



Board of Trustees Meeting

MINUTES

Thursday, April 23, 2020, 6:30 p.m.

<p>Members Present in Person: Mr. Garcia and Mr. Long Members Present by Phone: Ms. Cadman (joined telephonically at 6:35 p.m.), Ms. Karsch and Ms. Taylor Others Present: Dr. Judson, Ms. Sprague, Mr. Clafin, and Mr. Embleton</p>

1. Call to Order

President Garcia called the meeting to order at 6:32 p.m. stating this meeting is being held telephonically and microphones for the participating public will be kept on mute for all portions of the meeting with the exception of the public comment period. When the meeting was called to order, President Garcia performed an attendance roll call wherein Member Karsch and Member Taylor indicated they were present by phone, and Member Long and Member Garcia indicated they were present in person. Member Cadman was not present for initial roll call. 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. None offered.
- B. Comments on non-agenda items. None offered.

Member Cadman joined the meeting telephonically at 6:35 p.m.

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 unanimous roll call vote, with all members present voting yes.
- B.* The Board of Trustees took action to adopt the minutes of the regular board meeting held March 12, 2020, as presented, on a motion by Member Taylor, seconded by Member Karsch and carried by unanimous roll call vote, with all members present voting yes.
- C.* The Board of Trustees took action to adopt the minutes of the emergency board meeting held April 1, 2020, as presented, on a motion by Member Long, seconded by Member Cadman and carried by unanimous roll call vote, with all members present voting yes.
- D.* The Board of Trustees took action to adopt the minutes of the special board meeting held April 2, 2020, as presented, on a motion by Member Long, seconded by Member Karsch and carried by unanimous roll call vote, with all members present voting yes.

4. Instruction

- A.* Charlayne Sprague, assistant superintendent of instruction/pupil services, reviewed with the Board of Trustees the 2020-2021 Etiwanda School District Initiatives which included pupil outcomes, engagement and culturally responsive schools and classrooms. Ms. Sprague also presented the 2020-2021 Professional Development Plan with a focus on Professional Development planned for Induction, Culturally Responsive Instruction, Cohert 3, Special Education, Universal Access Coaching for both English Language and Mathematics, Title 1 Schools-Literacy, History Social Studies pilot materials, Next Generation Science Standards (NGSS), Positive Behavior Intervention and Supports (PBIS), Intensive Behavior Training (IBT), Kagan Cooperative Learning and development opportunities for Professional Growth and Development. The Board of Trustees took action and approved the Etiwanda School District Initiatives 2020-2021 and 2020-2021

* = Attachments

4. Instruction (continued)

Professional Development Plan on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous roll call vote, with all members present voting yes.

- B.* After discussion, and determining that no satisfactory alternative facilities are available for a Community Day School, the Board of Trustees took action to approve the continued placement of a Community Day School on the campus of Summit Intermediate for the 2020-2021 school year as presented on a motion by Member Taylor, seconded by Member Karsch, and carried by a unanimous roll call vote, with all members present voting yes.

5. Consent Calendar

The Board of Trustees approved the Consent Calendar 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.

- 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 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, Rancho Etiwanda, Silver Ridge, Coyote Canyon, Henderson, and Victoria Gardens, ratifies the CFD expenditures for the period March 1-31, 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 March 1-31, 2020.
- D.* Ratification of the Budget Financial Reports for the period March 1-31, 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: D. W. Long Elementary: Miscellaneous computer equipment. Day Creek Intermediate: Miscellaneous computer equipment, miscellaneous printers and DVD players. Perdew Elementary: Miscellaneous computer equipment. District Office – Business Department: Dell Latitude Laptop. District Office – Tech Department: Miscellaneous projectors. Solorio Elementary-Child Care: Miscellaneous computer equipment. Windrows Elementary-Child Care: Miscellaneous computer equipment. Etiwanda Intermediate-Child Care: Time Clock computer and monitor.
- F.* Acknowledgement by the Governing Board of the Etiwanda School District of the receipt of letters of certification from the following outside contractors verifying clearance of their employees: A + Sign Shops, Inc., Epic Engineers, John R. Byerly, Inc., Rancho Pacific Electric Construction, Inc.
- G.* Approval of the following cash/non-cash donations:

Donated by:	Donation of:	Donated to:
Cecilia L. Solorio PTA	Cash	Cecilia L. Solorio Elementary
Pacific Fundraising	Cash	D.W. Long Elementary
Grapeland PTA	Cash	Grapeland Elementary
Simmons, Family/United Way	Cash	Grapeland Elementary
Nigel Chen	Cash	Summit Intermediate
Christian Campos	Cash	Summit Intermediate
Windrows PTA	Cash	Windrows Elementary

- H.* 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.	Epic Engineers	ML042320R-01	Field Topography Survey District Operations Center Project	Business Department

