BOARD OF TRUSTEES MEETING
MINUTES
Thursday, October 10, 2019, 6:30 p.m.

Members Present: Ms. Cadman, Mr. Garcia, Ms. Karsch, Mr. Long and Ms. Taylor.
Others Present: Dr. Judson, Ms. Sprague, Mr. Claflin, Mr. Embleton, Ms. Rowland, Ms. Tavolazzi, Ms. Walton and Ms. Wiley-Dominguez.

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 audiotaped which may capture sounds of those attending the meeting. President Karsch asked the audience 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.

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 Garcia, and carried by a unanimous vote with all members present voting yes.
B.* The Board of Trustees took action to adopt the minutes of the regular meeting held September 26, 2019, as presented on a motion by Member Taylor, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.

4. Educational Presentation
A. Joseph Shaw, principal of Grapeland Elementary, presented “Parent Engagement – Primary Literacy Night,” along with teachers, Ashley Svoboda and Kristy Caruso. Mr. Shaw highlighted student demographics and CAASPP achievement data. The purpose of Grapeland’s PRO Literacy Night is to engage all parents in the process of learning to read, then reading to learn. The event is started with a “Literacy Overview” in the Multi-Purpose Room (MPR), then rotating into other segments titled “Building a strong foundation with Phonics and Decoding,” “How to build a Fluent Reader,” and finishing up with “Comprehension Strategies: Fiction/Informational Text.” During each segment, parents are given an envelope with tips, tools and strategies to assist their child with learning to read at home.

5. Instruction
A. Michele Jacks, E.A.S.E. teacher on assignment, shared an update regarding the Etiwanda Alternative Studies Education (E.A.S.E.) program. Ms. Jacks introduced teachers, Mark Anglin, Denise Kuske and Laura Barnett, who shared information on the programs and services offered through E.A.S.E. Ms. Jacks stated the E.A.S.E. program supports home school and home hospital students, in the general and special education setting, as well as students from private schools in our district boundaries. E.A.S.E. also supports schools in working with students, families and their teachers for centralized, short-term independent study programs. E.A.S.E. is a safety net to keep all Etiwanda students participating in their education as well as keeping chronic absenteeism at a minimum.

* = Attachment
6. **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 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-reelct, 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 September 1-30, 2019, 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 has requested to ratify batches dated September 1-30, 2019.


E. Acknowledgement by the Governing Board of Trustees of the Etiwanda School District of the receipt of attached letters of certification from outside contractors verifying clearance of their employees.

F. Approval of the attached declarations 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 of.

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

| AR 5136 | **Gangs and Related Information** | Revised to expand material related to supports and services for students identified as gang members; and reflect best practices for gang prevention, intervention, and suppression. |
| BP 6174 | **Education for English Learners** | Revised to reflect new law and state regulation. |
| AR 6174 | **Education for English Learners** | Revised to reflect new law and state regulation. |

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

<table>
<thead>
<tr>
<th>Consultant/Contractor/Presenter</th>
<th>Contract Number</th>
<th>Type of Service</th>
<th>Location of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Center for Culturally Responsive/Dr. Sharroky Hollie</td>
<td>JJ101019A-01</td>
<td>Professional Development</td>
<td>Instruction Department</td>
</tr>
</tbody>
</table>

I. Approval/Ratification of Proposal and Field Contract services under $59,999 between Etiwanda School District and the following Contractors:

<table>
<thead>
<tr>
<th>Consultant/Contractor/Presenter</th>
<th>Contract Number</th>
<th>Type of Service</th>
<th>Location of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Spectrum Striping Services, Inc.</td>
<td>ML101019R-01</td>
<td>Parking lot striping services</td>
<td>Caryn Elementary</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Contract Number</th>
<th>Type of Service</th>
<th>Location of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. San Bernardino County Superintendent of Schools</td>
<td>NR101019R-01</td>
<td>MOU # 19/20-0376 Classroom Use MOU Day Creek Intermediate</td>
<td>Business Services</td>
</tr>
<tr>
<td>2. San Bernardino County Superintendent of Schools</td>
<td>NR101019R-02</td>
<td>MOU #19/20-0380 Classroom Use MOU Golden Elementary</td>
<td>Business Services</td>
</tr>
<tr>
<td>3. Curriculum Associates</td>
<td>JJ101019R-02</td>
<td>Software License Agreement</td>
<td>Instruction Department</td>
</tr>
<tr>
<td>4. Remind 101, Inc.</td>
<td>JT101019A-01</td>
<td>Messaging Program</td>
<td>Instruction Department</td>
</tr>
</tbody>
</table>

