



**BOARD OF TRUSTEES:** Brynna Cadman, Robert Garcia, Dayna Karsch, David W. Long, and Mondy M. Taylor

Board of Trustees Meeting

**MINUTES**

Thursday, August 13, 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 6:32 p.m. stating this meeting is 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 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 items. None offered.
- B. Comments on non-agenda items. Laura Rowland, Director of Personnel, read aloud written comments received for non-agenda items:
  - Mr. Kurt Mielke commented in regards to distance learning and in favor of returning to school.

President Garcia called on remaining meeting participants to comment on non-agenda items.

- Tamela Hutchinson commented in regards to developing a resolution to condemn racism.

President Garcia asked Superintendent Judson to investigate and develop a resolution to condemn racism.

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

- A.\* The Board of Trustees adopted the agenda on a motion by Member Long, seconded by Member Taylor and carried by a unanimous roll call vote, with all members present voting yes.
- B.\* The Board of Trustees adopted the minutes of the special meeting held June 30, 2020, 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.
- C.\* The Board of Trustees adopted the minutes of regular meeting held July 9, 2020, as amended with corrections to minor typographical errors, on a motion by Member Taylor, seconded by Member Long and carried by a unanimous roll call vote, with all members present voting yes.

**4. Consent Calendar**

The Board of Trustees adopted the consent calendar on a motion by Member Taylor, seconded by Member Long 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 4, 5, 6, 7, 8, 9, 10, 11, Rancho Etiwanda, Silver Ridge, Coyote Canyon, Henderson Creek,

\*=Attachments

4. **Consent Calendar (continued)**

Victoria Gardens, and Day Creek Square, ratifies the CFD expenditures for the period July 1 through July 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 is requested to ratify batches dated July 1, 2020 through July 31, 2020.
- D.\* Ratification of Budget Financial Report for the period July 1 - August 31, 2020, including budget modifications related to 45 day budget revision.
- 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: Perdew Elementary: miscellaneous computer equipment. Summit Intermediate: miscellaneous computer equipment, projectors & printers. District Office/M&O: lawn mower, spray rig with attachment, tractor. West Heritage Elementary: miscellaneous computer equipment.
- F.\* Acknowledgement by the Governing Board of the Etiwanda School District of the receipt of letters of fingerprint certification from the following outside contractors verifying clearance of their employees: All City Management Services, BSN Sports, Baldy Fire & Safety, Boss Graphics, Brucato Floor Covering, Epic Engineers, Excel Plumbing & Rooter, Fence Craft of Upland, Glumac, Owen Electric, Power Security Group, Sunbelt Flooring, uGlobal Automation Services, Visser Bus Service & H&H Elevator.
- G.\* Approval of the amended job descriptions for:
  - School Library Full-Time Paraprofessional
  - Clerk Typist I
- H.\* Approval of Request for Subordination of Statutory Pass-through Payments in connection with Proposed Bond Issuance (County of San Bernardino San Sevaire Redevelopment Project Area).
- I.\* Approval of the following donations:

Donated by:	Donation of:	Donated to:
Wells Fargo-YourCause	Cash	Summit Intermediate
Grapeland Elementary PTA	Cash	Grapeland Elementary
Kroger Company	Cash	Summit Intermediate
Terra Vista Elementary PTA	Cash	Terra Vista Elementary

- J.\* Approval of the 2020-21 Student Calendar to reflect change in start date from 8/6/20 to 8/7/20.
- K.\* Approval of the 2020-21 Consolidated Application for Funding.
- L.\* Approval of revisions and/or deletion to the following Board Policies (BP) and Administrative Regulations (AR):

BP 520	<i>Intervention in Underperforming Schools</i>	Revised to support continuous improvement within the state priorities identified in the district's LCAP.
BP 520.1	<i>Comprehensive and Targeted School Improvement</i>	Revised to address the state's accountability system to provide interventions to Title I schools identified by the CDE for comprehensive support and improvement (CSI), targeted support and improvement (TSI) and additional targeted support and improvement (ATSI).
BP 5131.2	<i>Bullying Prevention</i>	Revised to include the addition of language in Education Code 234.1.

