassigned to another Guide Teacher, this shall be considered for payment purposes as an entirely new and separate assignment. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of the total sum set forth in Attachment A.

XI. GENERAL PROVISIONS

1. COVID-19 District is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as “COVID- 19”. District is familiar with and informed about the Centers for Disease Control and Prevention (“CDC”) current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. District, to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed, or updated, District will take steps to comply with the modified, changed, or updated guidelines or directives. If at any time District becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify the University of that fact.
2. Amendments. This Agreement may be amended only with the mutual consent of the Parties. All amendments must be in writing and approved by the District’s governing board and authorized University representative.
3. Assignment. Neither party shall voluntarily or by operation of law, assign or otherwise transfer this Agreement or use the other’s name or any corporate or business name that is reasonably likely to suggest that the two are related without in each case first obtaining the other party’s prior written consent. Any purported assignment in violation of this paragraph shall be void.
4. Captions. Captions and headings in this Agreement are solely for the convenience of the Parties, are not a part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement or any of its provisions.
5. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.

6. Entire Agreement. This Agreement is the entire agreement between the Parties. No other agreements, oral or written, have been entered into with respect to the subject matter of this Agreement.
7. Governing Law. The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.

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ATTACHMENT A

The services provided by the District to the University shall not exceed 12 semester units of practice teaching per student, per semester. The total services to be provided by the District to the University shall include up to 250 semester units of practice.

The University shall pay the District for such services at the rate and amount of \$25.00 per semester unit, for a total not to exceed \$6,250.00 per semester.

Student Teacher Assignment Time Period (specify Hours, Days, Semester, Quarter, etc.):

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. An assignment of a student of the University to practice teach in schools or classes of the District shall be, at the discretion of the University, either for approximately nine (9) weeks or approximately eighteen (18) weeks, but a student may be given more than one assignment by the University to practice teaching in such schools or classes.



“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”

**ICS Board of Directors
2022-2023 Meeting Schedule
DRAFT**

JULY 2022

- ◆ 7/29/2022 Review of Bylaws, Calendar, Agreements, Board Workshop Planning)
- ◆ (5 yr. plan, Data Collection, Brown Act Training)
- ◆ Financial Report

AUGUST 2022

- ◆ 8/19/2022 Annual Board Meeting (Organizational Meeting, Election of Officers)

SEPTEMBER 2022

- ◆ 9/30/2022 Regular Meeting

OCTOBER 2022

- ◆ 10/28/2022 Regular Board Meeting (Iftin Policy and Procedure review)

NOVEMBER 2022

- ◆ 11/18/2022 Regular Board Meeting (Iftin Policy and Procedure review)

DECEMBER 2022

- ◆ 12/16/2022 Regular Board Meeting

JANUARY 2023

- ◆ 1/27/2023 Board Walk (Iftin Policy and Procedure review)

FEBRUARY 2023

- ◆ 2/24/2023 Regular Board Meeting (Business- 2nd interim report) (Budget LCAP Planning)

MARCH 2023

- ◆ 3/31/2022 Regular Board Meeting (LCAP and Budget Review, Benchmark Results ELA and Math)

APRIL 2023

- ◆ 4/28/2023 Regular Board Meeting (Iftin Policy and Procedure review)

MAY 2023

- 5/26/2023 Regular Board Meeting

JUNE 2023

- 6/23/2023 Regular Board Meeting (Iftin Policy and Procedure review)
Budget Approval (2022-23 Fiscal Year)