



**BOARD OF TRUSTEES:** Brynna Cadman, Robert Garcia, Dayna Karsch, David W. Long, and Mondy M. Taylor

**BOARD OF TRUSTEES**  
**SPECIAL MEETING AGENDA**

Thursday, November 5, 2020, 6:30 p.m.

**MEETING ACCESS INSTRUCTIONS**

This board meeting will take place using the Zoom webinar platform. Meeting access instructions are provided below, on the Etiwanda School District website, and at the following links below. Below is the connection information for this meeting:

-----**View the meeting Livestream**-----

Due to the limits on the number of participants in a Zoom meeting, members of the public who wish to view the meeting, but not comment during the public comment period, are asked to view the meeting at: <http://stream.etiwanda.org>

----- **Join via Video Conference/Internet to view/listen** -----

Click [here](#) to join or copy and paste the following link into your web browser:  
<https://etiwanda-org.zoom.us/j/96780111623?pwd=ZlFLc010OWZ4dFlEa1VRSE5YZUxpUT09>

Password: 148157

----- **Join via Telephone to listen** -----

Dial the following number: **1-669-900-9128**  
Webinar ID: 967 8011 1623  
Password: 148157

The agenda and attachments can be found at: <http://meetings.etiwanda.org/A11-05-2020.pdf>  
or when on the website, go to About Us, scroll over to the Board of Trustees tab,  
click on Board Meeting Calendar, and select the November 5, 2020 meeting date.

Instructions on how to join a meeting by video conference or by phone are available [here](#) and/or at  
the following location: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Members of the public may participate in the Public Comment portion of the meeting in two ways:

1. Submit a public comment in writing no later than 3:00 p.m. on the day of the meeting to the Administrative Assistant to the Superintendent in one of the following ways:
  - Email: [renee\\_peccoralo@etiwanda.org](mailto:renee_peccoralo@etiwanda.org)
  - FAX: (909) 803-3035

Comments received by the Administrative Assistant to the Superintendent no later than 3:00 p.m. on the day of the meeting will be read aloud during the appropriate Public Comment portion of the meeting. To comply with public comment time limits, written comments should not exceed 450 words per agenda or non-agenda item(s) addressed.

2. To comment during the meeting, be sure you are signed in as an attendee in to the Zoom webinar. Simply “raise your hand” virtually during the Public Comment portions of the meeting using the Zoom app by pressing “\*9” on your phone. While on the computer, Chromebook or iPad, you can raise your hand by clicking on the “Raise Hand” icon on your screen. You will know your hand is raised when the icon changes color.

**Reasonable Accommodations:** If you wish to request reasonable accommodations to participate in this telephonic meeting, please fax or email Renee Peccoralo at the number or email above.

**1. CALL TO ORDER**

- A. Roll call.
- B. Pledge of allegiance.

**2. PUBLIC COMMENT**

This is the time and place for the general public to address the Board of Trustees. This is a special meeting, therefore, members of the public may only comment on agenda items. State law prohibits the Board from acting on any issue not previously included on the agenda. Because there are time limits imposed for public comment, neither the Board nor the superintendent answer questions or respond to statements made during the public comment. Members of the Board or the superintendent may choose to take notes and respond briefly after public comment is closed. Individual speakers shall be allowed up to three minutes to address the Board on each agenda item. If a member of the public desires to be heard on more than three items appearing on the agenda, he or she will be allowed up to a total of ten minutes to address all desired agenda items with a maximum of three minutes per agenda item. For agenda items, in order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. Board Policy 9323 limits the total time for public input on each agenda item to thirty minutes. The Board assumes no responsibility for the speaker’s liability for any intentionally false or defamatory comments the speaker may make regarding any person during the opportunity for public comment. Persons who have complaints against employees of the District are encouraged to seek resolution of those complaints by utilization of the Etiwanda School District written complaint procedure rather than orally addressing them at a meeting.

- A. Comments on agenda item.

**3. REVIEW/ADOPT AGENDA**

- A. Adopt the agenda as presented or amended.
- B. Adopt the minutes of the regular meeting held October 22, 2020 as presented or amended.

**4. BUSINESS AND LEGAL**

- A. Discussion and action regarding Resolution 2021-25 of the Etiwanda School District regarding declaration of emergency requiring contract for repairs, alterations, work or improvement without advertising for or inviting bids at Summit Intermediate School due to wind damage to multipurpose room roof.

**5. SUPERINTENDENT’S PRESENTATION**

- A. Discussion and action regarding changing the regular board meeting date in December 2020.

**6. ADJOURNMENT**

Submitted by Shawn Judson, Ed.D., Superintendent and Secretary to the Board of Trustees.  
 Student enrollment as of November 3, 2020: 13,434 (TK-8) + 95 (CLOUDS) Total: 13,579  
 (-50 from October 9, 2020)

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Public records related to the public session agenda that are distributed to the Governing Board less than 72 hours before a special meeting, may be inspected by the public at the Etiwanda Education Center, 6061 East Avenue, Etiwanda, CA 91739, during regular business hours (7:30 a.m. to 4:00 p.m.)