* = Attachment
6. **Consent Calendar**

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

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Number</th>
<th>Piggyback BID</th>
<th>Location of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Apple</td>
<td>NR101019R-04</td>
<td>Glendale Unified School District BID Extension P-13 18/19</td>
<td>Business Services</td>
</tr>
</tbody>
</table>

**L.** 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.

<table>
<thead>
<tr>
<th>Account</th>
<th>Additions or Existing Signers</th>
<th>Deletions</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Heritage Elementary – 184400</td>
<td>Kristen Ashton, Principal</td>
<td>Damita Walton, Principal</td>
</tr>
<tr>
<td></td>
<td>Katie Deniz, Assistant Principal</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Gina Atha, School Clerk</td>
<td></td>
</tr>
</tbody>
</table>

**M.** Approval of Change Order(s).

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Vendor</th>
<th>Change Order Amount</th>
<th>Original Contract Amount</th>
<th>New Contract Amount</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Los Angeles Air Conditioning, Inc.</td>
<td>$22, 260.81</td>
<td>$1,098,052.00</td>
<td>$1,120,312.81</td>
<td>Solorio Elementary HVAC Upgrades</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Ryan Electric, Inc.</td>
<td>($23,848.47)</td>
<td>$172,400.00</td>
<td>$148,551.53</td>
<td>Solorio Elementary HVAC Upgrades</td>
</tr>
</tbody>
</table>

**N.** Approval of contractor payment for Roofing Installation project at D.W. Long Elementary. Original bid was deficient due to project exceeding California Uniform Public Construction Cost Accounting Act (CUPCAA) limits with no bid publication.

**O.** Approval of Notice of Completion of Work.

<table>
<thead>
<tr>
<th>Project</th>
<th>Contractor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof Replacement Project</td>
<td>Courtney, Inc.</td>
<td>David W. Long Elementary</td>
</tr>
</tbody>
</table>

**P.** Approval of submission of the Quarterly Uniform Complaint Report Summary to the County Office of Education for the period of July 1 – September 30, 2019, pursuant to complaints filed as outlined in District Board Policy 1312.31 (Williams Settlement).

**Q.** Ratification of an update to the Open/Closed schools for interdistrict transfers. Addition of East Heritage as Open for 5th grade only and D.W. Long as Open for 4th and 5th grade only.

7. **Business and Legal**

**A.** Assistant Superintendent of Instruction/Pupil Services, Charlayne Sprague, along with District Health Services Coordinator, Becky Estrada and Assistant Superintendent of Business Services, Doug Claflin, shared information about the new law from Assembly Bill (AB) 2009, which commenced July 1, 2019. AB 2009 requires that schools participating in the California Interscholastic Federation (CIF) develop an emergency action plan for athletic-related emergencies and provide at least one Automated External Defibrillator (AED) on campus. An AED is a portable, electronic device that analyzes a person’s heart rhythm and can provide defibrillation, an electronic shock that may help the heart to re-establish an effective rhythm. AB 2009 encourages the use of the AED’s to render emergency care and to be available to athletic coaches and trainers at events. This assembly bill also requires AEDs are maintained and tested regularly. Etiwanda School District does not participate in CIF; therefore, the District is not required to meet this AB 2009 requirement. AB 2009 states District employees are not liable for civil damages resulting in specific uses, attempted uses, or non-uses of an AED in the rendering of emergency care. Becky Estrada provided medical background information on cardiac systems and AEDs and listed which employees are trained on using the device. A demonstration of the device was provided to the

* = Attachment
Board of Trustees by Alex Ward, with Cintas, to show how an AED works and answered any questions. Doug Claflin, provided information on facility requirements and funding. In an effort to maintain safety on all Etiwanda campuses, it was recommended the District purchase the ZOLL AED Plus units and use Cintas LifeReady Online Monitoring using LEA-Medical funds. A motion to approve the staff recommendation was made by Member Taylor, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.

B. * After discussion, the Board of Trustees took action to approve the Teacher on Assignment, Special Education job description, on a motion by Member Garcia, seconded by Member Taylor, and carried by a unanimous vote with all members present voting yes.

C. * After discussion, the Board of Trustees took action to approve the Memorandum of Understanding between the Etiwanda School District and Etiwanda Teacher Association (ETA) regarding one-time Incentive for Early Notification of Retirement/Resignation, on a motion by Member Cadman, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.

