



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

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BOARD OF TRUSTEES

Minutes

Thursday, August 25 2022, 6:30 p.m.

<b>Members Present at Roll Call:</b>	Ms. Cadman, Mr. Garcia, Ms. Karsch, Mr. Long, and Ms. Taylor
<b>Others Present:</b>	Ms. Sprague, Ms. Tavalazzi, Ms. Rowland, and Mr. Clafin

1. Call to Order

President Taylor called the meeting to order at 6:30 p.m. When the meeting was called to order, all members were present. 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. 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 Long, seconded by Member Cadman and carried by a unanimous vote, with all members present voting yes.

B. The Board of Trustees took action to adopt the minutes of the regular meeting held July 28, 2022, as presented on a motion by Member Garcia, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.

4. Closed Session

The Board of Trustees adjourned to Closed Session at 6:34 p.m. to discuss item 4. A.

A. Challenge to Student Record (Pursuant to Education Code section 49070)  
Case #: PS2022-23-01

5. Reconvene to Open Session

The Board of Trustees reconvened into Open Session at 8:07 p.m.

A. The Board of Trustees reported in Open Session that the Etiwanda School District has heard an appeal regarding a District decision. A District staff member has been directed to provide written findings to the appropriate parties.

6. Instruction

A. Justin Kooyman, Director of Instruction, presented the 2022-2023 Plan for Educational Partner Engagement and Local Control Accountability Plan (LCAP) Review. The plan includes community communications, Thought Exchanges, surveys, community forums, advisory groups, LCAP Advisory Committee, draft LCAP online review and comment, and board meetings.

➤ Member Karsch asked what is the driving force for a math focused program? Mr. Kooyman shared that the data is the driving force to focus on math, as we focused on English language last year.

After discussion, the Board of Trustees took action to approve the 2022-2023 Plan for Educational Partner Engagement and Local Control Accountability Plan (LCAP) as presented on a motion by

**6. Instruction (continued)**

Member Cadman, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.

**7. Consent Calendar**

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Long, 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 July 1 - 31, 2022, 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, 2022.
- D. Ratification of the Budget Financial Reports for the period July 1 - 31, 2022.
- 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 from the community and business: Handels of Los Angeles, The Kroger Co., Perdue PTA, Solorio PTA, and Windrows PTA.
- H. Approval/Ratification for Contracted Services between Etiwanda School District and the following outside Contractors:

	<b>Consultant/ Contractor/Presenter</b>	<b>Contract Number</b>	<b>Type of Service</b>	<b>Location of Service</b>
1	Building Block Entertainment	GOL082522R-01	School assembly	John L. Golden ES
2	Ocean Institute	GOL082522R-02	GATE field trip	John L. Golden ES
3	Econo Fence, Inc.	ML082522R-01	Remove fence and install swing gate	CP Lightfoot ES
4	Ruhnau Clarke Architects	ML082522A-02	Floor plan & site plan drawings	All school sites
5	Netsync	NR082522R-01	Video endpoint	Etiwanda District Office
6	El Tio Alex	NR082522R-02	Welcome Back Breakfast	Etiwanda School District
7	Quality Teleservices, Inc.	NR082522R-03	Power and data installation	Etiwanda District Office
8	Baldy Fire and Safety	RC082522A-01	Annual fire sprinkler and hydrant inspection/testing	Etiwanda School District
9	Time & Alarm Systems	RC082522R-02	Security keypad	Terra Vista ES
10	Excel Plumbing	RC082522R-03	Cleaning and maintaining water heaters	Etiwanda School District
11	Lawnscap Systems, Inc.	RC082522R-04	Remove grass around classrooms	Terra Vista ES

7. Consent Calendar (continued)

12	H&H Elevator Services	SA082522R-01	Hydraulic elevator and wheel chair lift service 2022-2023	Etiwanda School District
13	George Bryant Construction, Inc.	SA0082522R-02	Monthly gas tank inspections 2022-2023	Operations & Facilities
14	Pacific Health Services	AS082522A-01	Licensed vocational nurses	Etiwanda School District
15	PBIS Rewards	DN082522A-01	Software for use in Positive Behavior Interventions & Support	Etiwanda School District
16	San Bernardino County Superintendent of Schools	MS082522R-01	Classroom maintenance MOU #22/23-0182	Solorio ES Golden ES
17	San Bernardino County Superintendent of Schools	MS082522R-02	District classroom use MOU #22/23-0183	Golden ES
18	California School Funding Coalition	MS082522A-03	Agreement to participate 2022-2023	Etiwanda School District
19	TLC Auctions	NR082522R-08	Auction of board approved surplus property	Etiwanda School District
20	Pull Up A Chair Event Rentals	JJ082522R-01	Tables, chairs and linen rentals for trainings	Heritage IS