In accordance with section 54953.2 of the *Government Code*, individuals may make a request for disability related modifications or accommodations, including auxiliary aides or services, in order to participate in a public meeting. Such requests must be submitted in writing to the attention of Superintendent Shawn Judson, Ed.D.



Board of Trustees Meeting

**Minutes**

Thursday, October 22, 2020, 6:30 p.m.

**1. Call to Order**

President Garcia called the meeting to order at 6:32 p.m. stating this meeting is by video and telephonic webinar, and that microphones for the participating public will be kept on mute for all portions of the meeting with the exception of the public comment periods. When the meeting was called to order, President Garcia performed an attendance roll call wherein Member Karsch, Member Taylor and Member Cadman, indicated they were present by video and Member Long and Member Garcia indicated they were present in person. President Garcia announced that a roll call vote would be taken and recorded on each motion made at this meeting and that all open sessions of the board meeting are audio recorded and may capture sounds of those participating in the meeting. President Garcia asked those participating in the meeting to join in the Pledge of Allegiance.

**2. Public Comment**

*Pursuant to Board Policy 9324, Board Minutes and Recordings: "The minutes shall reflect the names of those individuals who comment during the meeting's public comment period as well as the topics they address."*

A. Comments on agenda items except agenda item 6. A.: None offered.

B. Comments on non-agenda items: Laura Rowland, Director of Personnel, read aloud written comments received for non-agenda items.

➤ Steven Camp commented regarding consideration of utilizing Non-Public Agencies (NPA) to meet the needs of special education students.

President Garcia called on remaining meeting participants to comment on non-agenda items.

➤ Karyn Johns in commented in favor of applying for a school waiver.

**3. Review/Adopt Agenda and Minutes**

A.\* The Board of Trustees adopted the agenda as presented on a motion by Member Long, seconded by Member Taylor and carried by a unanimous roll call vote, with all members present voting yes.

B.\* The Board of Trustees adopted the minutes of regular meeting held September 24, 2020, as presented on a motion by Member Long, seconded by Member Karsch and carried by a unanimous roll call vote, with all members present voting yes.

**4. Special Recognition**

A. Janella Cantú-Myricks, E3 Foundation Vice President, and Kimberly Pollock, E3 Foundation Director, presented the 2020-21 Etiwanda Excellence in Education (E3) Foundation Innovation Grants awards to the following teacher recipients; Laurel McCallister at Terra Vista Elementary, Kimi Herrera at Falcon Ridge Elementary, Sarah McLoud, Jenny De Angelo and Peggy Kinsey at Falcon Ridge, Mary Arellano at Day Creek Intermediate, Priscilla Rice at Terra Vista Elementary, Kimberly Cataldo at West Heritage Elementary, Sierra Dasher at Summit Intermediate, Jessica Corona and Danielle Van Stryland at Terra Vista Elementary. E3 received 10 grant applications, 8 grants were funded, (7 fully funded, 1 partially funded) representing 6 schools in the amount of \$4,994.38.

President Garcia congratulated the grant recipients.

Superintendent Judson shared E3 Foundation also donated \$5,000.00 to our library and media center to help support the "book madness" competitions for the school year.

**5. Educational Presentation**

A. Principal Joanne Jenkins, and Assistant Principal Sylvia Gonzales, of West Heritage, presented "Every Student Matters, Every Minute Counts!" Ms. Jenkins shared the implementations, supports and relationships they developed during these difficult times. She shared they focused in 4 areas;

5. **Educational Presentation (continued)**

Virtual Learning, Supports for Learning Loss, Pupil and Family Engagement and Mental Health and Social-Emotional Well-being. In Virtual Learning, Ms. Jenkins shared they developed a plan and set goals for increasing student engagement and enthusiasm for learning. In Supports for Learning Loss, Ms. Jenkins shared they focused on language arts, using i-Ready and phonics instruction by scheduling Tier II small groups. Ms. Gonzales, shared the importance of Pupil and Family Engagement and how finding creative ways of reaching out to their students and families is key to success. Spirit days, students created videos and family night events are always a hit. Ms. Gonzales shared site approaches to Mental Health and Social Emotional Well-being which included, monitoring students and staff, engaging in regular check ins, social-emotional activities and lessons.

- B. Ms. Gonzales introduced the eagle virtual calming room, in which there are several rooms that provide audio, visual and kinesthetic relaxation opportunities.

6. **Superintendent's Presentation**

A.\* 1. Staff Presentations:

Superintendent Judson, along with District Administrators presented information regarding school re-opening and waivers. Superintendent Judson shared his gratitude for everyone doing their utmost to make virtual learning as successful as possible. Superintendent Judson shared the considerations to opening schools and recognized the tremendous effort everyone has given to make virtual learning work. He also shared that many families in our community want schools to open. Superintendent Judson reviewed the 4 tier county system and the criteria to move to the next tier and what the color tiers mean to schools regarding re-opening. Superintendent Judson shared and reviewed the COVID-19 case data rates.

