



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

---

BOARD OF TRUSTEES

MINUTES

Thursday, August 22, 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. 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: None offered.

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

A. The Board of Trustees adopted the agenda as presented on a motion by Member Gordon, seconded by Member Garcia, 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 July 25, 2024, as presented, on a motion by Member Karsch, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

4. **Special Recognition**

A. Jeannie Tavolazzi, Assistant Superintendent of Instruction/Pupil Services, recognized the 2023-2024 Etiwanda School District National Spelling Bee champions, Shrey Parikh and Satheesh Kumar.

5. **Educational Presentation**

A. Amber Claflin, Library Services Program Specialist, presented "Finding the Magic in our Libraries" alongside Melissa Kvalheim, District Teacher Librarian, and Jenny De Angelo, ELOP District Teacher Librarian. The team highlighted the diverse library services and reading activities, including Battle of the Books, Author Nights, STEAM Nights, Star Wars Reads Day, summer library programs, and the Expanded Learning Opportunities Program.

6. **Instruction**

A. Justin Kooyman, Director of Instruction, presented the proposed Local Control Accountability Plan (LCAP) survey questions.

➤ Board members stated they were pleased that careful consideration was taken into account from our community's suggestions, especially on ways to improve and increase attendance.

After the discussion, the Board of Trustees took action to approve the proposed LCAP survey questions as presented on a motion by Member Gordon, seconded by Member Garcia, and carried by a unanimous vote, with all members present voting yes.

B. Justin Kooyman, Director of Instruction, presented an update on the California Dashboard Local Indicator for State Priority 1.

➤ Board members requested clarification on the Williams Law and its implications.

C. Alicia Lyon, Director of Pupil Services, presented the updated open/closed programs and schools for student transfers during the 2024-2025 school year.

➤ Board members sought clarification on the qualifications and process for intradistrict transfers.

After discussion, the Board of Trustees took action to approve the updated open/closed programs and schools for student transfers during the 2024-2025 school year on a motion by Member Jaramillo, seconded by Member Gordon, and carried by a unanimous vote with all members present voting yes.

**7. Business And Legal**

- A. Doug Claflin, Assistant Superintendent of Business Services, presented an update on Resolution No. 2425-21 Resolution of the Board of Trustees of the Etiwanda School District authorizing the issuance of the Etiwanda School District (San Bernardino County, California) Election of 2016 General Obligation Bonds in one or more series pursuant to certain provision of the Government Code in a principal amount not to exceed \$12,000,000 and approving certain other matters related thereto.
  - Board members confirmed the bond sales were from the 2016 voter-approved Measure I General Obligation bond. The funds will be primarily allocated for improvements at Etiwanda Intermediate School.

**8. Superintendent**

- A. After a self evaluation, the Board of Trustees approved the revised Board of Trustees Governance Goals, and Protocols on a motion by Member Jaramillo, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.
- B. Superintendent Sprague provided an update on the opening of the 2024-25 school year. She shared key information on enrollment across preschool, childcare, and K-8th grades, as well as staffing updates. Superintendent Sprague also highlighted the success of the summer school program and the New Teacher Academy. Additionally, she discussed the Welcome Back Breakfast Social and provided the latest updates on the Etiwanda Intermediate construction project.

**9. Consent Calendar**

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Karsch, seconded by Member Jaramillo, 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 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 July 1 - 31, 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 July 1 - 31, 2024.
- D. Ratification of the July 1 - 31, 2024 Budget Financial Report. Adopted budget, including budget modifications related to 45-day budget revision
- 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/Ratification for Contracted Services between Etiwanda School District and the following outside Contractors:

|   | <b>Consultant/<br/>Contractor/Presenter</b> | <b>Contract<br/>Number</b> | <b>Type of Service</b>   | <b>Location of<br/>Service</b> |
|---|---|----------------------------|--|--------------------------------|
| 1 | Elms College                                | AR082224A-01               | Field and clinical experience for candidates enrolled in program | Personnel Department           |
| 2 | Chaffey Community College District          | AR082224A-02               | Train field work students  | Personnel Department           |
| 3 | Primrose Home Health, Inc.                  | AS082224A-01               | Licensed vocational nurses                                       | Etiwanda School District       |
| 4 | Fireplace, Inc. (Smore)                     | CC082224R-01               | Template for newsletters   | Child Care                     |
| 5 | A & A Food Service                          | CC082224A-02               | Fruit for students in child care                                 | Child Care                     |
| 6 | M.H. Flex Training                          | CC082224R-03               | Team building activities   | Child Care                     |

