



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

BOARD OF TRUSTEES

MINUTES

Thursday, July 27, 2023, 6:00 p.m.

Members Present at Roll Call:	Mr. Garcia, Mr. Gordon, Dr. Jaramillo, Ms. Karsch, and Ms. McAllaster
Others Present:	Ms. Sprague, Ms. Rowland, Ms. Tavolazzi, and Mr. Claflin

1. **Call to Order**

President Karsch called the meeting to order at 6:30 p.m. When the meeting was called to order, all members were present. President Karsch announced that all open sessions of the board meeting are audio recorded and may capture sounds and images of those participating in the meeting. President Karsch asked those participating in the meeting to join in the Pledge of Allegiance.

2. **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: None offered.

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

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

B. - C. The Board of Trustees adopted the meeting minutes of the regular meeting held June 15, 2023, as amended, with items 5. M., N., and O. included on the Consent Calendar; and adopted the minutes of the special meeting held July 11, 2023, as presented on a motion by Member Gordon, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

4. **Closed Session**

The Board of Trustees adjourned to Closed Session at 6:05 p.m. to discuss item A.

A. Public Employment

Appeal of disposition of an employee complaint (Government Code 54957).

5. **Reconvene to Open Session**

The Board of Trustees reconvened into Open Session at 7:33 p.m.

A. In Closed Session, the Board of Trustees took action to deny the appeal of disposition of an employee complaint 2324-01 on a motion by Member Gordon, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

6. **Instruction**

A. Justin Kooyman, Director of Instruction, presented the Plan for Educational Partner Engagement and Local Control Accountability Plan (LCAP) Review for 2023-2024.

➤ Board members inquired about the new Apptegy Rooms App.

7. **Business and Legal**

A. Doug Claflin, Assistant Superintendent of Business Services, presented information on 2023/2024 student/school attendance boundaries with the Etiwanda School District beginning July 28, 2023. President Karsch opened Public Hearing No. 1 related to 2023/2024 student/school attendance boundaries with the Etiwanda School District beginning July 28, 2023. After hearing no public comments, President Karsch closed the public hearing.

7. Business and Legal (continued)

The Board of Trustees then took action to approve the establishment of school/student attendance boundaries within the Etiwanda School District beginning July 28, 2023, and adoption of Resolution 2324-15 of the Board of Trustees of the Etiwanda School District Approving Attendance Boundary Changes and Adopting Notice of Exemption as presented on a motion by Member McAllaster, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

- B. Doug Claflin, Assistant Superintendent of Business Services, presented the plan for communication regarding 2024 / 2025 attendance boundary changes.
- Board Members discussed the recommended adjustments to boundaries and are interested in hearing the community's views.

Board President Karsch noted that Member Gordon departed the meeting at 8:26 p.m. before taking action on item 7. B.

After discussion, the Board of Trustees took action to approve the plan for communication regarding 2024 / 2025 attendance boundary changes on a motion by Member Jaramillo, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

8. Consent Calendar

The Board of Trustees approved the Consent Calendar as amended to reflect a title correction on item 5. A. Personnel Report, on a motion by Member Garcia, 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 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 June 1 - 30, 2023, per the CFD Payment Log.
- C. Ratification of the Accounts Payable Warrant Register Reports. These are various routine warrants requested to pay for purchase orders and various expenditures. The Board is requested to ratify June 1 – 30, 2023, batches.
- D. Ratification of the Budget Financial Reports for June 1 - 30, 2023.
- E. Approval of the declaration that miscellaneous items of district property are less than \$2,500 in value per item, 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. 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	RJ Powell Consultants, Inc.	CC072723R-01	Professional Development	Etiwanda Child Care
2	Kahalia Montgomery	CC072723A-02	Building a Champion program	Etiwanda Child Care
3	RJ Powell Consultants, Inc.	JJ072723R-01	Professional Development	Etiwanda School District
4	Document Tracking Services	JJ072723A-02	Document tracking services	Etiwanda School District
5	Fulton Analytics	JJ072723R-03	Consulting services	Etiwanda School District
6	Heinemann	JJ072723R-04	Professional Development	Etiwanda School District