Jeannie Tavalazzi, Director of Instruction, shared the data from the recent October selection survey. She shared they heard back from 85% of our families regarding the learning model selections, indicating 57% are interested in Hybrid and 39% in Virtual models, back in July the selection survey indicated that 54% were interested in Hybrid and 41% in Virtual. Ms. Tavalazzi stated to capture the remaining families the school sites and administrators will reach out to those families. Superintendent Judson thanked Ms. Tavalazzi, Technology and Instruction departments for getting the survey out.

Doug Claffin, Assistant Superintendent of Business Services, shared the lunch program update, stating the USDA has extended the free school meals for the entire 2020-21 school year. Mr. Claffin also shared the schedule for Hybrid, Virtual and child care lunch services.

Beth Freer, Administrator of Special Education, shared the Small Group Cohorts, stating that school districts are permitted to provide some on campus instruction, to small groups of students. She also shared the plan to bring back small cohorts of students for on-campus instruction, starting first with elementary Moderate/Severe Special Day Class (SDC) and the elementary and middle schools Success Through Academic Readiness & Socialization (STARS) SDC classes that have a target time frame of mid to late November, after all Personal Protective Equipment (PPE) and desk shields arrive.

Charlayne Sprague, Assistant Superintendent of Instruction, shared they are pleased to announce that at this time we are able to accommodate all families seeking child care and stated no families are on a waiting list

Laura Rowland, Director of Personnel shared the Safe and Healthy Learning and Work Environments document. She presented two revisions based on guidelines from the Center of Disease Control (CDC), California Department of Public Health (CDPH), or San Bernardino Department of Public Health (SBDPH) to the documents. (1.) Face coverings - All employees and all students in preschool to grade 8 are required to wear a face covering and a face shield is an acceptable alternative for children in preschool through grade 2. (2.) Physical/Social distancing - Providing individual desk safety shields for all TK-grade 2 students, Special Day Classes and for small group instructional settings in all Special Education classrooms and General Ed classrooms as requested. Ms. Rowland shared the guidelines and protocols should a student become sick or testing positive while at school. Superintendent Judson clarified that if a student needs to be excluded from school or if there is classroom closures those students would transition from the hybrid model into the virtual model so instruction will continue. He also shared if there is a possibility of a school closure or district closure, we will consult with the Department of Public Health (DPH) on case-by-case basis.

6. **Superintendent's Presentation (continued)**

- Member Karsch asked if a child becomes sick and sent home, does that child have the opportunity to connect with their class or will they have make up work to do? Superintendent Judson stated it would depend on each circumstance. Our goal is that learning will continue if the student is well enough to participate.
- Member Karsch asked if a COVID positive case occurs in a classroom would the teacher and students be required to go virtual for 14 days only if the contact tracing indicated that there was potential contact? Superintendent Judson stated if a group of students and teacher are in that classroom for a period of time it is assumed that everyone in that classroom has been in close contact and will be required to quarantine and move into virtual instruction for the 14 days.
- Member Karsch asked if an instructional aide was in that classroom with the exposure and has a child of her/his own, who attends another class, what happens to that other class, are they exposed as well? Ms. Rowland stated when we receive information that someone has tested positive, we would launch into investigated questioning and then shift over to the contract tracing. If an adult test's positive and is an instructional aide, then the children whose in the classroom that she services and any other employees would be considered close contact, will need to quarantine for 14 days. If her child who is in another classroom, does not have any symptoms, then the aide's child would quarantine, but not necessarily the entire classroom that child attends.
- Member Karsch asked if there would be an option for our staff or students to get tested and if negative would they come back to work? Ms. Rowland stated we are developing those guidelines with our District Nurse, Becky Estrada. Those guidelines consist of when a child gets sick and if displaying symptoms, then we will need to obtain medical documentation and or be tested. If they do test negative and symptoms improve than having that child come back to the classroom as soon as possible.
- President Garcia asked for clarification on slide 12 regarding the case rate for Etiwanda as it's listed at 6.4 case rate and Superintendent Judson mentioned it's 7.6. Superintendent Judson clarified it is 6.4 for this week and was 7.6 for last week.

Superintendent Judson shared the elementary waiver process, stating the state will give consideration to waivers when a school's respective community case rate is at 14 daily cases or less per 100,000 residents. Superintendent Judson presented the criteria for the waiver approval stating the district must address several topics related to health and safety, is required to consult with parent and labor organizations, and the district must publish on the district website the reopening plan addressing the waiver components. The school reopening date specified in the waiver needs to be at least 14 days after submittal. It can take approximately 2 weeks for the Department of Public Health (DPH) to review and make a decision regarding the waiver. Superintendent Judson shared the approved waivers for other school districts. Superintendent Judson also shared the waiver requirements with a primary focus on Health and Safety factors described in the District's Safe and Healthy Learning and Work Environments. Superintendent Judson shared the tentative waiver time-line stating week of October 26, they would continue to consult with the Etiwanda Teachers Association (ETA) and the Local Control and Accountability Plan (LCAP) Advisory. During the week of November 2, staff will finalize the waiver application, post the re-opening plan on district website, and submit the waiver to the DPH and the 2 week timeline begins for approval/denial.

