ETIWANDA SCHOOL DISTRICT
Etiwanda Education Center Board Room
6061 East Avenue, Etiwanda, CA 91739

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

BOARD OF TRUSTEES
MINUTES
Thursday, September 17, 2026, 6:30 p.m.

Members Present: Ms. Cathline Fort, Mr. Gordon, Dr. Jaramillo, Ms. Karsch, and Ms. McAllaster
Others Present: Ms. Rowland, Mr. Claflin, Dr. Tavolazzi, Ms. Walton, Ms. Freer, Mr. Kooyman, Mr. Lautenslager, Ms. Lyon, and Mr. Mancuso

1. Call to Order

President Gordon called the meeting to order at 6:30 p.m. All members were present. President Gordon announced that all open sessions of the board meeting are audio-recorded and may capture the sounds of participants. President Gordon asked those participating in the meeting to join in the Pledge of Allegiance.

- President Gordon announced a change to the order of the first two presentations on the agenda. The second presentation listed on the agenda would be presented first, followed by the first presentation.

2. Recognition

A. Superintendent Rowland recognized 2025–26 Scripps National Spelling Bee Champion Shrey Parikh and introduced Dr. Robin McIver Brown, Director of Leadership and Outreach, Education and Support Services, with the San Bernardino County Superintendent of Schools, who presented Shrey with a special recognition for his outstanding achievement. Daphne Lezo, representing Senator Eloise Gómez Reyes, also recognized Shrey for his achievement.
   - The Board of Trustees congratulated Shrey and commended him for his outstanding accomplishment.

3. Educational Presentation

A. Principal Dino Tavolazzi, at Caryn Elementary School, presented "Talking to Robots: How Code Brings Objects to Life!" Mr. Tavolazzi shared school performance data highlighting strong attendance, foundational supports, responsive teaching practices, and a culture of trust and safety. Assistant Principal Cassie Izaguirre and teacher Steven Pilwaski provided an overview of the school's robotics program. Students also shared examples of how they used coding to bring their robotic creations to life.

4. 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.

5. Review / Adopt Agenda and Minutes

A. The Board of Trustees adopted the agenda as presented on a motion by Member Fort, seconded by Member Karsch, 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 August 20, 2026, as presented on a motion by Member McAllaster, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

6. Instruction

A. Assistant Superintendent of Instruction and Pupil Services Dr. Jeannie Tavolazzi, reported that Etiwanda School District has met the requirement for compliance with Education Code section 60422(a) and California Code of Regulations (CCR), Title 5, Section 9531(a) regarding amended Education Code 60119, to determine that the Etiwanda School District has sufficient textbooks and instructional materials for the 2026-2027 school year and recommended the approval of Resolution No. 2627-19 regarding sufficiency of textbooks and instructional materials.

6. Instruction (continued)

President Gordon then opened the public hearing regarding the sufficiency of textbooks and called for comments:

- Des Alvarez expressed support for the District's Wonders instructional materials and raised concerns regarding the use and quality of supplemental instructional materials and homework, particularly for younger students and English Learners.

With no additional comments, President Gordon then closed the public hearing. The Board of Trustees approved Resolution No. 2627-19 regarding the sufficiency of textbooks and instructional materials 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. Director of Fiscal Services, Michael Mancuso, presented the Unaudited Actual Financial Report for the 2025-26 fiscal year.

- The Board of Trustees discussed the District's 3% reserve for economic uncertainties and noted that salaries comprise approximately 85% of the budget.

1. After discussion, the Board of Trustees took action to approve the Unaudited Actual Financial Report for the 2025-26 fiscal year on a motion by Member Jaramillo, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.
2. After discussion, the Board of Trustees took action to approve Resolution No. 2627-18 of the Board of Trustees of the Etiwanda School District to adopt the "Gann" Limit, calculating the district's actual appropriations limit for the 2025-26 fiscal year and the estimated appropriations limit for the 2026-27 fiscal year, on a motion by Member Karsch, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

B. Assistant Superintendent of Business Services, Doug Claflin, presented Resolution No. 2627-17 regarding the issuance of the 2026 General Obligation Bonds. Tom Jacob, Managing Director at Stifel, provided an update on interest rates and the municipal bond market, noting continued strong investor demand for bonds with strong underlying credit ratings.

- The Board of Trustees discussed the timing of the bond sale and the potential impact of another Federal Reserve rate increase, noting that anticipated rate changes are reflected in current market conditions.

After discussion, the Board of Trustees took action to approve Resolution No. 2627-17 of the Board of Trustees of the Etiwanda School District authorizing the issuance of the 2026 General Obligation Bonds, consisting of the Series 2026E General Obligation Bonds (new money) in an aggregate principal amount not to exceed $9,685,000 and the Series 2026 General Obligation Bonds (refunding of the Series 2017A General Obligation Bonds) in an aggregate principal amount not to exceed $42,000,000, and approving certain documents and taking certain other actions in connection therewith on a motion by Member Fort, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

8. Superintendent

A. After discussion, the Board of Trustees took action to change the regular board meeting date of December 10, 2026, to December 15, 2026, on a motion by Member McAllaster, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

B. After discussion, the Board of Trustees took action to approve a board workshop on Social Media and Crisis Response on Thursday, February 25, 2027, at 5:30 p.m. on a motion by Member Fort, seconded by Member Karsch, and carried by a unanimous vote, with all members present voting yes.

