



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

BOARD OF TRUSTEES

MINUTES

Friday, December 13, 2024, 6:30 p.m.

1. **Call to Order**

President McAllaster called the meeting to order at 6:30 p.m. All members were present except Member Garcia. President McAllaster announced that all open sessions of the board meeting are audio-recorded and may capture the sounds of those participating in the meeting. President McAllaster 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:

- Mrs. Alvarez commented regarding the transparency of the board minutes from the November 14, 2024, meeting.

3. **Administration of Oath of Office to Board Members**

A. Superintendent Charlayne Sprague administered the Oath of Office to April McAllaster, elected to represent Trustee Area 2. Superintendent Sprague administered the Oath of Office with Mayor Acquanetta Warren, of the City of Fontana, who read the Oath of Office to Cathline Fort, elected to represent Trustee Area 5. Both individuals were sworn into their roles as members of the Governing Board of the Etiwanda School District, as certified by the San Bernardino County Registrar of Voters.

4. **Annual Election of Officers**

A. Annual election of officers was held for the Board of Trustees.

1. Board President McAllaster opened the nomination for President. Member Jaramillo was elected President on a motion by Member Karsch, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.
2. President Jaramillo opened the nomination for Clerk. Member McAllaster was elected Clerk on a motion by Member Karsch, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.
3. President Jaramillo opened the nomination for President Pro Tempore. Member Gordon was elected President Pro Tempore on a motion by Member Fort seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
4. President Jaramillo opened the nomination for County Representative. Member Fort was elected County Representative on a motion by Member Gordon, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
5. The Board of Trustees took action to appoint Superintendent Sprague as Secretary to the Board on a motion by Member Gordon, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.

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

- A. The Board of Trustees adopted the agenda as presented on a motion by Member Gordon, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.
- B. The Board of Trustees adopted the minutes of the regular meeting held on November 14, 2024, as presented on a motion by Member McAllaster, seconded by Member Karsch, and approved with four votes in favor. Member Fort abstained.

6. **Educational Presentation**

A. Brett Beitler, Principal of Grapeland Elementary, and Tanisha Styles, Assistant Principal, delivered a presentation titled "Grizzly Strong: Building Connections Through Student and Family Engagement at Grapeland Elementary." Their presentation highlighted key initiatives and achievements in the following areas: academic performance, social-emotional development, school-home connections, and equity and inclusion, highlighting efforts to build a strong and engaged school community.

7. Instruction

- A. Justin Kooyman, Director of Instruction, presented information on the Local Control Accountability Plan (LCAP) Update: 2024-25 Community Forum Format.
 - Board members inquired about the rate of parent participation.
- B. After discussion, the Board of Trustees took action to approve the proposed open/closed schools for student transfers during the 2025-2026 school year as presented on a motion by Member Karsch, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

8. Business and Legal

- A. Bill Rauch, Partner of Eide Bailly, reported on findings of the annual report for the 2023-24 fiscal year ending June 30, 2024, and Measure I Bond Financial and Performance Audit.
 - Board members discussed the District's rating, confirming it as the highest possible. They expressed appreciation for the work of Doug Claflin, Assistant Superintendent of Business Services, and his team. Additionally, a Board member inquired about how this information is presented to the oversight committee, which was also confirmed to be in order.
- B. Michael Mancuso, Director of Fiscal Services, presented the First Interim Financial Report through October 31, 2024, and authorization of the Board President and the Superintendent to sign a positive certification for the First Interim District Certification of Interim Report for the Fiscal Year 2024-25, and related budget transfers.
 - Board members inquired about the maximum reserve percentage allowed by the state. They sought clarification on the anticipated decline in the reserve percentage for the 2026/2027 fiscal year, attributed to declining enrollment. The discussion also covered the impact of interdistrict transfers on the projected enrollment decline and how these factors align with the adopted budget.

The Board of Trustees took action to approve the First Interim Financial Report through October 31, 2024, as presented by Michael Mancuso, Director of Fiscal Services, and permits authorization by the Board President and Superintendent to sign the positive certification for the First Interim District Certification for the Fiscal Year 2024-25, with related budget transfers, as presented on a motion by Member Karsch, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
- C. The Board of Trustees took action to award Etiwanda Intermediate School Modernization and Expansion: Bid/Project #24/25-069 to the listed contractors in the total amount of \$56,199,207.00, as presented on a motion by Member Karsch, seconded by Member Gordon, and carried by a unanimous vote with all members present voting yes.