- Member Taylor asked if the waiver is denied is there an appeal process? Superintendent Judson stated the waiver could be denied due to a high case rate, at which point DPH would resubmit to the state, once case rate drops. If denied, DPH would provide direction about what parts of the waiver needs to be addressed for us, so that the waiver could be updated and resubmitted.

Superintendent Judson recommended a staggered start of grade levels under the approved waiver with grades TK/K-2 and elementary SDC classes returning first for a period of 1-2 weeks prior to the return of grades 3-5. Additional recommendation is to provide 2 weeks notification to families. Superintendent Judson shared a recommendation regarding re-opening of the intermediate schools, although not part of the waiver, would also follow a similar two week notification to parents and staff if the county meets the red tier criteria for 2 consecutive weeks.

- Member Karsh, wanted clarification on the SDC classes, if they were going back completely and not going on an AM/PM schedule? Superintendent Judson stated that was our initial plan, being cautious, we want to make sure we are able to provide the support

6. **Superintendent's Presentation (continued)**

- needed for those students. Some classes have a number of adults and instructional aides and we would reduce the class size initially and then increase in time as it is safe to do so.
- Member Long asked if the waiver would cover the intermediate schools. Superintendent Judson stated the waiver does not cover the intermediate schools. We would have to wait until the county is in the red tier for two consecutive weeks.
- Member Karsch, stated she likes that the TK-grade 2 option to start them earlier, thinks the staggered start time is a creative approach and gives us practice to see how this is going to go.

2. Public Comment:

President Garcia opened up Public Comment on agenda item 6. A.

Comments on agenda item 6. A.: Laura Rowland, Director of Personnel, read aloud written comments received for agenda item:

- Nicola Anderson commented in favor of allowing children to return to in-person teaching.

President Garcia called on remaining meeting participants to comment on agenda item 6. A.

- Rose Lee commented about questions regarding how we will open just some of our schools or all of our schools for TK-grade 2?
- Leslie Jensen commented in favor of the submitting the waiver
- Stephanie Walton expressed her gratitude for the care and concern for safety and in favor of submitting the waiver.
- Kristi Brown commented in favor of submitting the waiver.
- Myiesha Majors commented she appreciates what is being done for the care and safety of our children.

3. Discussion and action regarding school re-opening and waiver:

- Member Taylor stated it is important that we get into the process as soon as possible to be able to provide in class instruction and would encourage the Board to vote for the submission of the waivers.
- President Garcia stated he is thankful for the public comments. Stated there is a lot of moving parts, a lot of things to be taken care of such as child care and lunches. He appreciates the updates from the county data and school district data and is thankful that safety is the top priority.

After discussion, the Board of Trustees approved the submittal of the re-opening waiver to the Department of Public Health with a staggered start of grade levels on a motion by Member Long, seconded by Member Cadman and carried by a unanimous roll call vote, with all members present voting yes.

7. **INSTRUCTION**

- A. Jeannie Tavolazzi, Director of Instruction, presented the proposed plan for Stakeholder Engagement and Development for 2021-2024 Local Control and Accountability Plan (LCAP). Ms. Tavolazzi shared that the Stakeholder Engagement includes the Thought Exchange, Surveys, LCAP Advisory Committee, and consultations with additional advisory groups. She also shared it will use several types of Community Communications, will hold 4 Virtual Community Forums, and the draft of the LCAP will be online available for review and comment. On the May 27, 2021 board meeting there will be a public hearing on the draft for the 2021-2024 Local Control and Accountability Plan and on June 10, 2021, board meeting the LCAP will be ready for approval. After discussion, the Board of Trustees approved as presented the Plan for Stakeholder Engagement and Development of 2021-2024 Local Control and Accountability Plan, on a motion by Member Long, seconded by Member Karsch and carried by a unanimous roll call vote, with all members present voting yes.

8. **Consent Calendar**

The Board of Trustees adopted the consent calendar as presented on a motion by Member Long, seconded by Member Karsch and carried by a unanimous roll call vote, with all members present voting yes.

- A. Approval of the personnel report which includes appointment, employment, contract renewal, assignment, committee on assignment, transfer, promotion, demotion, resignation, retirement,

**8. Consent Calendar (continued)**

leave, out-of-class pay, termination, non-reelect, suspension, release of service, release of administrative assignment and/or any other action affecting employment status.