C. Superintendent Rowland congratulated CP Lightfoot, Falcon Ridge, East Heritage, Cecilia L. Solorio, and West Heritage Elementary Schools on their recognition by the San Bernardino County Superintendent of Schools for their Positive Behavioral Interventions and Supports (PBIS) implementation. She also highlighted the English Learner Parent Night and Local Control Accountability Plan (LCAP) community forums, the All Kids Bike program at Terra Vista Elementary, school site visits highlighting strong classroom communities, student engagement, and Visual and Performing Arts (VAPA) instruction, the upcoming E3 Fun Run, and the September 23 Professional Learning Day featuring AI training, and upcoming events.

9. Consent Calendar

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Karsch, seconded by Member Fort, 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 August 1 - 31, 2026, 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 August 1 - 31, 2026.

D. Ratification of the Budget Financial Reports for the period August 1 - 31, 2026.

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 revised Etiwanda School District Cal Card Procedures increasing Child Nutrition Technician limit.

H. Ratification of the positions added to mileage and cell phone stipends reflecting IRS Standard Mileage Rate effective July 1, 2026.

I. Approval of the Etiwanda School District Citizens' Bond Oversight Committee's Annual Report for 2025/2026 Fiscal Expenditures & Committee Activities.

J. Approval of the Etiwanda School District applicants for the Independent Citizens' Bond Oversight Committee: Appointment of members for the following vacancies: Parent/Guardian of Child Enrolled in District and Active in Parent Teacher Organization Member; Parent/Guardian of Child Enrolled in District, At-Large Community Member (2); and Business Representative Member.

K. Approval of AB 1200 regarding the approved Memorandum of Understanding between Etiwanda School District and Etiwanda Teachers Association regarding ETA President Release Time that was approved at the August 20, 2026 board meeting.

L. Approval of the following donations:

Donated by:	Donation of:	Donated to:
Tracie Carnes	Non-Cash	Grapeland Library
America's Charities	Cash	D.W. Long ES
Six Flags Entertainment Corporation	Cash	D.W. Long ES
Kroger	Cash	Caryn ES
Menchie's Frozen Yogurt	Cash	Caryn ES
Cintas Settlement Fund	Cash	Caryn ES
Cintas Settlement Fund	Cash	Perdew ES
Khalsa Family	Cash	East Heritage ES
IE Gourmet Food Trucks	Cash	Falcon Ridge ES
Gregg Electric, Inc.	Cash	Golden ES

M. 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	California State University's CalStateTEACH Program	AR091726A-01	Fieldwork	Etiwanda School District
2	KDM Education Services LLC	CC091726A-01	Enrichment on non student days	Child Care

9. Consent Calendar (continued)

3	KDM Education Services LLC	CC091726A-02	Enrichment during the 2026/27 school year	Child Care
4	Arux Software, Inc.	CC091726A-03	Software subscription	Child Care
5	Guaranteed Janitorial Services, Inc.	CC091726R-04	Cleaning services on non student days	Etiwanda Colony/Child Care
6	Ocean Institute	DCIS091726R-01	Field trip	Day Creek IS
7	E-Bike Sense	DCIS091726R-02	Assembly	Day Creek IS
8	Ruhnau Clarke Architects	DQ091726A-01	Site assessment for exterior painting	District Office
9	John R. Byerly, Inc.	DQ091726R-02	Testing for unidentifiable shade structure anchor bolts	Summit IS
10	Art Specialties	DWL091726R-01	Graphics for school	D.W. Long ES
11	Ocean Institute	EIS091726R-01	Field trip	Etiwanda IS
12	Art Specialties	GOL091726R-01	Graphics for school	Golden ES
13	Medieval Times Dinner & Tournament	HIS091726A-01	Field trip	Heritage IS
14	Ocean Institute	HIS091726R-02	Field trip	Heritage IS
15	Eide Bailly	MS091726A-01	Audit services	Etiwanda School District
16	Eide Bailly	MS091726A-02	Audit services Measure I	Etiwanda School District
17	Imagine Learning	NR091726A-01	Licensing	Etiwanda School District
18	Cucamonga School District	SA091726A-01	Transportation services	Cucamonga School District
19	Ocean Institute	SIS091726R-01	Field trip	Summit IS
20	Guaranteed Janitorial Services, Inc.	SIS091726R-02	Cleaning services	Summit IS
21	Dr. Albert Melaragno	SPED091726R-01	Occupational therapy	Etiwanda School District
22	PR Security Services	MS091726R-03	Develop Communication plan	Etiwanda School District

N. Approval of Amendments/Addendums/Change Orders/Extensions:

	Vendor / Project	**Amendment/Addendum Change Order Number/ Extension**	**Original Contract Date or Dollar Amount**	**New Contract Date or Dollar Amount**
1	California Math Festival	Amendment #1 WH091726A-01	Date change from: January 20, 2027	To: January 13, 2027

O. Amend Resolution 2526-26 and Resolution 2526-27 of the Etiwanda School District regarding Board members' absences for purposes of monthly compensation.

