



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

BOARD OF TRUSTEES

Minutes

Monday, March 13, 2023, 6:30 p.m.

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

1. Call to Order

Board President Karsch called the meeting to order at 6:30 p.m. When the meeting was called to order, all members were present. Board President Karsch 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. Board President Karsch asked those participating in the meeting to join in the Pledge of Allegiance.

2. Public Comment and 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. The Board of Trustees adopted the minutes of the regular meeting held March 2, 2023, as presented, on a motion by Member Jaramillo, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.

4. Recognition

A. Jeannie Tavalozzi, Assistant Superintendent of Instruction/Pupil Services, presented the four students winners of the 2022-2023 Rancho Cucamonga Council PTA Reflections award winners moving on to California State PTA level.

5. Instruction

A. Justin Kooyman, Director of Instruction, presented the Local Control Accountability Plan (LCAP) Update: Report on Community Forum Format. Mr. Kooyman shared that the Spring Community Forum will be held on April 4 and April 6, both virtually and in person. He shared the agenda, breakout sessions, the gathering of feedback for each goal, and shared the next steps.

- Board members encouraged families and staff to participate in the forum as it helps shape student outcomes.

6. Consent Calendar

The Board of Trustees approved the Consent Calendar as presented, on a motion by Member Gordon, seconded by Member Garcia, 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 February 1 - 28, 2023, per the CFD Payment Log.

6. Consent Calendar (continued)

- 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 February 1 - 28, 2023.
- D. Ratification of the Budget Financial Reports for the period February 1 - 28, 2023.
- 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.
- 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.
- G. Approval of the following donations:

Donated by:	Donation of:	Donated to:
Caryn ES Student Body	Cash	Caryn ES

- 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	Aquarium of the Pacific	CC031323R-01	Aquarium assembly	Etiwanda Child Care Summer Camp
2	Codecampus, LLC	CC031323A-02	STEAM assembly	Etiwanda Child Care Summer Camp
3	Mobile Zoo of Southern California	DWL031323R-01	Mobile zoo	DW Long ES
4	Pacific Fund Raisers	DWL031323R-02	Fundraiser assembly	DW Long ES
5	Shady Mike's	EIS031323R-01	Roller shades	Etiwanda IS
6	Sylvan Learning	JJ031323A-01	Tutoring services Title I	Etiwanda School District
7	Armstrong & Brooks Consulting Engineers	ML031323R-03	Topographic survey	Windrows ES
8	Util-Locate	ML031323R-04	Trace electrical line	Etiwanda IS
9	Util-Locate	SA031323R-04	Trace electrical line	East Heritage ES

- 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	ML031323R-01	Replace gate valve	CP Lightfoot ES
2	Owen Electric, Inc.	ML031323R-02	Provide 30 day load recordings	Terra Vista ES
3	Econo Fence, Inc.	SA031323R-01	Restroom privacy wall	DW Long ES
4	Time and Alarm Systems	SA031323R-02	Install outside speaker	Terra Vista ES
5	Time and Alarm Systems	SA031323R-03	Replace camera lenses	Heritage IS
6	Pro Refrigeration, Inc.	SA031323R-05	Replace air conditioning unit	West Heritage ES

6. **Consent Calendar (continued)**

7	Pro Refrigeration, Inc.	SA031323R-06	Replace air conditioning unit	West Heritage ES
8	Lawnscape Systems, Inc.	SA031323R-07	Slope weeding	Colony ES, Caryn ES Golden ES, Day Creek IS, Heritage IS,
9	Brucato Floor Covering	SA031323R-08	Replace carpet	DW Long ES
10	US Landscape, Inc.	RC031323A-01	Renovate grass field areas	Grapeland ES

J. Approval of Amendments/Change Orders/Extension:

	Vendor / Project	Amendment/ Change Order Number/ Extension	Original Contract Date and/or Dollar Amount	New Contract Date and/or Dollar Amount
1	Heinemann Professional Development	DN031323A-01 Amendment #2	\$12,800.00	\$44,800.00

K. Approval of revisions and/or deletions to the following Board Policies (BP), Administrative Regulations (AR) and/or Exhibits (EX):

AR 5148.1	<i>Child Care – Administering Medication</i>	Revised to clarify written request protocol.
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L. Approval of the Extended School Year Program (ESY) proposal for summer 2023.

M. Addendum A is to add ProCare Consultants (Xavia Cole, Mario Flores, Mabel Gutierrez, Estefhania Lopez, Melina Montalbo, Joel Payne, Patrick Payne, Cindy Rivera, and Danielle Simmoore) for the period term to commence November 28, 2022 through June 9, 2023. Agreement terms and rates will remain the same.