D. * After discussion, the Board of Trustees took action to approve Resolution No. 1920-26 regarding One-Time Early Tell Incentive for Full-Time, Non-Contracted, 8-hour Classified Employees, on a motion by Member Taylor, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.

E. * After discussion, the Board of Trustees took action to approve Resolution No. 1920-25 regarding One-Time Early Tell Incentive for Non-Contracted Management and Non-Represented Certificated Employees, on a motion by Member Taylor, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.

F. Terry Embleton, assistant superintendent of personnel services, presented the Collective Bargaining Successor Agreement Sunshine Proposal 2019-2022 (Government Code 3547) to the Board of Trustees. He shared that Etiwanda School District is preparing to start negotiations with the Etiwanda Teachers Association (ETA), and that Government Code 3547 requires districts and bargaining units to "sunshine" or present to the public, their initial proposals before bargaining begins. Mr. Embleton introduced ETA President, Michele Jacks, who expressed her gratitude to the Board and District Administration as negotiations begin and shared that the ETA would like to sunshine the following articles in negotiations with the District:

1. The ETA would like to update all Articles within our Collective Bargaining Agreement to be within legal compliance, as well as explore language that is beneficial to all stakeholders.
2. The salary schedule to align with teaching expectations and to also reflect the most recent years’ of COLA increases.
3. Fringe benefits, specifically health coverage, to be raised to sufficiently cover an employee and their family.

Mr. Embleton said the District would also like to update:
1. All Articles within our Collective Bargaining Agreement to be within legal compliance, as well as explore language that is beneficial to all stakeholders.
2. In addition to the 4.2% step and column increase over the past two years and the additional 2.67% District required STRS contribution increase over the past two years, the District seeks to maintain competitive salaries and medical benefits, compared to surrounding comparative elementary districts.

No action was taken.

8. Superintendent's Presentation
A. * After discussion, the Board of Trustees took action to change the November 14, 2019, regular board meeting to Wednesday, November 20, 2019, at 6:30 p.m., on a motion by Member Taylor, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.

B. Superintendent Judson reported the following:
  > Week of the School Administrator is next week celebrating all leaders in our district.
  > CAASPP official scores were released yesterday.

* = Attachment
8. Superintendent’s Presentation (continued)
   ➢ Attended some great parent engagement events this week such as the Family Fitness Night at Terra Vista, Watch Dog Dads Night at East Heritage, Family Literacy Night at D.W. Long, and the Fall Band Concert at Heritage Intermediate.
   ➢ Thank you to: Jeannie Tavolazzi for her leadership in preparing for the LCAP forums, Doug Claflin for his efforts in coordinating our preparedness for the Public Safety Power Shutdown (PSDS) preparation, as well as the staff at D.W. Long and Principal, Gene Yarrobino. Also, to Amber Claflin and our IMC team and volunteers for a successful Star Wars Reads Day and Board Member Garcia for his request for consideration of AEDs at our schools.
   ➢ Thank you to West Heritage Elementary for the great boardroom decorations.
   ➢ Upcoming Events:
     • October 19 – E3 Fun Run at Central Park.
     • October 28 – Fall Joint Meeting of San Bernardino and Riverside County School Board Associations.

9. Board/Staff Comments or Suggested Items for Discussion at Upcoming Meetings
   ➢ None offered.

10. Closed Session
    The Board of Trustees adjourned to Closed Session at 8:03 p.m. to discuss the following items:
    A. Conference with Legal Counsel – Existing Litigation
       (Government Code 54956.9(d)(1)).
       Case Number 04-1920
       Case Number 05-1920
    B. Public Employee Discipline/Dismissal/Release. (Government Code 54957)

11. Reconvene to Open Session
    The Board of Trustees reconvened into Open Session at 8:56 p.m.
    A. In Closed Session, the Board of Trustees took action to approve a settlement agreement for Case Number 04-1920, on a motion by Member Taylor, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes. The Board of Trustees also took action to approve a settlement agreement for Case Number 05-1920, on a motion by Member Taylor, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.
    B. In Closed Session, the Board of Trustees took action to approve a resignation and settlement agreement with a certificated employee on a motion by Member Taylor, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.

12. Adjournment
    President Karsch adjourned the meeting at 8:58 p.m. on a motion by Member Taylor, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.

The next meeting will be held on Thursday, October 24, 2019.

Respectfully Submitted

Adopted

* = Attachment