- M.\* Approval/Ratification for contracted services between Etiwanda School District and the following outside Contractors:

4. **Consent Calendar (continued)**

	<b>Consultant/ Contractor/Presenter</b>	<b>Contract Number</b>	<b>Type of Service</b>	<b>Location of Service</b>
1	H&H Elevator	RC081320R-01	Maintenance & Repairs for 17 wheelchair lifts for 2020-21 school year.	Various School Sites
2	Smartrise Elevator	RC081320R-02	One time service & repairs for all wheelchair lifts required by the State for 2020-21 school year.	All Sites
3	Smartrise Elevator	RC081320R-03	Maintenance for hydraulic elevators for monthly service & repairs required State testing for 2020-21 school year.	Day Creek, Heritage Intermediate Schools & District Office.
4	Time & Alarm Systems	RC081320R-04	Programming services of EST Panels for reporting to TAS central station.	DCIS,DWL,EIS GOLDEN, HIS,SOL, SIS, TV, WH, DO & Transportation
5	George Bryant Construction	RC081320R-05	Inspection, SB989 testing & misc. repairs for underground storage tanks for 2020-21 school year.	Warehouse
6	Epic Engineers	ML081320R-01	Surveying services on CNG station.	Transportation Yard
7	Eichenberger Inspection	ML081320A-03	Inspection Services for Office/ Library project.	East Heritage Elementary
8	IXL Learning	GR081320R-01	IXL site license, Math & ELA	Summit Intermediate
9	PBIS Rewards	GR081320R-02	Student Rewards	Summit Intermediate
10	Ruhnau Clarke Architects	ML081320A-04	Architectural/Engineering Services for HVAC upgrades.	Golden Elementary
11	Ruhnau Clarke Architects	ML081320A-05	Architectural/Engineering Services for HVAC upgrades.	Grapeland Elementary
12	Return to Work Partners	JS081320R-02	Consulting Services	Personnel Department

N.\* 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	Quality Teleservice, Inc.	ML081320R-02	Install projectors, wall mount brackets, misc. cables.	Terra Vista Elementary

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

\*=Attachments

4. **Consent Calendar (continued)**

	<b>Contractor</b>	<b>Contract Number</b>	<b>Type of Service</b>	<b>Location of Service</b>
1	Visser Bus Services	NR081320A-01	Home to School Transportation/Field Trips	Etiwanda School District
2	Central School District	NR081320A-02	Transportation Services	Business Department
3	Zoom Video Communications, Inc.	NR081320A-07	Video Communications	District-wide
4	Meyers/Stevens & Toohey & Co., Inc.	JS081320R-01	Voluntary Student Accident & Sickness Insurance	District-wide
5	Stephen G. White, MAI	MS081320A-01	Appraisal services	CFD: Day Creek Square

P.\* Approval of Change Orders/Amendments/Extensions:

<b>Change Order Number</b>	<b>Vendor</b>	<b>Change Order Amount</b>	<b>Original Contract Amount</b>	<b>New Contract Amount</b>	<b>Project</b>
No. 7-14/01	Bligh Pacific Co.	\$14,296.00	\$193,517.00	\$207,813.00	Etiwanda Intermediate Roofing
Amendment #1	FuelEducation	Addition of TK	Originally K-8	Enrollment Dependent	Online courses for students District-wide

Q.\* 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	P & R Paper	TC081320A-01	Hemet Unified School District BID #2018-19 PG	Child Nutrition

R.\* 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</b>	<b>Deletions</b>
Carleton P. Lightfoot Elementary Student Fund Account	Justin Kooyman, Principal	Rosann Marlen, Principal
Etiwanda Intermediate Student Fund Account	Kim Porter, Principal Kala Buck, Vice Principal	Justin Kooyman, Principal Lisa Richter, Assistant Principal
John L. Golden Elementary Student Fund Account	Georgia Wayne, Assistant Principal Jennifer Nolasco, Clerk	Kelly Howell, Assistant Principal Lorene Lord, Clerk
Summit Intermediate Student Fund Account	James Cobb, Assistant Principal	Kellie Beitler, Assistant Principal