* = Attachments

5. **Consent Calendar (continued)**

2.	John R. Byerly, Inc.	ML042320R-02	Geologic Hazard Testing District Operations Center Project	Business Department
3.	Eichenberger Inspection	ML042320A-03	Inspection Services CSR Conversion Project	D.W. Long Elementary
4.	Ruhnau Clarke Architects	ML042320A-04	Amendment #1 CSR Conversion Interim Project to increase contract by \$4,900.00 from original amount of \$24,325.00 to \$29,225.00	Windrows Elementary
5.	Ruhnau Clarke Architects	ML042320A-05	Amendment #1 Modular Classroom Relocation Project to increase contract by \$3,740.00 from original amount of \$24,325.00 to \$28,065.00	Caryn Elementary
6.	Heinemann Professional Development	CAR042320R-01	The Fountas and Pinnell Literacy Continuum Seminar	Caryn Elementary
7.	School House Educational Services, Inc.	JM042320R-01	In-service on Assessment of Memory in School Age Children	Special Ed Department
8.	San Bernardino County Superintendent of Schools	JJ042320R-01	SIM Science and Engineering Fair	Instruction Department

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

	Contractor	Contract Number	Type of Service	Location of Service
1.	National University	CT042320R-01	Student Teaching and Practicum Agreement	Personnel Department
2.	Reynolds Consulting Group, Inc.	PP042320A-01	Professional Services Mandated Costs Reimbursement Claims	Business Department

J.* Approval of Change Order.

Change Order Number	Vendor	Change Order Amount	Original Contract Amount	New Contract Amount	Project
002	Class Leasing	\$4,543.00	\$424,526.00	\$429,069.00	Terra Vista Elementary New Classrooms Project

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

	Vendor	Contract Number	Piggyback BID	Location of Service
1.	Mohawk Commercial, Inc.	RC042320R-01	Use of CMAS Non Information Technology Commodities CMAS # 4-20-00-0085C	Maintenance/ Operations Department

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5. Consent Calendar (continued)

2.	Cisco Systems, Inc.	NR042320R-01	Use of NASPO Computer Equipment Master Agreement MNWNC-105	Business Department
3.	Dell Marketing, L.P.	NR042320R-02	Use of NASPO Computer Equipment Master Agreement MNWNC-108	Business Department
4.	CDW Government, LLC	NR042320R-03	Irvine Unified School District BID # 19/20-01 Technology Equipment and Peripherals	Business Department
5.	Time and Alarm Systems	ML042320A-06	Information Technology Goods & Services CMAS #3-18-84-0042E	Business Department

L.* Approval of submission of the Quarterly Uniform Complaint Report Summary to the County Office of Education for the period January 1 – March 31, 2020, pursuant to complaints filed as outlined in District Board Policy 1312.31, *Uniform Complaint Procedures* (Williams Settlement).

6. Business and Legal

- A.* After discussion, the Board of Trustees took action to change the Employee Recognition event date from 05/08/2020 to 08/14/2020 and to approve the Employee Recognition Budget and the Schedule for the 2019-2020 school year, including ceremonies for the naming of the gymnasium at Etiwanda Intermediate School on a motion by Member Taylor, seconded by Member Long, and carried by a unanimous roll call vote, with all members voting yes.
- B.* After discussion, the Board of Trustees took action to adopt Resolution No. 1920-37 of the Board of Trustees of Etiwanda School District Authorizing the Issuance of the Etiwanda School District (San Bernardino County, California) Election of 2016 General Obligation Bonds in One or More Series Pursuant to Certain Provisions of the Government Code in a Principal Amount Not to Exceed \$50,000,000 and Approving Certain Other Matters Related Thereto, on a motion by Member Long, seconded by Member Taylor, and carried by a unanimous roll call vote, with all members voting yes.
- C.* After discussion, the Board of Trustees took action to approve Addendum No. 4 Transportation Services Agreement to amend the original agreement between Visser Bus Services and the Etiwanda School District for 2019/2020 during the period of March 16, 2020 through May 21, 2020 on a motion by Member Cadman, seconded by Member Karsch, and carried by a unanimous roll call vote, with all members voting yes.
- D.* After discussion, the Board of Trustees took action to award Bid #19/20-015 D.W. Long Class Size Conversion Category #04 General Construction, to Dalke & Sons Construction, Inc., in the amount of \$174,300.00, on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous roll call vote, with all members voting yes.
- E.* After discussion, the Board of Trustees took action to award Bid #19/20-017 East Heritage Office Modernization Interim Housing Category #01-General to K.A.R. Construction in the amount of \$767,000.00; Category #18-Site Utilities/Plumbing to Duke Plumbing, in the amount of \$127,000.00 and reject / rebid Category #19-Electrical due to a bid inquiry and will be rebidding.

7. Superintendent’s Presentation

A.* Superintendent Judson along with Assistant Superintendents Charlayne Sprague, Terry Embleton, and Doug Claflin, presented information regarding district and school closures in response to COVID-19 Pandemic.