8. Consent Calendar (continued)

7	Center for Culturally Responsive Teaching and Learning	JJ072723A-05	Professional Development	Etiwanda School District
8	Fagen Friedman & Fulfroft, LLP	JM072723A-01	Legal services	Etiwanda School District
9	Communicaid, Inc.	JM072723A-02	Translation services	Etiwanda School District
10	Lozano Smith Attorneys At Law	JM072723A-03	Legal services	Etiwanda School District
11	Return to Work Partners	KH072723R-01	Essential functions job analysis services	Etiwanda School District
12	Myers-Stevens & Toohey Co., Inc.	KH072723R-02	Voluntary student accident and sickness insurance program	Etiwanda School District
13	John R. Byerly, Inc.	ML072723A-07	Geotechnical engineering, testing, and inspection services	Terra Vista ES
14	John R. Byerly, Inc.	ML072723A-08	Geotechnical engineering, and testing services	Summit IS
15	John R. Byerly, Inc.	ML072723A-10	Geotechnical engineering, testing, and inspection services	C.P. Lightfoot ES
16	John R. Byerly, Inc.	ML072723R-11	Special inspection services	Solorio ES
17	Cardinal Environmental Consultants, Inc.	ML072723R-15	Hazmat testing for modernization project	Etiwanda IS
18	San Bernardino County	MS072723A-01	Auditor-Controller/Treasurer/Tax Collector Agreement for Collection of Special taxes, fees, and assessments	Etiwanda School District
19	Total Compensation Systems, Inc.	NR072723A-01	Consulting services	Etiwanda School District
20	Paper Recycling and Shredding	NR072723R-04	Shredding services	Etiwanda School District
21	Remind	NR072723R-05	Communication Services	Etiwanda School District
22	Frog Environmental	RC072723R-01	Basic monitoring and sampling services of stormwater	Etiwanda School District
23	Excel Plumbing	SA072723R-01	Cleaning and service of water heaters	Etiwanda School District
24	Sports Facilities Group, Inc.	SA072723R-02	Annual inspection of basketball backstops	Day Creek IS Etiwanda IS Heritage IS Summit IS
25	Sports Facilities Group, Inc.	SA072723R-03	Service indoor bleachers	Day Creek IS Etiwanda IS Heritage IS Summit IS

8. Consent Calendar (continued)

26	Red Star Fire Protection	SA072723R-04	Annual fire extinguisher services	Colony ES East Heritage ES West Heritage ES Heritage IS
27	Arrow Parking Lot Service, Inc.	SA072723A-05	Restripe parking lot, door swings, hard courts, and curbs	Perdew ES
28	Arrow Parking Lot Service, Inc.	SA072723A-06	Restripe parking lot, door swings, hard courts, and curbs	Etiwanda IS
29	Arrow Parking Lot Service, Inc.	SA072723A-07	Restripe parking lot, door swings, hard courts, and curbs	C.P. Lightfoot ES
30	Arrow Parking Lot Service, Inc.	SA072723R-08	Restripe parking lot, door swings, hard courts, and curbs	Caryn ES
31	Lawnscape Systems, Inc.	SA072723A-09	Hardscape crack and crevice herbicide applications	Etiwanda School District
32	Time and Alarm System	SA072723A-10	Fire alarm testing and inspection	Etiwanda School District
33	H & H Elevator Services	SA072723A-11	Hydraulic elevators monthly services	District Office Day Creek IS Heritage IS
34	H & H Elevator Services	SA072723A-12	17 wheelchair lifts service	Etiwanda School District
35	Baldy Fire & Safety	SA07273R-13	Annual service/testing of fire hydrants	Etiwanda School District
36	Baldy Fire & Safety	SA07273R-14	Annual fire sprinkler testing	Etiwanda School District
37	Baldy Fire & Safety	SA07273R-15	Semi-Annual service for kitchen hood suppression	West Heritage ES East Heritage ES Solorio ES Falcon Ridge ES DW Long ES Heritage IS
38	Baldy Fire & Safety	SA07273R-16	Annual service for kitchen hood suppression	Etiwanda School District
39	Baldy Fire & Safety	SA07273R-17	Annual fire extinguisher	Etiwanda IS Summit IS Golden ES DW Long ES Windrows ES Perdew ES Falcon Ridge ES Warehouse Transportation
40	Art Specialties	WIN072723R-01	School graphics	Windrows ES
41	Art Specialties	HIS072723R-01	School graphics	Heritage IS
42	Rise Education Solutions LLC	WH072723A-01	Professional Development	West Heritage ES