S.\* Approval of classification of various records as Class 3 (disposable) for the 2015-2016 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:

\*=Attachments

**4. Consent Calendar (continued)**

Record Title	Required Retention	Date Covered	Destroy After Date
Superintendent's Correspondence	3 years	2015 - 2016	July 2020

T.\* Approval to destroy agendas and minutes of the Board of Trustees for the 2015-2016 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:

Record Title	Required Hard Copy Retention	Dates Covered	** If Imaged ** Hard Copy Retention - Media Retention
<u>Board:</u> Agendas / Minutes	Permanent	July 2015 - June 2016	4 years - permanent

**5. Business and Legal**

Terry Embleton, Assistant Superintendent of Personnel Services, recommended approving the Variable Term Waivers for Adriana Fierro, Gina Parks and Andre Rogers, Jr.

A.\* After discussion, the Board of Trustees, took action to approve the Variable Term Waiver for Adriana Fierro, Education Specialist Mild/Moderate K-5 for the 2020-21 school year (EC 44265) effective August 3, 2020 through June 30, 2021, on a motion by Member Long, seconded by Member Taylor and carried by a unanimous roll call vote, with all members present voting yes.

B.\* After discussion, Board of Trustees took action to approve the Variable Term Waiver for Gina Parks, Multiple Subject 7<sup>th</sup> grade Language Arts and Social Studies for the 2020-21 school year (EC80124) effective August 3, 2020 through May 25, 2020, on a motion by Member Long, seconded by Member Taylor and carried by a unanimous roll call vote, with all members present voting yes.

C.\* After discussion, the Board of Trustees, took action to approve the Variable Term Waiver for Andre Rogers, Jr., Multiple Subject 8<sup>th</sup> grade Language Arts and Social Studies for the 2020-21 school year (EC80124) effective August 3, 2020 through May 25, 2021, on a motion by Member Long, seconded by Member Taylor and carried by a unanimous roll call vote, with all members present voting yes.

**6. Superintendent's Presentation**

A.\* Superintendent Judson reported on the beginning of school for the 2020-21 school year. Superintendent stated it was a great year and shared the following information.

- Student enrollment as of August 12<sup>th</sup>, was 13,546 in grades TK-8, and 93 enrolled in CLOUDS.
- Student attendance was 13,335 or 97.8 % participation.
- Child care has enrolled 142 students.
- Student enrollment by learning models, although all students are learning virtual: Hybrid Learning Model enrolled 7,349 PS-8, Virtual Learning Model enrolled 5,554 PS-8, EASE Home School enrolled 384 TK-8, Independent Study enrolled 325 PS-8 for the month of August.

Charlayne Sprague, Assistant Superintendent of Instruction/Pupil Services, shared information regarding the Teacher Academy. 59 teachers participated in the academy and 49 teachers are participating in a two-year induction program. Ms. Sprague presented information regarding Professional Development, stating three half days of professional development were provided during teacher's pre-service week. Ms. Sprague also shared the newly developed ESD Teacher Binder, which is an on demand flexible access portal to over 30 different professional development sessions. Ms. Sprague shared the virtual schedule of the first day of school and shared virtual classroom pictures.

Terry Embleton, Assistant Superintendent of Personnel, shared classroom and staffing statistics; There are 507 general education classes, 25 SDC mild/mod classes, 3 SDC STARS, 4

\*=Attachments

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

SDC mod/severe classes and 20 preschool classes; Total number of employees is 2,313, 774 certificated employees, 982 classified employees, and 557 substitute employees.

Laura Rowland, Director of Personnel, shared how the sites welcomed back their staff, by providing grab and go breakfast, lunches and snacks. They held engaging virtual staff meetings and many PTO/PTA/PTSA's provided a warm welcome back for the employees.

Superintendent Judson shared that 16 of our 17 schools completed their Virtual Back-to-School Night.

