



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

BOARD OF TRUSTEES

Minutes

Thursday, June 8, 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. Tavalazzi, Ms. Rowland, and Mr. Claflin

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 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: None offered.

3. Closed Session

The Board of Trustees adjourned to Closed Session at 6:33 p.m.

A. Public Employee Appointment (Government Code 54957)
Title: - (1) Principal

4. Reconvene to Open Session

The Board of Trustees reconvened into Open Session at 6:44 p.m.

A. The Board of Trustees took action in Closed Session to appoint Brett Beitler as Principal of Grapeland Elementary school effective for the 2023-2024 school year.

5. Review / Adopt Agenda and Minutes

A. The Board of Trustees adopted the agenda as presented, on motion by Member Gordon, seconded by Member McAllaster, 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 May 11, 2023, as presented on a motion by Member Garcia, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

6. Instruction

A. Jeannie Tavalazzi, Assistant Superintendent of Instruction/Pupil Services presented an update regarding 2022-2023 Wellness Program Goals.

➤ Board members discussed goals related to substance abuse curriculum and intermural sports. After discussion, the Board of Trustees took action to approve the draft 2023-2024 Wellness Program Goals as presented on a motion by Member Garcia, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

B. Alicia Lyon, Director of Pupil Services presented the School and Program Capacity update per Administrative Regulation (AR) 5117 *Interdistrict Attendance*.

➤ Board members discussed the difference between closed schools and severely impacted schools.

After discussion, the Board of Trustees took action to approve the schools and programs closed for interdistrict and intradistrict transfers, as presented, on a motion by Member Garcia, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

6. Instruction (continued)

- C. Justin Kooyman, Director of Instruction presented information on the adoption of the proposed 2023-2024 Local Control & Accountability Plan (LCAP).
 - Board members asked questions regarding unduplicated students and thanked everyone for their work on the development of the annual LCAP.

President Karsh opened the public hearing regarding adoption of the proposed 2023-2024 Local Control & Accountability Plan (LCAP). No comments offered. After hearing no comments, President Karsch closed the public hearing. President Karsch stated action will be taken on the 2023-2024 LCAP at the June 15, 2023 board meeting.

7. Consent Calendar

The Board of Trustees approved the Consent Calendar as presented, on a motion by Member Jaramillo, seconded by Member McAllaster, 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 May 1 - 31, 2023, 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 May 1 - 31, 2023.
- D. Ratification of the Budget Financial Reports for the period May 1 - 31, 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 outside contractors verifying clearance of their employees.
- G. Approval of Resolution 2223-33 approving the Superintendent or designees of Etiwanda School District to approve contract completions.
- H. Ratification of mileage stipends and cell phone stipend effective July 1, 2023.
- I. Approval of the following donations:

Donated by:	Donation of:	Donated to:
RC Quakes – Fevo	Cash	Caryn ES
Panda Restaurant Group	Cash	Caryn ES
Triple Decker Enterprises, Inc.	Cash	Caryn ES
Kroger Co.	Cash	Caryn ES
Box Tops for Education	Cash	Caryn ES
Blackbaud Giving Fund – Edison	Cash	C.P. Lightfoot ES
Blackbaud Giving Fund – Edison	Cash	C.P. Lightfoot ES
Studio 1	Cash	D.W. Long ES

- J. 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	Amit Patel, MD.	AS060823R-01	Consultant for epinephrine auto-injectors 2023-2024	Etiwanda School District
2	Alaphia Care Home Health Services, Inc.	AS060823A-02	Services for licensed vocational nurses 7/1/2023 – 6/30/2024	Etiwanda School District

7. Consent Calendar (continued)

3	Aveanna Healthcare	AS060823A-03	Services for licensed vocational nurses 7/1/2023 – 6/30/2024	Etiwanda School District
4	Advance Specialty Care	AS060823A-04	Services for licensed vocational nurses 7/1/2023 – 6/30/2024	Etiwanda School District
5	Western Health Services	AS060823A-05	Hearing screening services 2023-2024	Etiwanda School District
6	Heather Hilliard Bonds	DN060823R-01	Instruction and supplies for AAPEAC event	Etiwanda School District
7	Carl Abajian	DWL060823R-01	Tide pool assembly	D.W. Long ES
8	Ciao Bella Granitas	DWL060823R-02	Coffee truck	D.W. Long ES
9	Magic Entertainment, Inc.	EIS060823R-01	Magic Show	Etiwanda IS
10	Step Up To Writing	JJ060823R-01	Professional development 2023-2024	Etiwanda School District
11	Frog Street Press LLC	JJ060823R-02	Professional development 2023-2024	Etiwanda School District
12	Rajbir Kaur Hundal	JM060823R-02	Summer psychoeducational assessments for preschool age students	Etiwanda School District
13	The Regents of the University of California	JM060823A-03	Physicians services for students with special health care needs	Etiwanda School District
14	Util-Locate	ML060823R-01	Locate existing detectable utilities	Perdew ES
15	Util-Locate	ML060823R-02	Locate existing detectable utilities	Grapeland ES
16	Eichenberger Inspection	ML060823A-03	Inspection services for growth portables project	Terra Vista ES
17	Eichenberger Inspection	ML060823A-04	Inspection services for interim housing project	Summit IS
18	Eichenberger Inspection	ML060823R-05	Inspection services for CSR conversion project	Solorio ES
19	Eichenberger Inspection	ML060823A-06	Inspection services for growth portables project	C.P. Lightfoot ES
20	Armstrong & Brooks Consulting Engineers	ML060823R-09	Topographic survey for new classroom pod	Perdew ES
21	Armstrong & Brooks Consulting Engineers	ML060823R-10	Topographic survey for new classroom pod	Grapeland ES
22	John R. Byerly, Inc.	ML060823A-11	Testing for storm water disposal for new classroom pod	Grapeland ES
23	John R. Byerly, Inc.	ML060823R-12	Testing for storm water disposal for new classroom pod	Perdew ES
24	Parker & Covert LLP	MS060823A-01	Legal services 2023-2025	Etiwanda School District
25	San Bernardino County Superintendent of Schools	MS060823A-02	Pupil transportation 2023-2024 services agreement #23/24-0123	Etiwanda School District