8. **Consent Calendar (continued)**

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

	Contractor	Dates	Type of Service	Location of Service
1	Azusa Pacific	5/19/2023-5/19/2026	Field experience in social work	All Etiwanda Schools
2	Cal Baptist	7/1/2023-6/30/2025	Master Clinical Field Experience agreement in speech language pathology student interns	All Etiwanda Schools
3	Cal Poly Pomona	7/1/2023-6/30/2026	Student teaching, internships, preliminary administrative services credential internship, and fieldwork	All Etiwanda Schools
4	Cal State Fullerton	7/1/2023-7/1/2028	Student teaching	All Etiwanda Schools
5	Chaffey Community College	5/25/2023-5/31/2024	Fieldwork students	All Etiwanda Schools
6	Grand Canyon	7/6/2023-7/6/2026	Practicum/field experience, student teaching, educational administration internships	All Etiwanda Schools
7	University of La Verne	7/1/2023-7/1/2028	Administrative, Child Development, Educational Counseling, Education Specialist, Multiple Subject, School Psychology, Fieldwork, Practicum Experiences, Internship	All Etiwanda Schools
8	UMASS Global	7/1/2023-7/1/2026	Teaching Internships	All Etiwanda Schools

I. Approval/Ratification of Proposal and Field Contract services under \$60,000 between Etiwanda School District and the following Contractors:

	Consultant/ Contractor	Contract Number	Type of Service	Location of Service
1	Quality Teleservices, Inc.	ML072723R-01	Install strand and fiber M-Wing replacement	Summit IS
2	Acclaimed Electrical Services – AES	ML072723R-02	Provide conduit and pull string for fiber	Summit IS
3	David M. Bertino, Mfg., Inc.	ML072723R-04	Countertops for security glass	Solorio ES
4	Dugmore & Duncan, Inc.	ML072733R-06	Keyless entry	Solorio ES
5	Time and Alarm Systems	ML072723R-13	Provide and install additional cameras	East Heritage ES
6	Quality Teleservices, Inc.	ML072723R-14	Re-install Valcom system	Summit IS
7	Kitcor Corporation	ML072723A-16	Pallet racks	District Operation Center
8	Brown Friendly Island Concrete	RC072723R-02	Concrete drain box	Heritage IS

8. **Consent Calendar (continued)**

J. Approval of Amendments/Change Orders/Extension:

	Vendor / Project	Amendment/ Change Order Number/ Extension	Original Contract Date Or Dollar Amount	New Contract Date or Dollar Amount
1	Aire Masters Air Conditioning/Grapeland ES HVAC Replacement Project	ML072723A-03 Change Order CCO#1.17	\$1,016,700.00	\$1,027,958.56
2	SKC Company/Terra Vista ES growth portables	ML072723A-12 Change Order SKC Job #605	\$100,826.18	\$113,790.52
3	Western Exterminator Company	RC072723A-03 Amendment #2	2020-2021	2023-2024