Beth Freer, Administrator of Special Education, shared the plans and trainings, prior to the start of school, that focused on teachers and Instructional Aides. Ms. Freer shared that the service providers have been working with teachers to build in service times into weekly student schedules and shared that IEP services are delivered through live interaction via Zoom. Ms. Freer shared the trainings and strategies for the behavior support staff and shared that support videos will be available soon to all students to help with strategies in learning in the home setting.

Damita Walton, Director of Pupil Services, shared SEL/Counselors activities, such as the Virtual Summer Bridge program, grab and go backpack pick-up and other team building activities. Ms. Walton shared the middle school counselors and academic advisors are providing support for teachers and students through Google classrooms, and shared that they are scheduling support meetings with students and shared a wellness survey sent out to all families which included links to counseling resources.

Doug Claflin, Assistant Superintendent of Business Services, shared the tremendous undertaking by the Instructional Media center and all of the staff at the school sites to distribute supplies for the students. Mr. Claflin shared that the curbside lunch pickup is at all 17 schools, serving 550 students. Mr. Claflin shared the facilities project updates regarding East Heritage, Terra Vista and Etiwanda Colony.

Jeannie Tavolazzi, Director of Instruction, shared updates regarding social media platforms and introduced the Etiwanda School District mascot Wanda.

Superintendent Judson thanked Cabinet and staff for their great effort in finding ways to recreate and reimagine in getting us off to a super start for this school year.

President Garcia asked for questions or comments:

- Member Long shared comments from his daughter stating she wants the kids back in the classroom, tell them they did a fantastic job.
- President Garcia stated a lot of work went into this and Etiwanda came through with flying colors, thank you.
- Member Karsch stated she knows this is a big challenge and could not be more impressed as a parent watching her children adapting to this and stated the staffs hard work is recognized and appreciated.

B.\* After discussion, the Board of Trustees took action to approve the Emergency Resolution No. 2021-16, of the Board of Trustees of the Etiwanda School District delegating continued authority to take necessary action to protect students and staff from the spread of COVID-19, on a motion by Member Long, seconded by Member Karsch and carried by a unanimous roll call vote, with all members present voting yes.

C. Superintendent reported the following:

- Thanked the E3 Foundation partnership for \$30,000 donation to disperse to 10 schools.

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

- Superintendent Judson stated he will work on a resolution for condemning racism.

**8. Closed Session**

The Board of Trustees adjourned to Closed Session at 7:20 p.m. to discuss items A. through D.

- A. Conference with labor negotiator (Government Code 54957.6) for the 2020-2021 school year.  
District Negotiator: Terry Embleton, Assistant Superintendent of Personnel Services  
Bargaining Unit: Etiwanda Teachers Association
- B. Public Employee Discipline/Dismissal/Release. (Government Code 54957)
- C. Liability Claim (Government Code 54956.95)  
Claimant: 20/21-01 LS
- D. Liability Claim (Government Code 54956.95)  
Claimant: 20/21-02 Enko

9. **Reconvene to Open Session**

The Board of Trustees reconvened into Open Session at 7:49 p.m.

A. Report from Closed Session.

1. The Board of Trustees took action in Closed Session to reject the claim filed against the Etiwanda School District, district claim number 20/21-01 LS 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.
2. The Board of Trustees took action in Closed Session to reject the claim filed by Enko against Etiwanda School District, district claim number 20/21-02 Enko as presented, on a motion by Member Long, and seconded by Member Taylor and carried by a unanimous roll call vote, with all members present voting yes.

B. The Board of Trustees took action in Open Session to approve the Memorandum of Understanding between the Etiwanda School District and the Etiwanda Teachers Association regarding issues related to the COVID-19 Pandemic (“Coronavirus”), on a motion by Member Taylor, seconded by Member Long and carried by a unanimous roll call vote, with all members present voting yes.

10. **Adjournment**

The Board of Trustees approved the motion to adjourn in memory of Marcus Smith, student, at 7:51 p.m., on a motion made by Member Long seconded by Member Taylor and carried by a unanimous roll call vote, with all members present voting yes.

*The next meeting will be held on Thursday, September 10, 2020, 6:30 p.m.*



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*Respectfully Submitted*



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Adopted