P. Approval of Board Policies (BP), Administrative Regulations (AR), and/or Exhibits (EX), for annual review, revisions, or deletions in alignment with new legislation, recent court decisions, or updated state and/or federal guidance for:

- BP 2110 *Superintendent Responsibilities and Duties,* revised
- BP 5141.21 *Administering Medication and Monitoring Health Conditions,* revised
- AR 5141.21 *Administering Medication and Monitoring Health Conditions,* revised
- BP 9200 *Limits of Board Member Authority,* revised

9. Consent Calendar (continued)

Q. Approval to destroy the following records. The records have been scanned and will be retained electronically. The copies of these Class 1 and Class 3 (permanent) records have been retained for the legal period required under Article 2, Section 16023 through 16028, of Article 5, California Administrative Code:

Class	Record Title	Required Hard Copy Retention	Dates Covered	If Imaged	
				Hard Copy Retention	Media Electronic Retention
1, 3	• Intra/Interdistrict transfers including Interdistrict release • DART/SARB Information • Notice to Parent from SARB • Residency Investigation • Suspension/OMC • Student Misconduct Statement • Foster Youth • Homeless Resident Verification forms	Permanent	July 1990 - August 2022	4 years	Permanent
1	• Personnel Records	4 years	2021-2022	4 years	Permanent

R. Approval of an addendum to add staffing consultants. Agreement terms and rates will remain the same.

Amergis	Brittney Hawley	2026 – 2027 school year

S. Approval of the disposal of Class 3 (disposable records listed below). These records have been retained for legal period of time as per Article 2, Sections 16023 through 16028 of the Title %, California Code of Regulations.

Class	Record Title	Required Retention	Dates Covered
3	Certificated Interview Records	3 years	2021-2022
3	Classified Interview Records	3 years	2021-2022

T. Approval to destroy agendas and minutes of the Board of Trustees for the 2021-22 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, Sections 16023 through 16028, of Article 5, California Administrative Code:

Class	Record Title	Required Hard Copy Retention	Dates Covered	** If Imaged **	
				Hard Copy Retention	Media Retention
1	Agendas and Minutes	Permanent	2021-22	4 years	permanent

U. Approval of classification of various records as Class 3 (disposable) for the 2021-22 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:

Class	Record Title	Required Retention	Dates Covered	Destroy After Date
3	Superintendent's Correspondence	3 years	2021-22	July 2025

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 agenda items:

- Etiwanda Teacher Association (ETA) President Jessica Holden shared observations from her campus visits about the sustainability of the elementary Resource Specialist Program (RSP) model and highlighted the intermediate school co-teaching model as a potential approach. She also discussed funding needs and Proposition 3.
- Des Alvarez expressed concerns regarding classroom change requests, supervision of PTA volunteers, and the investigation of a PTA related matter. She also raised concerns regarding interactions with district staff and the implementation of closed campuses, including student pickup delays and campus safety.

President Gordon asked Superintendent Rowland to investigate the PTA concerns and to follow up on the public hearing comment on instructional materials.

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

- Member Gordon shared personal congratulations regarding his daughter's acceptance into a fifth-grade leadership class. He thanked Jessica Holden for attending and expressed interest in discussing her concerns further with Superintendent Rowland and Ms. Walton. He recognized Constitution Day and reflected on the importance of remembering September 11. President Gordon also confirmed with Superintendent Rowland that principals can approve student classroom changes when they determine it is in the student's best interest. He commented on the adjustment to first-day procedures and thanked district staff for their efforts to support students.
- Member McAllaster expressed appreciation and suggested that Citizens' Oversight Committee (COC) members attend a Board meeting for recognition, noting that this was already planned.

12. Closed Session

The Board of Trustees adjourned to Closed Session at 8:39 p.m. to discuss items A-D.

A. Conference with Labor Negotiator (Government Code 54957.6) for the 2026-2027 school year
District Negotiator: Damita Walton, Assistant Superintendent of Personnel Services
Bargaining Unit: Etiwanda Teachers Association

B. Conference with Real Property Negotiator (Government Code 54956.8)
Property: Approximately 1,000 acres of real property located north of Banyan Street, east of Milliken Avenue, and west of Day Creek Channel in the City of Rancho Cucamonga, located within the Etiwanda Heights neighborhood.

C. Conference with Legal Counsel: Anticipated Litigation
Significant exposure to litigation pursuant to Government Code 54956.9(d)(2) (2 potential cases)

D. Public Employee Performance Evaluation: Superintendent (Government Code 54957)

13. Reconvene to Open Session

The Board of Trustees reconvened into Open Session at 10:24 p.m.

Item 12. A. No action taken.
Item 12. B. No action taken.
Item 12. C. No action taken.
Item 12. D. No action taken.

14. Adjournment

The meeting was adjourned at 10:24 p.m. on a motion by Member McAllaster, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.

Date approved: October 15, 2026