



ETIWANDA SCHOOL DISTRICT

Etiwanda Education Center Board Room
6061 East Avenue, Etiwanda, CA 91739

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

BOARD OF TRUSTEES MEETING ANNUAL ORGANIZATIONAL MEETING

Minutes

Thursday, December 16, 2021, 6:30 p.m.

Members Present in Person:	Ms. Cadman, Mr. Garcia, Ms. Karsch, Mr. Long, and Ms. Taylor
Others Present:	Dr. Judson and Ms. Sprague

1. **Call to Order**

President Taylor called the meeting to order at 6:30 p.m. President Taylor announced that all open sessions of the board meeting are video and audio recorded and may capture sounds and images of those participating in the meeting. President Taylor asked those participating in the meeting to join in the Pledge of Allegiance.

2. **Special Presentation**

A. Charlayne Sprague, Deputy Superintendent, shared information on the District's ninth Annual Recognition of the 2021-2022 student winners for the Hand Washing Poster Contest as part of the District Wellness program. Three (3) third-grade and three (3) seventh grade student winners were awarded a certificate, pencil, gift card, and were included in a group photo with the Board of Trustees.

3. **Public Comment on Agenda Items**

A. Comments on agenda items:

- Sarah Hamill commented regarding mask mandates and Trustee Area maps.
- Janal Barkley commented regarding masks.

Following the close of Public Comment on agenda items, President Taylor asked for any Board Member or staff comments.

- Board Member Cadman shared statistics of the geographical area of San Bernardino County and shared that the area is big enough to have this resolution go to our leaders and have decisions about masks based on this area's population. She suggested for parents to share the story, with their children, about "The Boy Who Cried Wolf" and the consequences for everyone. She shared our school district thrives because we have a community that supports the education of children and shared we are in a great school district and it has been a successful partnership between the community, administrators and teachers. She shared ways to continue this successful partnership, suggesting that parents bring their concerns to their child's teacher, administrator, district administrators, and/or in writing. She shared parents' concerns are important and shared we have built this district by being responsive to the community's concerns and we strive to keep this successful partnership with all of the Etiwanda community. She shared we need to keep our focus on providing a strong foundation in reading, writing and arithmetic.

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

- A.* The Board of Trustees adopted the agenda as presented, on a motion by Member Cadman, seconded by Member Long and carried by unanimous vote, with all members present voting yes.
- B.* The Board of Trustees took action to adopt the minutes of the regular meeting held November 18, 2021, as presented, on a motion by Member Karsch, seconded by Member Garcia and carried by a unanimous vote, with all members present voting yes.

5. Business and Legal

- A.* After discussion, the Board of Trustees took action to approve the Etiwanda School District Resolution No. 2122-27 Requesting the California Department of Public Health (CDPH) for the Revision of Face Covering Guidance for Schools and School-Based Programs as presented, on a motion by Member Long, seconded by Member Cadman and carried by unanimous vote, with all members present voting yes.
- B.* Superintendent Judson presented a Community Member Request regarding facemask requirements, enforcement and documentation. He reviewed the District's current policy and practice related to the implementation of California Department of Public Health's mandate to wear masks while indoors at a public school and the District's current practice regarding documentation of students who are sent home.
- Member Cadman asked about the letter that the parents received and what information is asked about regarding getting a medical exemption? Superintendent Judson shared the parent is given information to contact our Health Services Department to discuss any medical conditions that a student may have and the district's RN's would determine if an exemption is there and what kind of accommodations would be provided.
 - Member Cadman asked if an RN can write an exemption or does it have to be an MD? Superintendent Judson shared part of the process is to work with the parent to get something in writing from a physician and the nurses would work with our instruction staff and legal counsel to determine if the exemption would apply.
 - Member Cadman asked for clarification if the District does not have a school psychiatrist. Superintendent Judson confirmed that is correct.
 - Member Cadman asked if it would then be up to a parent to find a doctor if it is not a physical problem but a mental health problem to get that medical exemption? Superintendent Judson stated yes.
 - Member Karsch asked for clarification regarding the notification letters, stating (4) first notification letters and (0) fourth notification letters were given out and if the fourth notification letter would exclude them from school. Superintendent Judson confirmed the fourth letter would be an exclusion letter.