- B. The Governing Board, acting as the legislative body for Community Facilities District (CFD) numbers 4, 5, 6, 7, 8, 9, 10, 11, Rancho Etiwanda, Silver Ridge, Coyote Canyon, Henderson Creek, Victoria Gardens & Day Creek Square ratifies the CFD expenditures for the period September 1 through September 30, 2020, per the CFD Payment Log.
- C. Ratification of the Accounts Payable Warrant Register Reports. These are various routine warrants that have been requested to pay for purchase orders and various expenditures. The Board of Trustees is requested to ratify batches dated September 1, 2020 through September 30, 2020.
- D. Ratification of the Budget Financial Reports for the period September 1, 2020 through September 30, 2020.
- E. Approval of the declaration that miscellaneous items of district property are less than \$2,500 in value per item, are obsolete and unusable, and will be sold as surplus property, donated to eligible nonprofit organizations or disposed: Grapeland Elementary, Etiwanda Intermediate, Terra Vista Elementary, and Windrows Elementary Child Care: Miscellaneous computer items, tablets, health office cot, walkie talkies, and printers.
- F. Acknowledgement by the Governing Board of the Etiwanda School District of the receipt of letters of fingerprint certification from the following outside contractors verifying clearance of their employees: ATI Restoration, LLC, Clay Counseling Foundation, Clean Start Cleaning Services, Dr. Dryer Duct/ Daved Ventura, Global Automation Services, Inc., Green Team Maintenance & Janitorial Services LLC, Sylvan Learning/Etiwanda dba: D.D. & S. Learning Systems, Inc., and Western Exterminator Company.
- G. Ratification for the update on approvals of computer technology maintenance, support agreements and subscriptions for the 2020-21 school year including but not limited to the following professional organizations. (NR102220R-0)1.
- H. Approval of the following donations:

| <b>Donated by:</b>    | <b>Donation of:</b> | <b>Donated to:</b>       |
|-----------------------|---------------------|--------------------------|
| Kroger/Ralphs Grocery | Cash                | Summit Intermediate      |
| Schwab Charitable     | Cash                | West Heritage Elementary |
| Chick Fil A           | Cash                | Caryn Elementary         |
| Christian Campos      | Cash                | Summit Intermediate      |

- I. Approval/Ratification for Contracted Services between Etiwanda School District and the following outside Contractors:

|   | <b>Consultant/<br/>Contractor/Presenter</b> | <b>Contract<br/>Number</b> | <b>Type of Service</b>   | <b>Location of<br/>Service</b> |
|---|---|----------------------------|--|--------------------------------|
| 1 | ATI Restoration, LLC                        | RC102220A-01               | COVID-19 disinfecting  | District-Wide                  |
| 2 | John R. Byerly, Inc.                        | ML102220A-01               | Geotechnical engineering, material testing & special inspections for new classroom project | Solorio Elementary             |
| 3 | Timothy Newlove                             | JM102220R-01               | 504 Hearing Judge  | Special Education              |
| 4 | Mari Cerda                                  | JM102220R-02               | Training for psychologists   | Special Education              |
| 5 | John Pellitteri                             | JM102220R-03               | Training for psychologists   | Special Education              |
| 6 | Dr. Dryer Duct                              | RC102220R-02               | HVAC Duct Cleaning   | District-Wide                  |

8. **Consent Calendar (continued)**

|   |   |              |   |                          |
|---|---|--------------|---|--------------------------|
| 7 | GTM/Green Team Maintenance & Janitorial Svcs, LLC | RC102220R-03 | COVID-19 disinfecting                                     | District-Wide            |
| 8 | KB DJ's Entertainment                             | WH102220R-01 | Virtual family engagement night for Fall Harvest Festival | West Heritage Elementary |

J. Approval/Ratification of Proposal and Field Contract services under \$59,999 between Etiwanda School District and the following Contractors:

|   | <b>Consultant/ Contractor/Presenter</b> | <b>Contract Number</b> | <b>Type of Service</b>   | <b>Location of Service</b>   |
|---|---|------------------------|--|------------------------------|
| 1 | Global Automation Services              | ML102220R-02           | Replace with new VAV programmable controller for temperature control | Heritage Intermediate School |
| 2 | Global Automation Services              | ML102220R-03           | Install programmable router for HVAC                                 | Falcon Ridge Elementary      |

K. Consideration to accept the following agreements/contracts/addendums between Etiwanda School District and the following contractors:

|   | <b>Consultant/ Contractor/Presenter</b> | <b>Contract Number</b> | <b>Type of Service</b>                              | <b>Location of Service</b> |
|---|---|------------------------|---|----------------------------|
| 1 | Cal State University Fullerton          | C19-0527               | The Provision of Instructional Programs/Social Work | Personnel                  |
| 2 | Loyola Marymount University             | CT102220R-02           | Student Teaching Agreement                          | Personnel                  |
| 3 | SBC Registrar of Voters                 | 20-ROV-27              | Placement of secure ballot drop box                 | Etiwanda Education Center  |
| 4 | CSBA's Practi-Cal                       | MS102220A-01           | Medi-Cal LEA billing option services                | Business                   |
| 5 | Visser Bus Services                     | Addendum No. 6         | Transportation Services                             | Business                   |