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

	Vendor	Contract Number	Piggyback Bid/ CMAS/NASPO	Location of Service
1	P & R Paper Supply Co., Inc.	TC072723A-01	Hemet Unified School District bid #2022-23-01 for paper products for 2023-2024	Child Nutrition
2	Just N Time Classroom and Office Supplies	NR072723A-02	Val Verde Unified School District bid #21/22-001 Extension thru June 2024	Etiwanda School District
3	Blue Violet Networks/Mitel Business Systems	ML072723A-05	CMAS #3-23-04-1004 Information Technology Goods and Services 4/4/2023 - 12/31/2025	Etiwanda School District
4	USA Shade & Fabric Structures	ML072723A-09	CMAS #4-22-11-1011 Non-Information Technology Commodities 11/2/22 - 9/30/2027	Etiwanda School District
5	Dell Marketing L.P.	NR072723A-03	NASPO Master Agreement No. MNWNC-108 Amendment No. 6	Etiwanda School District

- L. Approval of purchase for four F-250 trucks for Operations and Facilities from Sunrise Ford of Fontana.
- M. Approval of San Bernardino County Superintendent of Schools Request for New Fund / Resource / Sub-Fund requesting the establishment of Resource 9721 within Fund 35 (With regard to OPSC application 57/67702-00-003 for construction of new office/library buildings at Windrows Elementary).
- N. Ratification of Special Tax increase by 3.2% (based on the Consumer Price Index for the period from May 1, 2022, to May 1, 2023). The Special Tax increased from \$4,074.18 to \$4,204.55 effective from July 1, 2023, through June 30, 2024.
- O. Approval of 2324-01, 2324-02, 2324-03, 2324-04, 2324-05, 2324-06, 2324-07, 2324-08, 2324-09, 2324-10, 2324-11, 2324-12, 2324-13, 2324-14 of the Board of Trustees of the Etiwanda School District acting as the legislative body of community facilities districts (CFD) authorizing the levy of special taxes CFD No. 4, CFD No. 5, CFD No. 6, CFD No. 7, CFD No. 8, CFD No. 9, CFD No. 10, Coyote Canyon Public Facilities CFD No. 2004-1 Improvement Area 1, Coyote Canyon Public Facilities CFD No. 2004-1 Improvement Area 2, Henderson Creek Public Facilities CFD No. 2004-2, Rancho Etiwanda Public Facilities CFD No. 1, Silver Ridge Public Facilities CFD 2001-1, Victoria Gardens Public Facilities CFD No. 2007-1, and Day Creek Square Public Facilities CFD No. 2018-1, respectively.

8. Consent Calendar (continued)

- P. Approval of the Etiwanda School District Citizens Bond Oversight Committee's Annual Report for 2022/2023 Fiscal Expenditures & Committee Activities.
- Q. Approval of the service agreement between the Etiwanda School District and ProCare Therapy from August 1, 2023, to July 31, 2024.
- R. Approval of the service agreement between the Etiwanda School District and SWING Education, Inc., from August 1, 2023 to July 31, 2024.
- S. Approval of submission of the Quarterly Uniform Complaint Report Summary to the County Office of Education for the period April 1 – June 30, 2023, pursuant to complaints filed as outlined in District Board Policy 1312.31 (Williams Settlement).
- T. Approval of reappointment of Brian Stanley as Community Advisory Committee (CAC) representative for a two-year term, commencing July 1, 2023, through June 30, 2025.
- U. Approval of revisions and/or deletions to the following Board Policies (BP), Administrative Regulations (AR), and/or Exhibits (EX):

BP 5116.1	<i>Intradistrict Open Enrollment</i>
AR 5141.3	<i>Health Examinations</i>
BP 5145.2	<i>Freedom of Speech/Expression</i>
AR 5145.2	<i>Freedom of Speech/Expression</i>
BP 5148	<i>Child Care</i>
AR 5148	<i>Child Care</i>
AR 5148.1	<i>Child Care – Administering Medication</i>
BP 6142.1	<i>Sexual Health and HIV/AIDS Prevention Instruction</i>
AR 6142.1	<i>Sexual Health and HIV/AIDS Prevention Instruction</i>
BP 6158	<i>Independent Study</i>
AR 6158	<i>Independent Study</i>
BP 9270	<i>Conflict of Interest</i>