9. Consent Calendar (continued)

|    |   |               |  |                          |
|----|---|---------------|--|--------------------------|
| 7  | Bricks 4 Kidz                           | CC082224R-04  | After school enrichment                              | Child Care               |
| 8  | KDM Education Services, LLC             | CC082224R-05  | Professional development and after school activities | Child Care               |
| 9  | Alan T. Ledesma-Lopez                   | CC082224R-06  | Music lessons  | Child Care               |
| 10 | Royale Management Group, LLC            | DWL082224R-01 | Assembly   | David W. Long E.S.       |
| 11 | Rise Education Solutions                | EH082224A-01  | Professional development                             | East Heritage E.S.       |
| 12 | Fulton Analytics, LLC                   | JJ082224R-01  | Consulting services                                  | Etiwanda School District |
| 13 | ProCare Therapy                         | JS082224A-01  | Consulting services                                  | Etiwanda School District |
| 14 | Orange County Superintendent of Schools | MS082224A-01  | Inside the Outdoors assembly and activities          | Etiwanda School District |
| 15 | San Joaquin County Office of Education  | NR082224-01   | Edjoin 24/25   | Etiwanda School District |
| 16 | Rise Education Solutions                | PER082224A-01 | Professional development                             | Perdew E.S.              |
| 17 | US Landscape, Inc.                      | RC082224A-01  | Crack & crevice landscape services                   | Etiwanda School District |
| 18 | US Landscape, Inc.                      | RC082224A-02  | Spray landscape services                             | Etiwanda School District |
| 19 | KC Services                             | RC082224R-05  | Monthly washing of white fleet                       | Etiwanda School District |
| 20 | Lawnscape Systems, Inc.                 | RC082224A-06  | Turfgrass weed and feed program                      | Etiwanda School District |
| 21 | Lawnscape Systems, Inc.                 | RC082224A-07  | Moisture manager landscape application               | Etiwanda School District |
| 22 | Women on the Move Network               | SOL082224R-01 | Youth development programs                           | Solorio E.S.             |
| 23 | All Gutter Cleaning                     | TV082224R-01  | Cleaning gutters and downspouts                      | Terra Vista E.S.         |
| 24 | EBK & Co. – US Engineering League       | WH082224R-01  | STEAM activities                                     | West Heritage E.S.       |
| 25 | SchoolStatus                            | DN082224R-01  | Computer license subscription                        | Etiwanda School District |

H. Approval/Ratification of Proposal and Field Contract services under \$60,000 between Etiwanda School District and the following Contractors:

|   | <b>Consultant/<br/>Contractor</b> | <b>Contract<br/>Number</b> | <b>Type of Service</b>  | <b>Location of<br/>Service</b> |
|---|-----------------------------------|----------------------------|-------------------------|--------------------------------|
| 1 | Baugh Painting                    | SA082224R-01               | Repaint office          | John L. Golden E.S.            |
| 2 | H & H Elevator Services           | SA082224R-02               | Repair to elevator door | Day Creek I.S.                 |
| 3 | Fence Craft of Upland, Inc.       | SA082224R-03               | Install rail            | Caryn E.S.                     |
| 4 | Brucato Floor Coverings           | SA082224R-04               | Install flooring        | Etiwanda I.S.                  |
| 5 | Competitive Painting, Inc.        | SA082224R-05               | Repair and paint        | Grapeland E.S.                 |
| 6 | Brown Friendly Island Concrete    | SA082224R-06               | Expand sidewalk         | Caryn E.S.                     |

9. **Consent Calendar (continued)**

|   |                     |              |   |                  |
|---|---------------------|--------------|---|------------------|
| 7 | Owen Electric, Inc. | SA082224A-07 | Repair and replace parking lot light fixtures | Terra Vista E.S. |
| 8 | Owen Electric, Inc. | SA082224R-08 | Repair and replace gym lights                 | Etiwanda I.S.    |

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 | Bogh Engineering/ ESD Operation Center & Fueling Station Bid#21/22-029                    | ML08222424A-01 CCO #2.03                 | \$3,712,900.00   | \$3,786,668.54                     |
| 2 | Construction Electric, Inc./ ESD Operation Center & Fueling Station Bid#21/22-029         | ML082224A-02 CCO #3.19                   | \$2,274,000.00   | \$2,485,742.70                     |
| 3 | Fischer Plumbing/ ESD Operation Center & Fueling Station Bid#21/22-029                    | ML082224A-03 CCO #2.18                   | \$1,768,000.00   | \$1,928,347.79                     |
| 4 | Kitcor Corporation/ ESD Operation Center & Fueling Station Bid#21/22-029                  | ML082224A-04 CCO #1.23                   | \$ 527,420.00  | \$ 506,697.00                      |
| 5 | RND Contractors, Inc./ ESD Operation Center & Fueling Station Bid#21/22-029               | ML082224A-05 CCO #1.05                   | \$1,529,000.00   | \$1,605,583.82                     |
| 6 | Southern California Landscape, Inc./ ESD Operation Center & Fueling Station Bid#21/22-029 | ML082224A-06 CCO #2.02                   | \$ 672,000.00  | \$ 739,200.00                      |
| 7 | Mike's Custom Flooring, Inc./ BID #23/24-066 Flooring David W. Long                       | RC082224A-03 Change Order #1             | \$ 101,823.00  | \$ 114,383.81                      |
| 8 | Brightview Landscape Services/ BID #22/23-048 Landscape Maintenance Services              | RC082224A-04 Amendment #1                | Extending contract for the 24/25 school year \$ 229,720.92 | \$ 236,180.00                      |
| 9 | Power Security Group, Inc.  | RC082224A-08 Amendment #3                | Change in service hours                                    | \$ 0                               |

