



Board of Trustees Meeting

**Minutes**

Monday, June 8, 2020, 6:30 p.m.

**Members Present in Person:** Mr. Garcia and Mr. Long  
**Members Present by Video:** Ms. Cadman, Ms. Karsch and Ms. Taylor  
**Others Present:** Dr. Judson, Ms. Sprague, Mr. Claflin, and Mr. Embleton

**1. Call to order**

President Garcia called the meeting to order at 6:31 p.m. stating this meeting is being held 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 and public hearing 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 item(s). None offered.
- B. Comments on non-agenda item(s). An email received from Dr. Karina Becerra-Murillo regarding a special education concern was read aloud.

**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 board meeting held May 28, 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. Public Hearing**

- A.\* President Garcia initiated Public Hearing regarding Resolution No. 1920-50 to adopt a resolution of intent to operate a continuous school program at one or more schools for the 2021-22 school year. Mr. Claflin, assistant superintendent of business services, presented information, indicating that this is an annual routine item necessary for unforeseen circumstances, including, but not limited to fire or other natural disaster, that could result in one or more school facilities becoming unusable during the specified school year and recommended approval. President Garcia then opened the Public Hearing and asked for any comments from the public. No public comment was offered and in the absence of any additional written or verbal comments, the public hearing was closed. The Board of Trustees took action to adopt Resolution No. 1920-50, on a motion by Member Taylor, seconded by Member Long, and carried by unanimous roll call vote, with all members present voting yes.

**5. Instruction**

- A.\* Ms. Tavolazzi, director of LCAP and communications, shared distance learning survey results and information about the COVID-19 Operations Written Report. After discussion, the Board of Trustees, took action to approve the COVID-19 Operations written report, on a motion by Member

**5. Instruction (continued)**

Karsch, seconded by Member Long, and carried by unanimous roll call vote, with all members voting yes.

- B.\* After discussion, the Board of Trustees, took action to approve the following new Board Policies (BP), on a motion by Member Taylor, seconded by Member Cadman, and carried by unanimous roll call vote, with all members voting yes.

BP 520	<i>Intervention in Underperforming Schools</i>
BP 520.1	<i>Comprehensive and Targeted School Improvement</i>
BP 6157	<i>Distance Learning</i>

**6. Business and Legal**

- A.\* After discussion, the Board of Trustees took action to approve the Final Proposed Budget of the Etiwanda School District for the 2020-21 fiscal year, on a motion by Member Long, seconded by Member Karsch, and carried by unanimous roll call vote, with all members present voting yes.
- B.\* After discussion, the Board of Trustees took action to adopt Resolution 1920-51 approving the Superintendent or designees of the Etiwanda School District to approve contract completions, on a motion by Member Taylor, seconded by Member Karsch, and carried by unanimous roll call vote, with all members present voting yes.
- C.\* After discussion, the Board of Trustees took action to award Bid #2020-21-002 Pest Control Services, to Western Exterminator in the amount of \$121,164.00, on a motion by Member Cadman, seconded by Member Long, and carried by unanimous roll call vote, with all members present voting yes.
- D.\* After discussion, the Board of Trustees took action to approve the Associate Clinical Counselor job description, on a motion by Member Taylor, seconded by Member Karsch, and carried by unanimous roll call vote, with all members present voting yes.
- E.\* After discussion, the Board of Trustees took action to approve revising and transitioning of the title, duties and job description of Director of Personnel and Pupil Services to Director of Personnel, on a motion by Member Cadman, seconded by Member Taylor, and carried by unanimous roll call vote, with all members present voting yes.
- F.\* After discussion, the Board of Trustees took action to approve revising and transitioning of the title, duties and job description of Director of LCAP and Communications to Director of Instruction, on a motion by Member Taylor, seconded by Member Cadman, and carried by unanimous roll call vote, with all members present voting yes.

**7. Consent Calendar**

The Board of Trustees approved 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, 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.\* 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 May 1, 2020 through May 31, 2020.
- C.\* Ratification of the Budget Financial Reports for the period May 1, 2020 through May 31, 2020.
- D.\* Approval of reduction of mileage and cell phone stipends effective July 1, 2020.
- E.\* Approval of Resolution No. 1920-52 of the Etiwanda School District regarding the Education Protection Account.
- F.\* Approval of the following donations:

<b>Donated by:</b>	<b>Donation of:</b>	<b>Donated to:</b>
Caryn Elementary PTA	Cash	Caryn Elementary
Caryn Elementary PTA	Cash	Caryn Elementary

7. **Consent Calendar (continued)**

Christian Campos/YourCause	Cash	Summit Intermediate
Pomona Quality Foam LLC	Non-Cash (Plastic face shields)	Etiwanda School District

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.	Document Tracking Services, LLC	JJ060820R-01	Licensing Agreement 3 year agreement July 1, 2020- June 30, 2023	Etiwanda School District
2.	Enko Systems	RC060820R-01	Security Key Pad	Terra Vista Elementary
3.	John R. Byerly, Inc.	ML060820R-02	Testing Steel & Field Inspection	Windrows Elementary
4.	Time & Alarm Systems	RC060820R-02	Install Restroom Speakers	District Office
5.	John R. Byerly, Inc.	ML060820A-05	Geotechnical, Special Inspection & Testing for Modular Classroom Relocation	Caryn Elementary
6.	Util-Locate	RC060820R-03	Trench in Asphalt, Dirt, Concrete at Utility Pothole in work area	Summit Intermediate

H.\* 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.	Owen Electric, Inc.	ML060820R-01	Install Power for Marquee	Windrows Elementary
2.	Quality Teleservices, Inc. (QTI)	ML060820R-03	Install AV Equipment	Windrows Elementary

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

	<b>Contractor</b>	<b>Contract Number</b>	<b>Type of Service</b>	<b>Location of Service</b>
1.	Citizens Business Bank	ML060820A-04	Escrow Agreement in Lieu of Retention for K.A.R. Construction, Inc.	East Heritage Interim Housing
2.	School Services of California, Inc.	MM060820A-01	Consulting Services	Business Department

\*=Attachments

7. **Consent Calendar (continued)**

J.\* 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.	United Fresh Produce	TC060820A-01	Val Verde Unified School District RFP #2018/2019-3 Fresh Produce Products	Child Nutrition Services
2.	Driftwood Dairy	TC060820A-02	Beaumont Unified School District RFP # NS-20-02 Dairy Products	Child Nutrition Services

K.\* Approval of appointment of James Cobb (educator) as Community Advisory Council (CAC) representative for a two-year term, commencing July 1, 2020.