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

	<b>Consultant/ Contractor</b>	<b>Contract Number</b>	<b>Type of Service</b>	<b>Location of Service</b>
1	Owen Electric, Inc.	ML082522R-03	Install power for marquee	Perdew ES
2	Brown Friendly Island Concrete	SA082522R-03	Locate water leak, pour new concrete	Day Creek IS
3	Brown Friendly Island Concrete	SA082522R-04	Locate water leak, pour new concrete	East Heritage ES
4	Brown Friendly Island Concrete	SA082522R-05	Repair block wall and planters	Etiwanda IS
5	Brown Friendly Island Concrete	SA082522R-06	Locate water leak, pour new concrete	Windrows ES
6	Pro Refrigeration, Inc.	SA082522R-07	Replace and install new air conditioning equipment	West Heritage ES
7	Pro Refrigeration, Inc.	SA082522R-08	Replace and install new air conditioning equipment	Day Creek IS
8	Pro Refrigeration, Inc.	SA082522R-09	Replace and install new air conditioning equipment	West Heritage ES

7. **Consent Calendar (continued)**

J. Approval of Amendments/Addendums/Change Orders/Extension:

	<b>Vendor / Project</b>		<b>Original Contract Date Or Dollar Amount</b>	<b>New Contract Date or Dollar Amount</b>
1	New Image Interior Flooring/Heritage IS	RC082522A-05 Change Order #1	\$155,585.00	\$167,748.07
2	Brightview Landscape Services, Inc. / Northern & Southern Schools	RC082522A-06 Addendum #4 Northern Addendum #4 Southern	Northern -\$98,163.12 Southern -\$111,029.88	Northern - \$102,928.32 Southern - \$116,419.68
3	Visser Bus Services	RC082522A-07 Amendment #1	Per original contract board approved August 19, 2021, yearly increase will be 2%	2022-2023 2% increase
4	NASPO MNWNC 108 (For Dell)	NR082522A-07 Amendment #4	April 15, 2015 through July 31, 2022	April 15, 2015 through February 28, 2023

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

	<b>Vendor</b>	<b>Contract Number</b>	<b>Piggyback BID</b>	<b>Location of Service</b>
1	Shade Structures, Inc. dba: USA Shade & Fabric Structures	ML082522A-04	Fullerton Joint Union High School District, Bid #2122-02 (EC 2021/22 #140)	Etiwanda School District
2	Merit Oil Co.	NR082522A-04	San Bernardino County RFP #. Agency 22-PURC-4372 Gasoline & Diesel Fuel	Etiwanda School District
3	Culver-Newlin	NR082522A-05	San Bernardino Superintendent of Schools BID #19/20-1273 Furniture: Systems and stand alone extended through June 30, 2023	Etiwanda School District
4	Virco, Inc.	NR082522A-06	San Bernardino Superintendent of Schools BID #19/20-1273 Furniture: Systems and stand alone extended through June 30, 2023	Etiwanda School District

L. 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:

<b>Account</b>	<b>Additions</b>	<b>Deletions</b>
Carleton P. Lightfoot ES Student Fund Account - 185530	Georgia Wayne Principal	Justin Kooyman Principal
Etiwanda Colony ES Student Fund Account – 255922	Christine Reed Teaching Vice Principal	Patricia Johnson Teaching Vice Principal

7. Consent Calendar (continued)

D.W. Long ES Student Fund Account – 185440	Kristina Khalheim Assistant Principal	Michael Rodriguez Assistant Principal
John L. Golden ES Student Fund Account - 213510	Stephanie Ratkovic Clerk	none

M. Ratification for adoption of Resolution No. 2223-16 Resolution Requesting Board Of Supervisors Of The County Of San Bernardino To Establish Tax Rate For Bonds Of The Etiwanda School District Expected to Be Sold During Fiscal Year 2022-23, And Authorizing Necessary Actions In Connection Therewith, which resolution was previously adopted on July 28, 2022 but which is being hereby ratified to confirm its adoption.

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

BP 4519.11	<i>Sexual Harassment</i>	Revised to reflect change to Title IX Coordinator’s name, position and email.
AR 4519.11	<i>Sexual Harassment</i>	Revised to reflect change to Title IX Coordinator’s name, position and email. Revised to correct policy number.
AR 4519.12	<i>Title IX Sexual Harassment Complaint Procedures - Employees</i>	Revised to reflect change to Title IX Coordinator’s name, position and email.
EX 4519.12	<i>Title IX Sexual Harassment Complaint Procedures - Employees</i>	Revised to reflect change to Title IX Coordinator’s name, position and email.
AR 5113	<i>Absences and Excuses</i>	Updated to reflect new law regarding attendance and excused absences.
BP 9110	<i>Terms of Office</i>	Revised to reflect Education Code Board Member term commencement.

O. Approval to destroy agendas and minutes of the Board of Trustees for the 2017-18 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 through 16028, of Article 5, California Administrative Code:

Class	Record Title	Required Hard Copy Retention	Dates Covered	<b>** If Imaged **</b>	
				Hard Copy Retention	Media Retention
1	Agendas and Minutes	Permanent	2017 - 2018	4 years	Permanent

P. Approval of classification of various records as Class 3 (disposable) for the 2017-18 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:

Record Title	Required Retention	Dates Covered	Destroy After Date
Superintendent’s Correspondence	3 years	2017-2018	July 2021

Q. Approval of the amended job descriptions for Associate Clinical Counselor and Student Services Assistant.

R. Approval of the addition of a \$4,000 stipend for the positions of the Clinical Counselor Intern Facilitator and the School Counselor Intern Facilitator to coordinate and support district training and enhanced services for staff, students and parents.

