



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

BOARD OF TRUSTEES

Minutes

Thursday, November 17, 2022, 6:30 p.m.

Members Present at Roll Call:	Ms. Cadman, Mr. Garcia, Ms. Karsch, Mr. Long, and Ms. Taylor
Others Present:	Ms. Sprague, Ms. Tavalazzi, Ms. Rowland, and Mr. Claflin

1. **Call to Order**

- A. Roll call.
- B. Pledge of allegiance.

2. **Special Recognition**

- A. Charlayne Sprague, Superintendent, recognized Board President, Mondy Taylor and Board Member, Brynna Cadman, on their retirement and honoring their years of service to the Etiwanda School District. Janice Rutherford, Second District Supervisor, County of San Bernardino; Melissa Boyd, on behalf of Senator Rosilicie Ochoa Bogh; Dennis W. Mobley, Governance Consultant, San Bernardino County Superintendent of Schools; and Maria Arias, on behalf of Senator Connie Leyva, presented proclamations and certificates of appreciation for their exceptional service to our district and community.

3. **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.

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

- A. The Board of Trustees adopted the agenda as presented, on a motion by Member Long, seconded by Member Karsch, 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 October 27, 2022, as presented, on a motion by Member Garcia, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.

5. **Educational Presentation**

- A. Jonathan Carson, Principal of Heritage Intermediate School, Patricia Johnson, Assistant Principal and LaTawnya Robinson, Teacher, presented "Heritage Hawks Belong," an overview of student achievement data, Universal Access model structure/supports, positive behavior interventions, and a program for building a positive school culture.

6. **Instruction**

- A. Amber Claflin, Library Services Program Specialist, presented information on library services and the range of reading activities provided through school libraries.
- B. Damita Walton, Director of Personnel Services, presented proposed open/closed schools for student transfers for the 2023-2024 school year, transfer timelines, and recommendations for open and closed school sites.
 - Member Karsch asked about specific grade restrictions. Ms. Walton shared that there are currently no specific grade restrictions, but will be reviewed again in January.After discussion, the Board of Trustees, took action to approve the proposed open/closed schools for student transfers during the 2023-2024 school year, as presented, on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.

6. Instruction (continued)

C. Justin Kooyman, Director of Instruction, presented the proposed Local Control Accountability Plan (LCAP) survey. Mr. Kooyman shared the suggested survey revisions and past survey history. After discussion, the Board of Trustees, took action to approve the proposed Local Control Accountability Plan (LCAP) survey as presented on a motion by Member Garcia, seconded by Member Cadman, 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 Karsch, 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 October 1 - 31, 2022, per the CFD Payment Log.
- C. Ratification of the Accounts Payable Warrant Register Reports for batches dated October 1 - 31, 2022.
- D. Ratification of the Budget Financial Reports for the period October 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. Ratification of the change to Director of Operations & Facilities to mileage and cell phone stipend.
- H. Approval of the following donations:

Donated by:	Donation of:	Donated to:
Douglas and Geraldine Mack	Cash	Alternative Studies Center
Velocity Fundraising	Cash	Day Creek IS
CAF America/Erik Iwashika	Cash	East Heritage ES
Various Golden Employees	Cash	Golden ES
Golden PTA	Cash	Golden ES
Booster Spirit Wear	Cash	West Heritage ES
Burlington	Non-Cash	Falcon Ridge ES

- I. 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	Exym, LLC	DN111722A-01	Software for electronic health records	Etiwanda School District
2	Kona Ice	DWL111722R-01	Shaved ice for trunk or treat event	DW Long ES
3	Hotdog on the go LLC	GRP111722R-01	Mobile food concession for blue ribbon celebration	Grapeland ES
4	Rocket Entertainment	GRP111722R-02	Music entertainment for blue ribbon celebration	Grapeland ES
5	Ruhnau Clarke Architects	ML111722R-02	Construction administration support for shade structure	Terra Vista ES