L. Consideration to accept the following agreements/contracts between Etiwanda School District and the following contractors using piggybackable BID documentation.

|   | <b>Vendor</b>  | <b>Contract Number</b> | <b>Piggyback BID</b>   | <b>Location of Service</b> |
|---|----------------|------------------------|--|----------------------------|
| 1 | Apple Computer | NR102220A-03           | Glendale Unified School District<br>Bid No. P-13-18/19<br>Computer products, services & related items<br>10/16/20 – 10/15/21 | Business                   |

M. Approval of Change Orders/Amendments/Extensions:

| <b>Change Order Number</b> | <b>Vendor</b> | <b>Change Order Amount</b> | <b>Original Contract Amount</b> | <b>New Contract Amount</b> | <b>New Contract Amount</b>                    |
|----------------------------|---------------|----------------------------|---------------------------------|----------------------------|---|
| CO #001                    | Ryan Electric | (\$15,000.00)              | \$202,200.00                    | \$187,200.00               | Caryn Elementary Modular Classroom Relocation |



8. **Consent Calendar (continued)**

|         |                               |               |              |              |                                       |
|---------|-------------------------------|---------------|--------------|--------------|---------------------------------------|
| CO #001 | Ryan Electric                 | (\$21,488.38) | \$275,200.00 | \$253,711.62 | Colony Elementary HVAC upgrade        |
| CO #001 | Spec Construction, Inc.       | (\$18,316.81) | \$934,300.00 | \$915,983.19 | Caryn Elementary classroom Relocation |
| CO #001 | Spec Construction, Inc.       | (\$22,196.60) | \$916,000.00 | \$893,803.40 | Colony Elementary HVAC upgrades       |
| CO #001 | Couts Heating & Cooling, Inc. | (\$24,160.00) | \$956,000.00 | \$931,840.00 | Colony Elementary HVAC upgrades       |

N. Approval of the classification of various records as Class 3 (disposable) and approval to dispose of these records which have been retained for the legal period of time per 5 CCR§ 16023 through 5 CCR § 16028 (Title 5, California Code of Regulations, Division 1, Chapter 16, Subchapter 2, Article 2, Sections 16023 – 16028):

| Record Title   | Class | Required Retention | Recommended Retention | Dates Covered | Destroy After Date |
|--|-------|--------------------|-----------------------|---------------|--------------------|
| Vendor invoices & payments, accounts payable/receivable, reconciliations | 3     | 3 years            | 4 years               | 2015-2016     | 10.22.20           |
| Purchase Orders  | 3     | 3 years            | 4 years               | 2015-2016     | 10.22.20           |
| Cash deposits/collection reports   | 3     | 3 years            | 4 years               | 2015-2016     | 10.22.20           |
| Bank Reconciliations & canceled checks                                   | 3     | 3 years            | 4 years               | 2015-2016     | 10.22.20           |
| Credit charges, transactions, field trips                                | 2     | 3 years            | 4 years               | 2015-2016     | 10.22.20           |
| Budget transfers & journal entries                                       | 3     | 3 years            | 4 years               | 2015-2016     | 10.22.20           |
| Contracts  | 2     | 5 years            | 5 years               | 2014-2015     | 10.22.20           |
| Time Sheets/Cards  | 3     | 3 years            | 3 years               | 2009-2011     | 10.22.20           |

O. Approval of revisions and/or deletion to the following Board Policies (BP) and Administrative Regulations (AR):

|                          |   |  |
|--------------------------|---|--|
| BP 1312.3<br>EX 1312.3   | <i>Uniform Complaint Procedures</i>   | Revised to include complaints regarding support of pregnant or parenting students or to provide lactation accommodations and development of a school plan for student achievement; to remove programs no longer covered under this policy and other minor revisions. |
| BP 1312.31<br>EX 1312.31 | <i>Uniform Complaint Procedure for Complaints Involving the Sufficiency of Textbooks or Instructional Materials, the Condition for School Facilities, and Teacher Vacancies and Misassignments (Williams)</i> | Revised to include minor revisions and reorganization of board policy.   |

