



BOARD OF TRUSTEES: Cathline Fort, Matthew Gordon, Dr. Fermín Jaramillo, Dayna Karsch, and April McAllaster

BOARD OF TRUSTEES

Minutes

Thursday, January 22, 2026, 6:30 p.m.

1. **Call to Order**

President Gordon called the meeting to order at 6:30 p.m. All members were present except Member Fort. President Gordon noted that Superintendent Sprague was absent due to the care of a family member and that Mr. Lautenslager served as the designee for the January 22, 2026, meeting. He announced that all open sessions of the Board meeting are audio-recorded and may capture participants' sounds. The President then invited those present to join in the Pledge of Allegiance.

2. **Presentation**

A. Spotlight on Service: African American Parent Educator Advisory Committee (AAPEAC). Jeannie Tavolazzi, Assistant Superintendent of Instruction and Pupil, recognized and thanked the AAPEAC for its advocacy and partnership in supporting students, families, and district practices. She also acknowledged the AAPEAC Executive Committee for its leadership and collaboration. Certificates of appreciation were presented to members in attendance.

3. **Public Comment on Agenda Items**

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:

- Des Alvarez stated that the January 15, 2026, special meeting minutes with information on public comment related to superintendent search, stakeholder groups, conflicts of interest, nepotism, candidate evaluation criteria, transparency, integrity of the search, ethical leadership, and survey participation were not included on the agenda. She commented on the December 15, 2026, minutes related to kindergarten class changes, District decision-making, student safety, and disciplinary practices. She commented on validity of LCAP survey data related to participation levels, PBIS program transparency, input on Remind vs. Rooms, and survey questions need to focus on improving schools.

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

- A. The Board of Trustees amended the agenda to remove item 7. B. the Superintendent's Report, on a motion by Member Karsch, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
- B. The Board of Trustees adopted the minutes of the meeting held on December 15, 2025, as presented on a motion by Member Jaramillo, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
- C. The Board of Trustees adopted the minutes of the special meeting held on January 8, 2026, as presented on a motion by Member Karsch, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

5. **Business and Legal**

- A. The Board of Trustees considered a written request submitted by Antoinette Jensen, dated December 28, 2025, pursuant to Government Code section 54960.1, requesting that the Board cure and correct an alleged Brown Act violation of participation in the Inland Personnel Council (IPC).
 - Personnel Administrator, Josh Lautenslager, presented the December 28, 2025, request to cure and correct an alleged Brown Act violation regarding the District's participation in the Inland Personnel Council (IPC). The request alleged the Board entered into agreements with the IPC and legal counsel without adequate public disclosure or opportunity for public comment. He reported that

5. Business and Legal (continued)

- the District entered into agreements with the IPC and Atkinson, Adelson, Loya, Rudd & Romo in 2001, with subsequent agenda items and renewals approved in open session, including in April 2021 and August 2023, following proper public notice and opportunity for comment and recommended denial of the request, noting it was untimely under Government Code section 54960.1 and that the agreements were approved in compliance with the Brown Act. The Board was advised it could grant or deny the request and direct administration to communicate its decision.
- The Board of Trustees discussed and confirmed with Mr. North, Etiwanda School District Legal Counsel, that several districts in San Bernardino also participate in this consortium and that the agreement was recently approved in 2023.

A motion to deny the request to cure and correct the alleged Brown Act violations was made by Member McAllaster, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.

Later in the meeting, Board President Gordon directed Superintendent Designee Josh Lautenslager to prepare a response to Ms. Jensen outlining the District's position regarding the allegation and request to cure and correct. The response was subsequently issued by the Superintendent.