7. **Consent Calendar (continued)**

6	Placeworks	ML111722A-03	Prepare CEQA Documentation	East Banyan ES
7	Art Specialties, Inc.	NR111722R-01	Installation of National Blue Ribbon lettering	Grapeland ES
8	HLI Tree Experts, Inc.	SIS111722R-01	Palm trees trimmed	Summit IS
9	Booster Enterprises, Inc.	WH111722R-01	Fundraising campaigns for 2023-24 school year	West Heritage ES
10	Bruster's Real Ice Cream	WIN111722R-01	Ice Cream sales for school event	Windrows ES
11	Daddy's Best Froyo Truck	GRP111722R-03	Dessert truck for school event	Grapeland ES

J. 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	JPI Development Group, Inc.	ML111722A-04	Offsite street work to hook up fire sprinkler	CP Lightfoot ES
2	David M. Bertino Mfg., Inc.	ML111722R-05	Cabinets and countertops	Terra Vista ES

K. 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	Class Leasing, LLC Chawanakee USD Project #11: 2018 District Wide Requirement for Piggyback of DSA Approved Portable Buildings	ML111722A-01	4/14/18-4/14/22	4/14/22-4/15/23
2	Glendale Unified School District/Apple Inc.	NR111722A-02 Extension of Piggyback Bid No. P-13 18/19	10/16/21-10/15/22	10/16/22-10/15/23
3	Heinemann Professional Development	DN111722A-02 Amendment #1	\$12,800.00	\$16,000.00

L. Approval of Resolution 2223-20 resolution of the Board of Trustees of the Etiwanda School District regarding accounting of development fees for 2021-22 fiscal year in the following fund or account: Capital Facilities Fund (fund 25).

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

BP 9270	<i>Conflict of Interest</i>	Updated to specify requirement of Form 700 is filing location.
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8. **Business and Legal**

A. Michael Higgins, Director of Facilities and Maintenance, presented information regarding bid protests and the award of Bid No. 22/23-41.

- Member Garcia asked to define non-responsive. Mr. Higgins shared that the bid packets lay out the requirements of bid submission and two bidders did not acknowledge items or provide item information.
- Member Garcia asked if it was typical to have bid protests. Mr. Higgins shared that we usually do not have many.

After discussion, the Board of Trustees took action to reject the bid protests by Rancho Janitorial Supply/Central Sanitary Supply and American Sanitary Supply as presented, on a motion by Member Cadman, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.

8. **Business and Legal (continued)**

The Board of Trustees then took action to award Bid No. 22/23-41 Janitorial and Paper Supplies to Hillyard, Inc. in the amount of \$157,070.00 as presented, on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.

9. **Superintendent's Presentation**

A. After discussion, the Board of Trustees took action to designate December 15, 2022, as the annual organizational meeting of the Board of Trustees of the Etiwanda School District on a motion by Member Long, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.

B. Superintendent Sprague provided an update on: Veteran's Day celebration at D. W. Long, Author Night at Barnes and Noble, E3 Fun Run highlights, and 8th grade band night at Summit Intermediate. She thanked East Heritage for this month's board room decorations, shared social media updates, invited staff and Cabinet to a reception welcoming the two new Board Members, and shared 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.

- Matthew Gordon congratulated and thanked Mondy Taylor and Brynna Cadman on their retirement and dedication to Etiwanda School District.

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

➤ Board Member Robert Garcia wished staff, students and families a Happy Thanksgiving and thanked retiring Board Members, Mondy Taylor and Brynna Cadman for their years of service and support.

➤ Board Member Dave Long thanked retiring Board Members Mondy Taylor and Brynna Cadman for their service.

12. **Closed Session**

The Board of Trustees adjourned to Closed Session at 7:55 p.m.

A. Conference with labor negotiator (Government Code 54957.6) for the 2022-2023 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)

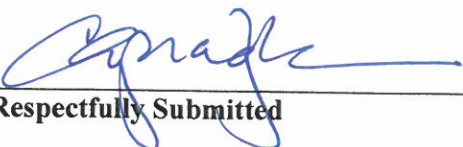
13. **Reconvene to Open Session**

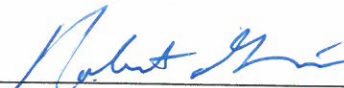
The Board of Trustees reconvened into Open Session at 8:29 p.m.

A. No action to report from Closed Session.

14. **Adjournment**

The meeting was adjourned at 8:30 p.m. on a motion by Member Long, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.


Respectfully Submitted


Adopted