



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

BOARD OF TRUSTEES

MINUTES

Monday, December 15, 2025, 6:30 p.m.

1. Call to Order

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

2. Educational Presentation

A. Kelly Bray, Principal, Dr. Rayna Prothro, Assistant Principal, and Kristen Aichlmayr, Student Success Coach, of Perdw Elementary, presented “Inspiring Readers and Leaders: Student Voice Through Literacy Initiatives.” The team shared an overview of Perdw Elementary’s history, student achievement, and the student-led newspaper, *Perdw Insider*. Journalism students shared their experiences contributing to the newspaper.

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:

- Des Alvarez commented on the minutes regarding Terra Vista Elementary School investigation and law enforcement honesty, student injury, parent notification procedures, opt-out process for mental and behavioral health services, school staffing decisions, superintendent selection, school administrator interaction with student with special needs, and losing VAPA as a school consequence. Additionally, she commented on declining enrollment, and attributed it to student safety concerns and special education program practices, and recommended an independent review to assess reasons families are leaving the district.
- Tim Ritter of The Cosca Group addressed the Board regarding the superintendent search services, reaffirmed the firm’s commitment to a fair and unbiased search, and addressed concerns related to a potential conflict of interest, stating that professional affiliations would not compromise the integrity of the search process.
- Joel Shapiro, President of The Cosca Group, addressed the Board regarding the Board's selection of The Cosca Group to conduct the superintendent search. He stated that the firm does not believe a conflict of interest exists in the assignment of a consultant. He expressed concerns regarding actions taken before the Board’s selection and stated that, if the Board perceived a conflict, The Cosca Group would be willing to assign a different consultant. He requested that the Board uphold its prior decision.

4. Annual Election of Officers

A. Annual election of officers was held for the Board of Trustees.

1. Board President Jaramillo opened the nomination for President. Member Gordon was elected President on a motion by Member McAllaster, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.
2. President Gordon opened the nomination for Clerk. Member Fort was elected Clerk on a motion by Member Gordon, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.
3. President Gordon opened the nomination to elect for President Pro Tempore. Member Karsch was elected President Pro Tempore on a motion by Member McAllaster, seconded by Member Gordon, and carried by a unanimous vote with all members present voting yes.

4. Annual Election of Officers (continued)

4. President Gordon opened the nomination to elect for County Representative. Member McAllaster was elected County Representative on a motion by Member Karsch, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.
5. The Board of Trustees took action to appoint Superintendent Sprague as Secretary to the Board on a motion by Member Karsch, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.

5. Review / Adopt Agenda and Minutes

- A. The Board of Trustees, adopted the agenda as presented on a motion by Member Jaramillo, 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 meeting held on November 13, 2025, as presented on a motion by Member McAllaster, seconded by Member Fort, and carried by a unanimous vote with all members present voting yes.

6. Superintendent

- A. The Board of Trustees considered a written request submitted by Antoinette Jensen, dated November 14, 2025, pursuant to Government Code section 54960.1, requesting that the Board cure and correct alleged Brown Act violations of Board members' comments during the Board/Staff comments agenda item.
 - The Board of Trustees requested clarification regarding Board responses to public comment. Legal counsel confirmed that Board members are not required to respond to public comment, but the Brown Act permits Board members to briefly respond to public comment, make clarifying remarks, or brief announcement, refer members of the public to appropriate resources, or direct staff to follow up with the speaker to provide information. The law also permits comments related to items on the agenda. Legal counsel confirmed that the reviewed Board statements were permissible.

A motion to deny the request to cure and correct the alleged Brown Act violations was made by Member Jaramillo, seconded by Member Karsch, and carried by a unanimous vote, with all members present voting yes.

Board President Gordon directed the Superintendent to respond to Ms. Jensen with the District's position regarding the allegations.

7. Business and Legal

- A. Rick Alonzo, Partner, Eide Baily LLP, district auditors, reported the findings of the annual report for the 2024-25 fiscal year ending June 30, 2025, and Measure I Bond and Performance Audit.

The Board of Trustees took action to adopt the findings of the annual report for the 2024-25 fiscal year ending June 30, 2025, and Measure I Bond Financial and Performance Audit as presented on a motion by Member Karsch, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

- B. Michael Mancuso, Director of Fiscal Services, presented the First Interim Financial Report through October 31, 2025, and authorization of the Board President and the Superintendent to sign positive certification for the First Interim District Certification of Interim Report for the Fiscal Year 2025-26, and related budget transfers.
 - The Board of Trustees discussed the increase in personnel expenditures, including whether it was driven by additional staffing rather than salary increases; challenges related to recruitment and labor shortages; trends in staffing agency usage; and whether the current year staffing agency costs reflected a full year comparison.
 - The Board of Trustees then discussed the reserve levels and funding trends, clarified that officials recommend a 17% reserve, and appreciated the detailed report, emphasizing the district's commitment to fiscal responsibility, supporting staff, and serving students. Clarification was also provided that the district receives a lower percentage of federal funding compared with similar districts due to declining unduplicated pupil counts.