7. **Consent Calendar (continued)**

26	Law Offices of Margaret A. Chidester & Associates	MS060823A-03	Legal services agreement 2023-2024	Etiwanda School District
27	School Services of California, Inc.	MS060823R-04	Fiscal budget services	Etiwanda School District
28	San Bernardino County Superintendent of Schools	NR060823R-02	Courier services 2023-2024	Etiwanda School District
29	Waste Management/ Enviroserve	SA060823R-01	Removal of hazardous waste	Etiwanda School District
30	Drinky-Poo Games/Photo Boothie	SIS060823R-01	8th grade activities	Summit IS
31	Super Taquizas	TV060823R-01	Taco lunch	Terra Vista ES
32	EverDriven Technologies LLC	RC060823A-01	Alternative Transportation services for 2023-2024	Etiwanda School District

K. 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	Quality Teleservices, Inc.	ML060823R-07	Reinstall Valcom system	Grapeland ES
2	Brown Friendly Island Concrete	ML060823R-08	Cut/demo concrete at bus lane driveway	Summit IS
3	New Image Interior Flooring	RC060823A-02	Flooring	C.P. Lightfoot ES
4	New Image Interior Flooring	RC060823A-03	Flooring	Falcon Ridge ES

L. 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	Communicaid, Inc.	JM060823A-01 Amendment #1	\$28,000.00	\$33,000.00
2	ProCare Therapy	JS060823A-01 Amendment #1	10/19/22 – 5/25/23	5/25/23 – 7/7/23
3	NASPO MNWNC-108 (For Dell)	NR060823A-01 Amendment #5	4/1/15 – 2/28/23	Extended through 7/31/23
4	Everest Environmental, Inc./Grapeland new classroom buildings	ML060823A-13 Amendment #1	\$20,800.00	\$27,610.00
5	Everest Environmental, Inc./District Operation Center	ML060823A-14 Amendment #1	\$34,550.00	\$48,395.00

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

	Vendor	Contract Number	Piggyback BID	Location of Service
1	Driftwood Dairy	TC061823A-01	Hesperia Unified School District bid RFP #21-008 Nutrition Services	Child Nutrition

7. **Consent Calendar (continued)**

2	United Fresh Produce	TC060823A-02	Val Verde Unified School District bid RFP #2022-2023-03	Child Nutrition
3	Gold Star Foods	TC060823A-03	Colton Joint Unified School District bid RFP #CJNS-2021-22	Child Nutrition

N. 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:

Account	Additions/Existing	Deletions
Cecilia L. Solorio Elementary Student Fund Account - 185540	Candra Loftis – Principal Leticia Cisneros - Teacher Melody Kersey – Administrator Designee	Andrea Barron – Assistant Principal

O. Approval of purchase of one E-450 truck for Operations and Facilities from Norm Reeves Ford Lincoln.

P. Approval to reclassify the listed documents from Class 1 (permanent) to Class 3 (disposal). These are records that have been scanned and will be retained in electronic format. The hard copies of these Class 1 (permanent) records will be retained for the legal period of time as per Article 2, Section 16023, of Article 5, California Administrative Code:

Dates of Records	Record Title	Required Hard Copy Retention	Destroy Date
2022-2023	Inactive Special Education Confidential Files	4 years	July 1, 2027

Q. Approval to destroy inactive special education confidential files for 2016-2017 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, of Article 5, California Administrative Code:

Class	Record Title	Required Hard Copy Retention	Dates Covered	If Imaged Hard Copy Retention-Media Retention
2 & 3	Inactive Special Education Confidential Files	4 years	July 2018 through June 2019	4 years - permanent

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

BP 460	<i>Local Control and Accountability Plan</i>
AR 5113	<i>Absences and Excuses</i>
AR 5144.1	<i>Suspension and Expulsion/Due Process</i>

S. Approval of the amended job descriptions: Lead School Nurse and School Nurse.

T. Annual approval of the services with Cooperative Organization for the Development of Employee Selection Procedures. (CODESP).