6. Educational Presentation

- A. Josh Lautenslager, Principal of Windrows Elementary, Amanda Brady, Assistant Principal, and Cassie Izaguirre, Teacher, presented an educational presentation "To Our Goals and Beyond." Mr. Lautenslager thanked the Board of Trustees and Cabinet Administration for their support. He shared they had to work with staff and parents to focus on procedures and routines when the students first returned to school. He shared the i-Ready Diagnostic growth for the year in reading and math. He also shared the i-Ready goals, data review. He shared that students have individual goals for an annual typical growth and an annual stretch growth and this is shared and reviewed with students through data chats. Ms. Brady shared Universal Access (UA) instructions. She shared the minimum amount of time students receive each week, and the supplemental materials used to support UA. Ms. Izaguirre shared the Positive Behavior Interventions and Supports (PBIS) program. She shared that PBIS is a school-wide focus on being respectful, responsible and safe. She also shared the rewards program that is implemented school-wide.

7. Instruction

- A.* Jeannie Tavalazzi, Director of Instruction, presented the Educator Effectiveness Block Grant 2021 Plan. She shared the purpose of the plan is to provide professional learning in 10 approved areas for teachers, administrators and paraprofessionals, and the requirements of the plan. After discussion, the Board of Trustees took action to approve the Educator Effectiveness Block Grant 2021 as presented, on a motion by Member Karsch, seconded by Member Garcia and carried by a unanimous vote, with all members present voting yes.
- B.* Jeannie Tavalazzi, Director of Instruction, presented the proposed Local Control Accountability Plan (LCAP) survey revisions. She shared the survey goals, questions, updates, details, and the tentative timeline. She shared the results of the survey will be shared with the Board in February. After

7. **Instruction (continued)**

discussion, the Board of Trustees took action to approve the Local Control Accountability Plan (LCAP) survey revisions as presented, on a motion by Member Garcia, seconded by Member Cadman and carried by a unanimous vote, with all members present voting yes.

8. **Consent Calendar**

The Board of Trustees approved the Consent Calendar as presented, on a motion by Member Karsch, seconded by Member Cadman 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, 2021 through November 30, 2021, 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, 2021 through November 30, 2021.

D.* Ratification of the Budget Financial Reports for the period November 1, 2021 through November 30, 2021.

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: Day Creek Intermediate: various Hovercams, printers, Toshiba DVD player, Box headphones, amps, keyboards, monitors, timing boards, switches, mic, time-clocks, and laptop.

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: Eichenberger Inspection; Green Team Maintenance and Janitorial Services, LLC; Guaranteed Janitorial Services, Inc.

G.* Approval of the following donations:

Donated by:	Donation of:	Donated to:
Reading for Education	Cash	Caryn Elementary
Dariotis Group Restaurants/Old Spaghetti Factory	Cash	Caryn Elementary
Chipotle Mexican Grill	Cash	East Heritage Elementary
Panda Restaurant Group, Inc.	Cash	East Heritage Elementary
Perdew Elementary PTA	Cash	Perdew Elementary
Terra Vista PTA	Cash	Terra Vista Elementary

H.* 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	Eichenberger Inspection	ML121621A-02	Inspection services	District Operation Center
2	Boosterthon	WH121621R-01	Character education to students in grades TK-5 and organize a school-wide Fun Run	West Heritage Elementary
3	Cold Star Ice	WH121621R-02	Deliver and create a snow scene using 10 tons of snow	West Heritage Elementary
4	Sunny Dee's Ice Cream Truck	WH121621R-03	Provide ice cream to students in grades TK-5 as a reward for meeting fundraiser goal	West Heritage Elementary

*=Attachments

8. **Consent Calendar (continued)**

5	San Bernardino County Superintendent of Schools	WH121621R-04	Professional learning focusing on the essential elements for learning in the area of math	West Heritage Elementary
6	Everest Environmental	ML121621A-06	Qualified storm water pollution control	District Operation Center

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	Excel Plumbing	ML121621R-03	Removal of wall mounted water drinking fountain and prep for new water bottle filling station	Etiwanda Intermediate
2	Baugh Painting	ML121621R-04	Repair holes and paint to match	Etiwanda Intermediate
3	Baugh Painting	ML121621R-05	Paint security gates and adjacent fence	Etiwanda Intermediate

