



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

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**BOARD OF TRUSTEES**

**Minutes**

Thursday, April 10, 2025, 6:30 p.m.

**1. Call to Order**

President Jaramillo called the meeting to order at 6:30 p.m. All members were present except Member Fort. President Jaramillo announced that all open sessions of the board meeting are audio-recorded and may capture the sounds of those participating in the meeting. President Jaramillo asked those participating in the meeting to join in the Pledge of Allegiance.

**2. Educational Recognition**

A. Dr. RaShawn Voglezon, Assistant Principal at West Heritage Elementary, and Patricia Johnson, Assistant Principal at Heritage Intermediate, both science fair coordinators, presented information on the 2024-2025 Science and Engineering Fair regional participants and introduced and recognized students for their achievements.

President Jaramillo reported that Member Fort arrived at 6:44 p.m.

B. Nicholas Zajicek, Principal at David W. Long Elementary, presented information and recognized students who were champions of the 2024-2025 Etiwanda School District Spelling Bee.

**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 commented on meeting minute transparency regarding her prior comments on police interviews of students without parent notification, special needs student discipline and need for homework club, public relations contract and communications plan, student bullying and mental health, Knott's Berry Farm trip cancelation, use of funds for Community Day School facility, allegations of nepotism, favoritism, and financial mismanagement, employee salary increase and compensation, and sample meeting minutes. She also commented on agenda items related to customer service training, district culture, unresponsive communication, elimination of school programs, and opposition to teacher job share arrangements.

➤ Charnea Crump commented on misallocation of educational funds for special education and disadvantaged youth, misassignment of administrative staff, district oversight and accountability, superintendent's leadership, residency classification despite home ownership, and a call for transparency and reform.

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

A. The Board of Trustees adopted the agenda as presented on a motion by Member Gordon, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.

B. The Board of Trustees adopted the minutes of the regular meeting held on March 13, 2025, as presented on a motion by Member McAllaster, seconded by Member Gordon, and carried by a unanimous vote with all members present voting yes.

**5. Personnel**

A. Josh Lautenslager, Administrator of Personnel, presented "*Become a Teacher*," San Bernardino County Superintendent of Schools Classified Employee Grant program. He shared the program's goals, funding amount, staff eligibility criteria, and available support through educational advisors. Etiwanda staff shared personal experiences with the program, and highlighted its overall impact.

**6. Instruction**

- A. Justin Kooyman, Director of Instruction, presented a Local Control & Accountability Plan (LCAP) Update. Mr. Kooyman shared community forum input on goals, and the LCAP review cycle next steps.
- Board members affirmed the LCAP review cycle, including how goals and actions are measured and ask for clarification on negative feedback themes.

**7. Business and Legal**

- A. Michael Higgins, Director of Operations and Facilities, presented the award for the purchase of office privacy booths.
- Board members discussed whether the booths were retrofits of current facilities. Staff confirmed they were separate office spaces within a facility and that the cost was covered by grant funding.
  - Board members asked if the district had contracted with vendor before. Staff shared that two schools had installed office booths by another vendor several years ago, and that these are similar in structure but lower in price.

After discussion, the Board of Trustees took action to award Bid# 24/25-073 to Spaceworx in the total amount of \$546,292.50 as presented on a motion by Member Fort, seconded by Member Gordon, and carried by a unanimous vote with all members present voting yes.

<b>Bid# 24/25-073</b>	<b>Name of Contractor</b>	<b>Low Bid \$</b>
Privacy Booths	Spaceworx	\$546,292.50
<b>Project Total:</b>		<b>\$546,292.50</b>

- B. After discussion, the Board of Trustees took action to award for Day Creek Intermediate HVAC replacement – Bid/Project ~~#25/25-072~~: #25/26-072 to the following contractors in the total amount of \$6,043,300.00 as presented on a motion by Member Fort, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.