U. Approval of Addendum A to add ProCare Consultants (Joel Payne, Patrick Payne, Cindy Rivera and Angelica Rodriguez) for the period of June 12, 2023 through July 7, 2023. Agreement terms and rates will remain the same.

V. Approval of the Cal State University San Bernardino Learning Site Agreement with the Etiwanda School District to cover: CSUSB 23-0082, Kinesiology Department, Service Learning, Internships, Field Practicums and any substantially similar program.

W. Approval of the designation of the following employees to administer the Oath or Affirmation to any new employee(s) before the employee(s) begin their employment with the district in accordance with the Etiwanda School District Administrative Regulations 4512.3 for the 2023-2024 school year.

Ashley Rinella	Jennifer Diaz	Tona Fernandez	Kaelin Harris	Anita Lopez	Laura Rowland
Jackie Sandoval	Laura Sandoval	Megan Schank	Tami Shaw	Damita Walton	

7. **Consent Calendar (continued)**

- X. Approval of San Bernardino County Superintendent of Schools Request for New Fund/Resource/Sub-Fund requesting the establishment of Resource 9718 within Fund 35 (with regard to OPSC application 50/67702-00-0088 for four new classrooms at John L. Golden Elementary).

8. **Business and Legal**

- A. Michael Mancuso Director of Business Services presented the Proposed Budget of the Etiwanda School District for the 2023-24 fiscal year.
Board President Karsch opened public hearing regarding the Proposed Budget of the Etiwanda School District for the 2023-24 fiscal year. No comments offered. President Karsch then closed public hearing.
➤ Board members inquired about the Governor's revised budget and possible impact. Michael Mancuso presented the draft Resolution 2223-35 of the Board of Trustees of the Etiwanda School District for Committed Revenues and Fund Balance.
No action required on this item. Board President then stated action will be taken on the 2023-24 Budget and Resolution 2223-35 for Committed Revenues and Fund Balance at the June 15, 2023 board meeting.
- B. Doug Claflin, Assistant Superintendent of Business Services, presented information regarding adoption of Resolution No. 2223-32 related to the intention of operating a continuous school program at one or more schools for the 2024-25 school year.
Board President Karsch opened public hearing regarding adoption of Resolution No. 2223-32 related to the intention of operating a continuous school program at one or more schools for the 2024-25 school year. No comments offered. President Karsch then closed public hearing.
After discussion, the Board of Trustees took action to adopt of Resolution No. 2223-32 related to the intention of operating a continuous school program at one or more schools for the 2024-25 school year on a motion by Member Jaramillo, seconded by Member Gordon, 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 the Etiwanda Teachers Association regarding Etiwanda Virtual Academy (EVA) and associated AB1200, as presented, on a motion Member Gordon, 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 recommendations for the Etiwanda School District Applications for Independent Citizens' Bond Oversight Committee. He recommended the following citizens: Shelley Wesolowski, as Senior Citizen Member, Felipe Lopez as Taxpayer Organization Member, Alexander Abundis as Parent/Guardian of Child Enrolled in the District and Active in the Parent Teacher Organization, Michael Murphy as the At-Large Community Member, and Biran Mauleon as Business Representative Member.
➤ Board members inquired about the application and selection process.
After discussion, the Board of Trustees took action to approve the above recommendations for the Etiwanda School District's Independent Citizens' Bond Oversight Committee: Parent/Guardian of Child Enrolled in District and Active in Parent Teacher Organization Member, At-Large Community Member, Business Representative Member, Senior Citizen Representative Member and Taxpayer Organization Member vacancies, on a motion by Member McAllaster, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.
- E. After discussion, the Board of Trustees took action to approve the Director of Information Technology, classified job description, as presented, on a motion by Member Jaramillo, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.
- F. After discussion, the Board of Trustees took action to approve the annual Declaration of Need for Fully Qualified Educators for the 2023-2024 school year, pursuant to the requirement established by the State of California Commission on Teacher Credentialing, as presented, on a motion by Member Gordon, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

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 Member McAllaster shared that the promotion event at Etiwanda Intermediate was well done, and greatly appreciated.
- Board Member Gordon enjoyed the promotion event at Summit Intermediate, shared the E3 Golf Tournament was great, and appreciates all the hard work put into the tournament.
- Board Member Jaramillo shared his appreciation of the promotion event at Heritage Intermediate.

11. **Closed Session**

The Board of Trustees adjourned to Closed Session at 8:11 p.m.

- A. Liability Claim (Government Code 54956.95)
Claimant: 2223-09 L.C.
- B. Public Employee Performance Evaluation: Superintendent
(Government Code 54957)

12. **Reconvene to Open Session**

The Board of Trustees reconvened into Open Session at 9:47 p.m.

- A. The Board of Trustees took action to reject claim number 2223-09 L.C. against the Etiwanda School District on a motion by Member Jaramillo, seconded by Member Garcia and carried by a unanimous vote with all members present voting yes.

13. **Adjournment**

The meeting was adjourned at 9:48 p.m., on a motion by Member Gordon, seconded by Member McAllaster and carried by a unanimous vote with all members present voting yes.



Respectfully Submitted



Adopted