- V. Approval to destroy agendas and minutes of the Board of Trustees for the 2018-19 school year. The records have been scanned and will be retained in electronic format. The copies of these Class 1 (permanent) 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	Agendas and Minutes	Permanent	2018-19	4 years	permanent

- W. Approval of classification of various records as Class 3 (disposable) for the 2018-19 school year and approval of disposal of these records, which have been retained for the legal period of time as per Article 2, Section 16023 through 16028, of Article 5, California Administrative Code:

Record Title	Required Retention	Dates Covered	Destroy After Date
Superintendent's Correspondence	3 years	2018-19	July 2023

- X. Approval of authorization for the Superintendent to approve payment of memberships and subscriptions for the 2023-24 school year, including, but not limited to, the following professional organizations or publications: Marshall Memo

9. Superintendent

- A. Superintendent Charlayne Sprague presented information on building openings and dedications
- Board members discussed the protocols, timing, getting feedback from staff, and asked to place this on the next Board agenda.

9. Superintendent (continued)

- B. After discussion, the Board of Trustees took action to approve the revised Board of Governance Goals, and Protocols for 2023-24 on a motion by Member McAllaster, seconded by Member Garcia and carried by a unanimous vote with all members present voting yes.
- C. Superintendent Sprague provided construction highlights, information on New Teacher Academy, social media updates, and upcoming events.

10. Public Comment on Non-Agenda Items

This is the time and place for the general public to address the Board of Trustees. State law prohibits the Board from acting on any issue not previously included on the agenda. Because time limits are 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 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 non-agenda item. If a member of the public desires to address the Board on more than one matter not appearing on the agenda, they will be allowed up to a total of five minutes to address all desired matters not appearing on the agenda, with a maximum of three minutes per item. With Board consent, the President may adjust the time allowed for public input and the time allotted for each speaker. The President may take a poll of speakers for or against a particular issue and ask that additional persons speak only if they have something new to add. For non-agenda item(s), to ensure that non-English speakers receive the same opportunity to address the Board directly, 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 non-agenda item(s) to thirty minutes. Any handouts that a member of the public intends to submit to Board Members must be presented to the designated staff member before beginning public comments. Speakers are cautioned that 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 non-agenda items.
 - Donna Freedman commented regarding after school program.
 - Danyel Smith commented regarding childcare.

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

- Board members requested to reschedule February 8, 2024, and May 2, 2024, Board meetings.
- Board President Karsch reminded Board members of the Welcome Back Breakfast on August 3 and the upcoming Open Houses.

12. Closed Session

The Board of Trustees adjourned to Closed Session at 9:29 p.m. to discuss items A – B.

- A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Initiation of litigation pursuant to Paragraph (4) of Subdivision (d) of Government Code § 54956.9:
Consideration of one (1) Potential Case - Social Media Adolescent Addiction/Personal Products
Liability Litigation (Social Media Litigation)
- B. Public Employee Appointments (Government Code 54957)
Title: (4) Assistant Principals

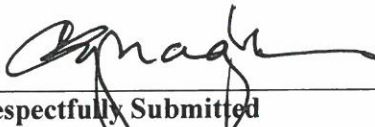
13. Reconvene to Open Session

The Board of Trustees reconvened into Open Session at 10:02 p.m.


- A. In Closed Session, the Board of Trustees took action to appoint the following employees as Assistant Principals effective for the 2023-2024 school year: Amanda Brady at Windrows Elementary, Pamela Parker at Caryn Elementary, Christine Reed at Etiwanda Colony Elementary, and Tanisha Styles at Grapeland Elementary on a motion by Member McAllaster, seconded by Member Garcia and carried by a unanimous vote with all members present voting yes.
- B. No action was taken regarding approving the legal services agreement with Frantz Law Group for purposes of Social Media Litigation.

14. Adjournment

The meeting was adjourned, at 10:04 p.m., on a motion by Member Jaramillo, seconded by Member McAllaster and carried by a unanimous vote with all members present voting yes.



Respectfully Submitted



Adopted