8. **Consent Calendar (continued)**

|           |  |   |
|-----------|--|---|
| BP 3555   | <i>Nutrition Program Compliance</i>    | Revised to reflect new State regulations regarding complaints of discrimination and noncompliance with program requirements.  |
| BP 4112.2 | <i>Certification</i>                   | Revised to clarify the hiring hierarchy if the district is unable to hire a person who possesses a clear or preliminary credential.   |
| BP 5145.6 | <i>Parent Notifications</i>            | Updated for gender neutrality and legal references.   |
| BP 6020   | <i>Parent Involvement</i>              | Updated to reflect the requirement to work with parents/guardians and family members to jointly develop the district’s parent involvement policy and to include strategies for family engagement in the LCAP. Policy adds the requirement to inform parents/guardians of the existence of the program if receiving Title IV funding for family engagement programs. |
| AR 6020   | <i>Parent Involvement</i>              | Updated to revise the sections on “District Strategies for Title I Schools” and “District Strategies for Non-Title I Schools” to provide clarity and more directly reflect law.   |
| BP 6115   | <i>Ceremonies and Observances</i>      | Updated to add Board’s authority to designate any day as a holiday and revise date for school closure as needed.  |
| BP 6142.7 | <i>Physical Education and Activity</i> | Updated to add statement on equal access for participation and credential requirements for teachers.  |
| AR 6142.7 | <i>Physical Education and Activity</i> | Updated to reflect a new law that extends the use of the Uniform Complaint process to include instructional minutes in physical education.  |

P. Approval to destroy the following Records. The records have been scanned and will be retained in electronic format. The copies of these Class 3 records have been retained for the legal period of time as per Article 2, Section 16023 through 16028, of Article 5, California Administrative Code:

| Class | Record Title      | Required Hard Copy Retention | Dates Covered | **If Imaged**                       |
|-------|-------------------|------------------------------|---------------|-------------------------------------|
|       |                   |                              |               | Hard Copy Retention-Media Retention |
| 1     | Personnel Records | 3 years                      | 2014-2016     | Permanent                           |

Q. Approval of submission of the Quarterly Uniform Complaint Report Summary to the County Office of Education for the period of July 1 – September 30, 2020, pursuant to complaints filed as outlined in District Policy 1312.31 (Williams Settlement).

R. Approval of appointment of Reagan Turrentine as Community Advisory Council (CAC) representative for a two year term commencing on July 1, 2020 for the 2020-2021 school year.

**9. BUSINESS AND LEGAL**

- A. After discussion, the Board of Trustees took action to adopt Resolution No. 2021-22, Intention to establish annexation No. 8 to Community Facilities District No. 10 & to authorize the levy of special tax therein, as presented, on a motion by Member Taylor, seconded by Member Long and carried by a unanimous roll call vote, with all members present voting yes.
- B. After discussion, the Board of Trustees, took action to adopt Resolution No. 2021-23 of the Board of Trustees of the Etiwanda School District acting as the legislative body of Day Creek Square Public Facilities Community Facilities District No. 2018-1 of the Etiwanda School District authorizing the issuance of its series 2020 special tax bonds in a principal amount not to exceed nine million five hundred thousand dollars (\$9,500,000) and approving certain documents and taking certain other actions in connection therewith as presented, on a motion by Member Long, seconded by Member Cadman and carried by a unanimous roll call vote, with all members present voting yes.
- C. After discussion, the Board of Trustees took action to approve bid # ESD-2020-21-010 Night Cleaning Services to Cleanstart Cleaning Services in the amount of \$629,393.00 as presented on a motion by Member Taylor, seconded by Member Long and carried by a unanimous roll call vote, with all members present voting yes.
- D. After discussion, the Board of Trustees took action to approve bid # 2021-011 Solorio New Classroom Building Project Category #01 General Construction, to K.A.R. Construction in the amount of \$933,000.00, Category #5 Structural Steel, to Vulcan Steel in the amount of \$230,568.00, Category #7 Plaster, to Rutherford in the amount of \$220,000.00, Category #17 HVAC, to ACH Mechanical in the amount of \$105,000.00, Category #18 Plumbing, to JPI Development in the amount of \$169,000.00, Category #19 Electrical, to Daniel's Electric in the amount of \$319,000.00 in the total amount of \$1,976,568.00 as presented on a motion by Member Taylor, seconded by Member Long and carried by a unanimous roll call vote, with all members present voting yes.

**10. SUPERINTENDENT'S PRESENTATION**

- A. Superintendent Judson reported the following:
  - The District is receiving 200 laptops from San Bernardino County Board of Supervisors, to be used for some students that need additional functionality to assist with their learning and for staff in the event that there is a school or classroom closure.
  - Upcoming event: This Monday is the Fall Joint Meeting between the Riverside and San Bernardino County School Boards. Mr. Long will be attending to participate in the election for the committee on school district reorganization.
  - E3 is planning a virtual Turkey Trot for the month of November. It will be \$10.00 and participants get a t-shirt.

**11. BOARD/STAFF COMMENTS OR SUGGESTED ITEMS FOR DISCUSSION AT UPCOMING MEETINGS**

- President Garcia thanked the Board and everyone here and stated we are on the right track.

**12. CLOSED SESSION**

The Board of Trustees adjourned to Closed Session at 8:41 p.m. regarding items A. through C.