6. Instruction

- A. Justin Kooyman, Director of Instruction, and David Ortiz, Director of Data, Assessment, and Accountability, presented information on the English Learner Program Update: Instruction, Assessment, and Achievement. They shared the program's demographics, the measures, and the outcomes. They recognized Principals, facilitators, teachers, and staff for their collaboration and commitment to student success.
 - The Board of Trustees discussed how positive student assessment results are communicated at LCAP meetings and with principals, including strategies for sharing student achievement, professional development related to the English Learner program, and the identification and monitoring of students in the program.
- B. Justin Kooyman, Director of Instruction, presented Local Control & Accountability Plan (LCAP) Update: Report on Input from the Community Forums. Mr. Kooyman shared the Community Forum results and shared feedback on the 4 goals: Conditions of Learning, Pupil Outcomes, Student Engagement, and Family Engagement.
 - The Board expressed appreciation for stakeholder input, noted efforts to engage families and support student happiness, and commended the continued growth of the intramural program, citing students' enjoyment of school, strong connections with their teachers, and increased participation.

7. Superintendent

- A. After discussion the Board of Trustees, redesignated the February 10, 2026, Board Workshop as a special board meeting, will reschedule the Board Workshop after the Superintendent search concludes, and postponed rescheduling the April 16, 2026, regular board meeting to the next regular board meeting on a motion by Member Jaramillo, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
- ~~B. Superintendent's Report: The Superintendent may make announcements and provide updates to the Board on items such as district activities, recent or upcoming events, communications, school, employee, and/or student achievements, and other non-action items.~~

8. Consent Calendar

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Karsch, seconded by Member Jaramillo, and carried by a unanimous 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, 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, Rancho Etiwanda, Silver Ridge, Coyote Canyon, Henderson Creek, Victoria Gardens & Day Creek Square, ratifies the CFD expenditures for the period December 1 - 31, 2025, per the CFD Payment Log.

8. Consent Calendar (continued)

- 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 is requested to ratify batches dated December 1 - 31, 2025.
- D. Ratification of the Budget Financial Reports for the period December 1 - 31, 2025.
- 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.
- F. Acknowledgement by the Governing Board of the Etiwanda School District of the receipt of letters of fingerprint certification from outside contractors verifying clearance of their employees.
- G. Ratification of the increase in mileage stipends reflecting the IRS Standard Mileage Rate effective January 1, 2026.
- H. Approval of the 2025-2026 Consolidated Application for Federal funds.
- I. Approval of the following donations:

Donated by:	Donation of:	Donated to:
America’s Charities	Cash	Day Creek IS
Chipotle	Cash	Windrows ES
Cross and Crown Lutheran Church	Non-Cash	Foster/Unhoused Students
Walnut Sheriff Station Booster Club Reserve/Deputy Explorers/Volunteer on Patrol	Non-Cash	Foster/Unhoused Students
Jeremy Trotter-New Hope Church	Non-Cash	Foster/Unhoused Students

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

	Consultant/ Contractor/Presenter	Contract Number	Type of Service	Location of Service
1	Grand Canyon University	AR012226A-01	Fieldwork	Etiwanda School District
2	Western Governors University	AR012226A-02	Fieldwork	Etiwanda School District
3	Stephanie Dewing/Summit Language Academy	JJ012226R-01	Professional development	Etiwanda School District
4	SchoolsFirst Plan Administration	MS012226A-01	Third-Party Administrator 457(b)Plan	Etiwanda School District
5	Prismatic Magic Educational Laser Assemblies	TV012226R-01	Assembly	Terra Vista ES
6	Tint City Window Tinting	TV012226R-02	Tinting windows	Terra Vista ES
7	KDM Education Services, LLC	WIN012223R-01	Assembly	Windrows ES
8	Prismatic Magic	CC012226R-01	Assembly	Child Care
9	Lewis Event, LLC	PER012226R-01	Assembly	Perdew ES

- K. Approval/Ratification of Proposal and Field Contract services under \$75,000 between Etiwanda School District and the following Contractors:

	Consultant/ Contractor	Contract Number	Type of Service	Location of Service
1	Acclaimed Electrical Services	DQ012226A-02	Converting to LED lights	DW Long ES
2	Acclaimed Electrical Services	DQ012226A-03	Converting to LED lights	Terra Vista ES
3	SpectraTurf, Inc.	DQ012226A-04	Replace rubber play surface	Falcon Ridge ES