The Board of Trustees took action to approve the First Interim Financial Report through October 31, 2025, and authorization of the Board President and the Superintendent to sign positive certification for the First Interim District Certification of Interim Report for the Fiscal Year 2025-26, and related budget transfers, on a motion by Member McAllaster, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.

7. Business and Legal (continued)

- C. Laura Rowland, Assistant Superintendent of Personnel Services, presented the Collective Bargaining Sunshine Proposal 2025-26 (Government Code 3547). Michelle Carney, Etiwanda Teachers Association (ETA) President, shared an update on forthcoming changes to the collective bargaining agreement, including class size and support, employee benefits, salaries, and compensation.

8. Instruction

- A. David Ortiz, Director of Data, Assessment, & Accountability, presented the 2025 California Assessment of Student Performance and Progress (CAASPP) Summative Assessment results.
- The Board of Trustees praised the positive performance trends, noting they reflect the dedication of teachers and staff and the resulting opportunities for students. They emphasized that while comparisons with other schools provide context, the primary focus remains on continuous improvement.
- B. Alicia Lyon, Director of Pupil Services, presented the proposed list of open/closed schools for student transfers for the 2026-27 school year.
- The Board of Trustees discussed the transfer window and space availability, noting that openings will be filled and that students impacted by capacity limits at the intermediate schools will be redirected to schools with available space.
- After discussion, the Board of Trustees approved the proposed open/closed schools for student transfers for the 2026-27 school year, on a motion by Member Fort, seconded by Member Jaramillo, and carried by a unanimous vote, with all members present voting yes.
- C. Jeannie Tavolazzi, Assistant Superintendent of Instruction/Pupil Services, presented the draft 2026-27 student calendar.
- The Board of Trustees discussed alignment with the Chaffey Joint Union High School District calendar and its impact on attendance.
- After discussion, the Board of Trustees approved the draft 2026-27 student calendar presented on a motion by Member Fort, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.

9. Superintendent

- A. The Board of Trustees approved the 2026 San Bernardino County Schools Boards Association (SBCSBA) and San Bernardino County District Advocates for Better Schools (SANDABS) representatives and authorized staff to submit the electronic ballot reflecting the Board's action. The motion was made by Member Fort, seconded by Member Jaramillo, and carried unanimously, with all members present voting yes.
- Approved representatives:
- SBCSBA: President, Cindy Gardner; Secretary, Maria Gomez; Area A, Clayton Moore; Area B, Don English; and Area C, Roxanne Ramirez
 - SANDABS: Desert/Mountain, Christina Behringer; East Valley, Andrea De Leon; and West End, Sherman Garnett
- B. Superintendent Sprague shared new information related to The Cosca Group consulting team, and options: Proceed with The Cosca Group as proposed, request a different consultant from The Cosca Group, select Leadership Associates, or reopen the process and consider alternate firms for the superintendent search.
- The Board of Trustees discussed The Cosca Group's lack of disclosure of a consultant's current employment. Trustees sought clarification on the consultant's current employment and expressed concern that this information was not clearly presented during the original selection. The Board discussed potential impacts on transparency, community trust, the search timeline, and options.
- After discussion, the Board of Trustees approved moving forward with new search firm proposals, including a second presentation by The Cosca Group with a different consultant. The motion was made by Member McAllaster, seconded by Member Karsch, and carried unanimously, with all members present voting yes.
- C. Superintendent Sprague acknowledged and celebrated the intermural basketball playoff champions for both the girls' and boys' teams. She also shared that the Etiwanda High School Choir toured Summit Intermediate and the District Office, spreading holiday cheer through their performances. Additionally, she highlighted recent District Office activities, including a staff lunch and cookie decorating, site visits, social media updates, and upcoming events.

10. Consent Calendar

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Jaramillo, seconded by Member Gordon, 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 November 1 - 30, 2025, 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 November 1 - 30, 2025.
- D. Ratification of the Budget Financial Reports for the period November 1 - 30, 2025.
- 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 the following donations:

Donated by:	Donation of:	Donated to:
Menchie's Frozen Yogurt	Cash	Caryn ES
Chick-fil-A	Cash	Caryn ES
Kroger	Cash	Caryn ES
Adventure Zone, LLC	Cash	Day Creek IS
America's Charities	Cash	Day Creek IS
Office of Jesse Armendarez, Second District Supervisor	Non-Cash	Child Welfare and Attendance
Arizona College of Nursing	Non-Cash	Child Welfare and Attendance

- H. 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	Util-Locate	DQ121525A-01	Utility locating	West Heritage ES
2	Monterey County Office of Education	INST121525A-01	Fieldwork	D.W. Long ES East Heritage ES Caryn ES Day Creek IS
3	WorkForce	NR121525A-01	Time and attendance software	Etiwanda School District
4	Bernier Refrigeration Generations, Inc.	TC121525A-01	Walk-in box cooler	Summit IS
5	National University	AR121525A-01	Fieldwork	Etiwanda School District

- I. 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	Carrier Corporation	DQ121525A-02	CMAS Number 4-25-08-1003 Terms 8/5/2025 – 12/31/2027 Non-IT Commodities General Provisions	Etiwanda School District