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

	Contractor	Contract Number	Type of Service	Location of Service
1	Lozano Smith Attorneys at Law	JM121621A-01	Legal Services	Etiwanda School District
2	Rancho Santiago Community College District/Santa Ana College	CT121621R-01	Learning experience for students enrolled in the Speech-Language Pathology Assistant Program	Etiwanda School District

K.* 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
Inland Building Construction Companies/ East Heritage New Admin/Library Project	ML121621A-01 Change Order #1.21R1	\$144,100.00	\$145,460.11

L.* Approval of Short-Term Classified Salary Schedule revisions to include the hourly wage increase from \$14.00/hour to \$15.00+/hour, effective January 1, 2022, as required by state law, for the following job classifications: Office Assistant (\$15.00/hr.) and Tutor (\$15.00/hr.).

M.* Approval of the range increase for Campus Support employees effective January 1, 2022, from Range 48B to Range 51A to reflect the state law of minimum wage.

N.* Approval of the range increase for Food Service Worker I employees effective January 1, 2022, from Range 50B to 54B to reflect the state law of minimum wage and the District's need to retain employees within the job classification.

O.* Approval of County Form No. 1 designating new President and Clerk as individuals delegated to certify or attest Governing Board action.

P.* Approval of County Form No. 1 deleting previous President and Clerk as individuals delegated to certify or attest Governing Board action.

*=Attachments

8. Consent Calendar (continued)

- Q.* Approval of the Letter of Agreement between the Etiwanda School District and Walden University Richard W. Riley College of Education and Leadership, regarding Field Work Experience.
- R.* Approval of revised job description: Director of Pupil Services.

9. Business and Legal

- A.* Superintendent Judson presented the proposed Trustee Area Map scenarios 1 & 2. He shared the letter sent to parents and staff and shared the Trustee Area Map scenarios 1 & 2. He also shared public comment that was received through the online feedback form.
- Member Karsch asked for clarification regarding school attendance boundaries are not changing. Superintendent Judson stated yes, that is correct and shared that the information is in the letter and on our website.

President Taylor stated there is no action on this item and action will be taken on the January 20, 2022 board meeting.

- B.* Laura Rowland, Assistant Superintendent of Personnel, presented the Collective Bargaining Sunshine Proposal, Etiwanda School District (ESD), 2021-22 (Government Code 3547). Ms. Rowland shared she would be presenting agenda items B and C together. She shared that districts and bargaining units are required to present to the public, their initial proposals before bargaining begins in January. Ms. Rowland introduced the Etiwanda Teachers Association (ETA) President, Michelle Carney. Ms. Rowland presented, on behalf of the Etiwanda School District, the Collective Bargaining Sunshine Proposal, 2021-22. She proposed the district open Article XVI Employee Benefits, open Article XVII A. Salary Schedule and open Article IX Unit Member Work Hours and Responsibilities. No action was taken.

- C.* Ms. Carney presented the ETA's 2021-22 Sunshine Proposal. She shared they would like to open the Salary Schedules in an effort to recruit and retain highly qualified educators, to open Article XVI - Employee Benefits in an effort to compensate for rising costs in health care and to open Article IX - Unit Member Work Hours and Responsibilities in an effort to improve a responsible and balanced work environment. No action was taken.

- D.* After discussion, the Board of Trustees took action to adopt the findings of the annual report for the 2020-21 fiscal year ending June 30, 2021 and Measure I Bond Financial and Performance Audit as presented by Rachel Green, Audit Manager, and Bill Rauch, Partner, Eide Bailly LLP, district auditors, as presented, on a motion by Member Karsch, seconded by Member Cadman and carried by a unanimous vote, with all members present voting yes.

- E.* After discussion, the Board of Trustees took action to award of Bid #21/22-30 Night Cleaning Category Group A and B to Guaranteed Janitorial in the total amount of \$938,945.00 as presented, on a motion by Member Cadman, seconded by Member Long and carried by a unanimous vote with all members present voting yes.

- Member Karsch asked what the reason was to split into two groups. Mr. Higgins shared due to service issues, it was an attempt to provide an additional vendor, so that one service would not get overwhelmed. However, Guaranteed Janitorial is now able to service both categories.