L.\* Approval of the determination of winner(s) by lot of the November 2020 Board Election if a tie vote occurs, and the procedure for determining a winner(s) by lot.

M.\* Approval of agreement between the Etiwanda School District and the Etiwanda Excellence in Education Foundation (E3) regarding After School programs (ASP) effective July 1, 2020 through June 30, 2023.

N.\* Approval of the amended 2020-2021 Certificated Salary Schedule – District, School site and Program Level employees.

O.\* 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.

<b>Account</b>	<b>Additions or Existing Signers</b>	<b>Deletions</b>
Heritage Intermediate Student Fund	- Candra Shimea Loftis, Assistant Principal - Gregory H. Noyes, Assistant Principal	Danielle Kimberly Grant Porter, Assistant Principal,

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

BP 4217.3 AR 4217.3	<i>Layoff/Rehire for Members of the Classified Service</i>	Revising current BP 4217.3 to become AR 4217.3, updating Rules and Regulations for classified layoff/rehire. BP 4217.3 will be deleted.
BP 6158	<i>Independent Study</i>	Revised to reflect laws and conditions on independent study and education program.

8. **Superintendent’s Presentation**

A.\* Ms. Tavolazzi, director of LCAP and communications, shared reopening survey results for the 2020-21 school year, which included possible reopening scenarios, school start date scenarios and child care scenarios.

Mr. Claflin, assistant superintendent of business services, shared that the technology team is investigating increasing bandwidth to support different technology equipment within distancing learning scenarios. In transportation, Mr. Claflin shared they are assessing the number of routes, screening and cleaning protocols, student supervision at bus stops and researching a clear vinyl screen prototype to help double the capacity on the buses.

Superintendent Judson shared the 8 areas to continue to develop priority scenarios in opening the school for 2020-21: Calendar, Child Care, Child Nutrition, Cleaning, Health, Teaching and Learning, Transportation, and Wellness. Superintendent Judson also shared that state agencies have new released guidelines to help with the planning and recommendations for reopening our schools. Other considerations are instructional models for reopening if face to face instruction is not available. Planning committees are meeting this week to provide recommendations and

\*=Attachments

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

developing procedures. Superintendent Judson shared the tentative timeline will be to meet with the Board of Trustees the week of July 6, 2020, or earlier if possible.

- B.\* After discussion, the Board of Trustees took action to adopt Resolution No. 1920-53 ordering school district election for Governing Board Members of the Etiwanda School District whose terms expire December 2020, on a motion by Member Taylor, seconded by Member Cadman, and carried by unanimous roll call vote, with all members present voting yes.
- C.\* After discussion relating to Board Self Evaluation, Board Governance Goals and Protocols, the Board of Trustees provided direction to postpone this activity, until all board members could meet in person, at a board meeting.
- D.\* Superintendent's Report:
  - Superintendent Judson wished Mr. Embleton a happy birthday.
  - The Board received a written communication from the Superintendent's Office regarding the Annual Education Conference registration.

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

- Superintendent Judson thanked Jeannie Duran for her service and wished her all the best in her retirement.
- Member Long inquired about the planning ceremony in regards to honoring Mark Duffy in the naming of the gymnasium at Etiwanda Intermediate School. Assistant Superintendent, Terry Embleton, commented the ceremony has been postponed until August 14, 2020, as Mark Duffy would prefer to have children present.

**10. Closed Session**

The Board of Trustees adjourned to Closed Session at 7:52 p.m. regarding items A. through E.

- A. Conference with Legal Counsel - Existing Litigation  
(Government Code 54956.9(d)(1))  
Case Number 09-1920
- B. Pupil Personnel Case\* No. 2019-20-02: recommendation regarding agreement of stipulated student expulsion.  
\*Education Code sections 35146 and 48912 require Closed Sessions in these cases in order to prevent the disclosure of confidential student record information.
- C. Conference with Labor Negotiator  
(Government Code 54957.6)  
District Negotiator: Terry Embleton, assistant superintendent of personnel services  
Bargaining Unit: Etiwanda Teachers Association
- D. Public Employee Discipline/Dismissal/Release  
(Government Code 54957)
- E. Public Employee Performance Evaluation: Superintendent  
(Government Code 54957)

**11. Reconvene to Open Session**

The Board of Trustees reconvened into Open Session at 9:45 p.m.

- A. The Board of Trustees took action in Open Session to approve a stipulated student expulsion agreement for Pupil Personnel Case No. 2019-20-02, on a motion by Member Long, and seconded by Member Karsch, and carried by a unanimous roll call vote, with all members present voting yes.
- B. The Board of Trustees took action in Closed Session to approve a settlement agreement for Case #09-1920, on a motion by Member Taylor, and seconded by Member Cadman, and carried by a unanimous roll call vote, with all members present voting yes.
- C. No further action to report.

12. Adjournment

The meeting was adjourned at 9:47 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, July 9, 2020.*



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Respectfully Submitted



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Adopted