10. Consent Calendar (continued)

- J. Approval of purchase of one Ford Transit 250 for Child Nutrition from Sunrise Ford of Fontana.
- K. Approval of County Form No. 1 designating new President and Clerk as individuals delegated to certify or attest governing board action.
- M. Approval of amendment to extend the Memorandum of Understanding between the Etiwanda School District and the San Bernardino County Superintendent of Schools to support classified employees through the Classified Employee Grant (CEG) Program Consortium.
- N. Approval of a monthly bonus of \$100 for afternoon Child Care Assistants (CCA) to attract and retain employees for the 2025-26 school year.
- O. Approval of Short-Term Classified Salary Schedule effective January 1, 2026. California minimum wage increase.
- P. Approval to destroy the following records. The records have been scanned and will be retained in electronic format. The copies of these Class 3 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	**If Imaged**
				Hard Copy Retention-Media Retention
1	Personnel Records	4 years	2020-2021	4 years-Permanent

- Q. Approval of San Bernardino County Superintendent of Schools Request for New Fund/Resource/Sub-Fund requesting the establishment of Resource 9721 within Fund 35.
- R. 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	Bio-Acoustical	AS121525A-01 Amendment #1	\$30,800.00	\$31,700.00 Additional nurses needed for mandated student screening

11. 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.
 - Yesenia Martinez commented regarding her child with special needs and concerns related to a behavioral incident, a suspension, and challenges experienced during an Individual Education Plan (IEP) meeting. She expressed concern about law enforcement involvement following a school incident and requested support and guidance from the District.
 - Celia Saravia, with Spanish translation provided by Member Jaramillo, addressed concerns regarding a special needs student involved in a behavioral incident during an IEP meeting and the subsequent law enforcement involvement.
 - An anonymous speaker raised concerns about the District's response to a mandatory reporter alleging a lack of transparency, retaliation, and poor judgment, and asserting that student safety was not prioritized. The speaker criticized District leadership and governance, referenced a preschool incident and pending litigation, cited religious scripture, and called for the Superintendent's resignation.
 - An anonymous speaker expressed concerns regarding a districtwide communication, alleging it was inappropriate and violated due process, and criticized a Trustee's public support of the communication. The speaker urged the Board to exercise restraint in public statements and raised concerns regarding legal liability, public trust, and First Amendment rights.
 - Des Alvarez expressed concern about a teacher retiring mid-year, noting the impact on student stability, questioned class-size adjustments, and the administrator's handling of teacher assignments. The speaker also raised issues regarding school safety and discipline, including the implementation of Positive Behavioral Interventions and Supports (PBIS), consistency of consequences, and incidents of bullying that affected student attendance and school climate. Additionally, concerns were shared about special education evaluations and board decisions, requesting more equitable and transparent processes to ensure student well-being.

11. Public Comment on Non-Agenda Items (continued)

- MC commented regarding preschool fees and the disparity they create.
- Mary Davis expressed concerns regarding student safety, mandatory reporting, parental rights, intrusive surveys, potential misuse of Child Protective Services, and district billing practices, urging the Board to prioritize literacy, ensure transparency, and review consultant contracts for conflicts of interest.
- Antoinette Jensen commented that a child’s educational record was overlooked while the focus was placed on the superintendent search. She raised issues regarding equity in access to the curriculum based preschool programs, potential Brown Act violations, and the impact of District communications sent to other districts. Ms. Jensen emphasized the negative effect on students, families, and staff and urged the Board to consider the consequences of their actions on student well-being and safety.

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

None provided.

13. Closed Session

The Board of Trustees adjourned to Closed Session at 10:06 p.m.

- A. Conference with labor negotiator (Government Code 54957.6) for the 2025-2026 school year
District Negotiator: Laura Rowland, Assistant Superintendent of Personnel Services
Bargaining Unit: Etiwanda Teachers Association
- B. Liability Claim (Government Code 54956.95)
Claimant: PL2526-05 A.B. (minor)
- C. Conference with labor negotiator (Government Code 54957.6) for the 2026-2027 school year.
District Negotiator: Charlayne Sprague, Superintendent
- D. Public Employee Performance Evaluation: Superintendent (Government Code 54957)

14. Reconvene to Open Session

The Board of Trustees reconvened into Open Session at 10:28 p.m.

Board President Gordon extended the meeting by 30 minutes on a motion by Member Jaramillo, seconded by Member McAllaster, and carried by a unanimous vote with all members present voting yes.

The Board of Trustees reconvened into Open Session at 11:02 p.m.

- Item 13. A. No action taken.
- Item 13. B. In Closed Session, the Board of Trustees took action to deny the Claim No. PL2526-05 filed by A.B. against the Etiwanda School District, on a motion by Member Karsch, seconded by Member Jaramillo, and carried by a unanimous vote with all members present voting yes.
- Item 13. C. No action taken.
- Item 13. D. No action taken.

15. Adjournment

The meeting was adjourned at 11:03 p.m. on a motion by Member Karsch, seconded by Member Jaramillo, and carried by unanimous vote with all members present voting yes.

Board approved date: January 22, 2026