S. Annual approval of the services with EDJOIN – San Joaquin County Office of Education for database access assisting with the recruitment of employees.

T. Approval of the Memorandum of Understanding between the Etiwanda School District and Los Angeles Pacific University for Fieldwork, Student Teaching and Internships.

**7. Consent Calendar (continued)**

- U. Approve the Memorandum of Understanding between the Etiwanda School District and Etiwanda Teachers Association regarding the issue related to the COVID-19 pandemic and the related AB 1200 document.
- V. Approval of the Memorandum of Understanding between the Etiwanda School District and Etiwanda Teachers Association regarding Employee Vaccine Verifications and Weekly COVID-19 Testing.
- W. Approval of the Memorandum of Understanding between the Etiwanda School District and Chaffey Community College for Program Students to assist in the classroom.
- X. Approval of the Agreement between the Etiwanda School District and National University for Paid Internship Credential Program.

**8. Business and Legal**

- A. After discussion, the Board of Trustees took action to approve Resolution No. 2223-15 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 Provisions Of The Government Code In A Principal Amount Not To Exceed \$20,000,000 And Approving Certain Other Matters Related Thereto, as presented on a motion on a motion by Member Garcia, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.
- B. After discussion, the Board of Trustees took action to approve and ratify the Variable Term Waiver for Nichol Marino, Elementary RSP Teacher, for the 2022-2023 school year (EC 44256(c)) effective August 3, 2022 through May 25, 2023, as presented on a motion by Member Cadman, seconded by Member Long and carried by a unanimous vote, with all members present voting yes.

**9. Superintendent's Presentation**

- A. Superintendent Sprague reported on the beginning of school for the 2022-23 school year. She shared information on student enrollment, staffing, summer learning, New Teacher Academy, Educator Effectiveness Conference, Welcome Back Breakfast Social, Back to School Night, Child Care, Alternative Studies Center, and construction highlights.
- B. After discussion, the Board of Trustees took action to approve the 2022-23 Board Governance Goals and Protocols as presented, on a motion by Member Cadman, seconded by Member Garcia and carried by a unanimous vote, with all members present voting yes.
- C. Superintendent Sprague reported on upcoming school dedications at East Heritage Elementary and C. P. Lightfoot, E3 Fun Run, social media, and other upcoming events.

**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."*

- A. Comments on non-agenda items.
  - Janal Barkley commented on approved curriculum.
  - Phillip Cothran, City of Fontana Council Member, commented regarding recycled water program.

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

None offered.

**12. Closed Session**

The Board of Trustees adjourned to Closed Session at 8:43 p.m. to discuss items A through D.

- A. Liability Claim (Government Code 54956.95)  
Claimant: 2223-01 A.W.
- B. Liability Claim (Government Code 54956.95)  
Claimant: 2223-02 W.B.
- C. Liability Claim (Government Code 54956.95)

12. **Closed Session (continued)**

Claimant: 2223-03 K.H.

- D. CONFERENCE WITH LEGAL COUNSEL –EXISTING Litigation (Government Code 54956.9(d)(1)).  
Case Number(s) 01-2023/02-2023

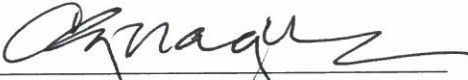
13. **Reconvene to Open Session**

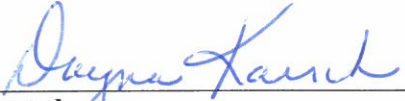
The Board of Trustees reconvened into Open Session at 9:28 p.m.

- A. The Board of Trustees took action in Closed Session to reject the claim filed by claimant 2223-01 A.W. against the Etiwanda School District, on a motion by Member Cadman, seconded by Member Long and carried by a unanimous vote, with all members present voting yes.
- B. The Board of Trustees took action in Closed Session to reject the claim filed by claimant 2223-02 W.B. against the Etiwanda School District, on a motion by Member Long, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.
- C. The Board of Trustees took action in Closed Session to reject the claim filed by claimant 2223-03 K.H. against the Etiwanda School District on a motion by Member Long, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.
- D. The Board of Trustees took action in Closed Session to approve a settlement agreement for case #01-2023, on a motion by Member Karsch, seconded by Member Garcia and carried by a unanimous vote, with all members present voting yes.
- E. The Board of Trustees took action in Closed Session to approve a settlement agreement for case #02-2023, on a motion by Member Cadman, seconded by Member Karsch and carried by a unanimous vote, with all members present voting yes.

14. **Adjournment**

The meeting was adjourned at 9:30 p.m., on a motion made by Member Karsch, seconded by Member Long and carried by a unanimous roll call vote, with all members present voting yes.

  
Respectfully Submitted

  
Adopted