Ms. Sprague shared information on the District reading programs and a distance learning update, including a sample weekly student learning schedule. She also shared information on the decision to modify the grading system for trimester 3. End-of-the year report cards will not have course letter grades or citizenship marks assigned for trimester 3. For Special Education, Ms. Sprague reported that training on how to support teachers, students and families through the online platforms was provided to all instructional aides. She stated IEPs and assessments are being

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7. Superintendent's Presentation (continued)

identified and prioritized to be held to greatest extent possible and Extended School Year (ESY) will be held May 25-June 25 through our distance learning model/platforms. Family communication efforts include an updated Enrollment webpage on the District website to better assist families with the enrollment process and social media platforms offer engaging read-alouds and other resources for students and parents.

Mr. Embleton presented information on essential employee's current onsite work schedules and social distancing practices and face-covering for employees. The district has purchased face masks for essential employees.

Mr. Claflin provided an update on Child Nutrition's grab and go meal distribution being offered at Day Creek and Heritage Intermediate Schools. Facilities/M&O are addressing grounds issues and facilities are continuing various construction projects.

Superintendent Judson reported reopening schools for the 2020-2021 school year will provide some challenges however, Governor Newsom has outlined possible scenarios for school reopening, depending on level of COVID-19 in communities, such as staggered schedules, rethinking recess, lunch, P.E., and assemblies, as well as the need for sanitizing and deep cleaning. The District will continue to look for direction from Governor Newsom, the CDE, and from the Departments of Public Health, and scenario planning that is flexible and adaptable.

- B.* Superintendent Judson stated he made the decision on March 13, 2020, and again on March 19, 2020, to temporarily close schools due to COVID-19 Pandemic under Board Policy 2210, *Administrative Discretion Regarding Board Policy*. Part of this policy requires any action under this policy be brought back to the Board of Trustees to consider developing any needed new policies regarding school closures. BP 3516.5, *Emergency Schedules* and AR 3516, *Emergency and Disaster Planning* currently provide guidance on school closures. Collectively, all Board members agreed the current BP 2210, *Administrative Discretion Regarding Board Policy*, is sufficient, and no additional policies are needed.
- C.* The Board of Trustees took action to approve the end-of-the-year activities to conduct virtual promotion ceremonies for 2019-2020 and Board President Garcia will provide a video message for 8th grade promotions on behalf of the Board of Trustees on a motion by Member Taylor, seconded by Member Karsch, and carried by a unanimous roll call vote, with all members voting yes.
- D-F* After discussion and review, the Board of Trustees took action to adopt Resolution No. 1920-44 recognizing May 6, 2020, as *National School Nurse Day*; Resolution No. 1920-45 recognizing May 13, 2020, as *California Day of the Teacher*, and Resolution No. 1920-46 recognizing the week of May 19-25, 2020, as *Classified School Employee Week*. Motioned by Member Taylor, seconded by Member Cadman, and carried by a unanimous roll call vote, with all members present voting yes.
- G.* Superintendent Judson provided a draft for the 2020-21 District Strategic Priorities indicating recommended changes to a few items as well as keeping the items grouped into categories to align with the Local Control and Accountability Plan (LCAP). The Board of Trustees approved the 2020-2021 Strategic Priorities on a motion by Member Long, seconded by Member Taylor, and carried by a unanimous roll call vote, with all members present voting yes.
- H. Superintendent Judson reported the following:
- Dr. Judson thanked all employees for their hard work.
 - Governor Newsom signed an executive order for a new format and extension to the LCAP.

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

- None offered.

9. Closed Session

The Board of Trustees adjourned to Closed Session at 8:11 p.m. regarding items A through C.

- A. Liability Claims (Government Code 54956.95)
Claimant: 1920-08/1814/JW
- B. Liability Claims (Government Code 54956.95)
Claimant: 1920-09/887/KD

9. **Closed Session (continued)**

- C. Public Employee Appointment (Government Code 54957)
Title: Administrator of Special Education

10. **Reconvene into Open Session**

The Board of Trustees reconvened into Open Session at 8:43 p.m. President Garcia performed an attendance roll call wherein Member Karsch, Member Taylor, and Member Cadman indicated they were present by phone, and Member Long and Member Garcia indicated they were present in person. The Board of Trustees reported the following actions:

- A. The Board of Trustees of the Etiwanda School District took action in Closed Session to reject the claim filed against Etiwanda School District, district claim number 1920-08/1814/J.W., on a motion by Member Long, seconded by Member Karsch, and carried by a unanimous roll call vote with all members present voting yes.
- B. The Board of Trustees of the Etiwanda School District took action in Closed Session to reject the claim filed against Etiwanda School District, district claim number 1920-09/887/K.D., 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. The Board of Trustees of the Etiwanda School District took action in Closed Session to appoint Elizabeth Freer to the position of Administrator of Special Education, effective July 1, 2020, on a motion by Member Long, seconded by Member Karsch, and carried by a unanimous roll call vote with all members present voting yes.

11. **Adjournment**

The meeting was adjourned at 8:46 p.m., on a motion made by Member Long, seconded by Member Taylor and carried by unanimous roll call vote, with all members present voting yes.

The next meeting will be held on Thursday, May 14, 2020, 6:30 p.m.



Respectfully Submitted



Adopted