<b>Category</b>	<b>Name of Contractor</b>	<b>Low Bid \$</b>
01 – General Construction	RVH Constructors, Inc.	\$2,600,000.00
17 – HVAC	Franklin Mechanical System, Inc.	\$2,716,300.00
19 – Electrical	Daniel's Electrical Construction Co.	\$ 727,000.00
<b>Project Total:</b>		<b>\$6,043,300.00</b>

**8. Superintendent**

- A. Superintendent Sprague congratulated David W. Long Elementary School on being named a California Distinguished School. She shared highlights from her visit to the California Retired Teachers Association luncheon and reminded the Board of opportunities to volunteer or golf in the upcoming E3 Golf Tournament on May 28. Superintendent Sprague also shared a video highlighting the RSP inclusion cluster classroom at Day Creek Intermediate School, provided updates from recent school site visits, and shared communication updates and upcoming events.

**9. Consent Calendar**

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Gordon, seconded by Member McAllaster, 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 March 1 - 31, 2025, 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 is requested to ratify batches dated March 1 - 31, 2025.
- D. Ratification of the Budget Financial Reports for the period March 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.

9. Consent Calendar (continued)

F. Approval of the following donations:

<b>Donated by:</b>	<b>Donation of:</b>	<b>Donated to:</b>
Rancho Cucamonga Community & Arts Foundation	Cash	Caryn ES
Reading For Education	Cash	Caryn ES
America's Charities	Cash	Day Creek IS
John L. Golden PTA	Cash	John L. Golden ES
Perdew PTA	Cash	Perdew ES
Smart & Final Charitable Foundation	Cash	Terra Vista ES
Marin's Custom Apparel	Cash	West Heritage ES

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

	<b>Consultant/ Contractor/Presenter</b>	<b>Contract Number</b>	<b>Type of Service</b>	<b>Location of Service</b>
1	California Baptist University	AR041025A-01	Student teaching agreement	Etiwanda School District
2	Kicks To Learn	CC041025R-01	Summer Camp	Child Care
3	Alan T. Ledesma-Lopez	CC041025A-02	Summer Camp	Child Care
4	M.H. Flex Training	CC041025A-03	Summer Camp	Child Care
5	Desserts and More	CC041025R-04	Summer Camp	Child Care
6	Daniel Doyle, LMFT	CR041025R-01	Professional Development	Etiwanda School District
7	Mobile Ed Productions, Inc.	GOL041025R-01	Assemblies	John L. Golden ES
8	Building Block Entertainment	GOL041025R-02	Assemblies	John L. Golden ES
9	Kathy Espinoza Speaks	JS041025R-01	Professional Development	Personnel
10	American Association of School Customer Service	JS041025A-02	Professional Development	Etiwanda School District
11	Azusa Pacific University	JS041025A-03	Field Experience	Etiwanda School District
12	John R. Byerly, Inc.	ML041025A-02	Geotechnical engineering, testing	Summit IS
13	Reynolds Consulting Group, Inc.	MS041025R-01	Professional Services/ Mandated Costs Reimbursement Claims	Etiwanda School District
14	San Bernardino County Superintendent of Schools	NR041025A-01 Agreement #25/26-0035	Courier Services	Etiwanda School District
15	All City Management Services, Inc.	RC041025A-01	Summer school crossing guard services	Etiwanda School District
16	Heather Hilliard Bonds	SOL041025R-01	Painting Workshop	Solorio ES
17	Heinemann	TV041025R-01	Professional Development	Terra Vista ES
18	Fantasy Event Rentals	CC041025R-06	Summer Camp	Child Care

**9. Consent Calendar (continued)**

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

	<b>Consultant/ Contractor</b>	<b>Contract Number</b>	<b>Type of Service</b>	<b>Location of Service</b>
1	Acclaimed Electrical Services	ML041025R-01	Electrical and data for privacy booth project	Terra Vista ES DW Long ES West Heritage ES Etiwanda IS Summit IS

- I. Approval of Amendments/Change Orders/Extension:

	<b>Vendor / Project</b>	<b>Amendment/ Change Order Number/ Extension</b>	<b>Original Contract Date or Dollar Amount</b>	<b>New Contract Date or Dollar Amount</b>
1	Block Party Game Truck	CC041025A-05 Amendment #1	\$1,900.00	\$3,800.00
2	Communicaid, Inc.	CR041025A-02	\$60,000.00	\$70,000.00

- J. Consideration to accept the following agreements/contracts between Etiwanda School District and the following contractors using piggyback bid documentation, bid extension, State of California Multiple Award Schedule (CMAS) and/or NASPO Master Agreement:

	<b>Vendor</b>	<b>Contract Number</b>	<b>Piggyback BID/CMAS/NASPO</b>	<b>Location of Service</b>
1	Mohawk Commercial, Inc.	RC041025A-02	CMAS Number 4-24-06-1007 term dates 6/5/2024 through 8/9/2027 Non- Information Technology Commodities	Etiwanda School District

- K. Approval of revisions and/or deletions to the following Board Policies (BP), Administrative Regulations (AR), and/or Exhibits (EX):

BP 5144.1	Suspension and Expulsion/Due Process
AR 5144.1	Suspension and Expulsion/Due Process
AR 5144.2	Suspension and Expulsion/Due Process (Students with Disabilities)
BP 6158	Independent Study
AR 6158	Independent Study
EX 6163.4	Student Use of Technology (Student Voluntary Bring Your Own Device (BYOD) Agreement)

- L. Approval of the amended job description: School Residency & Attendance Assistant.  
M. Approval of submission of the Quarterly Uniform Complaint Report Summary to the County Office of Education for the period January 1 – March 31, 2025, pursuant to complaints filed as outlined in District Board Policy 1312.31 (Williams Settlement).  
N. Approval of the Employee Recognition budget and schedule for May 2, 2025, event.  
O. Approval of purchase of two F-250 trucks for Operations and Facilities from Sunrise Ford of Fontana.

**10. 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:

- Charnea Crump commented on the inclusion cluster classroom video, transparency in staff credentials and qualifications, notifications of staff disciplinary actions, parental involvement in student disciplinary investigations, and a call for transparency.
- Elana Mansfield commented on the lack of transparency in the pilot program for the literacy screener, premature decision-making, limited information available to teachers, inconsistent messaging, and insufficient evaluation of alternatives.
- Des Alvarez commented regarding employee compensation, fiscal responsibility, attendance enforcement and impact on enrollment, and teacher absences for training and the effect on student instruction.

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

- Member Gordon confirmed that teacher job shares retain staff and that the district has no plans for layoffs. He noted that compensation levels are determined collaboratively with the teachers' association and emphasized that classified staff receive parity based on comparable positions to certificated staff. He appreciated the district's classified grant program and stressed the importance of succession planning at all levels. He highlighted the board's role in empowering the superintendent and staff through initiatives such as grants and administrative designee training, ensuring the district effectively prepares future leaders.

**12. Closed Session**

The Board of Trustees adjourned to Closed Session at 8:22 p.m.

- A. Conference with labor negotiator (Government Code 54957.6) for the 2024-2025 school year.  
District Negotiator: Laura Rowland, Assistant Superintendent of Personnel Services  
Bargaining Unit: Etiwanda Teachers Association
- B. Public Employee Discipline/Dismissal/Release/Non-reelection.  
(Government Code 54957)
- C. Conference with Legal Counsel - Settlement Agreement. (Government Code 54956.9(d)(1))  
Case Number 04-2024/2025  
Case Number 05-2024/2025
- D. Liability Claim (Government Code 54956.95)  
Claimant: PL2425-04 J.S.
- E. Public Employee Performance Evaluation: Superintendent (Government Code 54957).

**13. Reconvene to Open Session**

The Board of Trustees reconvened to Open Session at 10:19 p.m.

- Item 12. A. No action taken.
- Item 12. B. No action taken.
- Item 12. C. In Closed Session, the Board of Trustees took action to approve the settlement of case No. 04-2024-2025 against the Etiwanda School District on a motion by Member Gordon, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.  
In Closed Session, the Board of Trustees took action to approve the settlement of case No. 05-2024-2025 against the Etiwanda School District on a motion by Member Fort, seconded by Member Gordon, and carried by a unanimous vote with all members present voting yes.
- Item 12. D. In Closed Session, the Board of Trustees took action to deny the Claim No. PL2425-04 filed by J.S. against the Etiwanda School District on a motion by Member Gordon, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
- Item 12. E. No action taken.

**14. Adjournment**

The meeting was adjourned at 10:22 p.m. on a motion by Member Karsch, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

Board approved date: April 30, 2025