8. Consent Calendar (continued)

L. Approval of Amendments/Addendums/Change Orders/Extensions:

	Vendor / Project	Amendment/Addendum Change Order Number/ Extension	Original Contract Date Or Dollar Amount	New Contract Date or Dollar Amount
1	Ruhnau Clarke Architects Shade Canopy Modification at Etiwanda IS	DQ012226A-01 Amendment No. 1	\$ 13,300.00	\$ 29,300.00
2	Workforce Software	NR012226A-01 Amendment #1		Correcting payment terms

M. Approval of Board Policies (BP), Administrative Regulations (AR), and/or Exhibits (EX), for annual review, revisions, or deletions in alignment with new legislation, recent court decisions, or updated state and/or federal guidance for:

- BP 460, *Local Control and Accountability Plan*, revision, and
- AR 460, *Local Control and Accountability Plan*, revision.

N. Approval of submission of the Quarterly Williams Uniform Complaint Report Summary to the County Office of Education for the period October 1 – December 31, 2025, pursuant to complaints filed as outlined in Administrative Regulation 1312.4.

O. Approval of the School Accountability Report Card (SARC) for each school site for the 2024-2025 school year.

P. Approval of the 2025-26 Expanded Learning Opportunities Program (ELOP) Summer School Program.

Q. Approval of the 2025-26 Extended School Year (ESY) Summer School Program.

R. Approval of the Memorandum of Understanding between the Etiwanda School District and California Baptist University to provide discounted tuition rates for district employees.

S. Approval of Chaffey Federal Credit Union School/District Membership Application to make additions and deletions to signatories as follows on school accounts, all accounts require two signatures for withdrawal purposes.

Account	Additions/Existing	Deletions
Library Account – 267930	Amber Claflin – existing Laura Rowland – existing Charlayne Sprague – existing Leticia (Letty) Marquez – adding as a liaison to the Library account to obtain account information, login information, phone calls, check orders, scan checks, Merchant Capture, and Chaffey Secure File Transport.	

9. Public Comment on Non-Agenda Items

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 non-agenda items.

- Mrs. Edu commented on the Uniform Complaint Process and concerns related to the thoroughness of investigations, staff accountability, and the communication of findings. She also noted concerns about student safety, equitable discipline, and trust in the complaint process.
- Des Alvarez commented on the recent hire for the school secretary position and parent and student dissatisfaction. She also shared that she had an idea to benefit students, reduce costs, and improve enrollment, but would not share it with the Board. She raised concerns about the district's involvement in the IPC and noted that other districts have declined to participate.
- Kurtis Downs commented on recent court cases on gender transitions in schools and revised childhood vaccine schedules.
- Traci Harisay commented on safety concerns with the south gate and dismissal at Summit Intermediate School that have persisted for over two years, urging the Board to ensure a permanent solution.

Board President Gordon asked Mr. Lautenslager to facilitate a follow-up on concerns raised.

10. Board / Staff Comments or Suggested Items for Discussion at Upcoming Meetings

- Member Gordon stated that the Board had previously made a decision regarding a cure and correction and requested that the decision be communicated. He further inquired about the status of the minutes from the other special board meeting, noting that they would be provided later.

11. Closed Session

The Board of Trustees adjourned to Closed Session at 8:14 p.m.

- A. Conference with labor negotiator (Government Code 54957.6) for the 2025-2026 school year
District Negotiator: Laura Rowland, Assistant Superintendent of Personnel Services
Bargaining Unit: Etiwanda Teachers Association
- B. Liability Claim (Government Code 54956.95)
Claimant: PL2526-04 F.L. for minor H.W.
- C. Public Employee Performance Evaluation: Superintendent (Government Code 54957)

12. Reconvene to Open Session

The Board of Trustees reconvened into Open Session at 9:40 p.m.

- Item 11. A. No action taken.
- Item 11. B. In Closed Session, the Board of Trustees took action to deny the Claim No. PL2526-04 filed by F.L. for minor H.W. against the Etiwanda School District, on a motion by Member Jaramillo, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.
- Item 11. C. No action taken.

13. Adjournment

The meeting was adjourned at 9:41 p.m. on a motion by Member McAllaster, seconded by Member Karsch, and carried by unanimous vote with all members present voting yes.

Board approved date: February 5, 2026