N. Approval of the Learning Site Agreement between the Etiwanda School District and Cal State University San Bernardino for Service Learning, Internships, Fieldwork, Field Practicum, Supervised Field Placement, Practice Teaching, and any substantially similar program.

O. Approval of the Student Teaching Letter of Agreement between the Etiwanda School District and Western Governors University for student teacher placements.

7. **BUSINESS AND LEGAL**

A. Doug Claflin, Assistant Superintendent of Business Services, presented the Bid # 22/23-042 Grapeland Elementary D Pod HVAC Replacement.

- Board members discussed current bids, and past work experience with the vendors.

After discussion, the Board of Trustees took action to award Bid #22/23-042 Grapeland Elementary D Pod HVAC Replacement as listed below, in the total amount of \$456,400.00, as presented, on a motion by Member McAllaster, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

Category	Name of Contractor	Low Bid \$
#01 General	RVH Constructors	\$319,000.00
#17 HVAC	Arrowhead Mechanical	\$ 89,000.00
#19 Electrical	Rancho Pacific Electric, Inc.	\$ 48,400.00
Total Amount		\$456,400.00

B. Mr. Claflin presented Bid #22/23-043 Purchase of Electric Vehicle Chargers.

- Board members discussed the forecast of electric busses and chargers, single bids, future technology, and solar power.

After discussion, the Board of Trustees took action to award Bid #22/23-043 Purchase of Electric Vehicle Chargers In Charge Energy in the amount of \$438,619.00 as presented on a motion by Member Garcia, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

7. BUSINESS AND LEGAL (continued)

- C. Michael Mancuso, Director of Fiscal Services, presented the Second Interim Financial Report.
- Board members discussed COLA adjustments, reserve cap, prior year guarantees and end dates, and funds.

After discussion, the Board of Trustees took action to approve the Second Interim Financial Report through January 31, 2023, and authorization of the Board President and Superintendent to sign the positive certification for the Second Interim District Certification of Interim Report for the Fiscal Year 2022-23, on a motion by Member Jaramillo, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

- D. Doug Claflin, Assistant Superintendent of Business Services, presented the Transportation Plan. After discussion, the Board of Trustees took action to approve the Transportation Plan for Carleton P. Lightfoot and Caryn Elementary Schools as presented, on a motion by Member Gordon, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.
- E. Laura Rowland, Assistant Superintendent of Personnel Services, presented the certificated Student Success Coach job description.
- Board members discussed the role, purpose, number of positions, and number of sites.

After discussion, the Board of Trustees took action to approve the certificated Student Success Coach job description, as amended, to reflect the site principal assigning duties to the Student Success Coach, on a motion by Member Jaramillo, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

- F. Laura Rowland, Assistant Superintendent of Personnel Services, presented certificated Assistant Principal of Student Services – Title I Schools.
- Board members discussed number of position, location and funds.

After discussion, the Board of Trustees took action to approve the certificated Assistant Principal of Student Services – Title I Schools job description as amended, revised Student Study Team to Student Success Team, on a motion by Member Gordon, seconded by Member Garcia and carried by a unanimous vote with all members present voting yes.

8. SUPERINTENDENT

- A. After discussion, the Board of Trustees took action to approve the dates for regular board meeting dates for the 2023-24 school year as amended. Adjusted dates include: December 14 to Wednesday, December 13, and November 16 to Wednesday, November 15, on a motion by Member Gordon, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
- B. After discussion, the Board of Trustees took action to appoint Member Jaramillo to the E3 Foundation Board, on a motion by Member Gordon, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.
- C. Superintendent Sprague thanked Amber Claflin and volunteers for all their hard work on the Battle of the Books event. She shared pictures of the ribbon-cutting ceremony at C. P. Lightfoot and social media updates. She thanked Perdeu for this month's boardroom decorations, invited board members to attend the Spring LCAP Community Forums and AAPEAC Family Engagement Night, and shared upcoming events.

9. 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. None offered.

10. BOARD / STAFF COMMENTS OR SUGGESTED ITEMS FOR DISCUSSION AT UPCOMING MEETINGS


- Board Members Karsh and Gordon thanked Amber Claflin, staff and volunteers for their hard work on the Battle of the Books event.
- Board Member Gordon also complimented Superintendent Sprague on her caring attitude and the amazing students he encountered during his visit for Read Across America.

11. ADJOURNMENT

The meeting was adjourned at 8:25 p.m., on a motion made by Member Gordon, seconded by Member McAllaster, and carried by a unanimous roll call vote with all members present voting yes.



Respectfully Submitted



Adopted