Category	Name of Contractor	Low Bid \$
02 – Landscape	Southern California Landscape, Inc.	\$ 776,700.00
03 – Concrete/Masonry/Demo/Grading	Bogh Engineering	\$ 9,904,000.00
05 – Structural Steel	McWhirtier Steel	\$ 7,470,000.00
07 – Gypsum/Plaster/Metal Stud/Rough Carpentry	Caston, Inc.	\$ 9,058,585.00
08 – Casework	David M. Bertino Manufacturing, Inc.	\$ 754,710.00
09 – Roofing/Sheet Metal	Commercial Roofing System, Inc.	\$ 1,749,280.00
11 – Glass and Glazing	Queen City Glass	\$ 882,222.00
12 – Ceramic Tile	Continental Marble and Tile Company	\$ 207,505.00
13 – Acoustical Ceiling	Elljay Acoustics, Inc.	\$ 663,543.00
14 – Flooring	Continental Flooring, Inc.	\$ 728,721.00
15 – Painting	Inland Pacific Coating, Inc.	\$ 827,600.00
16 – Specialties	Bogh Engineering	\$ 2,139,000.00
17 – HVAC	Franklin Mechanical Systems, Inc.	\$ 3,354,700.00
18 – Plumbing/Site Utilities	JPI Development Group	\$ 5,231,000.00
19 – Electrical	Rancho Pacific Electric Construction	\$ 8,290,700.00
21 – Door Hardware	Montgomery Hardware Co.	\$ 1,246,825.00
22 – Fencing	Wolverine Fence	\$ 2,198,000.00
23 – Kitchen	Kitcor Corporation	\$ 716,116.00
	Project Total:	\$56,199,207.00

- D. Laura Rowland, Assistant Superintendent of Personnel Services, presented the Collective Bargaining Sunshine Proposal 2024 – 25 (Government Code 3547). Michelle Carney, Etiwanda Teachers Association (ETA) President, shared an update on forthcoming changes to the collective bargaining agreement, in addition to employee medical benefits, salaries, work hours, and responsibilities.

9. Superintendent

A. Superintendent Sprague acknowledged and celebrated the intramural basketball playoff champions for both the girls' and boys' teams. She also recognized the schools named to the Educational Results Partnership Honor Roll: Perdew Elementary, Falcon Ridge Elementary, Etiwanda Intermediate, West Heritage Elementary, Terra Vista Elementary, Heritage Intermediate, Golden Elementary, and Day Creek Intermediate. Additionally, Superintendent Sprague highlighted recent site visits, updates on social media engagement, and upcoming events.

10. Consent Calendar

The Board of Trustees approved the Consent Calendar as presented on a motion by Member McAllaster, seconded by Member Karsch, 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/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, Rancho Etiwanda, Silver Ridge, Coyote Canyon, Henderson Creek, Victoria Gardens & Day Creek Square, ratifies the CFD expenditures for the period November 1 - 30, 2024, 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 November 1 - 30, 2024.
- D. Ratification of the Budget Financial Reports for the period November 1 - 30, 2024.
- E. 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.
- F. Approval of the following donations:

Donated by:	Donation of:	Donated to:
Etiwanda Colony PTA	Cash	Etiwanda Colony ES
Grapeland PTA	Cash	Grapeland ES
Terra Vista PTA	Cash	Terra Vista ES
Donors Choose	Non-Cash	West Heritage ES

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	STEM Center USA	CC121324A-01	After school enrichment	Child Care
2	Carl Abajian	DWL121324R-01	Assembly	D.W. Long ES
3	The Imagination Machine LLC	DWL121324R-02	Assembly	D.W. Long ES
4	California College Guidance Initiative	JJ121324R-01	Data sharing	Instruction Department
5	Leadership Associates LLC	JJ121324R-02	Consulting services	Instruction Department
6	Ocean Institute	NR121324R-01	Field study program	Etiwanda IS
7	Ocean Institute	NR121324R-02	Field study program	Day Creek IS
8	Ocean Institute	NR121324R-03	Field study program	Heritage IS
9	Ocean Institute	NR121324R-04	Field study program	Summit IS
10	Chevron Products Company	RC121324A-01	CNG fuel supply	Etiwanda School District
11	HLI Tree Experts, Inc.	RC121324R-02	Tree removal	Etiwanda Colony ES
12	Baylor University	TF121324A-01	Clinical practice experience	Etiwanda School District
13	Classic Blinds	TV121324A-01	Roller shades	Terra Vista ES