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 | Gold Star | TC082224A-01    | Downey Unified School District RFP: 22/23-06 Distribution of frozen, refrigerated, processed USDA foods (commodities), misc. food products, and supplies through July 31, 2025 | Etiwanda School District |

9. **Consent Calendar (continued)**

- K. 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  |
|---|---|--|
| Day Creek Intermediate Student Fund Account – 255910          | Nicholas Zajicek – Principal<br>Melanie Martinez – Assistant Principal<br>Silvia Fernandez – Admin.<br>Designee/TOA | Amy Tarasi – Assistant Principal<br>Jordyn Vander-Laan – Assistant Principal |
| Carleton P. Lighfoot Elementary Student Fund Account – 185530 | Georgia Wayne – Principal<br>James Cobb – Assistant Principal<br>Renee Cranmer – Clerk                              | Janice Comley – Clerk  |
| John L. Golden Elementary Student Fund Account – 213510       | John McCormack – Principal<br>Jessica Lara – Assistant Principal<br>Stephanie Ratkovic – Clerk                      | Jeff Sipos – Principal   |
| Windrows Elementary Student Fund Account – 185490             | Jonathan Carson – Principal<br>Amanda Brady – Assistant Principal<br>Renata McKay – Clerk                           | Josh Lautenslager – Principal  |

- L. 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 460     | <i>Local Control and Accountability Plan</i>               |
| BP 5113    | <i>Absences and Excuses</i>                                |
| AR 5113    | <i>Absences and Excuses</i>                                |
| AR 5117    | <i>Interdistrict Attendance</i>                            |
| BP 5144    | <i>Discipline</i>  |
| AR 5144    | <i>Discipline</i>  |
| BP 5145.6  | <i>Parent Notifications</i>                                |
| BP 6000    | <i>Concepts and Roles</i>                                  |
| BP 6143    | <i>Courses of Study</i>                                    |
| AR 6143    | <i>Courses of Study</i>                                    |
| BP 6154    | <i>Homework/Makeup Work</i>                                |
| BP 6161.1  | <i>Selection and Evaluation of Instructional Materials</i> |
| AR 6161.1  | <i>Selection and Evaluation of Instructional Materials</i> |
| BP 6161.11 | <i>Supplementary Instructional Materials</i>               |
| BP 6163.1  | <i>Library Media Centers</i>                               |
| BP 6164.2  | <i>Guidance/Counseling Services</i>                        |
| AR 6172    | <i>Gifted and Talented Students</i>                        |
| BP 6177    | <i>Summer Learning Programs</i>                            |

- M. Approval of appointment of Geovanni Valley and Jemma Rogers as Community Advisory Committee (CAC) representatives for one (1) year term beginning July 1, 2024, through June 30, 2025.

- N. Second reading and adoption of Resolution and Ordinance No. 2425-17 of the Board of Trustees of the Etiwanda School District acting as the legislative body of Pinehurst Public Facilities Community Facilities District No. 2005-1 of the Etiwanda School District relative to the levy of special taxes within Pinehurst Public Facilities Community Facilities District No. 2005-1.

**9. Consent Calendar (continued)**

- O. Approval of classification of various records as Class 3 (disposable) for the 2019-20 school year and approval of disposal of these records, which have been retained for the legal period of time as per Article 2, Section 16023 through 16028, of Article 5, California Administrative Code:

| <b>Record Title</b>             | <b>Required Retention</b> | <b>Dates Covered</b> | <b>Destroy After Date</b> |
|---------------------------------|---------------------------|----------------------|---------------------------|
| Superintendent's Correspondence | 3 years                   | 2019-20              | July 2024                 |

**10. 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."*

- Comments on non-agenda items:
  - Mr. Abdul-Rahman commented regarding his campaign for Board of Trustee Area 5.
  - Mrs. Alvarez commented regarding a Board appeal and the CLOUDS program.
  - Mr. Moore commented regarding the privacy of student records, discrimination, and the condition of restrooms.

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

- Member Garcia commended the teachers and staff for a wonderful beginning to the new school year.
- Member Karsch attended several Back-to-School Nights, and seeing so many families coming out to support our students was terrific. She also inquired about the family dine-out nights as a potential way to further support school fundraising efforts.
- Member Jaramillo attended several Back-to-School Nights, and seeing the students and families at these events was fabulous. He also attended the multilingual night at Day Creek Intermediate.
- Member Gordon recently visited Falcon Ridge, where he highlighted the vital role teachers play in shaping our students' lives. He also expressed his gratitude to all staff members for their dedication to ensuring a strong start to the school year.

**12. Closed Session**

The Board of Trustees adjourned to Closed Session at 8:33 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)

**13. Reconvene to Open Session**

The Board of Trustees reconvened into Open Session at 9:39 p.m.

- A. No action was taken.
- B. No action was taken.
- C. No action was taken.

**14. Adjournment**

The meeting was adjourned at 9:39 p.m. on a motion by Member Karsch, seconded by Member Gordon, and carried by a unanimous vote with all members present voting yes.