- A. Conference with labor negotiator (Government Code 54957.6) for the 2020-2021 school year.  
District Negotiator: Terry Embleton, Assistant Superintendent of Personnel Services  
Bargaining Unit: Etiwanda Teachers Association
- B. Public Employee Discipline/Dismissal/Release. (Government Code 54957)
- C. Public Employee Performance Evaluation: Superintendent  
(Government Code 54957)

**13. RECONVENE TO OPEN SESSION**

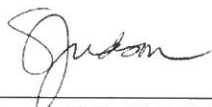
The Board of Trustees reconvened into Open Session at 9:10 p.m.

- A. The Board of Trustees took action in closed session to approve the Performance Objectives for the Superintendent's Evaluation for 2020-2021 on a motion by Member Long, seconded by Member Karsch and carried by a unanimous roll call vote, with all members present voting yes.

**14. ADJOURNMENT**

The meeting was adjourned at 9:11 p.m. on a motion made by Member Long, seconded by Member Karsch and carried by unanimous roll call vote, with all members present voting yes.

**The next meeting will be held on Thursday, November 19, 2020, 6:30 p.m.**



\_\_\_\_\_  
*Respectfully Submitted*

\_\_\_\_\_  
Adopted

**RESOLUTION 2021-25 OF THE  
ETIWANDA SCHOOL DISTRICT  
REGARDING DECLARATION OF EMERGENCY  
REQUIRING CONTRACT FOR REPAIRS, ALTERATIONS, WORK  
OR IMPROVEMENT WITHOUT ADVERTISING FOR OR INVITING BIDS  
AT SUMMIT INTERMEDIATE SCHOOL**

**RECITALS**

A. Pursuant to Section 20113/20654 of the California Public Contract Code, in an emergency when any repairs, alterations, work or improvement is necessary to permit the continuance of existing classes / educational services or to avoid danger to life or property, the board may by unanimous vote, with the approval of the county superintendent of schools, make a contract in writing on behalf of the District for the performance of labor and furnishing of materials or supplies for those purposes without advertising or inviting bids, or authorize the use of day labor or force account for this purpose.

B. Roof damage to Summit Intermediate School Multipurpose Room (MPR) building caused by an extreme wind event on October 26, 2020. Roofing, structural and roof mounted equipment will have to be repaired or replaced in excess of the California Public Contract Code limits.

C. In the interest of permitting the continuance of existing classes and activities, the District is in need of immediate repairs or other work which cannot be accomplished in a sufficiently timely manner if the repairs are required to be subject to the bidding and advertising requirements of the California Public Contract Code.

D. The District will seek approval of the county superintendent of schools to conduct and pay for the repairs or other work on an emergency basis without competitive bidding.

**THIS BOARD RESOLVES AS FOLLOWS:**

1. The foregoing recitals are true and correct.
2. An emergency exists within the meaning of Section 20113/20654 of the Public Contract Code, requiring repairs, alterations, work and/or improvements to Summit Intermediate School to permit the continuance of existing classes and/or to avoid danger to life or property, as described in Recitals B and C.
3. Upon approval of the county superintendent of schools, the District shall secure a contract or use day labor or force account to perform the necessary repairs, alterations, work and/or improvements without advertising for or inviting bids.
4. The Superintendent is authorized and directed to take any necessary action to carry out the terms of this resolution.

**ADOPTED, SIGNED and APPROVED** this 5<sup>th</sup> day of November 2020 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**BOARD OF TRUSTEES OF THE  
ETIWANDA SCHOOL DISTRICT**

By: \_\_\_\_\_

Robert Garcia, President

By: \_\_\_\_\_

Dayna Karsch, Clerk



San Bernardino County Superintendent of Schools  
**EMERGENCIES – AWARD OF  
CONTRACTS WITHOUT BIDS**  
*Public Contract Codes 20113 (K-12) and 20654 (CC)*

**BACKGROUND**

Public Contract Codes 20113 (K-12) and 20654 (CC) relieves the governing boards of school districts from bidding requirements when, in an emergency, any repairs, alterations, work or improvement is necessary to permit the continuance of existing school classes or to avoid danger to life or property.

This approval is for awarding a bid without a contract only. It does not authorize a district to begin a project without obtaining any necessary local or state permits nor does it preclude any local or state building codes or ordinances.

**REQUIRED DOCUMENTATION FOR COUNTY SUPERINTENDENT’S APPROVAL**

1. Request for approval of emergency including an explanation of the emergency and how repairs, alterations, work or improvement is necessary to:
  - A. Permit the continuance of existing school classes.
  - B. Avoid danger to life or property.
2. Unanimous school board action approving emergency request.

**REQUIRED DOCUMENTATION FOR DFS PROCESSING OF WARRANT**

1. Approval by County Superintendent of Schools
2. Contract documentation (where applicable)
  - A. Contract agreement, including board action, approving contract and/or authorized agent’s signature.  
To include where applicable:
    1. Nature and end result (purpose of contract)
    2. Time period
    3. Amount and payment conditions
    4. Obligations of parties
    5. Indemnification
3. Bonds required (Civil Code 9550) – California Admitted Surety
  - A. Payment bond (excess of \$25,000) for any public project
4. All other applicable/necessary documentation





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