10. Consent Calendar(continued)

14	Zen Educate	JS121324A-01	Staffing Agency	Etiwanda School District
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H. 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	Rite-Way Roof Corporation	ML121324A-01	PVC roofing	C.P. Lightfoot ES

I. 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	Dalke and Sons / ESD Operation Center & Fueling Station Bid#21/22-029	ML121324A-02 CCO #1.16	\$ 638,680.00	\$ 558,437.21
2	Couts Heating & Cooling, Inc. / ESD Operation Center & Fueling Station Bid#21/22-029	ML121324A-03 CCO #1.17	\$ 1,055,000.00	\$ 966,639.96
3	Rancho Pacific Electric Construction Inc. / Etiwanda Intermediate Interim Housing Project Bid#23/24-063	ML121324A-04 CCO #2.3	\$ 1,532,200.00	\$ 1,652,664.75

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

	Vendor	Contract Number	Piggyback BID/CMAS/NASPO	Location of Service
1	Carrier Corporation	ML121324A-05	CMAS Number 4-21-10-1072 Term dates 10/27/21 - 5/31/25 Non-Information Technology Commodities	Etiwanda School District
2	Extron Electronics	NR121324A-05	CMAS Number 3-16-70-2382B Term dates 3/08/16 - 2/11/26 Information Technology Goods & Services	Etiwanda School District
3	Golden Star Technology, Inc.	NR121324A-06	CMAS Number 3-17-70-1975M Term dates 1/19/17 - 5/3/26 Information Technology Goods & Services	Etiwanda School District

K. Approval of County Form No. 1 designating new President and Clerk as individuals delegated to certify or attest governing board action.

L. Approval of County Form No. 1 deleting previous President and Clerk as individuals delegated to certify or attest governing board action.

M. Approval of Addendum to add Amergis Staffing consultants Diana Cardenas, Valeria Hernandez, and Heydi Perez, November 21, 2024 - May 1, 2025. Agreement terms and rates will remain the same.

N. Approval of a monthly bonus of \$100 for afternoon Child Care Assistants (CCA) to attract and retain employees for the 2024-2025 school year.

11. Public Comment on Non-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 non-agenda items.

- Mrs. Alvarez commented regarding school field trips to Knotts Berry Farm, the process for requesting instructional aide, and solutions to homework.
- Mr. De La Moore commented regarding safety at school.
- Dr. Sharman Crump commented regarding accountability for bullying, racism, and targeting students.

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

- Member Gordon attended the basketball playoffs and enjoyed watching them. He also acknowledged ETA President Michelle Carney and appreciated the collaborative relationship with ETA and the school district.
- Member McAllaster congratulated the Heritage Intermediate Boys and Girls basketball teams on their championship. She also expressed her gratitude to the Measure I oversight committee for their commitment to spending the funds accordingly.
- President Jaramillo attended the Heritage Intermediate winter band concert and enjoyed the musical talent of the students.

13. Closed Session

The Board of Trustees adjourned to Closed Session at 9:01 p.m. to discuss items A. - C.

- A. Conference with labor negotiator (Government Code 54957.6) for the 2024-2025 school year.
District Negotiator: Laura Rowland, Assistant Superintendent of Personnel Services
Bargaining Unit: Etiwanda Teachers Association
- B. Public Employee Discipline/Dismissal/Release/Non-reelect. (Government Code 54957)
- C. Public Employee Performance Evaluation: Superintendent
(Government Code 54957)

14. Reconvene to Open Session

The Board of Trustees reconvened into an Open Session at 10:09 p.m.

- A. No action taken.
- B. In Closed Session, the Board approved the Resignation Agreement and General Release between the District and certificated employee no. 2399. Pursuant to the terms of the agreement, certificated employee no. 2399 will resign effective May 22, 2025, will remain in paid administrative leave status through the date of resignation, and will receive health and welfare benefits through August 31, 2025. Under the agreement, certificated employee no. 2399 releases the District from any and all legal claims on a motion by Member Gordon, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.
- C. No action taken.

15. Adjournment

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

Board approved date: 01/30/2025