- F.* After discussion, the Board of Trustees took action to award Bid #21/22-029 Operations Center and Fast Fueling Station, in the category of #09 Roofing to United Contractors in the amount \$1,892,000.00 and in the category #22 Fencing to Wolverine Fencing in the amount of \$795,000.00 for a total amount of \$2,687,000.00 as presented, on a motion by Member Long, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.

- G.* After discussion, the Board of Trustees took action to approve the First Interim Financial Report through October 31, 2021, and authorization of the Board President and Superintendent to sign positive certification for the First Interim District Certification of Interim Report for the Fiscal Year 2021-22, and related budget transfers, as presented, on a motion by Member Karsch, seconded by Member Long and carried by a unanimous vote, with all members present voting yes.

- H.* After discussion, the Board of Trustees took action to approve the new job description: Administrative Coach Principal-on-Assignment, as presented, on a motion by Member Garcia, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.

9. **Business and Legal (continued)**

I.* After discussion, the Board of Trustees took action to approve the restructuring of duties and title of Director of Personnel and Pupil Services, as presented, on a motion by Member Cadman, seconded by Member Long and carried by a unanimous vote, with all members present voting yes.

10. **Superintendent's Presentation**

A.* Superintendent Judson reported the following: He shared current social media highlights and construction updates. He shared they have established guidelines and programs for outdoor school events beginning in January. He thanked Terra Vista Elementary for the boardroom's student work on display this month, shared upcoming events and wished everyone best wishes for the holidays.

11. **Annual Organizational Meeting / Election of Officers**

A.* Annual election of officers for the Board of Trustees was held (Certificate of Election attached).

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

12. **Public Comment on Non-Agenda Items**

A. Comments on non-agenda items:

- Janal Barkley commented regarding Social Emotional Learning and supplemental materials.
- Sarah Hamill commented regarding approved agenda items, resolutions, parental authority, and agenda item 5. B.

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

- Member Cadman thanked President Taylor for taking on the 2nd year as President.
- Superintendent Judson shared that there was some misinformation tonight regarding Social Emotional Education and Panorama Education. He shared the District does contract with Panorama education. It is only at middle schools and all families were notified that the survey was being given and that there is an easy way to opt-out of the survey if they did not want their students to participate. Counselors at the middle school are the only ones who see the survey information and they use that to determine any trends and then to plan lessons for the classroom. Teachers do not have access to the Panorama survey data or the lessons. When our district has a vendor with an electronic platform, they sign an AB 1584 compliance contract, that guarantees they will not be sharing, selling or renting any student's personal information, and that any data that is collected cannot be shared or sold unless the District preauthorizes it under law. He shared that the comment about the data being shared with the federal government is false.

14. **Closed Session**

The Board of Trustees adjourned to Closed Session at 7:42 p.m. to discuss items A. through C.

A. Pupil Personnel Case* No. PS2021-22-02: Recommendation of administrative hearing panel regarding 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.

14. **Closed Session (continued)**

- B. Conference with labor negotiator (Government Code 54957.6) for the 2021-2022 school year.
District Negotiator: Laura Rowland, Assistant Superintendent of Personnel Services
Bargaining Unit: Etiwanda Teachers Association
- C. Public Employee Discipline/Dismissal/Release. (Government Code 54957)

15. **Reconvene to Open Session**

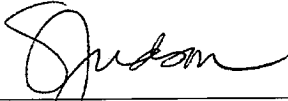
The Board of Trustees reconvened into Open Session at 9:35 p.m.

- A. The Board of Trustees took action in Open Session regarding Pupil Personnel Case* No. PS2021-22-02 to approve the Administrative Hearing Panel to expel student for the period of one calendar year, on a motion by Member Karsch, seconded by Member Cadman and carried by a unanimous vote, with all members present voting yes.
- B. Report from Closed Session. No additional action to report.

16. **Adjournment**

The meeting was adjourned at 9:36 p.m. on a motion by Member Karsch, seconded by Member Long and carried by unanimous vote, with all members present voting yes.

The next meeting will be held on Thursday, January 20, 2022, 6:30 p.m.



Respectfully Submitted



Adopted